Ordinary Council Meeting - 15 December 2020
Attachments

7.1 Confirmation of minutes.....6
7.1.1 Ordinary Council Meeting minutes - 17 November 2020.....6
7.1.2 Agenda Briefing Forum notes - 3 November 2020.....175
7.1.3 Mindeera Advisory Group Notes - 11 November 2020.....318
7.1.4 COVI D-19 Response Working Group notes - 12 November.....325
7.1.5 Access and Inclusion Advisory Group notes - 13 November.....334
7.1.6 Urban Forest Strategy Implementation Working Group notes - 23 November 2020.....342
7.1.7 Lathlain Park Advisory Group Notes 7 December 2020 pdf.....350
8.1 Presentation of minutes from external bodies.....366
8.1.1 Tamala Park Ordinary Council meeting minutes - 8 October.....366
11.2 Workforce Plan 2020-2035.....379
11.2.1 Workforce Plan 2020-2035.....379
11.3 South East Corridor Councils Alliance - Memorandum of Understanding.....401
11.3.1 Draft SE Corridor Councils Alliance MOU.....401
12.1 Residential Character Study Area Character Incentives and Heritage Areas.....408
12.1.1 Recommendations Report.....408
12.1.2 Planning and Development Regulations 2015 Exract.....502
12.2 Proposed amendment (time frame extension) to development approval for unlisted use (temporary property sales suite).....508
12.2.1 Subject site - 53 and 55 Canning Hwy - Location map - Aerial photo.....508

12.2.2 Consultation_(Previously approved)_plans_-_55 Canning Highway VICTORIA PA K_-_5.2019.374.1.....509
12.2.3 Submission (anonymised).....515
12.2.4 Site Inspection Photos - 452 - 55 Canning Highway VICTORIA PARK.....516
12.2.5 2019 Notice of Approval - letter & plans - 55 Canning Highway VICTORIA PAK - 5.2019.374.1.....521
12.3 Adoption of Arts and Culture Plan.....532
12.3.1 Arts and Culture Plan.....532
12.3.2 Arts and Culture Plan Public Submission Summary.....581
12.5 Adoption of Mindeera and Access and Inclusion Advisory Group Terms of Reference 587
12.5.1 Mindeera Advisory Group Terms of Reference.....587
12.5.2 Access and Inclusion Advisory Group Terms of Reference.....590
12.6 Urban Forest Strategy Implementation Working Group - Recommended Appointments.....593
12.6.1 Attachment 1 - UFS IWG 2021 EOI Assessment Matrix.....593
12.7 Adoption of the Business Advisory Group Terms of Reference.....594
12.7.1 Terms of Reference - Business Advisory Group.....594
12.8 Final Approval for Scheme Amendment 82 to Town Planning Scheme No. 1.....597
12.8.1 Amendment 82 to TPS 1 - Schedule of Submissions.....597
12.8.2 Summary of YourThoughts Survey - Burswood Station East Local Planning Framework.....604
12.8.3 Amendment 82 to TPS 1 - Schedule of Modifications.....609

12.8.4 Amendment 82 to TPS 1 - Scheme Amendment Report (Public Advertising Version).....613
12.8.5 Draft Local Planning Policy 40 Burswood Station East Precinct Design Guidelines and Public Realm Improvements (Public Advertising Version).....647
12.9 Old Spaces New Places Project #3 - Preferred Location.....713
12.9.1 Shortlisted Location Maps.....713
12.9.2 Place Possibilities Maps.....716
12.9.3 Project Consultant's Engagement Summary Report.....719
12.9.4 Community Survey 2 Submission Comments Schedule.....790
13.1 TVP/20/06 Tree Maintenance and Associated Works.....818
13.1.1 2020-11-25 - Probity Certificate - Town of Victoria Park - TV P-20-06.....818
13.5 Proposed future options for the recovery of organic material (garden organics and food organics) from the Town's waste.....820
13.5.1 Organics Recovery System for OCM 820
13.5.2 FOGO Modelling summary for OCM.....845
13.5.3 Proposed Team Structure 872
13.6 Kent St Sand Pit - Opportunities and Considerations Report.....873
13.6.1 Kent St Sand Pit Design Opportunities and Considerations Report FINAL.....873
14.1 Schedule of Accounts for October 2020.....920
14.1.1 Payment Summary Listing - October 2020.....920
14.2 Financial Statements for the month ending October 2020.....929
14.2.1 Financial Statements for the month ending October 2020.....929
15.1 Adoption of Policy 116 Sponsorship.....971

15.1.1 Policy 307 Sponsorship by private companies on Town property including events.....971
15.1.2 Policy 114 Community funding Sponsorship removed.....975
15.1.3 Policy 116 Sponsorship.....986
15.2 Review of Policy 204 Plant containers on commercial paved areas and Policy 209 Paving of verges in commercial areas.....992
15.2.1 Policy 204 Plant containers on commercial paved areas.....992
15.2.2 Policy 209 Paving of verges in commercial areas.....995
15.2.3 Policy 204 Improvement of verges or footpaths adjacent to commercial properties - Tracked changes.....997
15.2.4 Policy 204 Improvement of verges or footpaths adjacent to commercial properties.....1002
15.3 Review of Policy 206 Temporary vehicle stands at building.....1005
15.3.1 Policy 206 Parking work zones at building sites Track.....1005
15.3.2 Policy 352 Parking work zones at building sites final [V0CV]...1010
15.3.3 Policy 206 Temporary vehicle stands at building sites -.....1014
15.4 Review of Policy 210 Free Trade Area.....1016
15.4.1 Policy 210 Free trade area tracked changes.....1016
15.4.2 Policy 210 Free trade area Attachment 2.....1018
15.5 Interim Audit Report 2019-2020 Financial Year.....1020
15.5.1 Interim Audit Results For The Year Ending 30 June 2020.....1020
15.6 CEO's Update: Strategic Risk Review.....1027
15.6.1 Internal Audit Program 2020 2021 v 2 0 DRAFT.....1027
17.1 Revocation of confirmation of September 2020 Ordinary Council Meeting minutes.....1043
17.1.1 Revocation motion.....1043

TOWN OF VICTORIA PARK



Ordinary Council Meeting

Minutes – 17 November 2020

WE'RE OPEN
VIC PARK

Please be advised that an **Ordinary Council Meeting** was held at **6:30pm** on **17 November 2020** in the **Council Chambers,** Administration Centre at 99 Shepperton Road, Victoria Park.

Her Worship the Mayor Karen Vernon
19 November 2020

Table of contents

Item	Page no
1 Declaration of opening	4
2 Announcements from the Presiding Member	4
3 Attendance	8
3.1 Apologies	8
3.2 Approved leave of absence	8
4 Declarations of interest	9
5 Public question time	13
5.1 Response to previous public questions taken on notice at Ordinary Council Meeting on 20 October 2020	13
5.1 Response to previous public questions taken on notice at Agenda Briefing Forum on 3 November 2020	14
5.2 Public question time	14
6 Public statement time	17
7 Confirmation of minutes and receipt of notes from any agenda briefing forum	18
8 Presentation of minutes from external bodies	18
9 Presentations	19
10 Method of dealing with agenda business	20
11 Chief Executive Officer reports	21
11.1 Adoption of Council meeting schedule for 2021	21
12 Chief Community Planner reports	26
12.1 34 Goddard Street - Playing of Competitive Matches	26
12.2 Vic Park Funding Program - Community, Arts and Sports grants	59
12.3 Vic Park Funding Program Operating Subsidy	75
13 Chief Operations Officer reports	87
13.1 Request to dedicate ROW 54 as a road	87
13.2 Acceptance of Grant Funding for Edward Millen Redevelopment Project - Department of Infrastructure, Transport, Regional Development and Communications	97
13.3 Macmillan Precinct Concept Plan	103
14 Chief Financial Officer reports	118
14.1 Schedule of Accounts for September 2020	118
14.2 Financial Statements for the month ending September 2020	122
14.3 2020-2021 Quarterly Budget Review	126

15 Committee Reports 134
15.1 Review of Policy 224 Fences Between Town Property and Adjoining Property 134
15.2 Review of Policy 254 Remnant Native Vegetation 138
16 Applications for leave of absence 142
17 Motion of which previous notice has been given 143
17.1 Mayor Karen Vernon - Support for WAAMH Mental Health Campaign ahead of WA State Election 2021 143
17.2 Mayor Karen Vernon - Temporary alteration of paid parking from December 2020 – January 2021 148
17.3 Cr Brian Oliver - Sump to Park Project 154
17.5 Mayor Karen Vernon - Listing of financial commitments for Edward Millen Reserve and Zone 1 Lathlain Park in Long Term Financial Plan 163
18 Questions from members without notice 167
19 New business of an urgent nature introduced by decision of the meeting 167
20 Public question time 167
21 Public statement tIme 167
22 Meeting closed to the public 168
22.1 Matters for which the meeting may be closed 168
22.2 Public reading of resolutions which may be made public 168
23 Closure 169

1 Declaration of opening

Mayor Karen Vernon opened the meeting at 6.30pm.

Acknowledgement of Country

Ngany yoowart Noongar yorga, ngany wadjella yorga. Ngany djerapiny Wadjak – Noongar boodja-k yaakiny, nidja bilya bardook.

I am not a Nyungar woman, I am a non-Indigenous woman. I am honoured to be standing on Whadjuk - Nyungar country on the banks of the Swan River.

Ngany kaaditj Noongar moort keny kaadak nidja Wadjak Noongar boodja. Ngany kaaditj nidja Noongar birdiya – koora, ye-ye, boorda, baalapiny moorditj Noongar kaadijtin, moort, wer boodja ye-ye.

I acknowledge the traditional custodians of this land and respect past, present and emerging leaders, their continuing cultural heritage, beliefs and relationship with the land, which continues to be important today.

Ngany youngka baalapiny Noongar birdiya wer moort nidja boodja.

I thank them for the contribution made to life in the Town of Victoria Park and to this region.

2 Announcements from the Presiding Member

2.1 Recording and live streaming of proceedings

In accordance with clause 39 of the *Town of Victoria Park Meeting Procedures Local Law 2019*, as the Presiding Member, I hereby give my permission for the administration to record proceedings of this meeting.

This meeting is also being live streamed on the Town's website. By being present at this meeting, members of the public consent to the possibility that their image and voice may be live streamed to public. Recordings are also made available on the Town's website following the meeting.

2.2 Public question time and public statement time

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

Due to the number of people who are in attendance who may be asking questions tonight, there will be a question limit of three questions per person. There will also be a limit on public statements with one statement per person, on one issue, with a two minute cap. If further time is required, elected members can pass a resolution to extend public question time or public statement time.

In accordance with clause 40 of the *Town of Victoria Park Meeting Procedures Local Law 2019*, a person

addressing the Council shall extend due courtesy and respect to the Council and the processes under which it operates and shall comply with any direction by the presiding member.

A person present at or observing a meeting shall not create a disturbance at a meeting, by interrupting or interfering with the proceedings, whether by expressing approval or dissent, by conversing or by any other means.

When the presiding member speaks during public question time or public statement time any person then speaking, is to immediately stop and every person present is to preserve strict silence so that the presiding member may be heard without interruption.

2.3 No adverse reflection

In accordance with clause 56 of the *Town of Victoria Park Meeting Procedures Local Law 2019,* both Elected Members and the public when speaking are not to reflect adversely on the character or actions of Elected Members or employees.

2.4 Town of Victoria Park Meeting Procedures Local Law 2019

All meetings of the Council, committees and the electors are to be conducted in accordance with the Act, the Regulations and the *Town of Victoria Park Meeting Procedures Local Law 2019*.

2.5 Congratulations

Mayor Karen Vernon congratulated the Victoria Park Xavier Hockey Club for some further wins at the end of the hockey season:

- James Collins and Roos Swan won the Most Valued Players (male and female) in the Charlesworth Challenge Matches held at Perth Hockey Stadium;
- 75% of the Club's Junior teams made the finals this season.

Mayor Karen Vernon congratulated all our local businesses who were finalists in the 2020 Australian Hotels Association WA Hospitality Awards for Excellence:

1. Palace Arcade and Boston Brewing Co in the Best New Venue and Themed Business category; with Palace Arcade winning the Themed Venue award.
2. Balmoral Hotel, Broken Hill Hotel and Boston Brewing Co in the Metropolitan Casual Pub Dining category;
3. Ameidhi Cooroopdass from Boston Brewing Co and Samuel Labrosciano from the Broken Hill Hotel in the head chef award category.

2.6 Mayor's report

On 21 October, I attended my first meeting as the Town's elected representative at the South East Metropolitan Regional Road Sub-Group, where we discussed delivery of road projects subject to WA Government grant funding.

On 22 October, it was a change of pace for the CEO and I, attending the start line for the inaugural Ruby Road Trip, a fundraising event for Variety – The Children's Charity, at McCallum Park. I gave the welcome address to the participants before they headed off on the first leg of their trip, with a stop at the Carson Street School, East Victoria Park to present the school with a very welcome cheque for $18,000 towards the cost of a wheelchair accessible bus.

On 23 October, I attended a Q7A and morning tea with an engaged group of about 35 seniors at Connect Victoria Park. That evening I attended Kent Street Senior High School's Year 12 Graduation Ceremony.

On 28 October, together with Deputy Mayor Ife, Crs Hendriks, Lisandro, the CEO and governance staff, I attended a Forum at the City of Canning to discuss the Inquiry Report into the City of Perth.

On 29 October, I attended a breakfast with the Director-Generals of a number of government departments hosted by WALGA. I was seated at the Department of Transport table, and had the opportunity to discuss the progress of elevated rail, upgrades to the Burswood train station and the new Swan River pedestrian/cycle bridge with the Acting Director-General of Transport.

That evening I represented the Town at the Australia China Friendship Society WA Annual Awards Dinner.

On 2 November I met with the CEO of Visability to discuss the progress of Perron Place, the new community centre operating from the Perron Centre, Victoria Park.

On 4 November, the CEO and I attended a meeting of the Inner City Mayors and CEOs Group at the City of Perth. On the agenda was a presentation from the Department of Transport on the Greater Perth Transport Plan, homelessness, and support for locating an Aboriginal cultural centre within inner Perth.
On 6 November, I caught up separately with the Mayors of Vincent and South Perth to foster building good relationships.

That evening I attended the West Coast Classic Wind Up, Supporter Thank You and Awards night for the Perth Redbacks Basketball Club.

On 10 November, I was privileged to attend the establishment ceremony for the Carrolup Centre for Truth-telling and opening of the Yarning Circle at Curtin University. The exhibition of Carrolup artworks by children of the stolen generation is on display daily at John Curtin Gallery until 13 December.

On 11 November, the Town held its annual Remembrance Day ceremony in Memorial Gardens, with a lovely performance by the Lathlain Primary School choir. Special thanks to the Town's Local History Co-ordinator, Rosie Ritorto, for her work compiling the history of this year's featured local WWI hero Frank Benporath.

Later that morning I joined members of the Harold Hawthorne Community Centre along with Crs Hendriks and Lisandro for the 100 year celebration of the Bickford Soldiers Memorial Hall, Carlisle.
That afternoon I met with the Chair and Manager of the Victoria Park Community Centre.

On 12 November, I was fortunate to attend the Australian of the Year WA 2021 Awards where 4 exceptional West Australians from an outstanding field of 16 were named the winners in their categories and will go on to represent WA in the Australian of the Year Awards next year.

On 13 November, I joined new parents after Baby Rhyme-time for morning tea at the Library to celebrate PANDA Week 2020. PANDA is a national organisation supporting new parents dealing with depression and anxiety.

That afternoon and again on 14 November I held Share with the Mayor. It's great to see people starting to take up the opportunity to stop in without an appointment to talk about local issues.

On the afternoon of 14 November, along with Crs Lisandro and Oliver, I attended a Community Renewable Energy Projects Conversation hosted by the Victoria Park Community Centre and the Vic Park Collective, which brought up lots of interesting ideas and issues.

Last night Cr Anderson and I attended a PrideFEST 2020 comedy event as guests of Pride WA in recognition of the Town's support for Pride WA.

3 Attendance

Mayor	Ms Karen Vernon
Banksia Ward	Cr Claire Anderson Cr Wilfred Hendriks Cr Luana Lisandro
Jarrah Ward	Deputy Mayor Bronwyn Ife Cr Brian Oliver Cr Jesvin Karimi
Chief Executive Officer	Mr Anthony Vuleta
Chief Operations Officer	Mr Ben Killigrew
Chief Financial Officer	Mr Michael Cole
Chief Community Planner	Ms Natalie Martin Goode
Manager Development Services	Mr Robert Cruickshank
Manager Governance and Strategy	Ms Bana Brajanovic
Secretary	Ms Natasha Horner
Secretarial support	Ms Amy Noon
Public liaison	Ms Alison Podmore
Public	30

3.1 Apologies

Nil.

3.2 Approved leave of absence

Banksia Ward	Cr Ronhhda Potter
Jarrah Ward	Cr Vicki Potter

4 Declarations of interest

Declaration of financial interest

Nil.

Declaration of proximity interest

Nil.

Declaration of interest affecting impartiality

Name/Position	Cr Claire Anderson
Item No/Subject	12.1 - 34 Goddard Street – Playing of Competitive Matches
Nature of interest	Impartiality
Extent of interest	I live in the consultation zone

Name/Position	Cr Jesvin Karimi
Item No/Subject	12.1 - 34 Goddard Street – Playing of Competitive Matches
Nature of interest	Impartiality
Extent of interest	I accepted an invitation to watch the Perth Demons and South Fremantle Bulldogs game held 12 September 2020 at Mineral Resources Park from the WCE.

Name/Position	Mr Anthony Vuleta
Item No/Subject	12.1 - 34 Goddard Street – Playing of Competitive Matches
Nature of interest	Impartiality
Extent of interest	I have attended events held by the Perth Football Club and the West Coast Eagles Football Club in the past.

Name/Position	Mayor Karen Vernon
Item No/Subject	12.1 - 34 Goddard Street – Playing of Competitive Matches
Nature of interest	Impartiality
Extent of interest	I have attended events held by the Perth Football Club and the West Coast Eagles Football Club in the past.

Name/Position	Cr Luana Lisandro
Item No/Subject	12.1 - 34 Goddard Street – Playing of Competitive Matches
Nature of interest	Impartiality
Extent of interest	I live on Goddard Street and although my property does not directly adjoin the property outlined in this development application some in the community may perceive I have an interest. I also live within the consultation area and I was invited and attended the Perth Football Club's semi-final match on 12th September 2020 at the West Coast Eagles building.

Name/Position	Deputy Mayor Bronwyn Ife
Item No/Subject	12.1 - 34 Goddard Street – Playing of Competitive Matches

Nature of interest	Impartiality
Extent of interest	I have attended an event at Mineral Resources Park as an invited guest of the West Coast Eagles

Name/Position	Cr Wilfred Hendriks
Item No/Subject	12.1 - 34 Goddard Street – Playing of Competitive Matches
Nature of interest	Impartiality
Extent of interest	Have attended a function hosted by West Coast Eagles

Name/Position	Mr Michael Cole
Item No/Subject	12.1 - 34 Goddard Street – Playing of Competitive Matches
Nature of interest	Impartiality
Extent of interest	Member of the West Coast Eagles Football Club

Name/Position	Cr Brian Oliver
Item No/Subject	12.1 - 34 Goddard Street – Playing of Competitive Matches
Nature of interest	Impartiality
Extent of interest	Attended events hosted by the Perth Football Club and West Coast Eagles in the past

Name/Position	Mayor Karen Vernon
Item No/Subject	12.2 - Vic Park Funding Program - Community, Arts and Sports grants
Nature of interest	Impartiality
Extent of interest	I have attended events held by these grant applicants: 1. The Vic Park Collective 2. Lathlain Primary P&C 3. The Friends of Jirdarup Bushland 4. Burswood Peninsula Neighbourhood Watch and Residents Association 5. Victoria Park Community Garden Association 6. Harold Hawthorne Seniors Community Centre 7. Nardine Wimmins Refuge

Name/Position	Cr Luana Lisandro
Item No/Subject	12.2 - Vic Park Funding Program - Community, Arts and Sports grants
Nature of interest	Impartiality
Extent of interest	I am a general member of the Lathlain Primary School P&C and have a child at the school. I have attended events held by the following grant applicants: 1. The Vic Park Collective 2. Lathlain Primary School P&C 3. The Friends of Jirdarup Bushland 4. Harold Hawthorne Seniors Community Centre

Name/Position	Cr Jesvin Karimi
Item No/Subject	12.2 - Vic Park Funding Program - Community, Arts and Sports grants
Nature of interest	Impartiality
Extent of interest	I have attended events held by the following grants applicants: 1. The Vic Park Collective 2. The Friends of Jirdarup Bushland

Name/Position	Deputy Mayor Bronwyn Ife
Item No/Subject	12.2 - Vic Park Funding Program - Community, Arts and Sports grants
Nature of interest	Impartiality
Extent of interest	I am a parent of a child at Victoria Park Primary School and have from time to time volunteered at events run by the P and C. I have attended events held by the following grant applicants: 1. The Friends of Jirdarup Bushland 2. The Vic Park Collective

Name/Position	Cr Wilfred Hendriks
Item No/Subject	12.2 - Vic Park Funding Program - Community, Arts and Sports grants
Nature of interest	Impartiality
Extent of interest	Member of Vic Park Men's Shed. I have had involvement and attended events with the Vic Park Collective and the Friends of Jirdarup Bushland.

Name/Position	Cr Brian Oliver
Item No/Subject	12.2 - Vic Park Funding Program - Community, Arts and Sports grants
Nature of interest	Impartiality
Extent of interest	I have attended events held by the following grant applicants: 1. The Vic Park Collective 2. Lathlain Primary School P&C 3. The Friends of Jirdarup Bushland

Name/Position	Mayor Karen Vernon
Item No/Subject	12.3 - Vic Park Funding Program Operating Subsidy
Nature of interest	Impartiality
Extent of interest	I have attended events held by these applicants for operating subsidies: 1. Connect Victoria Park 2. Victoria Park Community Centre 3. Victoria Park Centre for the Arts

Name/Position	Cr Luana Lisandro
Item No/Subject	12.3 - Vic Park Funding Program Operating Subsidy
Nature of interest	Impartiality
Extent of interest	I have attended events held by these applicants for operating subsidies: 1. Connect Victoria Park 2. Victoria Park Community Centre 3. Victoria Park Centre for the Arts

Name/Position	Cr Jesvin Karimi
Item No/Subject	12.3 - Vic Park Funding Program Operating Subsidy
Nature of interest	Impartiality
Extent of interest	I have attended events held by these applicants for operating subsidies: 1. Connect Victoria Park 2. Victoria Park Community Centre 3. Victoria Park Centre for the Arts

Name/Position	Cr Wilfred Hendriks
Item No/Subject	12.3 - Vic Park Funding Program Operating Subsidy
Nature of interest	Impartiality
Extent of interest	Committee member of the Harold Hawthorne Centre. I am involved in Rotary Vic Park, by way of funds to the Haven, the Homestead, and attended events at Connect Vic Park, and meetings at the Vic Park Community Centre, and have connections through Rotary.

Name/Position	Cr Brian Oliver
Item No/Subject	12.3 - Vic Park Funding Program Operating Subsidy
Nature of interest	Impartiality
Extent of interest	I have attended events held by these applicants for operating subsidies: 1. Connect Victoria Park 2. Victoria Park Community Centre 3. Victoria Park Centre for the Arts

Name/Position	Deputy Mayor Bronwyn Ife
Item No/Subject	12.3 - Vic Park Funding Program Operating Subsidy
Nature of interest	Impartiality
Extent of interest	I have attended events held by these applicants for operating subsidies: 1. Victoria Park Centre for the Arts 2. Connect Victoria Park 3. Victoria Park Community Centre

5 Public question time

5.1 Response to previous public questions taken on notice at Ordinary Council Meeting on 20 October 2020

Vince Maxwell

5. How old is the building we are in now?

The building is currently 35 years old and was constructed in 1985

6. In relation to 13.1, the attachment in the report under the section called background in regards to disability access, the writer makes the claim that it has a 'raft of compliance issues'. A fair bit of work has been done on the building, can you advise what might be included in this raft of compliance issues list that have not already been addressed?

The disability compliance issues outstanding include:

- Accessible parking public/staff
- Uneven surfaces- external
- External pedestrian access
- Wayfinding
- Connections between Digital Hub and Main Administration
- Ground floor lobby fitout
- Front reception desk
- Audio loop
- Internal door widths
- Open plan workstations
- Tea room accessibility
- Door threshold ramp
- Council Chamber fitout
- Meeting the needs of patrons with sensory impairment
- Central stairway in foyer
- UAT First floor access width
- Provide UAT for Chambers and function room
- Upgrade male and female toilet with ambulant toilet
- End of Trip facilities with accessible facilities
- Emergency egress

8. Is it true that there is a crèche at Aqualife, and that it is staffed by swimming instructors?

As confirmed by the Chief Financial Officer, there is a crèche at Aqualife. Most of our crèche attendants used to be swim teachers at some point. However, the permanent crèche attendants no longer teach Learn to Swim classes. On some occasions a swim teacher may assist creche staff with annual leave cover. However, they also hold the required qualifications.

Mike Lanternier

3. Does the Town have a costing for this project?

In reference to item 12.1 Integrated Movement Network Strategy and Parking Management Plan - Scope of Works, the costing for this project was purposely not stated in the report in order to ensure quotes from consultants were competitively priced.

5.2 Response to previous public questions taken on notice at Agenda Briefing Forum on 3 November 2020

Vince Maxwell

4. [In relation to item 13.1] how much staff time has been expended?

Staff hours have not been recorded in relation to this initiative.

5.2 Public question time

Sam Zammit

1. The car park that is positioned behind the new proposed Woolworths building, has it been paid for yet?

Mayor Karen Vernon advised that the car park contracted to sell to Fabcot has not yet been finalised.

2. Are we going to have the Christmas lights strung across Albany Highway again this year?

The Chief Operations Officer advised that we are.

3. What is the cost?

The Chief Operations Officer advised that across the Town the cost is around $100,000.

4. The proposal of a beach at the causeway, is that still on the cards?

Mayor Karen Vernon advised that the McCallum Park Masterplan did show a high level concept of an area that included a sand area, and Zone 1 of the Masterplan is underway.

5. Is that for swimming?

Mayor Karen Vernon advised that it is not.

John Gleeson, Victoria Park

1. Our flag outside is not standing, and I want to know why?

The Chief Community Planner advised that last week as part of NAIDOC week two flags were raised, and for Pride month the Pride flag was raised.

Mayor Karen Vernon advised that an additional flag pole was installed at Mr Gleeson's insistence and the reason that the flags change is due to the number of events/occasions to celebrate.

2. Can I see the letters that apply to the residents wanting to put the flags up?

Mayor Karen Vernon advised that he cannot. If Mr Gleeson wants a copy of the letters he can apply through the Freedom of Information Act.

John Collins, Carlisle

1. Regarding the development and application of the Lathlain Park proposal, are the responses received an accurate representation of the Lathlain and Carlisle residents and ratepayers?

The Manager Development Services advised that there were two rounds of consultations for submissions. The Town can only formally record and comment on submissions received in writing. The report includes a total of 142 submissions, with 84 in support and 58 objecting the application.

2. Have the public responded?

The Manager Development Services advised that consultations were within 500m of the property, but outside this radius submissions were also permitted. All submissions are viewed as valid. The report summarizes that 59% of comments received were supportive, and 69% of the comments received were within 500m of the property, and of that 42% were in support of the application.

Noel McCombe, East Victoria Park

1. Regarding McMillan Concept Plan, why is it an agenda item when the consultants and Town officers have refused or are unable to provide basic information on the single biggest claim in the concept plan, that is, the 86% increase in public open space which was changed to open space in the final project concept plan?

The Chief Operations Officer advised that the Officers measuring the increase public spaces have based it on the concept plan. The information that has been requested by Mr McCombe will be available after detailed design, which has yet to be undertaken. Currently, the best analysis of the concept public space component of the master plan is an increase of over 80%.

James Reynolds, Lathlain

1. Have the Council given any thought to consider whether the lease that was originally given to West Coast Eagles was given under false pretenses?

Mayor Karen Vernon advised that the Council has not.

2. Shouldn't they?

Mayor Karen Vernon advised that she is not aware of any basis for which they would consider it.

3. Have you any idea of the former Councillors that were in place at the time that the lease was granted, how many of them could have been financial members of the West Coast Eagles?

Mayor Karen Vernon advised that she is not in a position to answer that as it was quite some time ago. In terms of answering the question, it would depend if records show any financial declarations of interest, which there would have to be if they were voting on the item.

PROCEDURAL MOTION

Moved: Mayor Karen Vernon **Seconded:** Cr Luana Lisandro

Extend public question time by 15min

CARRIED (7-0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

Mike Lanternier, Lathlain

1. With regards to 12.1, the additional submissions received since Agenda Briefing Forum have not been included in the summary of submissions, why hasn't the same approach been taken to include the additional submissions? Could the extra 34 submissions be added to summary and therefore available on public record?

The Manager Development Services advised that the additional submissions received after summarised after the report was finalised and the agenda published. Members of the public can have confidence that in forwarding the submissions to the WA Planning Commission that the Town will include the summary of both consultation periods.

Greg Davis, Lathlain

1. What was the net loss of parking in the Lathlain oval precinct for the West Coast Eagles development, including Zone 1, Zone 2 and the Perth Football Club?

The Chief Operations Officer advised that the bulk of the loss would have been a large car park that held about 530 car bays.

2. What about the parking that was lost on the Perth Football Club where they drove under the grandstand, around 140 bays lost in Zone 2?

The Chief Operations Officer advised that is all he can recall.

The Manager Development Services advised that he cannot recall any further for the other areas. In the report it indicates that in April 2016, there was a Perth Football game and 589 observed car parking in the car park.

3. In regards to the 600 bays around the suburb, do we have any location of where they are and what radius they are in relation to West Coast Eagles Perth Football Club?

The Manager Development Services advised as mentioned at the November Agenda Briefing Forum, there was a question from elected member to the applicant and there was no direct response from the applicant. However the technical report received from GTA Consultants, makes reference to approximately 669

vehicles for the surrounding locality. It states that there is 212 bays in the West Coast Eagles zone lease area and 272 offsite bays, which they say are a combination of on and off street parking which accounts for 580 bays. There is reference to possible parking on McCartney Crescent, Lathlain Primary School, East Vic Park Primary School, JA Lee Reserve, Vic Park Train Station and Carlisle Train Station, however there are no references to specific locations.

4. Does that have any consideration for the amount of parking that will be required by the businesses in Lathlain Place and playgrounds?

Mayor Karen Vernon advised that her understanding is that when Council did the redevelopment for Lathlain Place the businesses there saw the refurbishment of the marked car bays as part of the redevelopment.

The Manager Development Services advised that the bays are not for the exclusive use of the businesses, and not for the exclusive use of the West Coast Eagles, they are for the use of the general public.

6 Public statement time

Joshua Carmody, Perth

1. Made a statement on item 13.1 requesting Council to include an amendment to the recommendation to guarantee no access disruption to Bunnings' operations.

Sam Zammit

1. Made a statement on item 13.1 about his concerns on ROW 52's rerouting implications.

John Gleeson

1. Made a statement on item 13.3 and provided information that the sand area was originally for the swans to use to return.

Noel McCombe, East Victoria Park

1. Made a statement on item 13.1 about his concerns related to the budget and financial sustainability and urged Council to reject the progress of the item.

Rowena Skinner

1. Made a statement on item 12.3 about her desire for Council to ensure that the Town and Vic Park Centre for the Arts continue discussions about operating subsidies.

Jim Reynolds, Lathlain

1. Made a statement on item 12.1 about his concerns for available parking if activities were to increase at Lathlain Park.

Mike Lanternier

1. Made a statement on item 12.1 about his concerns that Lathlain Park will turn into an entertainment hub and its increased parking implications.

7 Confirmation of minutes and receipt of notes from any agenda briefing forum

COUNCIL RESOLUTION (547/2020):	

Moved: Cr Bronwyn Ife **Seconded:** Mayor Karen Vernon

That Council:

1. Confirms the minutes of the Ordinary Council Meeting held on 20 October 2020.
2. Receives the notes of the Agenda Briefing Forum held on 6 October 2020.
3. Receives the notes of the Business Advisory Group meeting held on 14 October 2020.
4. Receives the notes of the COVID-19 Response Working Group meeting held on 15 October 2020.
5. Receives the notes of the Urban Forest Strategy Implementation Working Group meeting held on 19 October 2020.

CARRIED (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

8 Presentation of minutes from external bodies

COUNCIL RESOLUTION (548/2020):	

Moved: Mayor Karen Vernon **Seconded:** Cr Luana Lisandro

That Council receives the minutes of the Mindarie Regional Council meeting held on 22 October 2020.

CARRIED (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

9 Presentations

9.1 Petitions

COUNCIL RESOLUTION (549/2020):	

Moved: Mayor Karen Vernon **Seconded:** Cr Claire Anderson

That Council receives the petition from Victoria Park Xavier Hockey Club to support the development of a synthetic turf field at Higgins Park.

CARRIED (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

9.2 Presentations

The Chief Executive Officer presented the Local Governance Professionals awards to the elected members. The first being for the Environmental Leadership and Sustainability Award for the Urban Forest Strategy, and the second being the Partnership and Collaborations Award for the Community Benefits Strategy.

9.3 Deputations

COUNCIL RESOLUTION (550/2020):	

Moved: Cr Bronwyn Ife **Seconded:** Cr Luana Lisandro

That Council receives deputations at tonight's Ordinary Council Meeting relating to item 12.3 from:
1. Luke Garswood
2. Tracy Destree and Jeremy Blank

CARRIED (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

Luke Garswood

1. Made a deputation in support of the recommendation for item 12.3 for the awarding of Connect Vic Park's operating subsidy.

Tracey Drestree and Jeremy Blank

1. Made a deputation about their concerns about the process for applying for operating subsidies, on behalf of the Victoria Park Centre for the Arts, in relation to item 12.3.

10 Method of dealing with agenda business

COUNCIL RESOLUTION (551/2020):	

Moved: Cr Claire Anderson **Seconded:** Cr Luana Lisandro

That items 11.1, 13.2, 14.1, 15.1 and 15.2 be adopted by exception resolution, and the remaining items be dealt with separately.

CARRIED (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

11 Chief Executive Officer reports

11.1 Adoption of Council meeting schedule for 2021

Location	Town-wide
Reporting officer	Amy Noon
Responsible officer	Bana Brajanovic
Voting requirement	Simple majority
Attachments	Nil

Recommendation

That Council:

1. Adopts the schedule of Agenda Briefing Forums and Ordinary Council Meetings for 2021, with all meetings being held from 6.30pm in the Town of Victoria Park Council Chambers, 99 Shepperton Road, Victoria Park 6100.

	Agenda Briefing Forum	Ordinary Council Meeting
January	No meeting	No meeting
February	2 February 2021	16 February 2021
March	2 March 2021	16 March 2021
April	6 April 2021	20 April 2021
May	4 May 2021	18 May 2021
June	1 June 2021	15 June 2021
July	6 July 2021	20 July 2021
August	3 August 2021	17 August 2021
September	7 September 2021	21 September 2021
October	5 October 2021	12 October 2021
November	2 November 2021	16 November 2021
December	30 November 2021	14 December 2021

2. Provides local public notice of its meetings for the 2021 calendar year, in accordance with regulation 12 of the Local Government (Administration) Regulations 1996.

Purpose

To set the meeting dates for Council meetings open to the public for the 2021 calendar year.

In brief

- The Town of Victoria Park Council has two meetings open to the public each month, the Agenda Briefing Forum and Ordinary Council Meeting.
- Council is required to set the dates for its public meetings and provide local public notice at least once each year.
- In 2020, the Agenda Briefing Forum was held on the first Tuesday of the month, and the Ordinary Council Meeting was held on the third Tuesday of the month.
- The schedule of meetings proposed for the 2021 calendar year follows the same format that was adopted for 2020.

Background

1. Council is required to provide local public notice of its Council meetings at least once each year, in accordance with regulation 12 of the Local Government (Administration) Regulations 1995. To do this, Council must adopt its schedule of Agenda Briefing Forums and Ordinary Council Meetings for 2021.
3. At the Ordinary Council Meeting held on 19 November 2019, Council resolved to continue holding the Agenda Briefing Forum and Ordinary Council Meeting in 2020 on the first and third Tuesday of the month respectively. This schedule was first set in 2018 for the 2019 calendar year.
4. Prior to 2018, Council held its briefing forum, known as the Elected Members' Briefing Session, and the Ordinary Council Meeting on the first and second Tuesday of the month respectively. This was changed to allow elected members more time to engage with the community before making decisions, and to allow the Town time to provide any further information requested to allow for informed decisions to be made.
5. The schedule of meetings proposed for the 2021 calendar year follows the same format that was adopted for 2020.

Strategic alignment

Social	
Strategic outcome	Intended public value outcome or impact
S02 - An informed and knowledgeable community	Whilst legislatively required, the setting and communicating of Council meeting dates allows the community to be informed of when Council will be making decisions that may affect them. This also allows the community to plan their participation in the meetings.

Engagement

Not applicable.

Legal compliance

Section 5.3 of the *Local Government Act 1995*

Regulation 12 of the Local Government (Administration) Regulations 1996

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Not applicable.				Low	
Environmental	Not applicable.				Medium	
Health and safety	Not applicable.				Low	
Infrastructure/ ICT systems/ utilities	Not applicable.				Medium	
Legislative compliance	Failure to set and advertise Council's meeting dates will contravene the requirements of the Act.	Minor	Unlikely	Low	Low	TREAT risk by adopting meeting dates for 2021 and advertising them as required prior to January 2021.
Reputation	Not applicable.				Low	
Service delivery	Not applicable.				Medium	

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation.
Future budget impact	Not applicable.

Analysis

6. It is recommended that Council set its meeting schedule for 2021 as follows. Meetings will begin at 6.30pm on the listed date and be held in the Town of Victoria Park Council Chambers, 99 Shepperton Road, Victoria Park 6100.

	Agenda Briefing Forum	Ordinary Council Meeting
January	No meeting	No meeting
February	2 February 2021	16 February 2021

March	2 March 2021	16 March 2021
April	6 April 2021	20 April 2021
May	4 May 2021	18 May 2021
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July	6 July 2021	20 July 2021
August	3 August 2021	17 August 2021
September	7 September 2021	21 September 2021
October	5 October 2021	12 October 2021
November	2 November 2021	16 November 2021
December	30 November 2021	14 December 2021

6. If this meeting schedule is adopted, the Town will communicate all Council meeting dates through a public notice in the Southern Gazette, on the Town's website and on the Town's Facebook page.

Relevant documents

Policy 051 – Agenda Briefing Forum, Concept Forum and Workshops

Further consideration

7. Following comments received from some elected members, the recommendation has been changed since the November Agenda Briefing Forum.
8. Changes were made to the date for the October Ordinary Council Meeting due to local government elections occuring at this time.
9. Changes were also made to the dates for the December Agenda Briefing Forum and Ordinary Council Meeting to bring the meetings forward so they are further from the holiday period.

COUNCIL RESOLUTION (552/2020):	

Moved: Cr Claire Anderson **Seconded:** Cr Luana Lisandro

That Council:

1. Adopts the schedule of Agenda Briefing Forums and Ordinary Council Meetings for 2021, with all meetings being held from 6.30pm in the Town of Victoria Park Council Chambers, 99 Shepperton Road, Victoria Park 6100.

	Agenda Briefing Forum	Ordinary Council Meeting
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September	7 September 2021	21 September 2021
October	5 October 2021	12 October 2021
November	2 November 2021	16 November 2021
December	30 November 2021	14 December 2021

2. Provides local public notice of its meetings for the 2021 calendar year, in accordance with regulation 12 of the Local Government (Administration) Regulations 1996.

CARRIED BY EXCEPTION RESOLUTION (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

12 Chief Community Planner reports

12.1 34 Goddard Street - Playing of Competitive Matches

Location	Lathlain
Reporting officer	Amie Groom
Responsible officer	Robert Cruickshank
Voting requirement	Simple majority
Attachments	1. Attachment 1 - Applicants Report [**12.1.1** - 183 pages]

Landowner	Town of Victoria Park
Applicant	Urbis for West Coast Eagles and Perth Football Club
Application date	14 August 2020
DA/BA or WAPC reference	5.2020.432.1
MRS zoning	Parks and Recreation Reserve – Restricted Public Access
TPS zoning	Parks and Recreation Restricted
R-Code density	Not applicable
TPS precinct	Precinct P7 'Lathlain'
Use class	Not applicable
Use permissibility	Not applicable
Lot area	83,761 square metres
Right-of-way (ROW)	Not applicable
Municipal heritage inventory	Lathlain Oval - Category C
Residential character study area/weatherboard precinct	Not applicable
Surrounding development	Residential development with commercial development along Lathlain Place

Recommendation

That Council advise the Western Australian Planning Commission that the development application for the playing of competitive matches and special events at Lathlain Park is:

(a) Supported in relation to the playing of matches by Perth Football Club, acknowledging the long-term use of Lathlain Park by Perth Football Club, actual attendance numbers in recent years, the general community acceptance of the use of the oval by the club, and the limited amenity impact that has occurred.

(b) Not supported at this time in relation to matches involving the West Coast Eagles as the Council is not satisfied that sufficient information has been provided to demonstrate that the traffic and parking impacts of the proposed development can be appropriately managed so as to not have an adverse impact upon the amenity of the area.

Purpose

To consider the results of the public advertising and resolve to provide a recommendation to the Western Australian Planning Commission regarding a development application for the playing of competitive football matches at Lathlain Park.

In brief

- The Town has received a development application for the playing of competitive football matches at Lathlain Park (also known as Mineral Resources Park). The development application was submitted in response to the legal advice obtained by the Town regarding the permitted purpose of Lathlain Park and advice received from the WAPC.
- The application is for land reserved 'Parks and Recreation – Restricted Public Access' under the Metropolitan Region Scheme (MRS) and is not subject to the requirement for approval under the Town's Town Planning Scheme No. 1 (TPS1). The authority for determining the application under the MRS rests with the Western Australian Planning Commission (WAPC).
- The applicant has provided information which estimates the maximum number of games/events to occur on the ovals each year (up to a maximum of 45 games/events) and an estimated number of spectators for particular events (up to a maximum of 6500 people). In this regard, the numbers provided are intended to provide flexibility noting that the actual number of games/events is dependent upon a range of factors such as fixturing determined by the AFL, WAFL etc, and actual spectator numbers will be influenced by matters such as fixture times/days, weather conditions, success of the team etc.
- The expectation is that the actual number of games/events will be far less than 45 per year and that based upon previous events held at the venue, spectator numbers will generally be at the middle of the ranges provided.
- The Lathlain Park Management Plan contemplated the playing of competitive football matches by Perth Football Club with crowds of around 2000 people. Neither the Management Plan or the previous development approvals issued by the WAPC/JDAP for the WCE redevelopment contemplated the playing of competitive football matches by WCE at Lathlain Park.
- Accordingly the advice from the WAPC is that the playing of competitive football matches with crowds well in excess of 2000 people requires development approval.
- The need to obtain development approval for the playing of competitive football matches at Lathlain Park is a prerequisite to the Town's consideration of an amendment to the lease permitting the playing of matches.
- It is accepted that the playing of competitive football matches and special events at Lathlain Park will be beneficial in relation to such matters as community activation, potentially benefitting local businesses and bringing exposure to the Town and locality.
- It is also acknowledged that prior to the AFL competition, there were significant crowds attending Lathlain Park on a regular basis (beyond the 6500 maximum now proposed), and while this has not occurred for some time, there should be an expectation for those residents living near the oval of some level of reduced amenity due to the location close to the oval.
- Noting the long term use of the oval by Perth Football Club, actual attendance numbers and the limited amenity impact that has occurred, the use of the oval for the playing of matches by Perth Football Club is supported.
- However in relation to games involving the West Coast Eagles teams, at this time insufficient information has been provided to demonstrate that the traffic and parking impacts of the proposed development can be appropriately managed so as to not have an adverse impact upon the amenity of the area.

- The applicant was requested to consider deferring consideration of the item to the December round of Council meetings in order to provide time to address the traffic and parking issues associated with WCE games/events, however the applicant has advised that due to time imperatives they wish to proceed to the November round of meetings and subsequent consideration of the application by the WAPC.

Background

1. From 2006 to 2011 the Town worked on a plan for the redevelopment of Lathlain Park and ultimately adopted the 'Lathlain Park Master Plan'. This was then the subject of a more detailed business case and a final version of the Master Plan was endorsed by Council in 2013.
2. Following the endorsement of the Master Plan by Council, the West Coast Eagles and Town commenced preliminary discussions relating to the relocation of the West Coast Eagles Training Facility to Lathlain Park. In September 2013 a 'Heads of Agreement' was executed by the Town, Perth Football Club and the West Coast Eagles regarding the relocation of the Eagles to Lathlain Park.
3. From October 2013 to December 2013 the Town undertook a process of developing a Major Land Transaction Plan to determine a future lease area for the West Coast Eagles on Lathlain Park. It was through this process that the West Coast Eagles undertook a process of assessment to determine the location of the two ovals and building on the site. Factors considered included site activation, pedestrian and vehicular access to the site, the location of the existing Perth Football Club grandstand, prevailing winds that impact on the site, sun exposure and direction, the need to provide two ovals to ensure that both the West Coast Eagles and the Perth Football Club can access the grounds when required, and the site constraints including services, levels, width, length and existing vegetation.
4. Approximately a year later on 2 October 2014 a formal Agreement for Lease was executed by the Town and the West Coast Eagles. The Agreement for Lease sets out the Town's and the West Coast Eagles' responsibilities in terms of reaching a point to where a formal lease can be put in place. This was endorsed as part of the Agreement for Lease and as such the agreed oval and building locations have been in place since 2014.
5. The Lathlain Park Management Plan was approved by the WAPC in July 2017. The Management Plan specifies that football matches will only be played by Perth Football Club with an expected crowd of 1,500 – 2,000 people.
6. Advice was provided from the West Coast Eagles prior to their lease commencement that no AFL matches would be played at Lathlain Park.
7. Neither the Management Plan or the previous development approvals issued by the WAPC/JDAP for the WCE redevelopment contemplated the playing of competitive football matches by WCE at Lathlain Park.
8. At the 2020 Marsh Community Series preseason competition AFL game fixture at Mineral Resources Park on Thursday 27th February 2020, queries were raised by Elected Members and members of the community relating to the playing of competitive AFL football matches by the West Coast Eagles within their lease area at Lathlain Park (Mineral Resources Park). In addition, matches have been played at Lathlain Oval by WCE AFLW and WAFL teams.
9. The Town subsequently sought legal advice with respect to the playing of competitive football matches, with the advice being that the playing of matches within the WCE lease area by WCE, PFC or others is not a specified permitted purpose within the lease. However the advice noted that under the lease definition of 'permitted purpose', item (i) provides scope for other uses where agreed to in writing by the parties. Accordingly this lease provision allows a degree of flexibility to approve uses that were not originally contemplated by the lease agreement.

10. The same legal advice also highlighted the planning provisions applying to the land and the need for advice to be obtained from the WAPC.
11. The WAPC subsequently advised that the playing of games with significant crowds (i.e. crowds greater than 2,000 people) will require a development approval to be issued. Accordingly the development application the subject of this report seeks to formalise this.
12. At the 21 July 2020 Ordinary Council Meeting, Council adopted the Communications and Engagement Overview to be implemented upon receipt of a development application for the playing of competitive football matches at Lathlain Park.
13. Advice from the Department of Health and the Town's Environmental Health Services is that having regard to the applicable requirements for public buildings, the maximum capacity of Lathlain Park is 6500 people.

Application summary

- The following information provided by the applicant summarises the application:
  - The maximum crowd capacity of the facility is proposed to be 6,500 people (regardless of the game or event);
  - No home and away season senior AFL games (which attract tens of thousands of spectators) will be played by the West Coast Eagles (WCE) at the facility (regular season senior AFL games will occur at Optus Stadium). The only senior AFL games which may occur at the facility would be pre-season matches (currently known as the Marsh Community Series);
  - The Perth Football Club (Demons) will continue to use the facility for WAFL games;
  - The West Coast Eagles have operated a WAFL team at times and these may be played at the facility in the future;
  - A WAFL Women's competition is in consideration and may be played at the facility;
  - WCE have operated an AFLW team which will continue to be played at the facility; and
  - Games in all categories are generally played on the weekends during daytime, however scheduling can see any of these games move to a twilight or evening game. It is estimated that approximately 10 games per year may be in the evening.
- The following table has been prepared by the applicant to show the frequency and intensity of games which could occur in any given year.

	Frequency (No. of matches per year)	Approximate Crowd Size
AFL Marsh Community Matches	0 – 3	4,000 – 6,500
WCE WAFL	0 – 11	1,500 – 4,000
AFLW	3 – 6	2,000 – 5,000
Perth Demons	9 – 11	1,500 – 4,000
WAFLW	0 - 9	0 - 500
Misc. requests (WAFL Finals / Fan days etc)	0 – 5	0 – 6,500

Applicants submission

14. The following information was provided by the Applicant in their report contained within Attachment 1.

"This development application is seeking approval for Mineral Resources Park to be permitted to host sporting matches and events within various bands of activity up to 6,500 spectators (the development's capacity). This proposal relates solely to the intensity of the use of Mineral Resources Park and does not involve any physical development.

As noted in section 1.1 of this report, Mineral Resources Park already has planning approval for the use of the grounds for training and to host sporting matches and events. Within the context of the Management Plan there is reference to 2,000 people which was derived as an estimate of attendance numbers associated with Perth Football Club matches, which has inadvertently become seen as a limit of spectators or visitors. Recent advice from Perth Football Club is that attendance has been above 2,000 and they are looking to grow the attendance leveraging from the upgraded facilities.

Events on the site (including scratch matches) were always envisioned to attract greater than 2,000 people. However, these were not seen to be at the scale or intensity of competitive AFL matches (i.e. of up to 60,000 spectators). The WCE vs Essendon scratch match was representative of this use and a specific crowd and traffic management plan was developed to ensure that site management addressed and controlled any off-site impacts associated with people movement and traffic.

A key challenge is that attendance is not consistent and will fluctuate based on a range of factors. How successful the club is, who the opposition is, the weather and community trends to name a few are all elements which will influence attendance – although clearly caps are able to be applied. Where larger crowds are sustainable, a range of alternative, more appropriate venues would be considered from a financial and operational perspective.

Given the various number and scale of games to be played and variability which may be applicable, we are proposing to classify activities in 3 bands:

- *Standard events (up to 3,500 attendees).*
- *Medium events (3,500 – 6,000 attendees).*
- *Major events (Over – 6,500 attendees).*

The use proposed as part of this application is entirely consistent with what has already been approved. This proposal is seeking to specify the scale and intensity of this use and establish parameters and requirements associated with these activities.

There is no works or change of use component to this development application."

15. Additionally, at section 3.2 of their report, the applicant makes the following comments :

"The key component of this development application is the proposed intensity of use and how this will be adequately managed in relation to any off-site impacts. Management practices should be adjusted according to the scale and intensity of sporting matches events. Whilst it can be difficult to accurately predict spectator numbers for any given match, based on assumptions of expected crowds, appropriate management protocols can be implemented. This development application proposes three 'bands' of management protocols. These 'bands' are detailed in the below table.

Table 3 - Management Bands

Band	***Expected Crowd Numbers***	***Protocols***

A	*Equal to or less than 3,500 spectators.* *Standard practice and game times.*	*Application of reciprocal parking between Perth Demons and WCE;*
B	*Greater than 3,500 but less than 6,500 spectators. Special events (eg finals)* *within ground capacity*	*LGA notification, Transport plan; Measures and controls as per approved standard Traffic Management Plan.*
C	*Greater than 6,500 spectators.*	*LGA notification, Community notice, Additional facilities on site, Transport Plan; Measures and controls as per approved Traffic Management Plan,* *Crowd Management Plan implementation.*

Up to 3,500 persons is within the current standard operating nature of the site which is easily accommodated through reciprocal parking and standard practices. Based on no off-site impact these should be able to be operated without limitation or additional controls beyond what is contained within current Management Plan or Lease.

Although up to 6,500 spectators are able to be accommodated on site, it is acknowledged that some management will be required to ensure that there are no off-site impacts in relation to traffic and parking. It is proposed that a standard traffic management plan be developed with Council for these larger events. This would relate to notification/promotion of public transport and actions to prevent uncontrolled parking in neighbouring streets.

Should a situation occur which would envisage over 6,500 people (a major community event) then additional facilities would be required and a separate notification process (Council and community) and specific traffic/crowd management would be required.

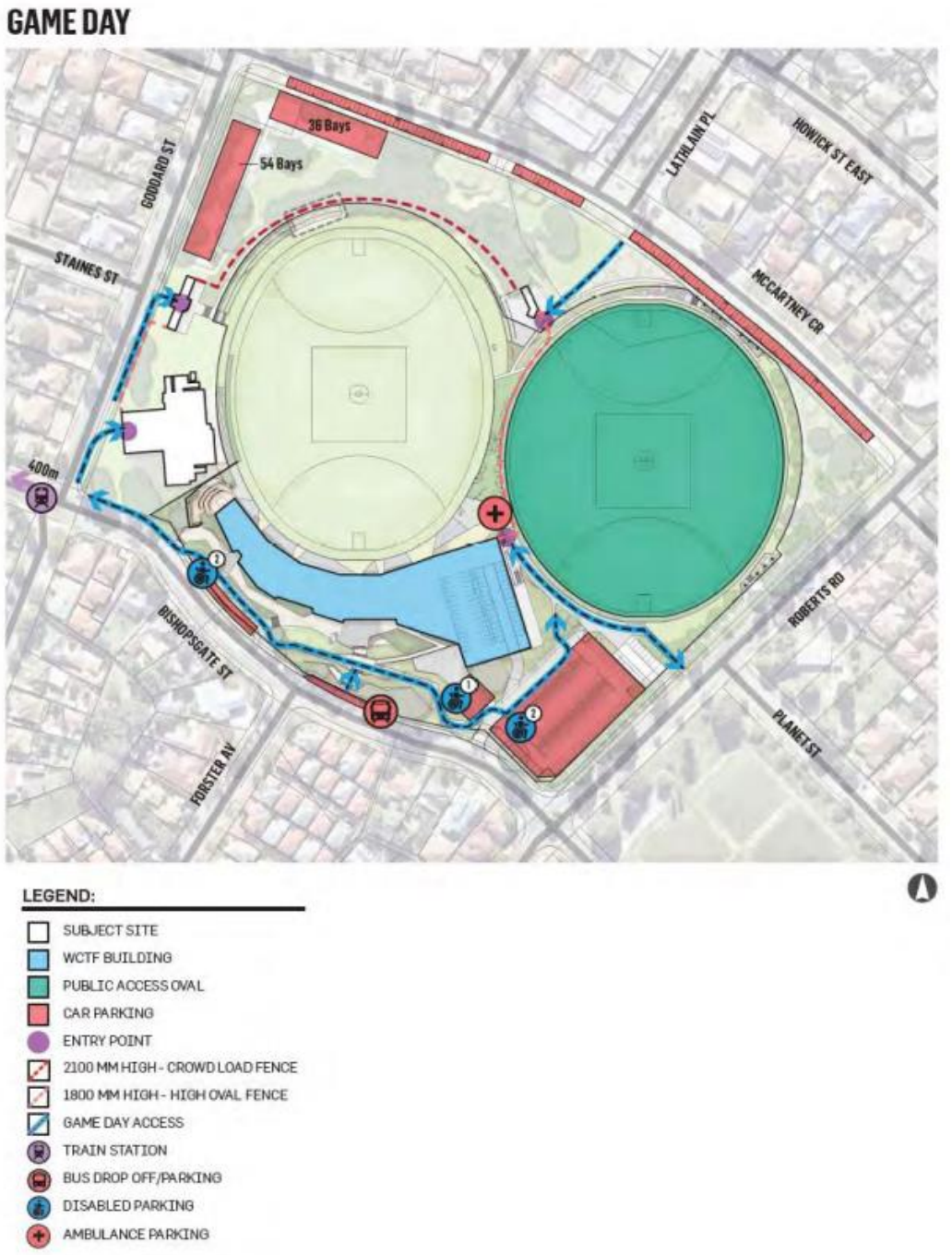
The processes would be informed by the Traffic Impact Statement, prepared by Flyte as part of the original Development Application - refer Appendix B.

The Traffic Management Plan prepared for the Essendon Community Match has been included as a template for what would be prepared for events in Category Band C. We would seek the preparation of these be required as a condition of approval."

16. Clarity has been provided by the applicant that Band C with potentially greater than 6500 spectators relates to community events (such as grand final celebrations, community days etc), and that there will not be more than 6500 spectators for games/matches.

17. In relation to the matter of parking, the applicant comments that 212 on-site parking bays are available on-site for use on game days, and that in addition 54 bays are available in Goddard Street, over 100 bays exist along McCartney Crescent, and patrons can be directed to parking in Lathlain Place (circa 50 bays),

Victoria Park train station (circa 100 bays) and Keyes Street (circa 50 bays). This is partly demonstrated in the following image from the applicant's report :



18. In support of the application the applicant has included a copy of the Transport Impact Assessment (2016) that was prepared and included as part of the development approval for WCE's Administration, Training and Community Building, with the applicant saying that "*the principles and requirements of this plan remains current, with significant focus on demand management and promotion of public and active*

transport." An updated Transport Impact Assessment analysing the traffic and parking demands now associated with the playing of competitive football matches at the oval has not been provided.

19. At page 11 of the applicant's report, the applicant contends that the increased use of the facility through the playing of competitive football matches will have significant benefits for the Town including :

> *"Visitors to the grounds making use of local businesses before and after any events (both Lathlain Place and the strip).*
> *Increased visitation improving the reputation and exposure of the Town, its amenity and facilities.*
> *Brand association between the club and the Town – recognition of the Town of Victoria Park and the "Home of the Eagles" and Wirrapunda Foundation.*
> *Promotion of the site as a recreational hub for both the local and broader community."*

Relevant planning framework

Legislation	• **Metropolitan Region Scheme (MRS)** • ***Planning and Development Act 2005***
State Government policies, bulletins or guidelines	• WAPC Development Control Policy 5.3 – Use of Land Reserved for Parks and Recreation and Regional Open Space • WAPC Development Control Policy 2.1 – Development Control – General Principles
Local planning policies	Not applicable
Other	Lathlain Park Management Plan

Clause 30(1) of the Metropolitan Region Scheme (MRS)

20. Under the MRS, due regard is to be given to a number of factors in determining an application. These include the purpose for which the land is zoned or reserved under the Scheme.

21. Preserving the amenity of a locality is one of the factors that must be given due regard when considering an application under the MRS. A number of the issues raised during the community consultation period have the potential to impact upon the amenity of the residents in the area. In particular, parking and traffic management are likely to cause significant issues if not managed appropriately. This has been discussed under the Car Parking and Traffic section of this report (below) in more detail.

22. With respect to the consideration of amenity impacts, the applicant's response to the public submissions contains the following recurring statement:
"The use of the oval for training and games has been long standing and would arguably form part of the established amenity of the locality. Recreational ovals for competitive and amateur sport are generally located in residential areas (suburban and urban). This will involve both training and competitive games. Regulations and standards exist in relation to impact of noise and light which must be complied with. The site also offers access to recreational facilities and amenities which would other-wise not be available."

23. Clause 30(3) of the MRS allows the local authority to recommend limiting the time for which the approval granted on the application remains valid. It is open to the Town in making a recommendation to the WAPC, to recommend a time limited approval rather than an approval for an indefinite period of time. It is considered that there would be benefits in a time limited approval in that this would allow opportunity for the playing of competitive football matches to occur, and the impacts to be identified (if any) and if appropriate to continue, to be better managed for future matches.

Development Control Policy – 1.2 – Development Control – General Principles

24. In determining applications for approval to commence development on land reserved under the MRS, the WAPC must have regard to the purpose for which the land is reserved.
25. In this case the land is reserved for 'Parks and Recreation – Restricted Public Access' and has been used as such for an extended period of time.
26. The WAPC will have regard to the following relevant planning considerations when making decisions on development applications:
    - Compatibility with relevant planning policies, strategies and development control criteria.
    - Integration of development into the site and its surroundings.
    - Transport and traffic impacts.
    - Vehicular and non vehicular access circulation and car parking.
    - Relevant environmental, economic and social factors.
    - Relevant factors of amenity and sustainability.

Development Control Policy 5.3 – Use of Land Reserved for Parks and Recreation and Regional Open Space

27. Development Control Policy 5.3 outlines the circumstances that the WAPC may approve the use and development of land reserved for Parks and Recreation and Regional Open Space for various purposes. A key objective of the policy is to ensure that the intent of Parks and Recreation reserves are not prejudiced by inappropriate development and that any uses carried out are ancillary to and/or enhance the use and enjoyment of the reserve for parks and recreation purposes.

	Relevant Policy Provisions	Officer Comments
	The use and development of land reserved for Parks and Recreation under the MRS shall be restricted to that which is consistent with furthering the enhancement of the reserve and facilitating its use for recreational or conservation purposes.	The proposed development will likely result in further restricted access to the useable public recreation area, due to the number and occurrence of the games proposed. However the use will increase the public access to the facility for passive consumption of events.
	The use and development of land reserved for Parks and Recreation or Regional Open Space for purposes inconsistent with the purpose of the reserve will not be supported.	The use of the facility for specific games is considered to be consistent to the primary 'Parks and Recreation – Restricted Public Access' reservation of Lathlain Park.

	The use and development of land reserved for Parks and Recreation or Regional Open Space for commercial purposes ancillary and or compatible to the purpose of the reserve and likely to enhance the public access to and enjoyment of the reserve may be supported.	The playing of specific games is considered to be consistent to the purpose of the reserve and its long-term historical use. A total of 108 submissions were received during the initial consultation period. 69 of the submissions supported the proposal inclusive of the enhanced public access and enjoyment of the reserve both through attendance at the games.
	The use and development of land reserved for Parks and Recreation or regional space which would result in long-term restrictions to public access, notwithstanding the possible benefit which could be derived from the use and development to the general community or to a specific educational or religious group within the community, will not be supported.	In view of the 'Parks and Recreation – Restricted Public Access' reservation of Lathlain Park, this policy provision is less applicable than would normally be the case for a reserve for unrestricted public access. Due to the number of games proposed annually, there may be an increased number of instances where public access to the ovals will be restricted, however there will be an increasing number of occasions for the general public to attend the site to watch competitive matches. Under the provisions of the lease, public access to the reserve is to be provided for at least 100 hours per calendar month.
	Land reserved for Parks and Recreation or Regional Open Space may be used for: • passive recreation; • active sporting pursuits; • cultural and or community activities; • activities promoting community education of the environment; and/or • uses that are compatible with and or support the amenity of the reservation (i.e. cafe, restaurant)	The land will be used for passive recreation, active sporting pursuits, and cultural and community activities.

28. Clause 6 of Development Control Policy 5.3 states "3. *The WAPC makes a decision on the application based on a planning assessment and the comments of the local government and other referral agencies"*. In view of this, the subject application is considered to be largely consistent with the intent and objectives of the WAPC's Development Control Policy 5.3, with the exception of the number and frequency of games having the potential to impact on the public access to the facility for passive recreation.

Lathlain Park Management Plan

29. An assessment of the proposal against the principles and objectives of the Lathlain Park Management Plan relating to the development of Zone 3 (West Coast Eagles) is outlined in the table below.

Principle	Objectives	Officer Comments
Use	Provide for administration and related football activities with the West Coast Eagles Football Club	The development application proposes additional football related activities through the inclusion of competitive football games. This use is not contemplated in the approved Management Plan, however scope exists for the Town and the WAPC to approve uses outside of the Management Plan.
	Provide for activities incidental to the West Coast Eagles Football Club available to the public	Existing services/facilities to the public (eg. club store; café; sports medicine etc) will be retained and are not impacted by this development application.
	Provide spaces for use and access by the general public	The proposed use seeks to increase the number of events held and capacity of the facility. This has the ability to increase passive recreation and spectatorship of the ovals, however the increased number of events also has the potential to reduce the opportunity for the community's active enjoyment of the reserve. It is important to note the lease agreement does require the oval to be available to the public for a minimum of 100 daylight hours per calendar month.
Built Form	Ensure high quality new development that appropriately responds to the site's physical and social context.	Not applicable to this development application.
	Ensure new development is of a scale that is sympathetic to, and appropriately interfaces with	Not applicable to this development application.

	adjacent residential areas.	
	Ensure car parking and servicing infrastructure do not dominate the streetscape and impact on the amenity of the residential area.	Not applicable to this development application in relation to the visual impact of on-site car parking.
Environment	Ensure public realm and streetscape are of a high quality and protect the amenity of the other residential areas.	Not applicable to this development application.
Access, Safety & Security	Enhance the sense of safety and personal security for users within the area.	Concern was raised during the community consultation period regarding the potential for anti-social behavior to occur following twilight and evening games. Possible safety impacts in relation to increased traffic within the surrounding area.
	Facilitate safe and appropriate levels of pedestrian access.	Not applicable to this development application.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL01 – Everyone receives appropriate information in the most efficient and effective way for them	To consider the evolving operational needs and viability requirements of the WCE, associated commercial benefits to commence within the Town and the impacts on amenity for the immediately surrounding community members.

Economic	
Strategic outcome	Intended public value outcome or impact
EC01 - A desirable place for commerce and tourism that supports equity, diverse local employment and entrepreneurship.	The increased intensity of the site has the potential to increase commerce and tourism for the area.

Environment	
Strategic outcome	Intended public value outcome or impact
EN05 - Appropriate and sustainable facilities for everyone that are well built, well maintained and well managed.	The increased intensity of use of the site without appropriate management practices may result in the loss of amenity for the surrounding residential properties.

Engagement

Internal engagement	
Stakeholder	Comments
Property and Leasing	The development application is for the playing of competitive football matches at Lathlain Park. There is an existing lease between the Town of Victoria Park and the West Coast Eagles, any alterations to development approval may result in the need for the lease to be amended. A Deed of Variation will be required to capture the additional use within the permitted purpose definition which may give the Town an opportunity to amend the lease agreement. Provided that development approval is issued by the WAPC for the playing of competitive football matches, and the Town and the West Coast Eagles mutually agree on the lease amendment, a Deed of Variation will be prepared by the Towns solicitor and signed by both Parties. The Town will present the Deed of Variation to Council for endorsement prior to execution. There are no statutory requirements for community consultation.
Engineering	The Traffic Impact Assessment contained in the current DA application 5.2020.432.1 is dated November 2016 and was prepared on the basis that the subject site included a number of new facilities that did not previously exist such as; • West Coast Eagles administration; • West Coast Eagles club support facilities (sports medicine, boardroom, media centre etc.); • Wirrpanda Foundation; • A second oval for training; • Retail, café associated with the West Coast Eagles; and • Associated facilities such as car parking, storage and plant space for oval upkeep. The volume of trips was based on forecast numbers regarding the total number of employees to be housed on the site when it opened, alongside employee movements for the existing Perth Football Club. The volume of employee trips

	reflects the period of time when the AFL season is active. The facilities have all now been constructed and are in full operation. The traffic impact assessment should now be updated to better reflect actual trips being made to and from the site and distribution patterns. The terms of the lease between the Town and WCE allows for a maximum of 250 bays on site, with 212 car bays currently provided on site. An area of over 1.38 hectares of unmarked bitumen (currently where oval 2 is situated) was previously used for overflow parking and is no longer available. Estimates indicated that 530 vehicles could be parked in this area. Parking for patrons/spectators is now predominantly served by on-street bays in the surrounding suburb. In April 2016 a Perth Football Club home game attracted a crowd of approximately 1800 people and a total of 589 vehicles were observed on and off-street in the Lathlain Precinct. The report does not provide any detail on expected parking numbers for a spectator crowd of up to 6500 for some events and the potential flow-on impacts to neighbouring streets. Parking for employees, match officials and other staff must also be included in this assessment. No information is provided as to the estimated mode shift towards public transport given that the locality is well serviced by bus and rail. The Victoria Park Railway Station is located approximately 350m west of the subject site with services running every 15 minutes. Bus services to the north of the site run through the area at 15 minutes during weekday peak periods.
Parking	Parking in the area around Lathlain Park is limited and to increase patron capacity may further impact on nearby residents. The Tom Wright Park is more successful than expected with high numbers of people going to the park. The parks popularity has already seen an increase on parking in residential streets. The Town is also receiving complaints from residents due to the increased number of vehicles parking on residential streets. Increasing the crowd capacity at Mineral Resources Park/Lathlain Park is expected to see an increase in complaints the Town receives. Additional resources would be required during events to manage the additional car parking on residential streets. Some conditions for consideration: • Traffic management in place at each event. • Residents advised of upcoming event and what actions will be in place to minimise the impact to them. • Social media and other outlets advertising of how to get to the park, using public transport and the like (similar to Optus Stadium, how to get to the stadium info) • Approach Lathlain Primary for over flow parking opportunities

	• Shuttle buses from train station to oval and other strategic locations (similar to what is already in place for Albany Hwy to Optus Stadium)
Waste	It is expected that with additional patrons, collection of the public litter bins in the surroundings prior and after the game days will need to be increased. It is possible too that the number of public litter bins around the Lathlain areas or possible parking areas will also need to be increased. The WCE have their own in-house waste collection service. However no details have been provided regarding waste collection for crowds of this size and whether public bins are to cater for the waste from crowds leaving the area. A trial period would need to occur to assess whether more bins and bin collections may be required.
Health	Noise Modelling would need to be provided from a reputable acoustic consultant to determine the noise level generated (such as whistles/sirens and general crowd noise) and whether this will negatively impact on the surrounding residents. Based upon this, a Noise Management Plan may then need to be prepared to determine how noise impacts will be managed. Some matches are proposed to be played at night, however it is noted that the lights are already used for training purposes and that the lights have been designed to comply with the relevant Australian Standards in relation to light spill.

External engagement	
Stakeholders	Town of Victoria Park residents
Period of engagement	First period of consultation was conducted between 18 September 2020 and 9 October 2020. A total of 2,455 letters were sent inviting people to comment. A second round of consultation occurred between 23 October 2020 and 6 November 2020.
Level of engagement	2. Consult 3. Involve
Methods of engagement	• The Town's 'Your Thoughts' online engagement hub, • Southern Gazette Newspaper notice, • Facebook and Instagram, and • Posters at the Administration Building, Library, Aqualife and Leisurelife.
Advertising	As above.
Submission summary	A total of 108 submissions were received in response to the first round of consultation including 69 letters of support and 39 letters of objection. The second round of consultation resulted in 34 submissions being received, comprising 15 of support and 19 objecting.

Key findings	The feedback is summarised as outlined below.

30. Community consultation was undertaken for 21 days in accordance with the West Coast Eagles Communications and Engagement Overview endorsed by Council at the 21 July 2020 Ordinary Council Meeting. A schedule of submissions received during the first consultation period can be viewed at Attachment 2. Furthermore, the applicants response to the submissions received during the first consultation period can be viewed at Attachment 3, as well as a responses from Perth Football Club at Attachment 4.

31. Supporting submissions received during the first round of consultation can be summarised as follows:
    - Great exposure for the suburb;
    - Lathlain Park is a wonderful sporting venue;
    - Increased community activation and pride;
    - The facility should be used for its intended purpose;
    - Good for local businesses in the area;
    - More games and open training sessions will increase vibrancy in the area;
    - The adjacent train station provides good public transport links;
    - The inconvenience of parking and traffic on game days is far outweighed by the benefit to Lathlain and Victoria Park;
    - There is not much noise when games are played;
    - Since the site has been redeveloped it has significantly improved the entire area;
    - Support the appropriate use of high cost facilities to foster both women's and men's football locally and more broadly;
    - Modern Australian Rules Football transcends race, gender, sexuality, religion, economic status; something the Town aspires to;
    - Evolution of a successful Town asset;
    - Utilisation of assets provides passive surveillance;
    - Prior to the AFL when WAFL competition was strong there were huge crowds at the oval.

32. The below is a summary of the main objections raised during the first consultation period:
    - Availability of car parking;
    - The number of on-site car parking bays were not intended to cater for spectator demand;
    - Traffic and congestion in the immediate area;
    - Traffic congestion at the intersection of Roberts Road and Orrong Road;
    - Unsafe access into private properties due to cars parking across driveways;
    - Parking issues have been repeatedly ignored by Council including emails with photo evidence;
    - Pedestrian traffic;
    - Residential development increasing which is already putting vehicle and parking pressure on surrounding residential streets;
    - Community acceptance was based on this facility only being used for training and during office hours;
    - Victoria Park train station is not designed to cater for large crowds;
    - Noise;
    - Light spill;
    - Anti-social behavior;
    - Commercial rent is not paid for the Community owned land;

- Lathlain is a quiet residential area;
- Significant detrimental impact on residents;
- Increase from approximately 11 games per year to 45 games per year is significant;
- Reference to large spectator capacities is misleading as the facilities referred to are established and planned with provision for future expansion and parking needs;
- Waste and litter;
- Increased use will diminish community access to the facility. Community currently permitted to use the oval for 100 daylight hours a month;
- The application is only a step in likely future expansions;
- Loss of income to Lathlain Playgroup due to reduced use as a result of limited parking availability;
- The application represents a change of use from a recreational precinct to an entertainment precinct;
- Impact on red tail cockatoos and roost; and
- Redevelopment of WACA will facilitate AFL games and remove need to use Lathlain Park for these type of events.

33. The comments received during the second round of consultation are consistent with those received during the second round. At the time of writing this report the applicant is preparing an updated response to the submissions received over both periods.

Risk management considerations

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Not applicable.					
Environmental	Noise and light spill into adjoining residential areas.	Moderate	Possible	Medium	Low	Appropriate noise and light management.
	Potential waste and litter within surrounding area.	High	High	High	Low	Appropriate waste management
Health and safety	Safety associated with vehicles and pedestrians.	High	High	High	Low	Transport management.
	Anti-social behaviour before and after events.	Medium	Medium	Medium	Low	Crowd management.
Infrastructure/	Not applicable.					

ICT systems/ utilities						
Legislative compliance	Recommendation to the WAPC within statutory timeframes.	High	Likely	High	Medium	Provide recommendation following OCM
	WAPC may determine development application without the Town's recommendation.	High	Medium	High	Medium	Provide recommendation following OCM
Reputation	Negative public perception towards the Town for not ensuring WCE is compliant with its lease and planning approval.	Moderate	Likely	High	Medium	Ensure that any lease agreement conditions are complied with.
	Negative perception from the community and WCE if the Town were to take other legal avenues to remedy the matter.	Moderate	Likely	High	Medium	Ensure that matters are remedied appropriately.
Service delivery	Not applicable.					

Financial implications

Current budget impact	**Should development approval be granted by the WAPC, operational expenditure funding may be required for further advice in respect to the preparation of a "permitted purpose agreement" as a variation to the lease.**
Future budget impact	Nil.

Analysis

General comments

34. In considering a development application, the principal matter to be addressed is the impact of the playing of matches and level of intensity of proposed crowds on the amenity of the locality through such

considerations as traffic, parking and noise impacts. The following table has been prepared by the applicant to show the frequency and intensity of games which could occur in any given year.

	Frequency (No. of matches per year)	Approximate Crowd Size
AFL Marsh Community Matches	0 – 3	4,000 – 6,500
WCE WAFL	0 – 11	1,500 – 4,000
AFLW	3 – 6	2,000 – 5,000
Perth Demons	9 – 11	1,500 – 4,000
WAFLW	0 - 9	0 - 500
Misc. requests (WAFL Finals / Fan days etc)	0 – 5	0 – 6,500

35. The above represents a maximum case scenario in terms of the number of games and maximum attendance numbers. The numbers indicated by the applicant are provided so as to maintain some degree of flexibility and avoiding the need for multiple applications for approval, and acknowledging that spectator numbers can vary quite significantly depending upon a number of factors such as weather conditions, team success, opposition club etc.

36. The expectation is that the actual number of games/events will be less than 45 per year and that based upon previous events held at the venue, spectator numbers will generally be at the middle of the ranges provided. As stated in the response to submissions provided by Perth Football Club (see Attachment 4) *"it is highly improbable that the maximum number in each frequency range would ever be achieved."*

37. To put the above in perspective and so as to present some data of attendance at actual games/events at Lathlain Park, the following information has been sourced from WAFC/WAFL/AFL web site data :

AFL Marsh Community Match

- AFL Marsh Community Preseason – 27/2/20 WCE V Essendon reported attendance 4,302 (Note – this game was weather effected).

WAFL matches

- WAFL – 25/8/19 WCE v EF crowd 1,148
- WAFL – 16/8/19 PFC v EF crowd 1,340
- WAFL – 10/8/19 PFC v WCE crowd 2,682
- WAFL – 1/8/19 PFC v Subi crowd 1,493
- WAFL – 14/7/19 WCE v WP crowd 3,199
- WAFL – 13/7/19 PFC v SF crowd 1,434
- WAFL – 22/7/19 PFC v Peel crowd 1,061
- WAFL – 1/6/19 PFC v SD crowd 2,091
- WAFL – 18/5/19 PFC v WP crowd 1,570
- WAFL – 4/5/19 PFC v Cl crowd 1,667
- WAFL – 25/4/19 PFC v EP crowd 2,587
- WAFL – 6/4/19 PFC v WCE crowd 2,715

AFLW matches

AFLW games have typically been unticketed/ open-gate . The website does not list attendances in the fixture results statistics.

2019 AFLW season

- No WCE Team participation.

2020 AFLW season

- 15/2/2020 WCE v FD attendance not recorded – anecdotally <1,000
- 29/2/2020 WCE v WB attendance not recorded – anecdotally <1,000

38. The playing of competitive football matches at Lathlain Park by Perth Football Club has occurred for some time. It is also acknowledged that prior to the AFL competition, there were significant crowds attending Lathlain Park on a regular basis (beyond the 6500 maximum now proposed). However for at least the last 25 years, attendance at WAFL matches has declined significantly, and in turn the use of Lathlain Park by Perth Football Club only for competitive matches has had a much lesser impact upon surrounding residents of Lathlain Park. Crowd attendances of around 2000 people has become the norm for residents surrounding Lathlain Park. In saying this there should be an expectation for those residents living near the oval of some level of reduced amenity due to the location close to the oval.

39. The applicant has indicated that the following protocols are proposed to manage off-site impacts associated with the playing of competitive matches:

Band	Expected Crowd Numbers	Protocols
A	Equal to or less than 3,500 spectators. Standard practice and game times.	Application of reciprocal parking between Perth Demons and WCE.
B	Greater than 3,500 but less than 6,500 spectators. Special events (e.g. finals) within ground capacity.	LGA notification, Transport plan: Measures and controls as per approved standard Traffic Management Plan.
C	Greater than 6,500 spectators.	LGA notification, Community notice, Additional facilities on site, Transport Plan: Measures and controls as per approved Traffic Management Plan, Crowd Management Plan implementation.

40. On face value there appears to be a contradiction between the information supplied in the tables at paragraphs 35 and 40, in that the latter indicates protocols for events involving more than 6500 people whereas the former indicates a maximum of 6500 persons. Clarity has been provided by the applicant that Band C with potentially greater than 6500 spectators relates to community events (such as grand final celebrations, community days etc), and that there will not be more than 6500 spectators for games/matches.

41. Having regard to the JDAP's approval of 21 December 2016 for WCE's Training, Administration and Community Building it is noted that condition 9 and advice note 9 of the approval makes reference to

events and special events occurring at the site, albeit requiring a Special Events Management Plan to be prepared (no such plan has been prepared). It is concluded that the current development approval already authorises the holding of special events such as those proposed in the Band C protocols, and that further development approval for special events through this current application is not required.

42. While of the view that further development approval is not required for special events, it should be noted that the current lease may need to be amended to allow such events to occur, and a Special Events Management Plan will need to be prepared and submitted to the Town for approval.

43. In relation to the estimated number of events and range of crowd numbers, and considering the amenity impacts it is open to the Council and the WAPC to consider restricting the number of matches to a specified number or types, specified crown numbers and certain days of the week or even certain times of day. For example, consideration could be given to restricting those matches likely to attract the greatest number of spectators (likely to be the AFL Marsh Community matches) to weekends only, and furthermore possibly within daylight hours only. Such a restriction would likely have a lesser amenity impact than such a match occurring on a weeknight as occurred earlier this year in the case of the West Coast Eagles vs Essendon pre-season match.

44. The use of the grounds for the playing of matches by WCE and/or Perth Football Club will deliver beneficial outcomes particularly in terms of increased activation of the area, potential economic benefits to businesses within the area through increased visitation to the Town, and generally through promoting the Town as desirable place to be.

45. Noting the long term use of the oval by Perth Football Club, actual attendance numbers and the limited amenity impact that has occurred, the use of the oval for the playing of matches by Perth Football Club is supported. This is on the basis that there is already a general level of community acceptance that Perth Football Club play competitive matches at the ground, having done so for many years, and as it has been demonstrated over this time that noise, traffic and parking impacts have been appropriately managed with minimal impact on surrounding residents.

46. The amenity impact of matches involving WCE, whether that be their senior men's team for community (pre-season matches), or their AFLW or WAFL teams is less certain and is addressed below.

47. The applicant was requested to consider deferring consideration of the item to the December round of Council meetings in order to provide time to address the traffic and parking issues associated with WCE games/events, however the applicant has advised that due to time imperatives they wish to proceed to the November round of meetings and subsequent consideration of the application by the WAPC.

Car Parking and Traffic

48. A key consideration for this development application is the resulting car parking and traffic impacts associated with the playing of matches and the anticipated crowd numbers. The applicant outlines the possible number of maximum matches and estimated range of crowd numbers at paragraph 30 above.

49. The development incorporates a total of 212 car parking bays on site. No further car parking has been proposed as part of this development application.

50. Within the surrounding area there are 46 car bays currently within Lathlain Place, there are an additional 56 car bays around the park along Rayment Street, Keyes Street and Petherbridge Street, 54 bays off of Goddard Street (in Zone 2) and 102 car bays along McCartney Crescent.

51. It is noted that as part of the applicant's submission for this application they include a copy of the Transport Impact Assessment (2016) that was prepared by their traffic consultant, Flyt, as part of the

previous development application. The applicants planning report advises that "*the principles and requirements of this plan remains current, with significant focus on demand management and promotion of public and active transport*".

52. The development application was submitted to the Town on 14 August 2020. In an email to the applicant dated 18 August 2020, Officers requested further information to be submitted in relation to a number of matters and made the following comments:
    - *"The Flyt report references the parking and traffic implications of the approved Administration, Community and Training facility. This application does not address the parking and traffic implications associated with the playing of matches. ie. Where will spectators park? Is there sufficient parking available in nearby areas? What proportion of spectators will travel by means other than car and how will this be encouraged?*
    - *The submitted Traffic Management Plans are noted, but they too do not address the matter of parking availability and management.*
    - *Who will be responsible for managing parking and traffic on game days? Will parking and traffic management plans be implemented for all bands of events, or if not, which types?"*
53. It was anticipated that an updated Transport Impact Assessment would be prepared and submitted by the applicant to address the traffic and parking impacts associated with the playing of competitive matches. However a revised Transport Impact Assessment has not been submitted, with the applicant only providing some additional commentary as quoted at paragraph 52 and detailing the availability of on-site and public parking as at paragraphs 50 and 51.
54. Of the 39 submissions objecting to the development application as part of the initial consultation period, 35 were based on lack of car parking and the resulting traffic and congestion within the local streets surrounding the facility.
55. The applicant's submission states that *"Although up to 6,500 spectators are able to be accommodated on site, it is acknowledged that some management will be required to ensure that there are no off-site impacts in relation to traffic and parking."* No information has been provided to the Town which confirms that no off-site impacts will occur. The Town's Engineering Department have advised that in April 2016 a Perth Football Club home game attracted a crowd of over 1800 with a total of 589 vehicles observed on and off-street in the Lathlain Precinct. The report does not provide any detail on expected parking numbers for a 6,500 spectator crowd.
56. Furthermore, in the applicant's response to public comments (see Attachment 3) and the specific issue of car parking the applicant states that *"There are 250 bays immediately available and some 600 in the locality which are available for events. The need to parking management for larger events is agreed and would be undertaken in associated with the Town of Victoria Park"*.
57. Whilst it is acknowledged that there is parking within the locality, no information has been provided regarding whether these car bays will adequately cater for the number of people expected to come via car.
58. The application presupposes that there is sufficient car parking available in the immediate locality to accommodate crowds of up to 6500 maximum and that this can be adequately managed. There has been insufficient information provided to demonstrate whether or not this will be the case. The submission of an updated Transport Impact Assessment by the applicant would have gone a long way to addressing this matter. Furthermore, whether or not this is the case will be influenced by the extent to which people alternatively use public transport. In this respect there is no information provided by the applicant as to the likely extent to which spectators would use public transport, or details of any measures that would be actively implemented to encourage public transport usage.

59. It is noted that Optus Stadium is a great example of where limited parking is provided adjacent to a sporting facility however this works effectively because behavioural changes have had to be adopted by patrons and promoted by the venue operator.

60. It could very well be the case that if there is a high uptake of public transport usage to matches at Lathlain Park and active measures implemented to encourage this, then the available car parking within the vicinity of the oval may be sufficient to cope with the demand of crowds of up to 6500 people. However no information has been provided to give Officers any level of comfort that this will be the case.

61. With respect to those matches played at Lathlain Park in 2019 and 2020 it is observed that those AFLW or WAFL matches with patron numbers of up to a maximum of 3,199 do not appear to have had significant traffic and parking impacts upon nearby residents.

62. In relation to the highest attended event that has occurred at Lathlain Park in recent years, being the AFL Marsh Community Series Match on 27 February 2020 (WCE vs Essendon) which attracted a crowd of approximately 4,302 people, a number of submissions express concern as to the impact that this event had upon traffic and parking conditions in the area. This is despite traffic management measures being implemented for this event. In relation to this match, the Town's Parking team have advised that extra staff and a variable message sign were employed for this event, however there were no more parking issues than any other game played at the venue.

63. In terms of this match it should be noted that this event attracted a crowd approximately 2,200 people less than the maximum capacity expected for such matches in the future. It should be noted that the match was weather affected and occurred on a Thursday night which may explain the attendance number, and with respect to the concerns expressed as to the impact that this event had, this may have been influenced by the match being held on a weeknight and this being the first event of its kind to be held at the redeveloped Lathlain Park with spectators being unfamiliar with parking locations.

64. Having regard to the above and the absence of an updated Transport Impact Assessment addressing the issues, at this time Officers are not satisfied that the traffic and parking impacts associated with the playing of matches will be acceptable and will not adversely impact the amenity of the surrounding area. While a Transport Impact Assessment has not been submitted addressing the playing of matches by Perth Football Club, Officers are satisfied that there is sufficient evidence already available through the playing of such matches over a number of years, to demonstrate no adverse impacts resulting from Perth Football Club matches.

65. However there is insufficient information provided at this time to assess the impact of the playing of matches by West Coast Eagles teams, particularly where crowds in the range of 3000 to 6000 people could be expected. While it is probable that West Coast Eagles AFLW and WAFL teams would attract similar crowds to Perth Football Club, in which case the traffic and parking impacts are likely to be comparable and acceptable, there is no evidence provided to support this.

<u>Noise and Light Spill</u>

66. Some concerns have been expressed by nearby residents in relation to light spill associated with the playing of night time matches under floodlights. In this respect it should be noted that new floodlights were approved as part of WCE's redevelopment, and the floodlights have been demonstrated to meet relevant Australian Standards that apply in relation to light spill.

67. Furthermore it should be noted that the floodlights are currently permitted to be operated until 10pm on Friday or Saturday nights, and to 9pm on any other night. Subject to this time restriction, the floodlights could currently be turned on every night of the week for training purposes.

68. The impact of floodlighting on surrounding residential properties will be no greater for the playing of competitive matches than is the case for training, and is within the acceptable limits.

69. In relation to the matter of noise, concerns have expressed in relation to additional noise resulting sirens, whistles and spectators.

70. It is noted that under the Environmental Protection (Noise) Regulations 1997, spectator noise is regarded as "community noise" which is exempt from the assigned noise levels otherwise applicable under the Regulations. Notwithstanding this, noise still needs to be considered from a land use planning and amenity perspective.

71. It is considered that the noise of sirens, whistles and spectators cheering etc is not unreasonable noise generated by a sporting venue and it is a reasonable expectation for people living in close proximity to the venue that they would experience some level of noise impact from these sources. Such noise would generally be of a short duration confined to periods of matches, rather than being an ongoing noise for the full duration of matches.

72. Should the application be approved, consideration should be given to restricting the use of loud speakers, PAs, music in association with matches held at the ground.

Waste

73. A number of comments were received during the consultation period raising concern that there would be a large increase in waste and litter following the games. The Town's Street Operations Department has advised that whilst it is expected that there would be an increase in waste due to the number of patrons proposed, additional bins and bin services can be provided.

Summary

74. The majority of submissions received during the initial consultation period are in support of the proposal citing the increased exposure for the facility and the Town, the potential benefits to local businesses and the increased activation of the area.

75. Of the submissions received over the two periods of consultation, 59% supported the playing of football matches at Lathlain Park. The remaining 41% of submissions raised a number of objections regarding car parking, traffic and congestion, noise, light spill, waste and litter and comments contending that the communities initial acceptance of the application was based on the facility being for training purposes only.

76. Furthermore, 69% of all submissions received during the consultation periods were from people within the 500 metre consultation area for the subject site. Of the submissions received from persons within 500m of the oval, 42% were in support of the application.

77. While Officers are generally supportive of the use of Lathlain Oval for the playing of competitive matches, noting the likely resulting benefits and such a use being consistent with the reservation of the land its long-term use, there has been insufficient information provided to date to address the parking and traffic impacts. While support can be provided for matches played by Perth Football Club for the reasons outlined in this report, in the absence of further information relating to matches played by West Coast Eagles teams, Officers are not yet satisfied that the parking and traffic impacts can be managed so as to not adversely impact upon the surrounding residential area.

78. The applicant was requested to consider deferring consideration of the item to the December round of Council meetings in order to provide time to address the traffic and parking issues associated with WCE games/events, however the applicant has advised that due to time imperatives they wish to proceed to the November round of meetings and subsequent consideration of the application by the WAPC.

79. In the event that Council were to consider recommending to the WAPC that the application be approved, appropriate conditions of approval could include, but not be limited to the following :

- Maximum number of matches per year;

- Maximum number of matches played under lights per year;
- Restricting those games likely to attract larger crowds to certain days and/or times of day;
- Maximum crowd capacity;
- A time limited approval so as to enable the Town and the WAPC to review any impacts at a future time;
- The preparation and implementation of measures to encourage spectators to use public transport to get to and from the venue.
- The implementation of traffic and crowd management measures for matches over a certain spectator number.
- Restrictions on the use of loud speakers, PAs, music etc.

Relevant documents

WAPC Approved Lathlain Park Management Plan 2017

Further consideration

80. In response to a question raised at the Agenda Briefing Forum regarding the 36 bays shown within Zone 2 on the plan that appears at paragraph 17, Officers confirm that these bays do not exist and are not to be constructed.
81. In relation to the applicant's contention that 600 bays are available in the area, the applicant has been asked to clarify this. At the time of writing this report, a response from the applicant is outstanding.

AMENDMENT:

Moved: Mayor Karen Vernon **Seconder:** Cr Bronwyn Ife

The recommendation be amended as follows:

1. Insert a new clause 1(b) in the following terms:

   "(b) Supported in relation to the playing of AFLW matches by West Coast Eagles and WAFLW matches by Perth Football Club, given the relative infancy of the women's football competition, the anticipated lower number of matches per season and the anticipated lower numbers of spectators."

2. re-number the remaining clause as (c);

3. insert the words "(other than AFLW)" in the new clause (c).

CARRIED (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

Reason:

The development of a national professional women's football competition, the AFLW, has been an important advancement for women athletes but it remains well behind the AFL competition in terms of gender equality. AFLW players receive less remuneration, less endorsements and less recognition than their male counterparts.

The AFLW cannot easily compete with the AFL for access to large stadium venues. As such, it needs access to community ovals and widespread support of the community for future success.

Many people have worked really hard to get the AFLW to where it is today, and it must be recognised that the West Coast Eagles Football Club have been part of that, and the Perth Football Club has plans for a WAFLW team.

For our Council not to support the playing of AFLW and WAFLW at Lathlain Park would be a backward step for the advancement of AFLW in particular, and for the sporting opportunities available to girls and women in our community in general. Continued investment in female participation in football is as much about future-proofing the sport, as it is about equality.

This proposed amendment recognises that the anticipated number of games per season, and spectators per game for AFLW and WAFLW is likely to fall within the existing capacity of Lathlain Park, and is likely to have a lesser impact on the amenity of local residents. It should be seen favourably, the same as the recommended support for the playing of matches by Perth Football Club as part of the WAFL.

AMENDMENT:	

Moved: Cr Luana Lisandro **Seconder:** Cr Wilfred Hendriks

That an additional point be added to read:

3. That an additional advice note be added to the report to the WAPC for the Town's submission being:

That the Town seeks to advocate that the Victoria Park Train Station to be a priority in the State Government's *Platform Lengthening Program* with the investigation of an additional East patron entry and car park on Rutland Ave Lathlain to service the extension of the train station.

Reason:
In the Town's report, it states that one of the community feedbacks indicates that the Victoria Park Train Station could not accommodate large crowds. Given that there is a push for football patrons to use public transport and that the State Government are undertaking a *Platform Lengthening Program;* concurrently, with the Metronet project. It would be prudent for the Town to advocate that the Victoria Park Train Station be a priority in the *Platform Lengthening Program* (which will ensure that the new C Car trains are able to use the station as they require 150 metre platform length).

Historically, Lathlain Train Station sat at the end of Goddard Street and was developed and used to service the large crowds to the football games until its closure in the early 2000s. With its removal, the area lost a valuable second public transit infrastructure not just for football games but for residents in the surrounds of both Victoria Park and Lathlain sides. A lengthening of the existing Victoria Park Train Station as well as a second patron entry access point East of the station would increase the patronage of the station as well as provide residents with closer access to encourage greater use of public transport. This would also allow for projected patron numbers increase in line with Public Transport Authority's *Rail Growth Plan* which estimates that by 2051 there will be a tripling in users using the train.

https://www.pta.wa.gov.au/about-us/priorities-and-performance/rail-growth-plan

Note: The amendment was withdrawn by Cr Luana Lisandro.

The Chief Financial Officer left the chambers at 8.49pm and returned at 8:50pm.

AMENDMENT:	

Moved: Mayor Karen Vernon **Seconder:** Cr Wilfred Hendriks

The recommendation be amended as follows:

1. Insert a new paragraph 2 in the following terms:

"2.That should the Western Australian Planning Commission be of a view to approve the application in its entirety, then the Council requests the inclusion of conditions relating to :

a. The approval being time limited so as to give the Town and the WAPC the opportunity to review any impacts at a future time – in this respect an initial 3 year period is suggested.

b. There being a maximum of 45 game days per year, with details of fixtures being provided to the Town prior to the commencement of each season.

c. There being a maximum of one AFL Marsh Community matches or similar played at the ground in any one calendar year.

d. There being a maximum of 10 matches played under lights per year.

e. Restricting those games likely to attract larger crowds to certain days and/or times of day – in this respect the Council's view is that AFL Marsh Community matches should be restricted to weekends only.

f. The maximum crowd capacity at any time being 6500 persons.

g. Implementation of the Management Band C protocols where expected crowd numbers will exceed 3500 persons.

h. The submission and approval of an updated Transport Impact Assessment.

i. The submission and approval of a Travel Plan addressing both car and non-car modes, inclusive of initiatives and actions to encourage spectators to use public transport to get to and from the venue.

j. The submission and approval of a Parking and Traffic Management Plan.

k. Restrictions on the use of loud speakers, PAs, music etc. to a level that is considered acceptable given the site context.

l. The submission and approval of a Crowd Management Plan.

m. This approval being for the playing of competitive football matches only, with other events/special events (such as grand final day celebrations, fan days etc) being the subject of Special Event Management Plans as anticipated by condition 9 and advice note 9 of the JDAP's approval of 21 December 2016."

PROCEDURAL MOTION

Moved: Mayor Karen Vernon **Seconded:** Cr Bronwyn Ife

That Policy Committee in accordance with clause 58 of the Meeting Procedures Local Law 2019 suspends clause 50 - Speaking twice of the Meeting Procedures Local Law 2019 for the duration of the meeting.

CARRIED (7-0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

AMENDMENT:

Moved: Mayor Karen Vernon **Seconder:** Cr Wilfred Hendriks

The recommendation be amended as follows:

1. Insert a new paragraph 2 in the following terms:

"2.That should the Western Australian Planning Commission be of a view to approve the application in its entirety, then the Council requests the inclusion of conditions relating to :

a. The approval being time limited so as to give the Town and the WAPC the opportunity to review any impacts at a future time – in this respect an initial 3 year period is suggested.

b. There being a maximum of 45 game days per year, with details of fixtures being provided to the Town prior to the commencement of each season.

c. There being a maximum of one AFL Marsh Community matches or similar played at the ground in any one calendar year.

d. There being a maximum of 10 matches played under lights per year.

e. Restricting those games likely to attract larger crowds to certain days and/or times of day – in this respect the Council's view is that AFL Marsh Community matches should be restricted to weekends only.

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m. This approval being for the playing of competitive football matches only, with other events/special events (such as grand final day celebrations, fan days etc) being the subject of Special Event Management Plans as anticipated by condition 9 and advice note 9 of the JDAP's approval of 21 December 2016."

CARRIED (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

Reason:
The officer recommendation indicates that the Town is not the decision-making authority, the WA Planning Commission is. Although the officer recommendation is not to support the development application by the West Coast Eagles in so far as it relates to AFL (Men's) matches at this present point in time. The difficulty we face as a Council is if the WA Planning Commission makes a decision in its own to approve this development application it may consider that it's appropriate to impose conditions on that approval. If we do no inform the WA Planning Commission what we consider to be appropriate conditions, the WA Plannning Commission will impose their own without reference to us. That may be a greater risk to our community than leaving it in the hands of the WA Planning Commission. Accordingly on behalf of the elected members I sought some advice from the Town staff as to what might be appropriate development approval conditions for our consideration. These are conditions that I have just read out are the Town's staff recommendation, I seek to move this proposed amendment, I'm seeking my fellow elected members' support to second it to get it open for debate; at which point I can foreshadow that I intend to move that we suspend the speaking orders twice rule so that we can have an open discussion about whether these proposed approval conditions are worthy and meritorious of our consideration.

PROCEDURAL MOTION

Moved: Mayor Karen Vernon **Seconded:** Cr Jesvin Karimi

Resume the debate under the Meeting Procedures Local Law.

CARRIED (7-0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

AMENDMENT:	

Moved: Cr Brian Oliver **Seconder:** Cr Luana Lisandro

That condition 2e be deleted.

CARRIED (4 - 3)

For: Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Jesvin Karimi

Against: Mayor Karen Vernon, Cr Wilfred Hendriks, Cr Bronwyn Ife

Reason:

Given the other conditions stated within point 2, with respect to the submission and approval of a Parking and Traffic Management Plan, as well as the submission and approval of a Travel Plan addressing both car and non-car models, I believe that there should be sufficient safeguards in place to support the scheduling of a pre-season match on any day of the week, even if in the event that it is on a school night which it has been referred to. It would be amiss if an AFL pre-season match wasn't scheduled in the Town of Victoria Park, at Lathlain Park, because it was in a sense too much red tape in place which is often a criticism of local government and I believe that's what this condition is, it is unnecessary red tape when we've got more than a dozen conditions in place to ensure that the pre-season matches can be done in a way that supports our community and also supports competitive matches being played. In the event these conditions are supported by the WA Planning Commission there will only be one game. In the balance of all that, the removal of condition 2e should be considered by my fellow elected members.

COUNCIL RESOLUTION (553/2020):	

Moved: Mayor Karen Vernon **Seconded:** Cr Wilfred Hendriks

That Council advise the Western Australian Planning Commission that the development application for the playing of competitive matches and special events at Lathlain Park is:

1. (a) Supported in relation to the playing of matches by Perth Football Club, acknowledging the long-term use of Lathlain Park by Perth Football Club, actual attendance numbers in recent years, the general community acceptance of the use of the oval by the club, and the limited amenity impact that has occurred.

   (b) Supported in relation to the playing of AFLW matches by West Coast Eagles and WAFLW matches by Perth Football Club, given the relative infancy of the women's football competition, the anticipated lower number of matches per season and the anticipated lower numbers of spectators."

   (c) Not supported at this time in relation to matches involving the West Coast Eagles (other than AFLW) as the Council is not satisfied that sufficient information has been provided to demonstrate that the traffic and parking impacts of the proposed development can be appropriately managed so as to not have an adverse impact upon the amenity of the area.

2. That should the Western Australian Planning Commission be of a view to approve the application in its entirety, then the Council requests the inclusion of conditions relating to:

   (a) The approval being time limited so as to give the Town and the WAPC the opportunity to review any impacts at a future time – in this respect an initial 3 year period is suggested.

   (b) There being a maximum of 45 game days per year, with details of fixtures being provided to the Town prior to the commencement of each season.

   (c) There being a maximum of one AFL Marsh Community matches, or similar, played at the ground in any one calendar year.

   (d) There being a maximum of 10 matches played under lights per year.

   (e) The maximum crowd capacity at any time being 6500 persons.

   (f) Implementation of the Management Band C protocols where expected crowd numbers will exceed 3500 persons.

   (g) The submission and approval of an updated Transport Impact Assessment.

   (h) The submission and approval of a Travel Plan addressing both car and non-car modes, inclusive of initiatives and actions to encourage spectators to use public transport to get to and from the venue.

   (i) The submission and approval of a Parking and Traffic Management Plan.

   (j) Restrictions on the use of loud speakers, PAs, music etc. to a level that is considered acceptable given the site context.

   (k) The submission and approval of a Crowd Management Plan.

(l) This approval being for the playing of competitive football matches only, with other events/special events (such as grand final day celebrations, fan days etc) being the subject of Special Event Management Plans as anticipated by condition 9 and advice note 9 of the JDAP's approval of 21 December 2016.

CARRIED (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

PROCEDURAL MOTION

Moved: Mayor Karen Vernon **Seconded:** Cr Jesvin Karimi

That the meeting be adjourned for 10 minutes at 8:56pm and resume at 9:06pm.

CARRIED (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

The meeting resumed at 9.08pm.

12.2 Vic Park Funding Program - Community, Arts and Sports grants

Location	Town-wide
Reporting officer	Alison Braun
Responsible officer	Natalie Martin Goode
Voting requirement	Simple majority
Attachments	1. Policy 114 Community Funding 2. CONFIDENTIAL Attachment 1 Community, Arts and Sporting grant Assessment

Recommendation

That Council endorse the recommended Community, Arts and Sporting grant applications;

a) Seven Community grants
- (i) The Vic Park Collective (recommendation to be funded from Arts grant)
- (ii) Kid's Camp Inc $5,800
- (iii) Lathlain-Carlisle Playgroup Inc $10,000
- (iv) Lathlain Primary School P & C $4,900
- (v) Friends of Jirdarup Bushland $1,903
- (vi) Burswood Peninsula NHW and Residents Association $3,560
- (vii) Victoria Park Community Garden Assoc Incorporated $1,815
- (viii) Victoria Park Men's Shed Incorporated $1,000

b) One Sporting grant;
- (i) Victoria Park Junior Football Club $2,250

c) Two Arts grants;
- (i) Nicole Francois (artist) $2,500
- (ii) The Vic Park Collective $5,000 (application assessed as Community grant)

Purpose

To provide Council with oversight of the Town's Community, Arts and Sporting grant applications and assessments for Council endorsement.

In brief

- The Town's Vic Park Funding program increases opportunities for local collaboration and partnership between the Town and community to enhance the Town's strategic objectives.
- The Vic Park Funding – Community Grants, Art Grants and Sporting Grants funding program opened for a period of three weeks from 17 September 2020 to 5pm 9 October 2020.
- The Town received fifteen Community grants, two Art grants and one Sporting grant applications with a total request of $102,474.

- In the review of applications by the Town's Community Fund Assessments Panels (CAFP), ten applications sufficiently met the criteria and are recommended for Council endorsement with a total funding request of $38,818.

Background

1. The Town acknowledges the significant role it plays in supporting community through the provision of funding opportunities and the impact these opportunities can have on the community.

2. The Town aims to ensure the success and prosperity of the Town's community while ensuring transparency of funding decisions and accountability of those parties receiving community grant funding.

3. At the December 2019 Ordinary Council Meeting item 14.5 Policy 114 Community Funding was adopted by Council. Several amendments have been made to the policy subsequently.

4. To improve efficiencies and transparency in December 2019, Town officers reviewed all funding round practices and procedures delivered by the Town. This review initiated a project to procure a funding platform to manage the Town's funding.

5. In March 2020, the Town successfully procured the online grant funding platform SmartyGrants. The implementation of this platform aims to improve the Town's governance, increase transparency, and improve efficiencies within Town processes in relation to funding.

6. Further to the adoption of Policy 114 Community Funding at the December 2019 Ordinary Council Meeting, Council resolved that The Chief Executive Officer investigate:
   a. The establishment of a panel for the assessment of applications for community funding to commence in July 2020; and
   b. Future decision on community funding being reported to Council.

7. At the July 2020 Ordinary Council Meeting, Council endorsed the CEO to establish a panel of no less than three members to assess all eligible applications received. The panel will assess applications against the requirements and assessment criteria and present a report to council for endorsement.

8. In making a recommendation to Council the Community Funding Assessment Panel (CFAP) will provide the following information to ensure Council can make accurate, timely and transparent decisions:
   a. Details of all applications inclusive of title, project scope, amount of assistance applied for (ex GST), evaluation and score.
   b. Information provided will be inclusive of successful, unsuccessful, and ineligible applications.

9. To ensure that the CFAP continues to be fit-for-purpose and remain meaningfully engaged membership for the panel positions was advertised internally as an expression of interest (EOI) via the Town's internal communication channels.

10. At the 22 June 2020 Special Council Meeting requested the Chief Executive Officer to present a new grant funding option in addition to the Community and Arts grants for Council to consider in the draft 2020/2021 budget for a sporting club grant program. In the 20/21 budget $50,000 for a new sporting club grant funding round was placed for consideration and endorsed.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL06 - Finances are managed appropriately, sustainably, and transparently for the benefit of the community.	Funds are managed with full, accurate and timely disclosure of financial information relating to Council. Town grant funds are maximized by seeking the greatest possible benefit to the community within the available monetary resources.

Social	
Strategic outcome	Intended public value outcome or impact
S01 - A healthy community.	To support organisations that provide programs, services and events that will positively influence the health and wellbeing of the community
S03 - An empowered community with a sense of pride, safety and belonging.	Empowered local service providers who are supported by the Town to deliver services and initiatives that provide a sense of pride, safety and belonging within the community.
S04 - A place where all people have an awareness and appreciate of arts, culture, education, and heritage.	To support local organisations and individuals to deliver services and initiatives that encourage and awareness of arts, culture, education, and heritage.

Engagement

Internal engagement	
Community Development	Consultation and management of grant administration.
Stakeholder Relations	Consultation relating to advertising and promotion.
Governance	Advice relating to publicly advertising successful and unsuccessful applicants. Consultation on Policy 114.
Community Assessment Funding Panels (CAFP)	Consultation and Panel evaluation

External engagement	
Stakeholders	All Community
Period of engagement	17 September 2020 and closing 5pm 9 October 2020
Level of engagement	1. Inform
Methods of engagement	Local newspaper advertising Town's website Town's social media platforms – Facebook, LinkedIn, Twitter Town's e-newsletters Flyers and posters Digital advertising Direct email
Advertising	Local newspaper advertising Town's website Town's social media platforms – Facebook, LinkedIn, Twitter Town's e-newsletters Flyers and posters Digital advertising
Submission summary	Fifteen (15) community grant submissions were received Two Art grant submissions were received One Sporting grant submission was received.
Key findings	Eight Community grant submissions met the Town's criteria and seven are recommended for endorsement as community grants with one being recommended as an Art grant. Five submissions did not meet Town's assessment criteria. One Art grant submission met the Town's criteria with recommended for endorsement, and one submission did not meet the Town's assessment criteria. Also, the Community grants panel with support from the Arts panel recommendation based on the nature of the application is for one Community grant application assessed under the Community Grant criteria to be funded as an Arts Grant. One Sporting grant met the Town's criteria and is recommended for endorsement.

Legal compliance

Not applicable.

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Loss of funds if successful programs/events are cancelled or do not deliver on intended purpose.	Moderate	Unlikely	Low	Low	Acquittal process to be well organised and communicated to all successful applicants
Environmental	Not applicable					
Health and safety	Not applicable					
Infrastructure/ ICT systems/ utilities	Not applicable					
Legislative compliance	Not applicable					
Reputation	Negative public perception towards the Town should applications not be funded.	Minor	Possible	Medium	Low	Transparent approval process. Managed by online funding platform and council endorsed Town funding panels.
Service delivery	Not applicable					

Financial implications

Current budget impact	Sufficient funds exist within the 20/21 annual budget to address the recommendation. • Community Grants - $30,000 • Arts Grants - $20,000 • Sporting Grants - $50,000
Future budget impact	Not Applicable.

Analysis

11. The Vic Park Funding – Community Grants, Art Grants and Sporting Grants funding program opened for a period of two weeks commencing 17 September 2020 and closing 5pm 9 October 2020.

12. Funding was advertised on the below platforms;
    a. Local newspaper advertising
    b. Town's website
    c. Town's social media platforms – Facebook, LinkedIn, Twitter
    d. Town's e-newsletters
    e. Flyers and posters
    f. Digital advertising

13. The Vic Park Funding – Community Grants, Art Grants and Sporting Grants program was accessible to Community via the SmartyGrants application platform on the Town's website.

14. The Town delivered a free grant writing workshop to the community on 27 August 2020 to provide community with tools and advice on navigating the Smartygrants platform and tools for success when preparing and submitting grant applications.

Community Grant Assessment

15. The Community Grant application form was aligned with the Town's Strategic Community Plan outcomes and consisted of six questions with a maximum score of five points per question. With four panel members scoring across the four criteria, the maximum possible score was 120.

16. The Town's internal Community Funding Assessment Panel consisted of four Town officers;
    a. Chief Community Planner
    b. Coordinator Community Development
    c. Coordinator Project Support
    d. Coordinator Digital Hub

17. Applications were assessed individually and reviewed within a formal panel meeting by the Town's Community Funding Assessment Panel members in line with Policy 114 Community Funding and the criteria outlined for the Sponsorship Program.

18. The assessment questions and criteria are outlined in the below tables.

Community Grant Assessment Questions

The application form four parts:

1. Eligibility;
2. Applicant Details (organisation, auspice arrangements etc.);
3. Project details (brief description, risks, locations, dates etc.); and
4. Assessment criteria questions as outlined in the table below:

Community Grant Assessment Questions

Assessment questions	Weighting per question per panel member
Outline of the funding required and how it is intended to be spent.	• Weighting five points per panel member • Total points panel combined 20
How does the project align with the Town's values vision and mission? (Refer to the Town of Victoria Park Strategic Community Plan)	• Weighting five points per panel member • Total points panel combined 20
What measures have you taken to ensure this initiative is suitable, accessible, and inclusive of all members of the community?	• Weighting five points per panel member • Total points panel combined 20
Outline how the initiative will benefit and is needed by the community.	• Weighting five points per panel member • Total points panel combined 20
Demonstrate the applicant's capacity to deliver proposed initiative within specified period.	• Weighting five points per panel member • Total points panel combined 20
How does this initiative encourage involvement of the Victoria Park community?	• Weighting five points per panel member • Total points panel combined 20

19. The Community Grant funding attracted fifteen applications, with a total requested of $85,845. One Community grants was recommended by the panel to be funded from the arts funding. The arts CAFP was consulted and agreed this application aligned with arts funding and subsequently has been recommended to be funded through the arts grant funding.

20. Of the fifteen submitted applications seven community grants are recommended to Council for endorsement with the requested funding total of $29,068.

21. Seven applications requesting a total amount of $46,767 did not meet the required criteria and/or funds were expended and subsequently has not been recommended for endorsement.

22. The Town recommends the following tabled applications be considered for endorsement by Council:

Community Grant Recommended Applications

Applicant	Project	Amount Ex GST	Evaluation	Score
Vic Park Collective	Vic Park Projective Fest 2021 The Vic Park Projection Festival is a community-	Refer to Arts Grant	This initiative will showcase and add foot traffic to otherwise not so welcoming areas in the Town. The applicant has demonstrated how they will use several local suppliers.	102

	based arts event that aims to activate areas of Victoria Park and the Albany Highway strip. The Festival will have approximately six artists to engage local audiences.		The applicant has proven their capacity to deliver, having delivered this event last year. ***The Panel recommendation is for this application to funded as an Arts grant due to the nature of the application.***	
Kid's Camp Inc.	Cahoots Family Day The Family Fun Day will be in celebration of International Day of people living with Disability at Burswood Park on 12 December 2020.	$5,800	Application directly addresses the Strategic Community Plan Compelling evidence of capacity to deliver (has run event already for two years), organisation has over 35 years of experience. They evidence exactly and specifically how the event will be inclusive to people with a disability (signage, accessibility etc.), volunteers are trained on specific inclusion/accessibility measures. No costs for families and residents of the Town.	101
Lathlain-Carlisle Playgroup Inc	Lathlain Playgroup Activate Nature Play Upgrade Nature play upgrade at Keith Hayes Community Building. This will include a fort with double slide and multiple entry points to suit early walkers and a new sand pit with imaginative play equipment and seating area.	$10,000	The Group is donating substantial amounts of funding towards this project and is committed to providing upgraded facilities for the users. Membership is growing at the playgroup. The Town has approved the project subject to clearly outlined criteria.	99

Lathlain Primary School P & C	Community Christmas Event Free family friendly twilight Christmas market and Carol's event in Lathlain.	$4,990	They address strategic community outcomes (S3) and describe clearly how they will meet this by providing a free social event that is open for all the community. They have detailed how they will support local businesses and community. They are including an area for residents from Mercy Place and Harold Hawthorne. The panel recommended to award a reduced amount of $4,990 from the initial request of $10,000 + $1,145 in kind. During community grant assessment process, a successful Place Grant had been assessed for the same event which includes the Twilight Christmas market component of the grant $6,050 + $1,145 in kind. In evaluation of the application due to the successful Place Grant the Community grant has been reduced to $4,990 not the initial $10,000 as requested.	99
Friends of Jirdarup Bushland	2021 Jirdarup Walk and Talk Program Jidarup Bushland to deliver two public events on nature-based topics relevant to the Bushland. February 2021 – Black Cockatoo May 2021 – Nyoongar Six Season (to coincide with Reconciliation Week)	$1,903	The public events will promote greater awareness and engagement of Jirdarup Bushland's flora and fauna. Highly active group that are proactive in promoting the area and maintaining this piece of bushland. Strong links to Nyoongar culture is focused with this program. Particularly the Nyoongar Six Season event which will coincide with Reconciliation Week	94

Burswood Peninsula Neighborhood Watch Group	Burswood Peninsula NHW and Residents Association Community Fiesta Family Fun Day to promote the Burswood Peninsula. They will be promoting NHW, Burswood Residents Association, WA Police, local businesses, Town of Victoria Park and Mirvac	$3,560	Applicant has demonstrated ability to deliver (they have done six similar events). Project will contribute to community connection and safety in an area that requires attention – identified in surveys as being an area with less community satisfaction. Project involves local community groups	92
Victoria Park Community Garden Assoc Inc	Community Educational Material – Cookbook Funding to cover the cost of preparing and printing the Garden Cook Book. The book is a compilation of members' gardening guidance and pest control tips, as well as their favourite recipes using their own garden produce	$1,815	This project represents excellent value for money. It meets social and environmental outcomes. Great development exercise for the organisation as they will learn how to self-publish a book.	89
Victoria Park Men's Shed Incorporated	Shed Patio Extension Victoria Park Men's Shed plan to make a Patio extension to the front of their woodwork shed to allow to be safe in all types of weather. They currently lose 10	$1,000	Excellent value for money as they will delivering the project themselves to extend/expand their services. The planning approval is currently with the Town for review. They have evidenced their ability to deliver the project and their extensive contributions to the community – supporting a range of	86

	to 20% of usable area when it rains, due to their inability to use power tools over wet floors and it generate more activity and meeting space under COVID-19 conditions	other local organisations through the creation of furniture.

Art Grants

23. The Art Grant application form was aligned with the Town's Strategic Community Plan outcomes and consisted four questions with a maximum score points per question. With the CFAP scoring across the four criteria, the maximum weighted score for each applicant is 100. The final score was a calculated average from each panel's score.

24. The Town's internal Community Funding Assessment Panel consisted of Town officers:
    a. Community Arts Officer
    b. Place Leader
    c. Digital Hub Coordinator; and
    d. Senior Communications and Engagement Advisor

25. Applications were assessed individually and reviewed within a formal panel meeting by the Town's CFAP members in line with Policy 114 Community Funding and the criteria outlined for the Arts funding Program.

26. The assessment questions and criteria are outlined in the below tables.

Art Grant Assessment Questions

The application form four parts:

1. Eligibility;
2. Applicant Details (organisation, auspice arrangements etc.);
3. Project details (brief description, risks, locations, dates etc.); and
4. Assessment criteria questions as outlined in the table below:

Assessment criteria questions	Weighting per question per panel member
Describe how your project/activity provides a quality arts and cultural experience for the Vic Park Community.	• Weighting 40% • Five points per panel member
How will your initiative foster collaboration and active participation of local people (residents, workers, business owners, local creative community and/or community groups etc.)?	• Weighting 25% • Five points per panel member
How will your initiative align with any of the Town's Strategic Community Outcomes?	• Weighting 25% • Five points per panel member

Tell us about your experience managing projects like this.	• Weighting 10% • Five points per panel member

27. The Art Grant funding attracted two applications, with a total requested of $7,340. Of the submitted applications one is recommended to Council for endorsement with the requested funding total of $2,500.

28. The Town recommends the following tabled applications be considered for endorsement by Council:

Art Grant Recommended Applications

Applicant	Project	Amount (ex GST)	Evaluation	Score
Nicole Francois	"Our house is made of straw"	$2,500	An interesting concept that involves children and wider community. Collaboration with local artist and writer to deliver a workshop & exhibition at the Vic Park Centre for the arts. "Our House is made of straw" is an evolving community workshop and collaboration around the concept of shelter. Workshops involve a younger demographic and families, and an exhibition outcome for the wider community.	63.75
Vic Park Collective	Vic Park Projective Fest 2021	$5,000	This initiative will showcase and add foot traffic to otherwise not so welcoming areas in the Town. The applicant has demonstrated how they will use several local suppliers. The applicant has proven their capacity to deliver, having delivered this event last year. The Panel recommendation is for this application to funded as an Arts grant due to the nature of the application.	102 ****assessed as a community grant and recommended to be funded as an Arts grant****

Sporting Grants

29. The Sporting Grant application form was aligned with the Town's Strategic Community Plan outcomes and consisted of six questions with a maximum score of 30 points per question. With four panel members scoring across the four criteria, with a maximum score available of 120.

30. The Town's internal Community Funding Assessment Panel consisted of four Town officers;
    a. Manager Infrastructure Operations
    b. Leisure Facilities Programs Manager
    c. Community Development Officer Clubs Events and Bookings
    d. Customer Relations Officer

31. Applications were assessed individually and reviewed within a formal panel meeting by the Town's Community Funding Assessment Panel members in line with Policy 114 Community Funding and the criteria outlined for the Sponsorship Program.

32. The assessment questions and criteria are outlined in the below tables.

Sporting Grant Assessment Criteria

The application form four parts

1. Eligibility
2. Applicant Details (organisation, auspice arrangements etc.);
3. Project details (brief description, risks, locations, dates etc.); and
4. Assessment Criteria questions as outline in the table below:

Assessment criteria questions	Weighting per question per panel member
Outline of the funding required and how it is intended to be spent.	• Weighting five points per panel member • Total points panel combined 20
How does the project align with the Town's values vision and mission? (Refer Strategic Community Plan).	• Weighting five points per panel member • Total points panel combined 20
What measures have been taken to ensure this initiative is suitable, accessible, and inclusive of all members of the community.	• Weighting five points per panel member • Total points panel combined 20
How does this project assist with the establishment or long-term sustainability of your club?	• Weighting five points per panel member • Total points panel combined 20
How does this project assist with the establishment or long-term sustainability of your club?	• Weighting five points per panel member • Total points panel combined 20
Demonstrate the applicant's capacity to deliver proposed initiative within specified time.	• Weighting five points per panel member • Total points panel combined 20

33. The Sporting Grant funding attracted one application with a total requested of $9,289. The submitted application is recommended to Council for endorsement with the requested funding total of $2,250.

34. One application requesting total amount of $9,289.00. In review of the application the CFAP recommends to reduce the amount of the funding to $2,250. This is due to nature of the request and outlined budget providing minimal reach and learning opportunity within the club and wider community.

35. The Town recommends the following tabled applications be considered for endorsement by Council:

Sporting Grant Recommended Applications

Applicant	Project	Amount (ex GST)	Evaluation	Score

Victoria Park Junior Football Club	Aboriginal Culture Project 2021 Project to embed Aboriginal Culture and Perspectives at Victoria Park Junior Football Club through holding culture and art workshop to design their message and artwork for socks and indigenous strip jumper. The NAIDOC socks to be presented and worn for the match in NAIDOC week. NAIDOC Round match footballs to be used in NAIDOC round.	$2,250	This project strongly aligns to the Town's Social Strategic Outcomes with the Strategic Community Plan. Australian Football plays a significant role for bringing Aboriginal and non-aboriginal community together. Victoria Park Junior Football Club has 10% of their Club that are Aboriginal or Torres Strait Islander. The largest cost was for indigenous socks production If the applicant were delivering Aboriginal cultural training, art workshop and welcome to country ceremonies to gain a wide reach the panel would have been more likely to support the full amount requested of $9,289. The panel agreed to recommend for endorsement funding for $2,250. This covers the art work at $500 and two sets of indigenous jerseys at $1,750.	101

36. Subject to Council endorsement, successful community, arts, and sporting grant applicants will be notified of the decision within five business days of Council resolution.

37. If an applicant is not satisfied with the endorsed outcome, a complaint can be formally lodged via the Town's Customer Service Delivery Management Practice and complaints guidelines within 14 days of notification of successful and unsuccessful applications. Information on how to lodge a complaint will be contained within the letter and outlined in the Vic Park Funding section on the Town's website.

38. The Town encourages previous unsuccessful applicants to contact the Town for feedback to support future applications.

39. Successful Community, Arts and Sporting Grant applicants are required to complete the Town's acquittal reporting documentation within three months of completion of the program or event.

40. Due to the low applications for both the sporting and arts grants it is recommended a second round of funding open in early 2021.

41. To ensure community has an understanding of the Town's grant processes and how to develop and document a project to meet the Town's outlined criteria it is recommended the Chief Executive Officer develop and deliver further series of separate community grant writing workshops and specifically targeted to sporting clubs, artists and community groups.

Relevant documents

Policy 114 Community Funding

AMENDMENT:

Moved: Cr Luana Lisandro **Seconder:** Cr Claire Anderson

That the following names be corrected from:
(iii) Lathlain-Carlisle Playgroup Inc to Lathlain Playground Incorporated
(iv) Lathlain Primary School P & C to Lathlain Primary School Parents and Citizens' Association Incorporated

CARRIED (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

Reason:
To represent the legal names of the organisations.

COUNCIL RESOLUTION (554/2020):

Moved: Cr Jesvin Karimi **Seconded:** Cr Luana Lisandro

That Council endorse the recommended Community, Arts and Sporting grant applications;

a) Seven Community grants
   (i) The Vic Park Collective (recommendation to be funded from Arts grant)
   (ii) Kid's Camp Inc $5,800
   (iii) Lathlain Playground Incorporated $10,000
   (iv) Lathlain Primary School Parents and Citizens' Association Incorporated $4,900
   (v) Friends of Jirdarup Bushland $1,903
   (vi) Burswood Peninsula NHW and Residents Association $3,560
   (vii) Victoria Park Community Garden Assoc Incorporated $1,815
   (viii) Victoria Park Men's Shed Incorporated $1,000

b) One Sporting grant;
   (i) Victoria Park Junior Football Club $2,250

c) Two Arts grants;
   (i) Nicole Francois (artist) $2,500
   (ii) The Vic Park Collective $5,000 (application assessed as Community grant)

CARRIED (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

12.3 Vic Park Funding Program Operating Subsidy

Location	Town-wide
Reporting officer	Alison Braun
Responsible officer	Natalie Martin Goode
Voting requirement	Absolute majority
Attachments	1. CONFIDENTIAL REDACTED - Confidential Attachment for Council Report Operational Subsidy FINAL 11 No [**12.3.1** - 11 pages]

Recommendation

That Council:

1. Endorse the recommended three-year operating subsidy funding applications;
   a. Connect Victoria Park - $100,000
   b. The Haven - $6,000
2. Request the Chief Executive Officer open a second round of operating subsidy funding in January 2021.
3. Request the Chief Executive Officer present a further report back to Council on the findings of the operating subsidy applications for endorsement at the next Ordinary Council Meeting in line with funding round closure timelines.

Purpose

To provide Council with oversight of the Town's three-year operating subsidy applications and assessments for Council endorsement.

In brief

- Operating subsidies are made available to support the ongoing operating capacity of the Town's service providers to deliver a range of programs, services, events, and partnerships, that align with the Town's strategic outcomes to enhance the quality of life of the community.
- The Vic Park Funding – Operating Subsidy funding program opened for a period of four weeks from 17 September 2020 to 5pm 15 October 2020.
- The Town received five operational subsidy application submissions with a total request of $344,287.
- In the review of applications by the Town's Community Fund Assessments Panel (CFAP) two applications sufficiently met the outlined criteria and subsequently have been recommended for Council endorsement with a total funding request of $106,000.

Background

1. The Town recognises that community health and wellbeing is influenced by numerous factors, including social connectedness, a sense of belonging, a place where people have meaningful and accessible opportunities to participate in the arts, culture, education and to celebrate heritage.
2. As the tier of government closest to the community, local government plays a significant role in shaping and supporting the overall health and wellbeing of our community. This is achieved through a collective impact approach of working in collaboration with the local community, service providers and stakeholders.

3. Operating subsidies are to support the ongoing operating capacity of the Towns service providers to deliver a range of programs, services, events, and partnerships, which enhance the quality of life of the community.

4. At the 7 April 2020 Special Council Meeting Council resolved that:

   That Council:

   1. Lists for consideration in the draft annual budget for 2020/21 an operating subsidy funding round in accordance with Policy 114 Community Funding, with $250,000 allocated in 2020/21.
   2. Requests that the Chief Executive Officer provides a further report to Council presenting the proposed recipients of operating subsidy funding for 2020/2021 by October 2020 to support community the Town listed within the 20/21 annual budget provisions for a $250,000 3-year operating subsidy. This was subsequently endorsed at the July 2020 Special Council Meeting.

   Reason - To ensure that there is a fair, transparent and equitable opportunity for groups in the community to apply for a competitive round in the next financial year and the amount allocated takes in to account that circumstances may be different than what they were in the past, and there may be more groups seeking funding.

5. The Town currently supports three service providers within the Town with contract end dates ending between 2020 and 2022.

   (a) Harold Hawthorn Community Centre
   (b) Victoria Park Centre of the Arts
   (c) Connect Vic Park

6. The Town's current operating subsidies are summarised as follows;

Harold Hawthorn Community Centre	• 3-year operating subsidy • $132,328 + Perth CPI annually • Peppercorn lease - $222,000 annually • Financial assistance to contribute to the employment costs of the Centre to deliver programs to community.	Contract end 30 June 2022
Victoria Park Centre of the Arts	• 2-year operating subsidy • $111,200 + Perth CPI annually • Peppercorn lease - $37,500 annually • Financial assistance to contribute to the employment costs of the Centre of the Arts Director to deliver programs to community.	Contract end November 2021
Connect Vic Park	• 2-year operating subsidy • Contract extension endorsed July 2020 • Financial assistance to contribute to the employment costs of the Village Hub Coordinator to deliver programs to community. • $25,000	Contract end December 2020

7. The Town aims to ensure the success and prosperity of the Town's community while ensuring transparency of funding decisions and accountability of those parties receiving funding.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL06 - Finances are managed appropriately, sustainably, and transparently for the benefit of the community.	Provision of agile appropriately managed funding that provides an opportunity for not-for-profits and charitable organisations to respond to community need.

Social	
Strategic outcome	Intended public value outcome or impact
S02 - An informed and knowledgeable community.	Through provision of funding not-for-profits and charitable organisations will have the capacity to ensure community remain connected and engaged on topics that are of importance to them.
S04 - A place where all people have an awareness and appreciation of arts, culture, education, and heritage.	Provision for funding programs that ensure community could remain engaged, with access to arts culture and education.

Engagement

Internal engagement	
CFAP	Review and evaluation of applications.
Stakeholder Relations	Consultation relating to advertising and promotion.
Governance	Advice relating to publicly advertising successful and unsuccessful applicants. Consultation on Policy 114. Advice relating to type / level of detail for community / Council consideration

External engagement	
Stakeholders	All community.
Period of engagement	17 September 2020 and closing 5pm 15 October 2020
Level of engagement	1. Inform
Methods of engagement	Local newspaper advertising Town's website

	Town's social media platforms – Facebook, LinkedIn, Twitter Town's e-newsletters Flyers and posters Digital advertising Direct email
Advertising	Local newspaper advertising Town's website Town's social media platforms – Facebook, LinkedIn, Twitter Town's e-newsletters Flyers and posters Digital advertising
Submission summary	Five Applications were submitted to the Town for evaluation.
Key findings	Two operating subsidy application submissions met the Town's criteria and are recommended for endorsement. Three applications did not meet the Town's evaluation criteria and subsequently have not been recommended for Council endorsement.

Legal compliance

Not applicable.

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council risk appetite	Risk treatment option and rationale for actions
Financial	Service providers not delivering outlined support to community	Moderate	Unlikely	High	Low	Ensure fair and equitable application process guided by policy 114. Continue to work in partnership with service providers in relation the operating subsidy and social outcomes measurements. Detailed and comprehensive quarterly and annual reporting in line with S1, S2, S3 and S4.
Environmental	Not Applicable					
Health and safety	Not Applicable					

Infrastructure/ ICT systems/ utilities	Not Applicable					
Legislative compliance	Not Applicable					
Reputation	Negative public perception towards the Town should applications not be funded.	Moderate	Unlikely	High	Low	Transparent approval process. Managed by online funding platform and council endorsed Town funding panels. Ensure fair and equitable application process guided by policy 114. Continue to work in partnership with service providers in relation the operating subsidy and social outcomes measurements.
Service delivery	Not Applicable					

Financial implications

Current budget impact	Sufficient funds exist within the 20/21 annual budget to address the recommendation.
Future budget impact	The acceptance of this recommendation requires a 3-year operational subsidy contract with future budget impact to meet the requirements of the contracts for both Connect Victoria Park and The Haven will be $106,000 + Perth CPI annually for the 21/22 and 22/23 budget years.

Analysis

8. The Vic Park Funding - Operating Subsidy funding program opened for a period of 4 weeks commencing 17 September 2020 and closing 5pm 15 October 2020.

9. Funding was advertised on the below platforms;

   a. Local newspaper advertising
   b. Town's website
   c. Town's social media platforms – Facebook, LinkedIn, Twitter
   d. Town's e-newsletters

e. Flyers and posters
f. Digital advertising

10. The Vic Park Funding – Operating Subsidy program was accessible to all community via the Town's online application platform on the Town's website.

11. To provide the community with tools and advice on navigating the Town's online application platform and tools for success when preparing and submitting an operating subsidy application the Town delivered a free workshop to the community on 27 August 2020. This was a successful workshop with nineteen community group and service provider members attending.

Operating Subsidy Assessment

12. The Operating Subsidy application form was aligned with the Town's Strategic Community Plan outcomes and consisted of four questions with a maximum score of twenty points per question. With four panel members scoring across the four areas of criteria a maximum score of 80 was available per application.

13. The Town's internal Community Funding Assessment Panel consisted of four Town officers:
    a. Chief Community Planner
    b. Manager Community
    c. Stakeholder Relations
    d. Place Planner

14. Applications were assessed individually and reviewed within a formal panel meeting by the Town's Community Funding Assessment Panel members in line with Policy 114 Community Funding and the criteria outlined for the Town's Operating Subsidy funding program.

15. The assessment questions and criteria are outlined in the below tables.

Community Grant Assessment Questions

16. The application form four parts:
    a. Eligibility;
    b. Applicant Details (organisation, auspice arrangements etc.);
    c. Project details; and
    d. Assessment Criteria as outlined in the table below:

Assessment Criteria

Assessment Criteria Questions	Weighting per question per panel member
Project Scope and Evidenced of Need • How addressing service gaps; How demonstrate this? • Number of people benefitting from the service? • Design process? Secondary data to support case? • Duplication of service?	Total score available 20
Alignment to the Strategic Community Plan • Focus on top 3 Outcomes service will deliver upon • Explanation how outcomes will be achieved / measured	Total score available 20

• Evidence to substantiate claims	
Value for money • Evidence of industry benchmarking price points • Comparison of industry salary ranges / justification of why role and salary required • Examples of similar programs and operational costs	Total score available 20
Governance • Details of Board of Management Structure • Staff skills, experience and capabilities • Details of risk management strategies	Total score available 20

17. The Town's Operating Subsidy funding attracted 5 applications, with a total requested of $344,287.

18. Of the five applications three applications requesting a total amount of $221,287 did not meet the required criteria and subsequently have not been recommended for Council endorsement.

19. The Town recommends the following tabled applications be considered for endorsement by Council;

Recommended applications

Applicant	Project	Amount (ex GST)	Evaluation	Score
Connect Victoria Park Inc.	Village Hub	$100,000	Operating subsidy to support the Village Hub to deliver lifelong learning programs and collaboration and partnership with Town service providers and businesses. Connect Vic Park estimate that the Town's investment will bring in a minimum of 12,000 visits to Village Hub annually and at least 4,000 service hours. Social Return on Investment is $7.15 for $1.00 spent The application was well written and had clear outcomes and measurements associated with the subsidy.	73
The Haven Centre Inc.	Operating Support	• Total - $23,000	The Haven is a hub for community members and local retiree volunteers. They service volunteers from TAFE and work	52

	• Warehouse shelving $3,900.00 • Delivery truck tailgate $13,000 • Christmas lunch program $6,000	for the Dole program and other private companies. Operational subsidy to support the delivery of Christmas lunch program and food packages to the homelessness and community in need.
	Total amount recommended to endorse $6,000	It was recommended to not approve funding for racking and vehicle hydraulic lift as these are capital items that were out of scope for this assessment.

20. Subject to Council endorsement, successful operating subsidy applicants will be notified of the decision within five business days of Council resolution.

21. The Town encourages previous unsuccessful applicants to contact the Town for feedback to support future applications.

22. Successful operating subsidy applicants are required to complete the Town's acquittal quarterly and annual reporting as outlined in the Town's funding contract.

23. The quarterly and annual acquittal report must demonstrate cost-benefit comparison in return for the operating subsidy.

24. The Town reserves the right to terminate a funding agreement upon unsatisfactory annual outcomes reported in an acquittal and or report.

25. Should the acquittal process be deemed unsatisfactory, the Town reserves the right to request the reimbursement of funding provided in line with Policy 114 Community Funding.

26. If an applicant is not satisfied with the endorsed outcome, a complaint can be formally lodged via the Town's Customer Service Delivery Management Practice and complaints guidelines within 14 days of notification of successful and unsuccessful applications. Information on how to lodge a complaint will be contained within the formal letter addressing the application outcome and outlined in the Vic Park Funding section on the Town's website.

27. Due to the small number of successful applications, and pending council endorsement there is a potential remaining balance of $144,000 funding available to the community.

28. To support the ongoing operating capacity of the Town's service providers to deliver a range of programs, services, events and partnerships, which enhance the quality of life of the community it is recommended a second round of operating subsidy funding open in January 2021 with a further report presented to council at the next appropriate Ordinary Council Meeting.

29. If a further operating subsidy round is open to the community, it is recommended further education is delivered prior to the funding round to enable community understanding of the Town's operating

subsidy process and how to develop and outline a project to meet the Town's criteria. It is strongly recommended to build community capacity by the Town officers developing and delivering a series of specific operating subsidy workshops targeted to the Town's service providers.

30. To ensure the continuous improvement in all funding processes, the Town requested formal feedback on the operating subsidy application from all applicants. Town officers will conduct a comprehensive evaluation of the provided feedback and current process both internally and externally to assist with development of the funding platform, process, engagement, and community education of the Town's funding program to ensure finances are managed appropriately, sustainably, and transparently for the benefit of the community and the ongoing success of community funding.

Relevant documents

Policy 114 Community Funding

Further consideration

Several questions were asked by elected members at the Agenda Briefing Forum on 3 November 2020 which are addressed below.

31. Minor spelling errors corrected.

32. Assessment Criteria Matrix has been updated to include the category of "Alignment to the Town's Strategic Community Plan". More detailed descriptors for each category have also been included in the Assessment Criteria Matrix.

33. Wording related to the number of criteria and maximum scores has also been amended from 3 to 4 criteria, from 25 points per criteria to 20 points, and a total maximum score from 75 points to 80 points respectively. In essence, four criteria, worth 20 points each, for a total of 80 points.

34. The outcomes being delivered by The Haven Centre and Connect Vic Park against the Town's Strategic Community Plan are:

    The Haven Centre Inc.:
    - S1 – A healthy community – Number of healthy meals/hampers provided; increased access to meals and social supports; reduced levels of loneliness/increased community connection;
    - S2 – An informed and knowledgeable community – increased access to community service networks/support services;
    - S3 – An empowered community with a sense of pride, safety and belonging – a hand up, rather than a hand out. Number of volunteers involved in delivery of the Christmas event and overall service delivery; support for the Town's most vulnerable community members.

    Connect Vic Park:
    Culture Counts scores for 2019/2020 indicate that:
    - S1 – A healthy community - 87.02% of respondents feel the Village Hub has had a positive impact on their physical and mental wellbeing
    - S2 – An informed and knowledgeable community - 84.85% of respondents said they learned something new at the Village Hub

- S3 – An empowered community with a sense of pride, safety and belonging - 89.79% of respondents feel safe and welcome at the Village Hub; 87.88% of respondents feel it's important Village Hub activities are happening in the Town of Victoria Park

35. At the time of finalising this report the Town was seeking further legal advice regarding the confidentiality associated with the sharing of personal and group details, including specific information regarding funding applications and Advisory Group membership.

36. Connect Vic Park scores as per assessment criteria:

    Criteria 1 – Evidence Based Need - 19 points
    Criteria 2 – Alignment with Strategic Community Plan - 19 points
    Criteria 3 – Value for Money - 17 points
    Criteria 4 – Governance - 18 points

37. The Haven Centre scores as per assessment criteria:

    Criteria 1 – Evidence Based Need - 13 points
    Criteria 2 – Alignment with Strategic Community Plan – 15 points
    Criteria 3 – Value for Money - 13 points
    Criteria 4 – Governance - 11 points

38. The $100,000 operating subsidy for Connect Vic Park is going towards the following items.

- Minimum of seven classes provided per week to address physical, emotional and cognitive health (350 per annum);
- Minimum two new Capacity Building Programs per annum to be delivered free to Victoria Park over 55s;
- Minimum one delivery of Connect 60+ Mind, Body and Soul (or similar 8-10 week wellness program) per annum;
- Expanded delivery of all ages classes and groups to support social connection and community spirit e.g. all ages Noongar language lessons, intergenerational technology skills transfer, intergenerational school holiday activities;
- Increased support for Member Led Groups e.g. twice weekly social cycling, walking group, creative writing, Mackie Street Singers;
- Expanded operation of Member Help Centre and Ask A Member volunteering to provide a central contact point for assistance with tasks and challenges to living independently;
- Continued delivery of weekly community lunch and fortnightly podiatry service;
- Expanded delivery of Village Hub activities outside of Mackie Street to enable wider access for Victoria Park over 55s;
- Expanded partnerships with local organisations such as Curtin University, local schools, and others with expertise including Independent Living Assessment, GRAI.

39. Connect Vic Park used the industry benchmarking for costs of operation in relation to staff levels based on the Social, Community, Home Care and Disability Services (SCHCADS) award rate. This information is publicly available.

40. Should an applicant not be satisfied with an endorsed outcome, they are able to provide their feedback in writing to the Town. The following criteria establishes whether the feedback meets the Town's definition of a complaint for investigation:
    - An unmet standard or timeliness of service delivery; or,
    - Inappropriate behaviour of employees, contractors or elected members of the Town; or
    - Non-compliance with adopted practices, policies and procedures of the Town.

    The written request will be defined and investigated in line with the Customer C.A.R.E. program procedures. Information on how to lodge a complaint is on the Town's website under 'Contact Us'.

41. Based on feedback of being a new process and challenges by some groups to address criteria, the Town will work with those groups who were deemed eligible, but unsuccessful to highlight areas requiring further information, with a view of bringing this back to Council for consideration in line with the schedule as endorsed by Council.

42. The Town is investigating the provision of funding towards engagement of a social impact measurement expert to assist groups improve their development of measurement tools and collection/reporting approaches.

COUNCIL RESOLUTION (555/2020):	

Moved: Mayor Karen Vernon **Seconded:** Cr Brian Oliver

That Council:

1. Approves a further extension of the operating subsidy for Connect Victoria Park in the sum of $50,000 from 1 January 2021 to 30 June 2021;
2. Approves an operating subsidy for Connect Victoria Park in the sum of $75,000 to commence on 1 July 2021 for 3 years;
3. Declines to award an operating subsidy of $6,000 to The Haven;
4. Approves a community grant of $1,000 to The Haven for the provision of a Christmas lunch for 2020;
5. Approves a community grant of $5,000 to The Haven for the provision of regular meals for people in need.
6. Requests the Chief Executive Officer to invite the Victoria Park Community Centre and the Victoria Park Centre for the Arts to submit new applications for an operating subsidy to commence on 1 July 2021 for 3 years in accordance with the following timetable:
   a. applications to be called for in January 2021;
   b. applications to be assessed by the Town's community funding assessment panel in February 2021;
7. Requests the Chief Executive Officer to present a further report back to Council in March 2021 with the recommendations on any applications received from the Victoria Park Community Centre and the Victoria Park Centre for the Arts;
8. Requests the Chief Executive Officer to commence a review Policy 114 – Community Funding in December 2020, beginning with a concept forum for elected members in December 2020;
9. Requests the Chief Executive Officer to bring a report on the review of Policy 114 to the Policy Committee by no later than February 2021.

CARRIED (6 - 1)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: Cr Luana Lisandro

Reason:

The reason for this alternate motion is:

1. Operating subsidies need to be aligned with the financial year and begin at the start of each financial year in order to allow good financial management for the Town in planning its budget, and for the benefit of subsidy recipients who can plan their budgets around known funding cycles;
2. There needs to be some clarity between operating subsidies and community grants, and the funding for the provision of food and meals is more appropriate to be considered as grant funding determined on an as needs basis;
3. Connect Victoria Park is a valuable community organisation who has been in receipt of an operating subsidy for $50,000 per annum to support the Village Hub. In order to recognise the need for community organisations to continuously pursue financial sustainability, an increase of 100% in operating subsidy for Connect Victoria Park at this time must be balanced against the need for the Town to ensure fair and equitable access to the Town's community funding for all organisations, value for ratepayers funds. The sum of $75,000 per annum will adequately allow Connect Victoria Park to continue its good works over the next 3 years.

13 Chief Operations Officer reports

13.1 Request to dedicate ROW 54 as a road

Location	East Victoria Park
Reporting officer	Jon Morellini
Responsible officer	Ben Killigrew
Voting requirement	Simple majority
Attachments	1. Probate Conclusion Letter [**13.1.1** - 1 page] 2. Steps for ROW 54 Realignment [**13.1.2** - 4 pages] 3. CONFIDENTIAL REDACTED - Letter to Town of Victoria Park - Fabcot [**13.1.3** - 3 pages]

Recommendation

That Council:

1. Receives the conclusion of the probate investigation undertaken by the Town's Solicitors and approves for all probate documents and evidence to be provided the Minister of Lands (WA) to assist with the determination to dedicate ROW 54 as a road.
2. Resolves to request the Minister for Lands (WA) to dedicate portion of lot 0 on plan 2609, East Victoria Park as a road, pursuant to section 56(1)(c) of the Land Administration Act 1997, and regulation 8 of the Land Administration Regulations 1998.
3. Resolves to request the Minister for Lands (WA) to dedicate all of lot 67 on diagram 13701, East Victoria Park as a road, pursuant to section 56(1)(c) of the Land Administration Act 1997, and regulation 8 of the Land Administration Regulations 1998.
4. Indemnifies the Minister for Lands against any claim for compensation that may arise, pursuant to section 56(4) of the Land Administration Act 1997.

Purpose

The Town is seeking a resolution from Council pursuant to s56 (1)(c) of the Land Administration Act 1997 to lodge a formal request to the Minister for Lands (WA) (Minister) for the dedication of portion of lot 0 on plan 2609 and all of lot 67 on diagram 13701 as a road and to indemnify the Minister for Lands (WA) against any claim for compensation that may arise from dedicating portion of lot 0 and all of lot 67 as a road. And for the Town to provide to the Minister all probate information collated through the Town's Solicitors' investigations.

In brief

- At the Special Council Meeting on the 1st September 2020 Special Council Meeting, Council resolved to defer this item to the September 2020 Ordinary Council Meeting to await the completion of the probate investigation as to the present proprietorship of ROW 54. This process has now been completed by the Town's Solicitors with the final conclusion provided as an attachment to this Report.
- At the 15th September 2020 Ordinary Council Meeting, a recommendation to seek dedication of ROW 54 was not supported. As guidance in the preparation of this report, officers have considered the commentary of Elected Members, and have endeavoured to provide a clearer understanding of the ROW realignment process proposed.

- On the 21st September 2020, the Town received a letter from the Woolworths Group subsidiary Fabcot whom the Town has the sale contract with, reaffirming and outlining the Towns obligations as per the contract of sale and urging the Town to use all reasonable endeavors to assist with the re-alignment of ROW 54 under the contract. This letter is attached to this report as a confidential item.
- On the 22nd September 2020 concept forum, discussion was undertaken with Council members. This discussion was to address any questions and thoughts on the letter received from Fabcot and further to discuss the contract of sale and the processes to ultimately determine the outcome for ROW 54.
- The realignment of ROW 54 is an outcome sought to support the redevelopment of a number of landholdings. The Town owns some of those landholdings and has contractually agreed to work within its limitations as a Local Government to coordinate the realignment of a portion of the ROW.
- The steps outlined in this report (below) are summarised in an attachment.
- ROW 54 is not owned by the Town, and the contract of sale did not imply Town ownership. The Town's obligations in the contract in relation to ROW 54 was to realign the ROW. This Report is the first step in the realignment process.
- The Town can now request the Minister to dedicate the ROW, based on its status as a private road, pursuant to s56 (1)(c) of the Land Administration Act 1997 (WA) (LA Act) and regulation 8 of the Land Administration Regulations 1998 (LA Regulations). This requires a Council Resolution and an Indemnity.
- The existing ROW currently provides a connection with a crossover onto Shepperton Road. This crossover is non-compliant and poses safety issues for motorists entering and exiting. The ultimate development intends to create a safer design for the entry/egress by creating a slip lane and new access point further away from the bend and intersection.
- To achieve the new cross-over and slip lane with the realignment of the ROW, the second step will require closing a portion of the ROW based on its status as a dedicated road, as a result of the s56(1)(c) application.
- Once the subject portion of the road is closed it becomes Unallocated Crown Land (UCL). The third step then involves amalgamating the UCL into the adjoining land holdings but concurrently balancing this by the creation of a new public road from the appropriate portion of the land parcels as mentioned below.
- The fourth step then involves creating a public road to accommodate the cross over and new slip lane. This will be achieved by excising a portion of land from the amalgamated lot and ceding it back to the Minister via a Crown Land swap.
- There is no loss of road for the public. The outcome provides a continuation of the road network for the benefit of residents and local businesses as well as a safer cross over that is upgraded to a safer, and compliant design standard. The process is shown in an attachment to this Report.
- The full suite of documents retrieved through the probate enquiry are to be forwarded onto DPLH for the Minister of Lands to consider should the Council resolve to request the Minister to dedicate ROW 54 as outlined in the recommendation.
- The probate investigation concluded with an inability to identify a continuity of beneficiaries for either lot 0 or lot 67, with the consequence that in the case of both lots, it would be necessary to seek the intervention of the Public Trustee if the land was to be dealt with on the basis of a tracing of the proprietary interest through the testamentary route. As such, the disposal of the land in both lots by the Public Trustee would involve intervention by a State Government official, and that outcome would be consistent with the recommendation in this Report for Ministerial dedication.

Background

1. Council at its Ordinary Council Meeting in November 2019 resolved to approve a contract for the sale of land adjacent to ROW 54 being lot 30 on diagram 10509, lot 488 on plan 2609 and lots 131 and 132 on deposited plan 45782 (355-357 Shepperton Road). The contract obligates the Town to satisfy conditions precedent before the sale can proceed.
2. Vehicular access to the area is planned to be relocated to a future ROW that will service the locality at a safer entry/egress location than the existing one from Shepperton Rd, further to the North, and with a full slip lane and left in/left out control.
3. Private ROW's are roads set out on a plan of subdivision of privately owned land which have not been dedicated for public use. They are pertinent only to those lots on the plan which abut onto the private road by providing owners with an implied right of way unless additional rights have been granted by a registered easement. Currently, all lots associated with the eastern portion of the ROW are owned by Fabcot.
4. Historically, ROW 54 was created in 1904 by subdivision, to service the lots created by the subdivision. Its intended use was as a right of carriageway to provide access to the adjoining properties as well as an access way for public use. It has been used for that purpose since its creation. The Town is aware that the public has had uninterrupted use of the ROW for the entire time since 1904, well in excess of the 10 year period of uninterrupted use in s56(1)(c) of the LA Act.
5. Given the laying out of the land as a ROW in the original subdivision in 1904, and the regular use of the ROW by the public, it is not inappropriate to see the original laying out of the ROW as an act of dedication by the original subdivider. The consistent use of the ROW by the public in the meantime can be seen as completing a common law dedication. Avoiding the need to obtain a formal recognition of common law dedication, the proposal for dedication under s56(1)(c) of the LA Act has historical support, and has the same effect.
6. In an attempt to locate any beneficiaries of the estate of the deceased owners of the ROW, the Town has undertaken a comprehensive probate investigation. Details of the probate search results are attached to this Report.
7. The dedication of the land in the ROW as a road is in keeping with the historical purpose and intended use of the ROW, and the historical changes over time. It will allow the planning objectives of the location as a shopping and commercial precinct to materialise, consistently with the interests of orderly and proper planning.
8. The presence of the current road alignment and the absence of a need for the relevant portion of ROW 54 in this locality, means that it is no longer consistent with the planning objectives of the Town. A revised and more appropriate access outcome will be part of the circumstances of the new planning objectives for the site.
9. Dedication of a private road is appropriate as it will clean up the legacy of the subdivision issues from the early 1900s. There are 147 Rights of Way in the Town of Victoria Park, and 99 are still privately owned. The road network is critically important for the Victoria Park community. Dedication of a private road guarantees and future-proofs the need for convenient public access. The Town currently maintains and repairs all private ROW even though it does not own them, it also resolves disputes over their use.
10. A recent example of a private road dedication was that endorsed by Council for lot 171 State Street, Victoria Park. A Development Application was lodged with JDAP aimed at formalising lot 171's legal right to use lot 170 (Private Road) for access purposes. The owners of lot 171 made an application to the Town seeking dedication of the private road land pursuant to s56. Council at its OCM in December 2019 resolved to request the Minister to dedicate lot 170 as a road pursuant to s56(1)(b)(ii) of the LA Act.

11. The process of dedicating a private road as a public road is a local government function that can occur from time to time via a standard request. The dedication process exists to assist with addressing and resolving legacy planning and subdivision issues which have been inherited by local governments.
12. ROW 54 is currently classified as a private road. Although in private ownership, the ROW landowners' rights are limited with the private road status. The land's purpose is for a right of carriageway. The land has commitments aligned with its original creation at subdivision and is an encumbered landholding with an easement burden on its title.

Strategic alignment

Economic	
Strategic outcome	Intended public value outcome or impact
EC02 - A clean, safe and accessible place to visit.	The purpose of this road dedication request will allow a future repositioning of the ROW access point as part of a planning outcome which will have a positive impact in reducing anti-social and crime-related activity, and improving safety.

Environment	
Strategic outcome	Intended public value outcome or impact
EN02 - A safe, interconnected and well maintained transport network that makes it easy for everyone to get around.	The purpose of this road dedication request will allow a future repositioning of the ROW access point as part of a planning outcome which will bring a non-compliant cross over onto Shepperton Road up to a current safer design standard by creating a slip lane and new access point further away from the traffic light intersection.

Engagement

Internal engagement	
Elected Members	Provided additional process and legal information as requested. Undertook Concept Forum presentation on 22nd September 2020.
Property Development and Leasing	Input into the report and the process to undertake the ROW realignment
Place Planning	Consultation for the sale of 355-357 Shepperton Road
Statutory Planning	Consultation for the sale of 355-357 Shepperton Road
Street Operations	Consultation on traffic issues

External engagement	
Stakeholders	Owners and occupiers of adjoining properties affected by the realignment
Period of engagement	11 December 2019- 17 January 2020
Level of engagement	2. Consult
Methods of engagement	Written submissions accepted
Advertising	Letters sent to adjoining landowners and service providers, notification on public notice board and The West newspaper notice
Submission summary	No submissions were received during the public comment period
Key findings	N/A

Legal compliance

13. The Town has procured and received legal advice to inform the recommendation of this Report. Legal advice has concluded that the Town will be following the appropriate and necessary processes to give effect to the dedication of the ROW in line with the recommendation.
14. All legal advice received has been provided as confidential attachments to this report.

Section 56 of the Land Administration Act 1997

Section 58 of the Land Administration Act 1997

Section 87 of the Land Administration Act 1997

Regulation 8 of the Land Administration Regulations 1998

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	The Town does not continue with the process to give effect to the dedication of the ROW resulting in the inability for the required land assembly to occur, preventing settlement of the contract of sale	Severe	Possible	High	Low	TREAT risk by Council to follow legal advice received and the advice and guidance from relevant Govt agencies including Department of Planning Lands and Heritage.

	being greater than $2M.					
Environmental	Not applicable					
Health and safety	Town does not progress the realignment of the ROW maintaining the non-compliant status of the ROW and Shepperton intersection.	Moderate	Possible	Medium	Low	TREAT risk by beginning the realignment process by dedication of ROW 54 as a road.
Infrastructure/ ICT systems/ utilities	Not applicable					
Legislative compliance	The Minster for Lands (or as delegated) is ultimately responsible for determining requests for the dedication of land as a road. It is possible that the Minister may decide to refuse or modify the road dedication request notwithstanding Council's resolution.	Insignificant	Rare	Low	Low	TREAT risk by providing the required information as per Regulation 8 of the Land Administration Regulations 1998 (WA) and sufficient justification for the road dedication request.
Legislative compliance	A decision is not reached at November Ordinary Council Meeting to progress with the Town's contractual obligations.	Severe	Possible	High	Low	TREAT risk by Elected Members to provide an alternative course of action is for the Town to still progress with contractual obligations.
Reputation	The Town does not endorse the dedication request which may been seen as a breach of contract obligations.	Moderate	Possible	Medium	Low	TREAT risk by delivering on contractual obligations by progressing on the realignment of ROW 54.

	Potential reputational risk on future land dealings with the Town to be seen as unwilling to follow through on contracts.
Service delivery	Not applicable

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation. The Town is in the process of satisfying its obligations in the contract of sale to Fabcot Pty Ltd as part of the delivery of 355-357 Shepperton Road East Victoria Park, which is in line with Council's resolution to enter into the contract of sale.
Future budget impact	Once Portion of lot 0 on plan 2609 and all of lot 67 on diagram 13701 is dedicated as road, the Town would be formally responsible for the maintenance and repair of the dedicated road. The Town's Street Operations service area has advised that this has been undertaken for historically as part of the Town's maintenance and works programs and therefore this would not impact the current budget.

Analysis

15. Council entered into a contractual agreement for the land it owns abutting one side of the relevant portion of ROW 54 and resolved at its Ordinary Council Meeting of 19 November 2019 to delegate the Chief Executive Officer and the Mayor the authority to execute all necessary documentation under the Town's Common Seal in accordance with s58 and s87 of the Land Administration Act 1997, and regulation 9 of the Land Administration Regulations 1998 to satisfy conditions precedent 2.3(b) within the contract.
16. Condition precedent 2.3(b) requires the Town to close and amalgamate a portion of ROW 54 into adjacent lot 30 on diagram 10509, lot 488 on plan 2609 and lots 131 and 132 on deposited plan 45782 (known as 355-357 Shepperton Road, East Victoria Park).
17. The lots comprised within ROW 54 were in effect land dedicated by the subdivider as an access way for public use at the time of the original subdivision in 1904 and have been used by the public consistently since dedication. Additionally, the Town has been maintaining the ROW and has never rated the land.
18. The Town has never owned ROW 54 and through the process of the ROW 54 realignment does not intend to become the owner. The ultimate outcome is for the ROW to facilitate creation of a publicly accessible road for the use of residents and local businesses, and to maintain the integrity of the public road network.
19. As part of the overall commercial planning considerations for the area the resulting increase in traffic has resulted in the existing access point from Shepperton Road being unsafe and inappropriate. When

repositioned onto the proposed new access point from Shepperton Road, incorporating the inclusion of a slip lane with left in entry and left out exit, the realigned ROW will be safer and allow for a compliant crossover onto Shepperton Road.

20. The existing crossover is non-compliant entering onto a 30,000 car a day Primary Distributor Road with the crossover only 50m away from a busy traffic light intersection. The request to dedicated ROW 54 allows the realignment to be achieved and create the eventual safer and upgraded traffic outcome.
21. Main Roads WA have confirmed the repositioning of the new access point onto Shepperton Road, achieved by the land exchange, will satisfy their Development Control Policy 5.1 requirements and will also achieve rationalisation of driveways to reduce conflict on the road network, and bring the existing non-compliant ROW crossover to a current safer design standard.
22. The Town has followed the correct statutory process of dedication pursuant to s56 of the Land Administration Act.
23. ROW 54 is privately held and classified as a Private Road. With consideration to the current status of the ROW, DPLH have provided the Town with two options to achieve the realignment of ROW 54:
    a. The Town may acquire as Crown land certain land in the district including any private road, pursuant to s52 of the Land Administration Act 1997 and s5 of the Land Administration Regulations. This option allows any residual land not required for the amalgamation to be created as a reserve for the right of way to facilitate a cross over onto Shepperton Road.
    b. The Town may dedicate land in the district comprising of a private road of which the public has had uninterrupted use for a period of not less than 10 years, as road pursuant to s56(1)(c) of the Land Administration Act 1997 and reg8 of the Land Administration Regulations. This option allows ROW 54 to be dedicated then a portion closed and amalgamated. A corresponding portion in a more appropriate location can then be ceded back to the Crown as a road to facilitate the cross over onto Shepperton Road.
    c. Given there is significant historical evidence that supports the public having had uninterrupted use of the private road for a period not less than 10 years, support from the probate investigation and the Town's preference for the future tenure of the private road to guarantee public access, the option to proceed under s56 is proposed.
24. The Town also plans to deliver all probate investigation material and legal conclusions to the Minister of Lands (WA) to assist in the dedication determination.

Relevant documents

Not applicable.

AMENDMENT:	

Moved: Mayor Karen Vernon **Seconder:** Cr Bronwyn Ife

The an additional point 5 be added to read:

"5. Receives the following correspondence:
a. Letter sent by Glen McLeod Legal to McLeod's Lawyers on 26 August 2020
b. Letter sent by Glen McLeod Legal to the Town of Victoria Park on 28 August 2020
c. Letter sent by Glen McLeod Legal to McLeod's Lawyers on 31 August 2020
d. Letter sent by Glen McLeod Legal to the Town of Victoria Park on 14 September 2020
e. Letter sent by Glen McLeod Legal to the Town of Victoria Park on 12 November 2020
f. Confidential letter sent by Glen McLeod Legal to the Town of Victoria Park on 16 November 2020"

CARRIED (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

Reason:
Elected members will recall when this matter was last before the Council in September, an amendment was successfully moved to highlight the correspondence that had been received to elected members that may have formed part of their considerations before making this decision. The amendment was successful but the alternative substantive motion was defeated which meant none of the letters we had agreed to receive were actually received by us. So now we are in the position where it is appropriate in the interest of transparency that we include receiving the correspondence that is relevant to this item.

COUNCIL RESOLUTION (556/2020):	

Moved: Cr Wilfred Hendriks **Seconded:** Cr Jesvin Karimi

That Council:

1. Receives the conclusion of the probate investigation undertaken by the Town's Solicitors and approves for all probate documents and evidence to be provided the Minister of Lands (WA) to assist with the determination to dedicate ROW 54 as a road.
2. Resolves to request the Minister for Lands (WA) to dedicate portion of lot 0 on plan 2609, East Victoria Park as a road, pursuant to section 56(1)(c) of the Land Administration Act 1997, and regulation 8 of the Land Administration Regulations 1998.
3. Resolves to request the Minister for Lands (WA) to dedicate all of lot 67 on diagram 13701, East Victoria Park as a road, pursuant to section 56(1)(c) of the Land Administration Act 1997, and regulation 8 of the Land Administration Regulations 1998.
4. Indemnifies the Minister for Lands against any claim for compensation that may arise, pursuant to section 56(4) of the Land Administration Act 1997.
5. Receives the following correspondence:
   a. Letter sent by Glen McLeod Legal to McLeod's Lawyers on 26 August 2020
   b. Letter sent by Glen McLeod Legal to the Town of Victoria Park on 28 August 2020
   c. Letter sent by Glen McLeod Legal to McLeod's Lawyers on 31 August 2020
   d. Letter sent by Glen McLeod Legal to the Town of Victoria Park on 14 September 2020
   e. Letter sent by Glen McLeod Legal to the Town of Victoria Park on 12 November 2020
   f. Confidential letter sent by Glen McLeod Legal to the Town of Victoria Park on 16 November 2020

CARRIED (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

13.2 Acceptance of Grant Funding for Edward Millen Redevelopment Project - Department of Infrastructure, Transport, Regional Development and Communications

Location	East Victoria Park
Reporting officer	Donna Colum
Responsible officer	Jon Morellini
Voting requirement	Simple majority
Attachments	1. Funding Agreement - Edward Millen Redevelopment Project [**13.2.1** - 58 pages]

Recommendation

That Council:

1. Accepts the $4,000,000 (GST exclusive) funding contribution from the Department of Infrastructure, Transport, Regional Development and Communications to progress the Edward Millen redevelopment project.
2. Authorise the CEO and Mayor to execute all necessary documentation to formalise the $4,000,000 (GST exclusive) funding contribution from the Department of Infrastructure, Transport, Regional Development and Communications.

Purpose

For the Council to accept the grant funding of $4M from the Department of Infrastructure, Transport, Regional Development and Communications so that the CEO and Mayor may execute the Grant Agreement to facilitate the Town to utilise this Grant contribution to progress the redevelopment of the Edward Millen redevelopment project.

In brief

- The Town was advised on 9 September 2020 that it was successful in its application for funding through the Community Development Grants Program (CDG) and is the recipient of $4M towards the Edward Millen Redevelopment Project.
- The Town has received the Grant Agreement to consider in order to formalise the distribution of the $4,000,000 (GST Exclusive) contribution.
- The Grant Agreement is a standard agreement and the Town is now required to complete the application relating to timing and project details and formally accept the agreement.
- The grant is a considerable contribution to the Edward Millen Adaptive Heritage and Landscape Redevelopment project, enabling the Town to attract the required private sector investment needed for the overall Heritage adaptive re-use redevelopment.
- The Edward Millen Adaptive Heritage and Landscape Redevelopment project is being delivered under the Land Asset Optimisation Strategy. The project aims to realise the full potential of the heritage-listed buildings and the expansive 4.7 hectares Edward Millen Reserve to minimise the on-going cost to maintain the precinct and maximise the benefit to the community of the amazing heritage assets there.

- All the buildings require significant and costly repairs and upgrades to achieve viable adaptive re-use and subsequent activation. The $4,000,000 figure has been informed through the completion of conservation works report drawings and quantity surveyor assessment.

Background

1. The Town owns the land as a conditional freehold and is looking to revitalise this key asset with the delivery of the Edward Millen adaptive Heritage and Landscape Redevelopment. In order to complement the Town's endeavour to partner with the private sector to undertake and manage a high-value destination heritage redevelopment, the Town sought proactively additional government funding.
2. The Town applied for funding through the Department of Infrastructure, Transport, Regional Development and Communications to implement a strategy to realise the potential of the State Heritage listed Edward Millen Hospital's historical buildings. The heritage buildings include the Rotunda Hospital, the Mildred Creak Centre, Hillview Clinic, former operating theatre and boiler room.
3. The project will deliver a construction program to upgrade state heritage facilities which will bring about long term social improvements, generating jobs and economic viability of the buildings and act as a catalyst to activate key heritage assets to protect and maintain the assets for future generations.
4. The CDG funding will directly create jobs through the construction and activation of the buildings, the redevelopment will allow ongoing use of the heritage assets.
5. The support of Hon David Templeman MLA (Minister for Local Government, Heritage, Culture & the Arts) and the Hon Ben Wyatt, Treasurer; Minister for Finance; Aboriginal Affairs; Lands was also instrumental in supporting the Town in its desires to activate an adaptive re-use redevelopment of the Edward Millen site.
6. The Town received a written commitment from the Deputy Prime Minister / Minister for Infrastructure, Transport and Regional Development, The Hon Michael McCormack MP, to provide $4 million for the Edward Millen Redevelopment project.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL02 - A community that is authentically engaged and informed in a timely manner.	The Community has been engaged as required and was critical in having the allowable uses changed by the Department of Lands Planning and Heritage. The new allowable uses have informed the options analysis.
CL03 - Well thought out and managed projects that are delivered successfully.	The Edward Millen Redevelopment is the first major step towards the delivery of the project. This forms part of the Prince 2 Project Management principles.
CL06 - Finances are managed appropriately, sustainably and transparently for the benefit of the community.	The existing Edward Millen situation is a financial liability for the Town. To deliver a financially sustainable outcome, an overall heritage adaptive re-use redevelopment needs to be achieved.
CL08 - Visionary civic leadership with sound and accountable governance that reflects objective decision-making.	An Edward Millen redevelopment outcome would be a milestone achievement showing strong civic leadership.

Economic	
Strategic outcome	Intended public value outcome or impact
EC01 - A desirable place for commerce and tourism that supports equity, diverse local employment and entrepreneurship.	The overall vision and objective for the Edward Millen redevelopment will directly deliver a place for commerce, tourism, employment and entrepreneurship.
EC02 - A clean, safe and accessible place to visit.	The redevelopment of Edward Millen will aim to transform an unsafe and inaccessible asset to a safe and accessible destination place.

Environment	
Strategic outcome	Intended public value outcome or impact
EN05 - Appropriate and sustainable facilities for everyone that are well built, well maintained and well managed.	The redevelopment of Edward Millen will aim to deliver a well built, well maintained and well managed facility.
EN06 - Appropriate, inviting and sustainable green spaces for everyone that are well maintained and well managed.	The overall redevelopment of the Edward Millen precinct will also involve the park lands. The overall green space will transform into a well-managed and well maintained space for everyone.

Social	
Strategic outcome	Intended public value outcome or impact
S03 - An empowered community with a sense of pride, safety and belonging.	Being an historical asset of the Town, revitalizing the asset will empower the community giving a sense of pride, with a sense of safety with activation being provided.
S04 - A place where all people have an awareness and appreciate of arts, culture, education and heritage.	The redevelopment will aim to deliver a portion of arts and culture with education and heritage being incorporated into the overall redevelopment.

Engagement

Internal engagement	
Finance	Review of the report and budget considerations.

Other engagement	
Department of Infrastructure, Transport, Cities and Regional Development	Letter of Approval and Agreement for successful funding
Hon David Templeman MLA (Minister for Local Government, Heritage, Culture & the Arts)	Support for funding application
The Hon Ben Wyatt, Treasurer; Minister for Finance; Aboriginal Affairs; Land	Support for funding application

Legal compliance

7. The Towns Solicitors have reviewed the agreement and will assist with the finalisation of the draft agreement for execution by the CEO and Mayor.

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Not accepting the funding may result in the Redevelopment of the Edward Millen site not progressing	Moderate	Moderate	Low	Low	Acceptance of the funding and continue to source other grant opportunities
Environmental	Not accepting the funding may result in the Hazadous Materials not being removed from the heritage buildings.	Moderate	Moderate	Low	Low	Accepting the funding will remove the Hazadous Materials.
Health and safety	Continuation of the status quo with the buildings is unsafe for public access.	Moderate	Moderate	Low	Low	Accepting the funding will allow the Town to resolve the Health and Safety issues

						which current deem the heritage building unsafe to occupy and access.
Infrastructure/ ICT systems/ utilities	N/A					
Legislative compliance	N/A					
Reputation	The Town is not able to secure the funds to implement the Masterplan Edward Millen House redevelopment.	Moderate	Moderate	Unlikely	Low	Working with Elected Members to continue the understanding of the interrelationship of the Town investing in the Edward Millen redevelopment to assist in the overall redevelopment project success.
Service delivery	N/A					

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation.
Future budget impact	The Town has had confirmation that the agreement structure allows works to be undertaken by a third party and for the invoices of those works to be provided as evidence of committed funds. As such the future budget impacted is not anticipated to be significant.

Analysis

8. The agreement provided to the Town to facilitate the acceptance of the Grant has been reviewed by the Town's solicitor and the Town is able to progress with the execution of the documentation.
9. The $4,000,000 (GST Exclusive) has been informed through a conservation works report and quantity surveyor. This value will go a significant way to de-risking the project to allow private sector investment in the future of the Edward Millen heritage buildings.
10. The $4,000,000 will be spent on hazardous material removal aligned to the hazardous materials register, which includes a variety of materials. Strip out and make structurally sound and deliver structural

integrity of the heritage buildings making them fit-out ready, with the capping of the existing services and demolition of non-heritage intrusive ad-hoc additions. A variety of refurbishment, reinstatement of timber substructures, roof framing and repairs, repair and replace numerous external materials and items.

11. As at the time of writing this report the Expression of Interest to attract private sector investment was close to release. The Town has had confirmation that the standard agreement will allow the preferred proponent to invoice the Town to the value of the grant, where the Town then seeks payment through the grant funding.

Relevant documents

Not applicable.

Further considerations

12. Some minor grammatical changes have been made to the report including one to recommendation 2. where the word "Delegates" has been changed to "Authorise".

COUNCIL RESOLUTION (557/2020):	

Moved: Cr Claire Anderson **Seconded:** Cr Luana Lisandro

That Council:

1. Accepts the $4,000,000 (GST exclusive) funding contribution from the Department of Infrastructure, Transport, Regional Development and Communications to progress the Edward Millen redevelopment project.
2. Authorise the CEO and Mayor to execute all necessary documentation to formalise the $4,000,000 (GST exclusive) funding contribution from the Department of Infrastructure, Transport, Regional Development and Communications.

CARRIED BY EXCEPTION RESOLUTION (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

13.3 Macmillan Precinct Concept Plan

Location	East Victoria Park
Reporting officer	Jack Bidwell
Responsible officer	Ben Killigrew
Voting requirement	Simple majority
Attachments	1. Macmillan Precinct Concept Plan [**13.3.1** - 74 pages] 2. Macmillan Precinct Concept Plan - Public Submission Attachment [**13.3.2** - 14 pages] 3. Macmillan Precinct - Stage 3 Phasing [**13.3.3** - 2 pages] 4. Macmillan Precinct - Online Engagement Summary [**13.3.4** - 73 pages] 5. Macmillan Precinct - Next Steps [**13.3.5** - 1 page]

Recommendation

That Council:

1. Endorses the Macmillan Precinct Concept Plan.
2. Acknowledges the submissions received during the public advertising period.
3. Approves the Chief Executive Officer to proceed to 'Stage 3.1 and 3.2' of the Macmillan Precinct Masterplan project.
4. Requests the Chief Executive Officer to provide a future report to Council, by June 2021, to consider a preferred option for the Community Hub and Bowls Club at the conclusion of Stage 3.2.
5. Authorises the Chief Executive Officer to issue a variation of up to $140,000 (ex. GST) to contract CTVP/19/61, from the existing project budget, to enable the Town to deliver the above recommendation.

Purpose

For Council to endorse the Macmillan Precinct Concept Plan, acknowledge the public submissions received on the draft plan and approve the Town to proceed to the next stage of the Macmillan Precinct Masterplan project.

In brief

- A draft Macmillan Precinct Concept Plan Report (the Concept Plan), attached, has been prepared for the Macmillan Precinct Masterplan project by the consultant team RobertsDay, together with the Town, the Macmillan Precinct Working Group, key stakeholders and the wider Town of Victoria Park community.
- The Concept Plan has been developed through extensive community and stakeholder involvement and outlines the community's vision, guiding principles and high-level design framework from which the detailed Masterplan can be developed.
- 34 public submissions were received during the public advertising period and are detailed in Attachment 2.
- Council is now requested to endorse the Concept Plan and approve the Town to proceed to Stage 3.1 and 3.2, detailed in Attachment 3, to commence the development of the masterplan report.
- A graphical timeline outlining the next steps of the project has been provided in Attachment 5.

Background

1. The Macmillan Precinct (the Precinct) is located in East Victoria Park and is bounded by Sussex St, Kent St, Gloucester St and Albany Hwy. The Precinct includes all land parcels, buildings and assets within these boundaries and contains key Town facilities such as Leisurelife, the Town library, Vic Park/Carlisle Bowls Club and John Macmillan Park.
2. Since 2001, the Macmillan Precinct has been subject to the investigation and planning of future uses for the site, with various plans and proposals being prepared but none proceeding.
3. In 2018, the Macmillan Precinct was identified by Elected Members in the planning process for the Long-Term Financial Plan.
4. In June 2019, Council endorsed the preferred option of the Project Business Case to begin the preparation of a Masterplan for the Macmillan Precinct.
   (a) This option was endorsed over the two alternative options, namely:
      (i) Major refurbishment or redevelopment of existing buildings; and
      (ii) Do nothing and maintain renewal of existing buildings.
5. In November 2019, Council approved the community consultation for the future of Leisurelife to be included within the Macmillan Precinct Masterplan engagement process.
6. In December 2019, Council endorsed the commencement of community engagement for the Macmillan Precinct Masterplan project based on the proposed engagement and project initiation approach.
7. The project was to be delivered across three stages:
   (a) Stage 1 – Vision and Community Charter
   (b) Stage 2 – Concept Plan
   (c) Stage 3 - Masterplan
8. Following the endorsement by Council to proceed with the Masterplan project, the Town procured the project consultant RobertsDay to deliver the Masterplan.
   (a) RobertsDay was procured under a Request for Tender, with Stage 1 and Stage 2 delivered as the initial part of the lump sum contract CTVP/19/61.
   (b) Stage 3 was procured under the same Request for Tender but was to be scoped and costed pending the outcomes of Stage 2 and provided as a variation to contract pending Council approval.
   (c) There is sufficient project budget, previously approved in the 2020/21 Annual Budget, to fund Stage 3.1 and 3.2.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL01 – Everyone receives appropriate information in the most efficient and effective way for them	A strategic communications plan was prepared to ensure carefully designed, best practice communication techniques were used to update and engage with the community, stakeholders and Elected Members throughout the project.
CL02 - A community that is authentically engaged and informed in a timely manner.	The Town has been consulting with key stakeholders and the wider community since February 2020 to ensure the Concept Plan reflects the shared aspirations for the future of the Precinct.

CL03 - Well thought out and managed projects that are delivered successfully.	The Concept Plan has been delivered through best practice project management principles under the Town's Project Management Framework.
CL06 - Finances are managed appropriately, sustainably and transparently for the benefit of the community.	The funding approach to be pursued will be to balance the revenue sources to achieve community benefits outlined in the Concept Plan. As part of the detailed masterplanning process, specific costings and estimates will be developed to help identify potential funding models to reduce the reliance on ratepayers.

Economic	
Strategic outcome	Intended public value outcome or impact
EC01 - A desirable place for commerce and tourism that supports equity, diverse local employment and entrepreneurship.	The Concept Plan utilises surplus land to accommodate a diverse range of additional activities to help bring life and activity to the Precinct.
EC02 - A clean, safe and accessible place to visit.	The Concept Plan shapes three distinct places within the Macmillan Precinct which, when considered together, contribute to the creation of a cohesive but varied place which has all the ingredients of a vital, sustainable and lively destination for all members of the community.

Environment	
Strategic outcome	Intended public value outcome or impact
EN01 - Land use planning that puts people first in urban design, allows for different housing options for people with different housing need and enhances the Town's character.	The Concept Plan utilises surplus land to accommodate new and additional community facilities, non-profit and educational spaces and complementary residential and commercial uses that help bring life and vitality to the Precinct while also helping to fund new community infrastructure.
EN02 - A safe, interconnected and well maintained transport network that makes it easy for everyone to get around.	The Precinct will mix together with existing businesses and activities, creating connections in from Albany Hwy with new street front activity while also inviting people into the heart of the Precinct through new pedestrian orientated connections lined with creative spaces, work spaces and public art.
EN03 - A place with sustainable, safe and convenient transport options for everyone.	The Precinct will allow for easy accessibility and connectedness from throughout East Victoria Park and wider Perth. Prioritising walking, cycling and public transport will encourage sustainable and healthy travel to the Precinct while basement parking will provide direct access to facilities and amenities.

EN05 - Appropriate and sustainable facilities for everyone that are well built, well maintained and well managed.	All buildings and facilities will be responsive to and capable of change over time to accommodate new activities and functions, new people and changing needs. Smart design and governance will enable this flexibility over the short and long term.
EN06 - Appropriate, inviting and sustainable green spaces for everyone that are well maintained and well managed.	Co-locating community facilities within a more efficient envelope frees up considerable extra space, which the Concept Plan dedicates as a new and expanded network of public open spaces including small piazzas, tree retention pocket parks, pedestrian lanes and an expanded central green.
EN07 - Increased vegetation and tree canopy.	The Concept Plan promotes retaining the iconic Fig trees and other significant vegetation to protect tree canopy and biodiversity.

Social	
Strategic outcome	Intended public value outcome or impact
S02 - An informed and knowledgeable community.	Since February 2020, the Town has been consulting in detail with site stakeholders and the wider community to ensure the Concept Plan reflects their shared aspirations for the future. Community engagement will continue through the next steps of the project as the Concept Plan is expanded and refined into a detailed Masterplan from which further planning will be progressed over the coming years.
S04 - A place where all people have an awareness and appreciate of arts, culture, education and heritage.	The Concept Plan expands and combines all current community services into an innovative community hub. Co-locating these services together offers an opportunity to create a uniquely collaborative and flexible 'town heart' which brings together a diverse mix of sporting, educational, cultural and community groups. Creativity and cultural expression will be enabled and encouraged throughout the Precinct. Ephemeral installations, permanent artworks, visible artists in residence and accessible exhibitions will build cultural capital.

Engagement

Internal engagement	
Elected Members	Presentation at Concept Fora by RobertsDay. Invitation to attend Vision Workshop and online webinars. Regularly informed via Elected Members Portal on project progress and community engagement.
C-Suite	Regularly informed on project progress and community engagement. Endorsed adjusting engagement approach due to COVID-19.
Project Management	Project Executive for this project
Finance & Procurement	Review and advice on the procurement process for this project.
Property & Leasing	Inclusion in project team, involvement in project initiation, review and feedback on all documents prepared, advice and support.
Place Planning	Inclusion in project team, involvement in project initiation, participation in Working Group, participation in stakeholder meetings, review and feedback on all documents prepared, advice and support.
Business Services	Inclusion in project team, involvement in project initiation, participation in Vision Workshop, participation in stakeholder meetings, review and feedback on all documents prepared, advice and support.
Stakeholder Relations	Inclusion in project team, involvement in project initiation, preparation and delivery of communications and engagement materials, participation in all engagement activities, participation in stakeholder meetings, review and feedback on all documents prepared, advice and support.
Community Development	Involvement in project initiation, review and feedback on all documents prepared, advice and support.
Infrastructure Operations	Involvement in project initiation, review and feedback on all documents prepared, advice and support.
Street Improvement	Involvement in project initiation, review and feedback on all documents prepared, advice and support. Input into initial sump and drainage investigation.
Strategic Assets	Inclusion in project team, involvement in project initiation, review and feedback on all documents prepared, advice and support.
Strategic Asset Advisory Group (SAAG)	Informed on project progress and community engagement and input into Concept Plan.
Town Library	Attendee of and involvement in stakeholder roundtable meeting
LeisureLife	Attendee of and involvement in stakeholder roundtable meeting

External engagement	

Stakeholders	• Community Members
	• Local Residents
	• Key Community and Business Stakeholders
	  o *Victoria Park Centre for the Arts*
	  o *Aboriginal Engagement Advisory Group*
	  o *Billabong Community Early Childhood Centre*
	  o *Vic Park Collective*
	  o *Sussex Street Community Law Service Inc*
	  o *Vic Park/Carlisle Bowls Club*
	  o *Victoria Park Community Centre*
	  o *Redbacks Basketball Association*
	  o *Connect Vic Park*
	  o *Area 5 Football*
	  o *WA Squash*
	  o *Hawaiian*

Period of engagement	Stage 1 - Vision and Community Charter • Vision Development - 17 Feb to 8 March 2020 • Community Charter Feedback – 4 April to 19 April 2020 • Working Group Nomination Period – 27 April to 10 May 2020 Stage 2 - Concept Plan • Place Design Forum (Working Group) - 21 May to 4 June 2020 • Public Webinar #1 – 18 June 2020 • Working Group Follow-up Session – 18 June 2020 • Design Scenario Feedback Period – 29 June to 12 July 2020 • Public Webinar #2 – 20 July 2020 • Working Group Follow-up Session – 20 July 2020 • Working Group Follow-up Session – 3 August 2020 • Draft Concept Plan Public Comment Period – 14 Sep to 11 Oct 2020
Level of engagement	4. Collaborate
Methods of engagement	The Concept Plan has been delivered through an iterative co-design engagement process commencing in February 2020. The detailed methods of engagement can be seen on page 6 & 24 of Attachment 1. In summary, the Town utilised a range of surveys, workshops (physical & online), stakeholder meetings, online mapping tools, pop-up information sessions, online webinars and public submission forms to guide the development of the Concept Plan. *Note: Due to the COVID-19 Pandemic outbreak in March 2020, the Town re-designed the engagement delivery methods and completed Stage 2 engagement online due to Government restrictions limiting physical engagement. This enabled the Town to continue the project without significant delays.*

Advertising	The Town used a wide range of online and physical advertising tools to promote and inform, including: • Traditional Communications (Posters, letter drops, brochures, banners, Southern Gazette advertisements) • Social Media (Facebook, Instagram, Twitter, LinkedIn) • Informative Animations (YouTube, Instagram, Facebook) • Digital Marketing (Google, E-newsletters, SMS marketing)
Submission summary	Stage 1 – Vision and Community Charter • Vision Development Survey - **270 Submissions** • Online Idea Mapping Tool – **182 Contributions** • Community Charter Feedback Form – **7 Submissions** Stage 2 - Concept Plan • Design Scenario Feedback Form – **107 Submissions** • Draft Concept Plan Submission Form – **34 Submissions** The online engagement responses in full detail for Stage 1 and 2 have been provided as Attachment 4.
Key findings	Since February 2020, the Town has undertaken a detailed consultation exercise with site stakeholders and the wider community to ensure the Concept Plan reflects their shared aspirations for the future of the locality. As a vital hub for Town services, community events and public life, it is essential that any future changes reflect the values and priorities of the Victoria Park Community and are achievable by the Town. The key messages, user requirements, community feedback on existing services, opportunities and constraints captured in Stage 1 were used to develop the draft Community Charter document, which outlined the community's vision for the Macmillan Precinct. This document was broadly supported, receiving 7 submissions with only minor changes requested. Findings from this engagement have been captured in summary on pages 7-9 and 25-27 of Attachment 1 and all submissions can be seen in full in attachment 4. The draft Community Charter was reviewed by the Working Group during the Place Design Forum. The draft was broadly supported with the only change to Principle 4, where it was adjusted from 'Like No Other' to 'Local Character' to better reflect the community's aspirations for the Precinct to retain the feel and character of East Victoria Park. The document was used as the guide for the Working Group and the main contents of the Community Charter were incorporated into the Concept Plan report, including the final Vision and Guiding Principles which can be seen on Section 3 - page 28-33 of Attachment 1. Following the finalisation of the Vision and Guiding Principles, the Concept Plan was developed with the Working Group through an iterative co-design process called a Place Design Forum. Though initially scheduled for a 3-4 day in-person workshop, the outbreak of the COVID-19 pandemic forced the Town to pivot to

	an online run environment. Through a series of online Zoom workshops across a 2 week period, three design scenarios were created to explore different ways of delivering community infrastructure, improving open space and bringing new life to the Macmillan Precinct. The three scenarios developed through these workshops were released for community feedback and were viewed online over 480 times and received over 100 submissions from community members. From the surveys received, Scenario 3 receiving the highest support for 'most aligned to community vision'. These Scenarios provided a robust starting point for future planning. The key findings from the draft scenario feedback can be seen in Section 4 – page 34-45 of Attachment 1. Based on community feedback and technical review, the Concept Plan draws particular elements from each of the three Scenarios, including the site layout of Scenario 3, the building scale of Scenario 2 and popular public space ideas from all three Scenarios. Following the development of the draft Concept Plan from the community, stakeholder and technical input, the Town released the Concept Plan report for public comment in September 2020 for a period of 4 weeks. The Town received **34 submissions** of which **29 (85%) supported** the plan outright or with some concerns and **4 (12%) did not support** the plan. **1 (3%)** submission **did not provide an answer**. The summary of these submissions can be seen in Attachment 2. The Town has also been in discussions with Oahu Management Pty Ltd (Hawaiian) who are the neighbouring landowner of the Park Centre. Hawaiian have provided a letter of **general support** for the Concept Plan "...given it's ability to revive and enhance a series of key cultural and community assets..." . Hawaiian has also expressed a desire for further discussions to address specific technical items through the detailed masterplanning stage. These include items such as the Sussex St interface, parking management, and specific uses. The Town will continue to engage with Hawaiian directly through the masterplanning stage. Following the summary of the public submissions, no changes are proposed to be made to the draft Concept Plan based on the feedback received, with majority of the feedback able to be addressed through the masterplanning and business case stages. These items include: • Height, bulk and zoning; • Land tenure and use; • Stacked or clustered Community Hub option; • Traffic and parking management; • Detailed planning for Leisure, library and community services; • Funding options and level of development; • Future location of the Bowls Club and • Future location of the Childcare and Sussex Law.

Other engagement	
City of South Perth	Engagement with City of South Perth Regional Aquatic Facility project team to discuss on-going progression of the project and how it interacts with the Macmillan Precinct has occurred on an ad-hoc basis.

Legal compliance

Section 3.57 of the Local Government Act 1995

Part 4 Division 2 of the Local Government (Functions and General) Regulations 1996

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Not adopting the recommendation for a variation to contract resulting in the Town having to retender the project and risk higher contract rates and longer delivery timeframes.	Minor	Unlikely	Low	Low	ACCEPT the risk and ensure procurement advice is consistent with the recommendation.
Environmental	Not applicable					
Health and Safety	Not applicable					
Infrastructure/ ICT systems/ utilities	Not adopting the recommendations will require the Town to undertake major renewal works on existing facilities to keep them functional as no future plan will be established.	Major	Likely	High	Medium	TREAT the risk by endorsing the project to proceed, allowing the Town to progress short-term renewal works aligned to a long-term plan.
Legislative Compliance	Not applicable					
Reputation	Not adopting the recommendations may result in	Moderate	Possible	Medium	Low	TREAT the risk by delivering the Concept Plan

	reputational damage to the Town as it can be perceived that the Town is ignoring the community's aspirations for the future of the Precinct.					alongside the community to capture their shared aspirations and reflect the community's views in the recommendation to Council.
Service delivery	Not adopting the recommendations will delay or even cancel the delivery of the project/future project stages.	Moderate	Possible	Medium	Medium	ACCEPT the risk and provide Elected Members with the required information to make an informed decision.

Financial implications

Current budget impact	Sufficient funds were previously endorsed by Council and currently exist within the project budget to address the variation to contract for Stage 3.1 and 3.2 as stated in recommendation 5 of this report.
Future budget impact	The recommendations in this report will not have a direct impact on the future Annual Budget but further funding will be required to undertake Stage 3.3, 3.4, 3.5 and 3.6 if endorsed by Council to proceed at the end of Stage 3.2. These funds will be scoped and requested in a further report to Council at the conclusion of Stage 3.2.

Analysis

Project Delivery

9. Since February 2020, the Town has been consulting in detail with site stakeholders and the wider community to ensure the Macmillan Precinct Masterplan reflects their shared aspirations and vision for the future.

10. The Concept Plan was iteratively developed alongside the community and key stakeholders over the course of 6 months across two stages:
    (a) Stage 1 – Vision and Community Charter, February 2020 to April 2020, including:
        (i) Establishing the community's vision through surveys, meetings, online mapping and a Community Vision Workshop.
    (b) Stage 2 - Concept Plan, May 2020 to August 2020, including:
        (i) Exploring design ideas through a two (2) week Place Design Forum discussing facilities, public space, uses, funding and more.
        (ii) Deciding the concept design direction through establishing three (3) concept scenarios and testing the key elements that the community support or oppose.
        (iii) Developing the Concept Plan based on key community feedback and technical inputs from the scenarios.

11. The Macmillan Precinct Working Group was established in May 2020 to help guide the development of the Concept Plan in Stage 2.

(a) Thirty (30) individuals were selected for the Working Group comprising:
    (i) Twenty (20) community members; and
    (ii) Ten (10) key stakeholder representatives.
(b) The Working Group was established through a self-nominated Expression-of-Interest process, where final members were independently selected based on their demographic information to ensure an even representation of the Town's community.

12. The community ideas and feedback captured in Stage 1 established the site Vision and Guiding Principles and can be seen in greater detail in Section 3 - page 28 of Attachment 1.

13. The community ideas and feedback captured in Stage 2 established the Concept Plan and can be seen in greater detail in Section 5 - page 28 of Attachment 1.

14. Further information on the engagement process has been outlined in page 6 & 24 of Attachment 1.

Concept Plan Design

15. The Concept Plan is a high-level guide for the future detailed Masterplan based on wider community feedback, including local residents, businesses, sporting clubs, community groups and facility operators. It establishes the overall design principles and desired outcomes for the design of new community facilities, enhancement of public spaces, the inclusion of new uses and options for funding and delivery.

16. The Concept Plan draws together the best of three (3) co-design Scenarios, responds to community feedback and takes into account preliminary financial and technical assessments to set a clear and exciting direction for the future.

    (a) The key elements captured through the community engagement can be seen in greater detail on page 13 of Attachment 1.

17. The Concept Plan proposes four (4) key moves, as per Section 5.4 - page 48 of Attachment 1:

    (a) Retaining, expanding and co-locating all Town services into an innovative Community Hub;

    (b) Dedicating more area, created through co-locating facilities, to expand the network of public open spaces;

    (c) Utilising surplus land to accommodate new and additional community facilities, non-profit and educational spaces and complementary mixed-uses to bring life and vitality to the Precinct; and

    (d) Shaping three unique places within the Precinct, being the Heart, the Highway and the 'Hood, each with a distinctive feel and defined but complementary role.

18. Reflecting strong community feedback, the Concept plan accommodates all existing community facilities and identifies how they can remain within the Precinct either within new or expanded existing facilities. Detailed Masterplanning and further stakeholder engagement will confirm the detailed design, internal arrangements and potential delivery mechanisms of these facilities. These facilities include:

    (a) An expanded Leisurelife facility including creche, mixed-use courts, squash and gym facilities;

    (b) An expanded Library and integrated Community Centre;

    (c) An upgraded expanded Arts Centre;

    (d) Multiple options for the future of the Bowls Club; and

    (e) Multiple potential locations for Childcare and Sussex St Law Centre.

19. The Concept Plan has been designed with the flexibility to accommodate two (2) Community Hub options, with a decision to be made following detailed investigation through the Masterplanning stage. These include:

    (a) A 'stacked' Community Hub integrating all community services in an efficient multi-storey building as shown in the Concept Plan on page 50 of Attachment 1; and

    (b) An alternative single-storey 'clustered' model with services side by side and a shared entry as shown on page 62 of Attachment 1.

20. Co-locating community facilities within a more efficient footprint allows for a significant surplus in land that has been dedicated to new and existing public space.

    (a) These include small piazzas, tree retention pocket parks, pedestrian lanes and an expansion and enhancement of John Macmillan Park.

    (b) Further detail on these spaces can be seen on pages 52-59 and 64-65 of Attachment 1.

21. Through the community engagement, a rooftop bowls facility was widely supported by the broader community however, further investigation is required to confirm if the number of greens can be supported and the operational impacts to the Club. These matters will be explored in consultation with the Club through the detailed Masterplan stage.

    (a) The options the Town will investigate during the Masterplan stage can be seen in greater detail on page 63 of Attachment 1.

22. In addition to new facilities and expanded public spaces, the Concept Plan utilisies surplus land to accommodate a diverse range of additional activities.

    (a) These additional land uses were explored through the community engagement process in consultation with the community and can be seen in greater detail on page 68 of Attachment 1.

    (b) These uses will be investigated further through the Masterplanning stage and have not yet been allocated individual areas within the Concept Plan.

23. Property valuation and cost estimates prepared through the scenario planning identified that costs associated with all three scenarios far exceeded the revenue achieved from potential development.

    (a) Based on preliminary scenario modelling the following indicative order of magnitude costs are anticipated

        (i) Community facility investment in the order of $40m (based on a stacked model);
        (ii) Site infrastructure costs in the order of $7m; and
        (iii) Landscaping costs in the order of $8m.

    (b) Through the scenario review process, the development of 30-40% of the site was identified as achieving a suitable balance of development potential. This is far less in scale when compared to previous planning exercises.

    (c) Based on this level of potential development considered by the Concept Plan, revenue generated from the site as a land development proposition could see approximately $13m returned to the Town to contribute to community infrastructure costs.

    (d) As part of the detailed Masterplanning process, specific costings and estimates will be developed to help identify potential funding models.

    (e) Further detail on the funding approach can be seen on page 69 of Attachment 1.

Masterplan Stage Considerations

24. The Concept Plan is only a preliminary working document and significantly more consultation and detailed investigation will be required to confirm the final Masterplan for the area.

25. Preparation of the Concept Plan has identified a number of technical considerations that will require resolution through the detailed Masterplan, including:

    (a) Land tenure;

    (b) Zoning constraints;

    (c) Sewer and drainage alignments;

    (d) Traffic management and parking; and

    (e) Staging and delivery transitioning.

26. To further inform the masterplan, a set of guiding statements has been prepared. This draft guidance has been developed collaboratively with the community through the engagement process by establishing values and priorities for the Precinct. These can be seen on page 71-73 of Attachment 1.

27. Through community engagement, it was widely agreed that funding should be considered from a range of sources to balance impacts to the site and ratepayers. Central to this view is a desire to see Town ownership of land maintained where possible.

    (a) Community facilities and landscaping costs would likely be part of a standalone business case for the Town to resolve through detailed planning and exploration of potential funding sources. Any other land development opportunities on the site would likely be considered by Council in the future through a future Major Land Transaction Business Case.

    (b) Overall and as agreed through the community engagement, the funding approach will consider the balance of development of Council land with other revenue sources.

Next Steps

28. Following the endorsement of the Concept Plan, the Town will enter the next stage of the project lifecycle Stage 3 – Masterplan. This stage will be guided by the final Concept Plan and will address all of the above considerations as well as:

    (a) Detailed planning for Leisurelife and Town Library;

    (b) Identification of locations and opportunities to incorporate community benefit into private and public developments (e.g. Space for Not-for-Profit, artist studios etc);

    (c) Detailed investigation and planning for community services;

    (d) Identification of options to implement planning controls to maintain the community benefits into private development;

    (e) Public realm and landscaping detailed masterplanning;

    (f) Access, traffic and parking management plan;

    (g) Drainage and stormwater management;

    (h) Geotechnical and servicing investigation;

    (i) Built form principles including height, bulk and scale of buildings;

    (j) Scheme zones and preferred land uses:

    (k) Land use, built form and streetscape objectives to inform statutory planning decisions;

    (l) Sustainability design principles for all buildings;

(m) Investigation into the potential relocation of the Town's administration and civic functions (through the Future Organisational Needs project); and

(n) Development and funding scenario modelling and options analysis.

29. Due to the size, scale and technical nature of the works required to deliver the masterplan it is proposed to be delivered over incremental phases. The methodology includes six (6) core phases and can be seen in detail in Attachment 3.

(a) The Town is proposing to deliver Stage 3.1 and 3.2 as the first scope of works following the endorsement of the recommendation.

(b) Stage 3.2 will conclude with a report to Council to consider and endorse a preferred option for the Community Hub and Bowls Club.

(c) This report will be followed by Stages 3.3 to 3.6 where the remaining Precinct Masterplan works will be undertaken.

(d) Splitting the scope of works into six core phases allows the Town to undertake detailed scoping and pricing at the conclusion of each phase instead of providing an initial high level provisional sum.

(e) The phasing will also allow for approval gateways within Stage 3, that allow Council to make considered determinations on the direction of the project at various points or, if required, pause or review the project.

(f) Procurement advice has been provided from the Town's Procurement and Finance service areas on this approach and is consistent with the recommendations of this report.

(g) It is recommended that a variation to the contract (CTVP/19/61) be provided to deliver Stage 3.1 and 3.2. The variation amount includes all items listed in Attachment 3 for Stage 3.1 and 3.2 and a contingency amount of approximately 7% for additional services, stakeholder meetings and disbursements if required.

(h) As the variation in the above recommendation is greater than 10% of the original budget, Council approval is requested to authorise the CEO to issue the variation.

(i) There is sufficient project budget within the existing work order, previously approved in the 2020/21 Annual Budget, to fund Stage 3.1 and 3.2.

(j) A second variation and additional budget to proceed with Stage 3.3 to 3.6 will be requested in a future report to Council, should Council endorse the continuation of the project at the completion of Stage 3.2.

30. The Town will continue to engage with the community and key stakeholders as the Masterplanning process gets underway to ensure their views are incorporated into the masterplan considerations. The main engagement and consultation points are identified in Attachment 3.

31. Once finalised, the Masterplan will be presented to Council for endorsement and, pending approval, will then be used as a guiding document for staged implementation over the coming years as funding is identified.

32. An overview of the next stages of the project have been provided in a graphical timeline in Attachment 5.

Relevant documents

Not applicable.

Further Information

33. Following feedback from the Agenda Briefing Forum some changes and explanations have been made to this report including:

a) Edited formatting to address incorrect line numbering.

b) Edited colouring of legend on page 64 of attachment 1 to match the map.

c) 'Public Space' refers to all parks, plazas, streets, and trees that exist within the Precinct today or which may be added in the future. Further information on public space within the Concept Plan can be found on page 64 and 72 of attachment 1.

d) In the concept, public space is proposed to increase from approximately 18,500 sqm (28%) of existing site coverage, to 34,500 sqm (52%) in the Concept Plan, an increase of approximately 16,000 sqm or 86%.

COUNCIL RESOLUTION (558/2020):	

Moved: Cr Wilfred Hendriks **Seconded:** Cr Luana Lisandro

That Council:

1. Notes the MacMillan Precinct Concept Plan;
2. Requests the CEO to hold a concept forum for elected members in February 2021 to allow a further opportunity for elected members to consider the results of the public consultation on the concept plan;
3. Requests the CEO to bring back a report to Council by April 2021 outlining the options for the next steps to progress the concept plan and options for further public consultation based on the feedback from the concept forum.

CARRIED (4 - 3)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Luana Lisandro, Cr Wilfred Hendriks

Against: Cr Brian Oliver, Cr Bronwyn Ife, Cr Jesvin Karimi

Reason:
The MacMillan Precinct Concept Plan is a significant project that deserves thorough and careful consideration to ensure an achievable level of development is pursued.

It deserves a sufficient level of engagement by our community given the very significant cost of this project; and it should strive to be a true reflection of the important principles rather than an attempt to include all of the principles.

14 Chief Financial Officer reports

14.1 Schedule of Accounts for September 2020

Location	Town-wide
Reporting officer	Bonnie Hutchins
Responsible officer	Stuart Billingham
Voting requirement	Simple majority
Attachments	1. Payment Summary Listing - September 2020 [**14.1.1** - 8 pages]

Recommendation

That Council:

Confirms the accounts for 30 September 2020 as included in the attachment, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996.

Confirms the direct lodgement of payroll payments to the personal bank accounts of employees, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996.

Purpose

To present the payments made from the municipal fund and the trust fund for the month ended 30 September 2020.

In brief

- Council is required to confirm payments made from the municipal fund and the trust fund each month, under Section 13 of the Local Government (Financial Management) Regulations 1996.
- The information required for Council to confirm the payments made is included in the attachment.

Background

1. Council has delegated 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.
2. 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 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
   d) sufficient information to identify the transaction
3. That payment 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.
4. The payment list and the associated report was previously presented to the Finance and Audit Committee. Given this Committee's scope has changed to focus more on the audit function, the payment

listings will be forwarded to the Elected Members ahead of time. Any questions received prior to the finalisation of the report will be included along with the responses within the Schedule of Accounts report for that month.

5. The list of accounts paid in accordance with Regulation 13 of the Local Government (Financial Management) Regulations 1996 is contained within the attachment and is summarised below.

Fund	Reference	Amounts
Municipal Account		
Automatic Cheques Drawn	608785 – 608793	18,520
Creditors – EFT Payments		6,311,548
Payroll		1,044,009
Bank Fees		6,452
Corporate MasterCard		11,815
		7,392,344

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL06 - Finances are managed appropriately, sustainably and transparently for the benefit of the community.	The monthly payment summary listing of all payments made by the Town during the reporting month from its municipal fund and trust fund provides transparency into the financial operations of the Town.
CL10 - Legislative responsibilities are resourced and managed appropriately, diligently and equitably.	The presentation of the payment listing to Council is a requirement of Regulation 13 of Local Government (Finance Management) Regulation 1996.

Legal compliance

Section 6.10(d) of the Local Government Act 1995
Regulation 13 of the Local Government (Financial Management) Regulation 1996

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Misstatement or significant error in Schedule of accounts.	Moderate	Unlikely	Medium	Low	Treat risk by ensuring daily and monthly reconciliations are completed. Internal and external audits.

	Fraud or illegal transactions	Severe	Unlikely	High	Low	Treat risk by ensuring stringent internal controls, and segregation of duties to maintain control and conduct internal and external audits.
Environmental	Not applicable					
Health and safety	Not applicable					
Infrastructure/ICT systems/utilities	Not applicable					
Legislative compliance	Not accepting schedule of accounts will lead to non-compliance.	Major	Unlikely	Medium	Low	Treat risk by providing reasoning and detailed explanations to Council to enable informed decision making. Also provide the Payment summary listing prior to preparation of this report for comments.
Reputation	Not applicable					
Service Delivery	Not applicable					

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation
Future budget impact	Not applicable.

Analysis

6. All accounts paid have been duly incurred and authorised for payment as per approved purchasing and

payment procedures. It is, therefore, requested that Council confirm the payments, as included in the attachments.

Relevant documents

Procurement Policy

COUNCIL RESOLUTION (559/2020):	

Moved: Cr Claire Anderson **Seconded:** Cr Luana Lisandro

That Council:

1. Confirms the accounts for 30 September 2020 as included in the attachment, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996.
2. Confirms the direct lodgement of payroll payments to the personal bank accounts of employees, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996.

CARRIED BY EXCEPTION RESOLUTION (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Ronhhda Potter, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

14.2 Financial Statements for the month ending September 2020

Location	Town-wide
Reporting officer	Bonnie Hutchins
Responsible officer	Stuart Billingham
Voting requirement	Absolute majority
Attachments	1. Financial Statements for the month ending September 2020 [**14.2.1** - 41 pages]

Recommendation

That Council:
1. Accepts the Financial Activity Statement Report – 30 September 2020, as attached.
2. Notes that the Town's final opening financial position (1 July 2020) is subject to final audit.

Purpose

To present the statement of financial activity reporting on the revenue and expenditure for the period ended 30 September 2020.

In brief

- The financial activity statement report is presented for the month ending 30 September 2020.
- The report complies with the requirements of Regulation 34 (financial activity statement report) of the Local Government (Financial Management) Regulations 1996.
- The financial information as shown in this report does not include a number of end-of-financial year adjustments that are still yet to occur, 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 2020.

Background

1. Regulation 34 of the Local Government (Financial Management) Regulations 1996 states that each month, officers are required to prepare monthly financial reports covering prescribed information, and present these to Council for acceptance. Number all paragraphs from here on, not including tables.
2. As part of the monthly financial reports, material variances are reported. Thresholds are set by Council and are as follows:

   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.

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

a) Period variation

Relates specifically to the value of the variance between the budget and actual figures for the period of the report.

b) Primary reason(s)

Explains the primary reason(s) for the period variance. Minor contributing factors are not reported.

c) 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 and may subsequently change prior to the end of the financial year.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL06 - Finances are managed appropriately, sustainably and transparently for the benefit of the community.	To make available timely and relevant information on the financial position and performance of the Town so that Council and public can make informed decisions for the future.
CL10 - Legislative responsibilities are resourced and managed appropriately, diligently and equitably.	Ensure the Town meets its legislative responsibility in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996.

Engagement

Internal engagement	
Service Area Leaders	All Service Area Leaders have reviewed the monthly management reports and provided commentary on any identified material variance relevant to their service area.

Legal compliance

Regulation 34 of the Local Government (Financial Management) Regulations 1996

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Misstatement or significant error in financial statements	Moderate	Unlikely	Medium	Low	Treat risk by ensuring daily and monthly reconciliations are completed.

	Fraud or illegal transaction	Severe	Unlikely	High	Low	Internal and external audits. Treat risk by ensuring stringent internal controls, and segregation of duties to maintain control and conduct internal and external audits.
Environmental	Not applicable					
Health and safety	Not applicable					
Infrastructure/ICT systems/utilities	Not applicable					
Legislative compliance	Council not accepting financial statements will lead to non-compliance	Major	Unlikely	Medium	Low	Treat risk by providing reasoning and detailed explanations to Council to enable informed decision making. Also provide the Payment summary listing prior to preparation of this report for comments.

Financial implications

Current budget impact	Commentary around the current budget impact is outlined in the Statement of Financial Activity, forming part of the attached financial activity statement report.
Future budget impact	Not applicable

Analysis

4. The Financial Activity Statement Report – 30 September 2020 complies with the requirements of Regulation 34 (Financial activity statement report) of the Local Government (Financial Management) Regulations 1996. It is therefore recommended that the Financial Activity Statement Report – 30 September 2020 be accepted.

Relevant documents

Not applicable.

Further Consideration

5. The attachment named Financial Statements for the month ending September 2020 has been replaced with the correct attachment (of the same name). There has been no change in figures or commentary. This was a formatting correction only.

COUNCIL RESOLUTION (560/2020):	

Moved: Mayor Karen Vernon **Seconded:** Cr Jesvin Karimi

That Council:

1. Accepts the Financial Activity Statement Report – 30 September 2020, as attached.
2. Notes that the Town's final opening financial position (1 July 2020) is subject to final audit.

CARRIED (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

14.3 2020-2021 Quarterly Budget Review

Location	Town-wide
Reporting officer	Stuart Billingham
Responsible officer	Michael Cole
Voting requirement	Absolute majority
Attachments	2020/2021 September Quarterly Budget Review 2. 2020-21- Sept 30 Qtrly Budget- Review- Town of Victoria Park V 2 [**14.3.1** - 20 pages]

Recommendation

That Council:

1. Adopts the 2020-2021 September Quarterly Budget Review as contained within the attached.
2. Approves the budget amendments contained in the 2020-2021 September Quarterly Budget Review, detailed below (as listed in note 5 without a Council Resolution, as attached).

- Increase Cap Inc transfer from Ed Millen Reserve $295,914
- Decrease Op Exp S&W 13830.1001 Community Development $42,500, 13830.1002 Super $4,500
- Increase Op Exp S&W 12240.1001 Place Planning -$42,500, 12240.1002 Super ($4,500)
- Increase Op Exp 12734.1268 COVID Arts Grants Expenditure ($50,000)
- Increase Op Inc Financial Assistance Grants General Component $57,521
- Decrease Op Inc Financial Assistance Grants General Component ($479,908) remove advance pmt 2020/21
- Decrease Cap Exp Library IT Software W1839.25. 88 $15,490
- Decrease Cap Ex Human Resources Software W3153.25.88 $5,550
- Decrease Cap Ex AP Workflow IT upgrade W3154.25.88 $24,000
- Decrease Cap Exp Parking & Ranger relocate IT Hardware W3161.25.88 $26,700
- Decrease Cap Exp Council Chambers IT Hardware W3268.25.88 $12,400
- Decrease Cap Exp Hill View Tce & Oats St W1865.25.88 $64,079
- Decrease Cap Exp Rutland Ave – Oats St to Welshpool Rd W1868.25.88 $39,655
- Decrease Cap Exp Solar Way – Mercury to Mercury W4335.25.88 $139,552
- Decrease Cap Exp Carnarvon St –Dane to Somerset W4361.25.88 $95,874
- Decrease Cap Exp Streatley Rd –Gallipoli to Castle W4363.25.88 $7,820
- Decrease Cap Exp Sussex St – Devenish to Berwick W4364.25.88 $79,951
- Decrease Cap Exp John MacMillan Park Redevelop W4538.25.88 $204,062
- Increase Cap Exp Template St – Washington to Berwick W4538 ($26,000)
- Decrease Cap Exp Remove Plant #432 W4400.25.88 purchase postponed $45,000
- Decrease Cap Inc Plant #432 remove trade in value changeover postponed W4400.59.64 ($18,000)
- Non-Cash item Plant #432 P&L removed ($2,882)

- Increase Cap Inc Plant #399 not listed in budget add in W3254.59.64 $12,000
- Non-Cash item Plant #399 P&L not listed in budget add in ($3,000)
- Increase Cap Inc Plant #445 procced on sale added to budget $24,000
- Decrease Op Inc for Road Sweeper 162VPK disposed in previous yr ($75,000)
- Cap Exp Aqualife Building Renewal savings W3235.25.88 $10,000
- Decrease Cap Exp Clubroom painting Parnham & Fletcher W4442.25.88 $30,000
- Increase Cap Exp Kent St replacement of fencing W4554.25.88 ($30,000)
- Decrease Cap Exp Leisurelife skylights W4445.25.88 $5,000
- Decrease Cap Exp Leisure life HWS replacement savings W4446.25.88 $20,000
- Increase Op Exp Changerooms Refurbishment JA Lee Clubrooms W4524.25.88 ($10,000)
- Decrease Cap Exp Archer St GO Edwards Park Toilet Block painting savings W4523.25.88 $55,000
- Decrease Cap Exp Aqualife C/fwd savings W3245.25.88 $27,296
- Increase Op Exp COO Contract management Training 177570.1007.88 ($2,600)
- Increase Op Exp COO Project Management Training 17780.1007.88 ($3,000)
- Increase Op Exp COO Rewards & Recognition 17574.1285.88 ($1,310)
- Increase Op Exp Future Org Needs W4552.25.88 ($60,000)
- Increase Cap Exp MRRG – Kent St – Albany Hwy to Gloucester nightworks W4406.25.88 ($38,000)
- Increase Cap Exp MRRG – Oats St – Swansea to Rutland night works W4407.25.88 ($45,000)
- Cap Exp Custance St – Goddard to Getting W4405.25.88 ($150,000)
- Cap Exp Norseman St –Carnarvon to end W4409.25.88 ($26,000)
- Cap Exp Lake View St –Carnarvon to end W4411.25.88 ($25,000)
- Cap Exp Tuam St – Washington to Albany Hwy ($24,000)
- Cap Exp Dome Place – VPD to end W4414.25.88 W4414.25.88 ($50,000)
- Cap Exp Anglesea St –Gerard to Carnarvon W4415.25.88 ($20,000)
- Cap Exp Watts Place – Turner to end savings W4429.25.88 $57,500
- Increase Cap Exp Blair Athol St – Carnarvon to Gerard W 4532.25.88 ($23,100)
- Increase Cap Exp Briggs St – Star to Orrong night works W4430.25.88 ($50,000)
- Increase Cap Exp Savill Place – Cohn to end W4434.25.88 ($20,000)
- Decrease Cap Exp Midgley St – Rutland to Gallipoli W4536.25.88 $55,000
- Increase Cap Exp Maude St – Anglesea to Blair W4537.25.88 ($15,000)
- Decrease Cap Exp Baron Hay Crt – George to end deferred this yr dept of Ag W4425.25.88 $165,956
- Decrease Cap Exp Raphael Park Irrigation savings W3220.25.88 $140,485
- Decrease Cap Exp Higgins Park upgrade savings W1725.25.88 $142,239
- Increase Cap Exp ROW 119 profile & resurface W1304.25.88 ($100,000)
- Decrease Cap Exp Pipe Renewal as per AMP deferred W1871.25.88 $100,000

- Decrease Cap Exp Clydesdale St – Teague to Kitchener (West Side) savings W4473.25.88 $15,030
- Decrease Cap Exp Clydesdale St – Sudbury to Kitchener (East Side) savings W4475.25.88 $5,500
- Decrease Cap Exp Hill View Tce – Burlington to Albany Hwy (South side) savings W4476.25.88 $6,400
- Decrease Cap Exp Camberwell St – Archdeacon to Devenish (South side) savings W4479.25.8 $3,800
- Decrease Cap Exp Kitchener Ave – Harper to Clydesdale (West side) savings $5,400
- Increase Cap Exp Harold Rossiter Park Kent to Rathay W4471.25.88 ($50,000)
- Increase Cap Exp Carpark 15 Fletcher Park W4460.25.88 ($50,000)
- Increase Cap Exp Alec Bell Park W1060.25.88 ($10,000)
- Decrease Cap Exp Street Lighting Albany Hwy and Laneways savings W4464.25.88 $39,000
- Increase Cap Exp W1895.25.88 Street Lighting Improvements Various Loc ($66,000)
- Increase Cap Exp Lathlain Redevelopment zone 2 Art Project ($11,000)
- Increase Cap Exp Lathlain Redevelopment zone 2x Art Project ($39,500)
- Increase Cap Exp IT Budget Rutland Ave –Miller to Oats increased scope W3210.25.88 ($250,000)
- Increase Cap Exp purchase more tablets W3266.25.88 ($84,090)
- Decrease Cap Exp Office 365 W3266.25.88 $90,000
- Increase Cap Exp TRIM CM9 W3269.25.88 increase budget by ($90,000)
- Increase Cap Exp AV Equipment upgrades W4555.25.88 ($50,000)

Purpose

The present to Council the Quarterly Budget Review detailing material variances which may impact upon the budget and provide recommendations on how to accommodate these variations.

In brief

- The Quarterly Budget Review is an early assessment by the Town of how it is financially performing to date and is used to identify variations from the budget by the year end. It may include new works and/or services not identified in the adopted budget.
- The Quarterly Budget review, although not a legislative requirement, is however presented to Council as industry best practice to ensure reporting timeliness and organisational agility to respond to changes. Any Budget amendments are to be approved in accordance with section 6.8 of the *Local Government Act 1995*.
- The Quarterly Budget Review does not consider the opening position for the financial year. The main Annual Budget Review to be presented to Council in February 2021, after the Annual Financial Audit is completed, will consider any changes to the opening position.
- Known material variations to the Annual Budget are addressed in this report, including the funding identified to accommodate these variations.

Background

1. A Quarterly Budget Review as of 30 September 2020 has been undertaken by the Financial Services area.
2. The September Quarterly Budget Review has been prepared and is now presented to Council for consideration and approval of the recommended budget amendments.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL06 - Finances are managed appropriately, sustainably and transparently for the benefit of the community.	. To make available timely and relevant information on the financial position and performance of the Town so that Council and public can make informed decisions for the future.
CL10 - Legislative responsibilities are resourced and managed appropriately, diligently and equitably.	. Ensure the Town meets its legislative responsibility in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996.

Engagement

Internal engagement	
Stakeholder	SALT's and Managers
Service Area Leaders	All Service Area Leaders and Managers have reviewed the Quarterly Budget Review report and provided commentary on identified budget amendments requested relevant to their service area.

Legal compliance

Local Government Act 1995 section 6.8.

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Not adopting the Quarterly Budget Review would affect budget allocations required for this year's projects and funding	Moderate	Unlikely	Medium	Low	TREAT risk by Adopting the Quarterly Budget Review and recommended budget amendments.

Environmental	Not applicable	Nil	Nil	Nil	Nil	Not applicable
Health and safety	Not applicable	Nil	Nil	Nil	Nil	Not applicable
Infrastructure/ ICT systems/ utilities	Not applicable	Nil	Nil	Nil	Nil	Not applicable
Legislative compliance	Budget Amendments in accordance with LG Act 1995	Moderate	Possible	Medium	Low	TREAT risk by ensuring Budget amendments in accordance with LG 1995 Act
Reputation	Being transparent with Community	Moderate	Unlikely	Medium	Low	TREAT risk by open reporting to Council and Public.
Service delivery	Best Practice	Low	Possible	Low	Low	TREAT risk by following Industry best practice.

Financial implications

Current budget impact	Sufficient funds do not exist within the annual budget. As per note 5 in the attached quarterly budget review report a list of requested budget amendments is submitted for consideration of Council for approval.
Future budget impact	Not applicable.

Analysis

3. The Quarterly Budget Review has identified several predicted variances to the Adopted Budget. The variances relate to:

   (a) Funding for projects carried over from 2019/2020 no longer required

   (b) Adjustments for known variations this year.

4. The reasons for Budget amendments are summarised in Note 4 and Note 5 of the attachment.

5. The budget amendments are recommended for Council approval.

Relevant documents

Not applicable.

COUNCIL RESOLUTION (561/2020):	

Moved: Cr Claire Anderson **Seconded:** Cr Luana Lisandro

That Council:

1. Adopts the 2020-2021 September Quarterly Budget Review as contained within the attached.
2. Approves the budget amendments contained in the 2020-2021 September Quarterly Budget Review, detailed below (as listed in note 5 without a Council Resolution, as attached).
   - Increase Cap Inc transfer from Ed Millen Reserve $295,914
   - Decrease Op Exp S&W 13830.1001 Community Development $42,500, 13830.1002 Super $4,500
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   - Increase Op Inc Financial Assistance Grants General Component $57,521
   - Decrease Op Inc Financial Assistance Grants General Component ($479,908) remove advance pmt 2020/21
   - Decrease Cap Exp Library IT Software W1839.25. 88 $15,490
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- Decrease Cap Exp Baron Hay Crt – George to end deferred this yr dept of Ag W4425.25.88 $165,956
- Decrease Cap Exp Raphael Park Irrigation savings W3220.25.88 $140,485
- Decrease Cap Exp Higgins Park upgrade savings W1725.25.88 $142,239
- Increase Cap Exp ROW 119 profile & resurface W1304.25.88 ($100,000)
- Decrease Cap Exp Pipe Renewal as per AMP deferred W1871.25.88 $100,000
- Decrease Cap Exp Clydesdale St – Teague to Kitchener (West Side) savings W4473.25.88 $15,030
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- Decrease Cap Exp Hill View Tce – Burlington to Albany Hwy (South side) savings W4476.25.88 $6,400
- Decrease Cap Exp Camberwell St – Archdeacon to Devenish (South side) savings W4479.25.8 $3,800
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- Decrease Cap Exp Office 365 W3266.25.88 $90,000
- Increase Cap Exp TRIM CM9 W3269.25.88 increase budget by ($90,000)
- Increase Cap Exp AV Equipment upgrades W4555.25.88 ($50,000)

CARRIED (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

15 Committee Reports

15.1 Review of Policy 224 Fences Between Town Property and Adjoining Property

Location	Town-wide
Reporting officer	Gregor Wilson
Responsible officer	Ben Killigrew
Voting requirement	Simple majority
Attachments	{attachment-list-do-not-remove}

Recommendation from the Policy Committee

That Council, effective from the commencement of the Fencing Local Law 2020:

1. Repeals existing Policy 224 Fences Between Town Property and Adjoining Property as attachment 3.
2. Adopts amended Policy 224 Fences Between Property owned by the Town and Adjoining Property as Attachment 1.

Purpose

To repeal existing Policy 224 Fences Between Town Property and Adjoining Property and present amended Policy 224 Fences Between Property owned by the Town and Adjoining Property to the Policy Committee for a recommendation for Council adoption.

In brief

- Policy 224 Fences Between Town Property and Adjoining Property was last reviewed in August 2015
- At its Council meeting of April 2020, it was resolved to request a review of Policy 224 Fences Between Town Property and Adjoining Property by November 2020. This is part of the broader timetable for review of policies in the 2020/2021 financial year.
- Policy 224 Fences Between Town Property and Adjoining Property guides the principles that the Town will apply relating to contribution to the costs of fencing adjoining Town controlled land.

Background

1. At its meeting on 21 April 2020 Council adopted a works plan to complete a review of a number of policies. Policy 224 Fences Between Town Property and Adjoining Property was one of the policies identified for review.
2. The Town has an extensive list of parks and sumps that are adjoined by privately owned residential and commercial properties.
3. Under certain criteria, and as a responsible neighbour, the Town may contribute up to 50% of the costs of dividing fences.

4. Drainage sumps have the potential to be filled with water, so maintaining the fence integrity in these locations potentially becomes a safety issue.
5. In the case of parkland, a missing fence may create illegal access to the park by vehicles potentially causing damage, so it may be in the Town's interest to contribute to the cost of fencing.
6. The Town receives multiple requests each year for contributions to adjoining fences on Parks and Sumps.
7. Local governments are not exempt from the requirements of the *Dividing Fences Act 1961* however crown land managed by the local government would be.

Strategic alignment

Environment	
Strategic outcome	Intended public value outcome or impact
EN05 - Appropriate and sustainable facilities for everyone that are well built, well maintained and well managed.	Maintaining the integrity of boundary fences, keeps them to a standard, and restricts inappropriate access for safety, and limiting damage to parkland.
EN06 - Appropriate, inviting and sustainable green spaces for everyone that are well maintained and well managed.	Well maintained fence networks help define park boundaries, stop unauthorized vehicle access and maintain the aesthetics of the sites.

Engagement

Internal engagement	
Stakeholder	Comments
Engineering staff	Feedback on maintaining sump fences
Park Staff	Review document relating to Park boundary fencing issues
Planning Department	Approval of changes consistency with planning policies
Governance, and Land and Properties Officer	Review of policy wording

Legal compliance

Section 2.7 of the Local Government Act 1995

Dividing Fences Act 1961

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions

Financial	Not adopting a fencing policy may lead to inconsistency in financial contributions for boundary fencing	Moderate	Likely	High	Low	Adopt a policy that clarifies council contributions,
Environmental	N/A					
Health and safety	Failure to protect residents from issues caused by missing fences	Moderate	Possible	Moderate	Low	Ensure fencing policy is followed.
Infrastructure/ ICT systems/ utilities	Failure to protect public open space and infrastructure	Moderate	Likely	Moderate	Medium	Ensure fences are replaced
Legislative compliance	N/A					
Reputation	Complaint over Town's handling of fencing requests	Low	Possible	Low	Low	Ensure policy is followed, and available on website
Service delivery	N/A					

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation.
Future budget impact	Town needs to maintain current level of budget in parks and drainage sumps to deal with any future requests for contributions to fencing.

Analysis

8. The Town assessed the Dividing Fences Act as part of the research into this policy. The policy is consistent with requirements under the Act.
9. The Town also sought comparison with other local government policies relating to fencing. Four councils were contacted, with the City of Stirling providing feedback. The City of Stirling indicated that they rarely pay a contribution to dividing fences, and follow guidelines from the Dividing Fences Act.
10. The policy has been reviewed for consistency of application against existing practice. Minor amendments have been made to clarify terminology and other requirements in providing for the Town's contributions to Fences Between Town Property and Adjoining Property, as outlined with the attached Policy 224 Fences Between Town Property and Adjoining Property.

Relevant documents

Policy 224 Fences Between Town Property and Adjoining Property

Western Australian Legislation - Dividing Fences Act 1961

COUNCIL RESOLUTION (562/2020):	

Moved: Cr Claire Anderson **Seconded:** Cr Luana Lisandro

That Council, effective from the commencement of the Fencing Local Law 2020:

1. Repeals existing Policy 224 Fences Between Town Property and Adjoining Property as attachment 3.
2. Adopts amended Policy 224 Fences Between Property owned by the Town and Adjoining Property as Attachment 1.

CARRIED BY EXCEPTION RESOLUTION (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

15.2 Review of Policy 254 Remnant Native Vegetation

Location	Town-wide
Reporting officer	Gregor Wilson
Responsible officer	Ben Killigrew
Voting requirement	Simple majority
Attachments	{attachment-list-do-not-remove}

Recommendation from the Policy Committee:

That Council:

1. Repeals existing Policy 254 Remnant Native Vegetation as Attachment 3.
2. Adopts amended Policy 254 Remnant Native Vegetation as Attachment 2.

Purpose

To repeal the existing Policy 254 Remnant Native Vegetation and present the amended Policy 254 on Remnant Native Vegetation to the Policy Committee for a recommendation for Council adoption.

In brief

- Policy 254 Remnant Native Vegetation was last reviewed in August 2015.
- At its Council meeting of April 2020 it was resolved to request a review of Policy 254 Remnant Native Vegetation by November 2020. This is part of the broader timetable for review of policies in the 2020/2021 financial year.
- Policy 254 on Remnant Native Vegetation guides the principles that the Town will apply to appropriately manage remnant native vegetation on land under the control or management of the Town.

Background

1. At its meeting on 21 April 2020 Council adopted a work plan to complete the review of a number of policies. Policy 254 Remnant Native Vegetation was one of the policies identified for review.
2. Remnant vegetation or bushland can be defined as those patches of native trees, grasses and shrubs still left. The vegetation can be any shape and size and can include all types of native vegetation communities.
3. Remnant vegetation can provide an area with a distinct character and a link to the past.
4. The Town of Victoria Park has largely been cleared for urbanisation and only contains two bushland reserves (Kensington Bushland and Hillview Bushland), with the remaining sites with indigenous flora largely consisting of individual trees or small stands on roadsides, parks (such George St Reserve and Harold Rossiter Reserve) and sumps.
5. The remaining vegetation is an asset to the Town of Victoria Park and need to be actively managed to retain their aesthetic, cultural, and ecological values.
6. The Town has a dedicated Team Leader Natural Areas as well as other staff and contractors who maintain these areas.

Strategic alignment

Economic	
Strategic outcome	Intended public value outcome or impact
EC02 - A clean, safe and accessible place to visit.	Well maintained track networks and controlled weeds help allow for accessibility and reduced fire hazard.

Environment	
Strategic outcome	Intended public value outcome or impact
EN06 - Appropriate, inviting and sustainable green spaces for everyone that are well maintained and well managed.	Well preserved aesthetically pleasing bushland allows opportunities for passive recreation fauna habitat and education on the value of remnant vegetation.
EN07 - Increased vegetation and tree canopy.	Preservation of existing trees and revegetation works help preserve and increase vegetation within the Town and add to biodiversity.

Engagement

Internal engagement	
Stakeholder	Comments
Parks staff	Provide information on current practices
Environmental Officer	Reviewed policy and provide feedback

Legal compliance

Section 2.7 of the *Local Government Act 1995*

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Failing to fund required preservation works	Moderate	Likely	High	Low	Continue to appropriately fund parks maintenance budgets for remnant vegetation works
Environmental	Failing to properly maintain remnant vegetation	Moderate	Likely	High	Medium	Preserve remnant vegetation and contain weeds

Health and safety	Not applicable				
Infrastructure/ ICT systems/ utilities	Not applicable				
Legislative compliance	Not applicable				
Reputation	Public backlash due to vegetation degradation	High	Likely	Low	Preserve remnant vegetation
Service delivery	Failure to keep up with maintenance requirements	Moderate	Likely	Medium	Continue current level of maintenance works

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation.
Future budget impact	The maintenance and preservation of the remnant bushland areas will continue to require maintenance funding in subsequent future budgets.

Analysis

7. The Town sought comparison with other local government policies relating to remnant native vegetation. Four councils were contacted, with the City of Stirling providing feedback.

8. The City of Stirling manages its bushland in accordance with the City's Local Biodiversity Plan and Green Plan 2. They do not have a specific individual policy relating specifically to remnant native vegetation.

9. The Town also obtained a copy of the Town of Kwinana's policy from their website. Kwinana's policy is similar to the Town of Victoria Park's, with minor differences regarding Phytophthora control (dieback) and the milling of removed timber.

10. Policy 254 Remnant Native Vegetation has been reviewed for consistency of application against existing practice. Minor amendments have been made to clarify terminology and other requirements in providing for the preservation of remnant bushland, as outlined with the attached tracked changes version.

Relevant documents

Policy 254 Remnant Native Vegetation

COUNCIL RESOLUTION (563/2020):	
Moved: Cr Claire Anderson	**Seconded:** Cr Luana Lisandro

That Council:

1. Repeals existing Policy 254 Remnant Native Vegetation as Attachment 3.
2. Adopts amended Policy 254 Remnant Native Vegetation as Attachment 2.

CARRIED BY EXCEPTION RESOLUTION (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

16 Applications for leave of absence

Nil.

17 Motion of which previous notice has been given

17.1 Mayor Karen Vernon - Support for WAAMH Mental Health Campaign ahead of WA State Election 2021

In accordance with clause 4.3 of the Town of Victoria Park Standing Orders Local Law 2011, Mayor Karen Vernon has submitted the following notice of motion.

Motion

That Council:

1. Supports the WA Association of Mental Health's (WAAMH) Prevent Support Heal campaign prior to the 2021 WA State Election, by advocating for a funding commitment towards an optimal mix of funding for mental health detailed in the State Government's '*Better Choices. Better Lives: Western Australian Mental Health, Alcohol and Other Drug Services Plan 2015-2025'*;
2. Authorises the Mayor to write to the following persons in support of the need for this funding commitment prior to the 2021 election:
   a. Premier of Western Australia, the Honourable Mark McGowan MLA and the Minister for Health; Mental Health, the Honourable Roger Cook MLA;
   b. The Honourable Liza Harvey MLA, Leader of the Opposition; and the Shadow Minister for Health; Mental Health, the Honourable Zak Kirkup MLA;
   c. All candidates who nominate for the WA electoral seats of Victoria Park and Belmont.

Reason

On 29 September 2020, the President of the WA Local Government Association (WALGA) wrote to me seeking our Council's support for a mental health campaign in the following terms:

"Local Governments are at the forefront of their communities' social and emotional wellbeing. From supporting community groups to high level statutory requirements, Local Governments have a significant role to play in the prevention of mental health problems, supporting people to stay well and connected to each other, their families and friends. This has been particularly evident during COVID-19 as Local Governments have adjusted to keep their communities connected while physical distancing.

In August 2020 WALGA's East Metropolitan Zone requested WALGA to encourage Local Governments to support the WA Association of Mental Health's (WAAMH) Prevent Support Heal campaign.

The campaign seeks to advocate to the political parties in the lead up to the 2021 State Election, for a funding commitment towards an optimal mix of funding for mental health. This optimal mix of funding is outlined in the State Government's '*Better Choices. Better Lives: Western Australian Mental Health, Alcohol and Other Drug Services Plan 2015-2025'*. Currently ninety per cent of mental health funding is spent on inpatient hospital services and community treatment, leaving just 1 per cent for prevention and 5 per cent for community support.

The current funding allocation compared to the optimal service mix for the best outcomes in mental health is shown in the table below.

Service	Current allocation	Optimal allocation
Hospital beds	47%	29%

Community treatment	43%	34%
Community beds	4%	9%
Prevention	1%	6%
Community Support	5%	22%

In particular the campaign is seeking increased funding for prevention and community support measures. These are extremely important to support the community during the current COVID-19 pandemic and beyond.

Prevention measures are those which increase awareness, reduce stigma and encourage early intervention. Community supports are non-clinical supports that advance people's personal recovery, rights and opportunities near a person's home, rather than in hospitals and include peer support, personal recovery programs, groups, family and carer support, housing and employment programs.

The campaign's State Election Platform was launched on Tuesday, 15 September with people sharing their experiences in WA's mental health system, demonstrating the importance of funding for the optimal mix of services in mental health.

WALGA encourages Local Governments to support this campaign and consider writing to the Premier, Hon. Mark McGowan MLA and Minister for Health; Mental Health, Hon. Roger Cook MLA to support funding for the optimal mix of services for mental health and detailing the role your Local Government is undertaking to support community wellbeing."

Our Strategic Community Plan has a goal to create a healthy community. One of the roles of Council is to be an effective advocate for our community to receive the resources it needs to support its collective health and well-being. It is also important for us to consider, and where appropriate, support the work of peak industry bodies like WAAMH.

State elections provide an important opportunity for Council to be an advocate for adequate funding for important services that will prevent mental illness and support those living with, and caring for, people in our community who are experiencing mental health issues.

It is appropriate to ensure our advocacy is universal, and includes not only the current WA Government, but the Leader of the Opposition, and in due course, candidates seeking election to represent the electors of the Town of Victoria Park.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL02 - A community that is authentically engaged and informed in a timely manner.	By bringing this item to Council, the community will know what advocacy is being undertaken on their behalf.

Social	
Strategic outcome	Intended public value outcome or impact
S01 - A healthy community.	Appropriate funding for mental health services to support our community will ensure better outcomes for those affected by mental health issues.
S02 - An informed and knowledgeable community.	The community understands the role of Council in advocating for state government funding of adequate mental health services as part of the election process.

Officer response to notice of motion

Location	Town-wide
Reporting officer	Alison Braun
Responsible officer	Natalie Martin Goode
Voting requirement	Simple majority
Attachments	Nil

Officer comment

1. The Town actively supports the Elected Members Notice of Motion to advocate to the WA Association of Mental Health's (WAAMH) Prevent Support Health campaign prior to the 2021 WA State Election requesting a funding commitment towards optimal mix of funding for mental health as detailed in the State Government's '*Better Choices. Better Lives: Western Australian Mental Health, Alcohol and Other Drug Services Plan 2015-2025'*.

   The Town will support the Mayor to write to the following persons in support of the request of a funding commitment prior to the 2021 election:
   a. Premier of Western Australia, the Honorable Mark McGowan MLA and the Minister for Health; Mental Health, the Honorable Roger Cook MLA;
   b. The Honorable Liza Harvey MLA, Leader of the Opposition; and the Shadow Minister for Health; Mental Health, the Honorable Zak Kirkup MLA;
   c. all candidates who nominate for the WA electoral seats of Victoria Park and Belmont.

   The Town will support the Mayor by providing relevant supporting documentation and avenues to advocate through social and media channels.

2. The Town is committed to advocating for our community to receive the resources it needs to support prevention measures, increase awareness, reduce stigma and encourage early intervention for people in our community who are experiencing mental health issues.

Legal compliance

Not applicable.

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Not applicable					
Environmental	Not applicable					
Health and safety	Not applicable					
Infrastructure/ ICT systems/ utilities	Not applicable					
Legislative compliance	Not applicable					
Reputation	Potential reputational risk if the Town is not seen actively advocating for social issues	Moderate	Unlikely	High	Low	Town to actively advocate on a local and state level. Provide community with overview of advocacy via the Towns social media platforms.
Service delivery	Not applicable					

Financial implications

Current budget impact	Nil budget impact.
Future budget impact	Not applicable.

Relevant documents

Not applicable.

COUNCIL RESOLUTION (564/2020):	

Moved: Mayor Karen Vernon **Seconded:** Cr Luana Lisandro

That Council:

1. Supports the WA Association of Mental Health's (WAAMH) Prevent Support Heal campaign prior to the 2021 WA State Election, by advocating for a funding commitment towards an optimal mix of funding for mental health detailed in the State Government's '*Better Choices. Better Lives: Western Australian Mental Health, Alcohol and Other Drug Services Plan 2015-2025'*;
2. Authorises the Mayor to write to the following persons in support of the need for this funding commitment prior to the 2021 election:
   a. Premier of Western Australia, the Honourable Mark McGowan MLA and the Minister for Health; Mental Health, the Honourable Roger Cook MLA;
   b. The Honourable Liza Harvey MLA, Leader of the Opposition; and the Shadow Minister for Health; Mental Health, the Honourable Zak Kirkup MLA;
   c. All candidates who nominate for the WA electoral seats of Victoria Park and Belmont.

CARRIED (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

17.2 Mayor Karen Vernon - Temporary alteration of paid parking from December 2020 – January 2021

In accordance with clause 23 of the Town of Victoria Park Meeting Procedures Local Law 2019, Mayor Karen Vernon has submitted the following notice of motion.

Motion
That Council: 1. Approves the implementation of one hour free parking in all on-street metered parking along Albany Highway commencing on 1 December 2020 until Sunday 31 January 2021; 2. Requests the Chief Executive Officer to refer the issue of parking incentives for consideration in the next review of the Parking Management Plan.

Reason

In December 2018 and December 2019, Council resolved to approve Sunday free parking over the summer months, typically through December, January and February.

The Christmas and summer holiday period is an important opportunity for our community to eat out and shop local, and for our local businesses to benefit from increased foot traffic that comes with the festive season, fine weather and longer daylight hours.

Continuing to adopt a parking incentive for eight weeks over the holiday period from December 2020 to January 2021 will provide a valuable opportunity to:

1. Acknowledge our local businesses as valuable contributors to our Town;
2. Recognise the Council's role in supporting local businesses to survive and thrive during the current economic environment;
3. Reward and encourage local residents for choosing to patronise local businesses;
4. Encourage visitors to choose the Town as an attractive place to shop and dine out;
5. Compete with neighbouring local councils such as Perth, Vincent and Subiaco who are offering parking incentives to attract customers to their local retail and hospitality businesses.

One hour free parking available at any time along paid parking zones on Albany Highway throughout the Town is more equitable than free Sunday parking incentives from previous years for businesses and parkers alike.

Strategic alignment

Economic	
Strategic outcome	Intended public value outcome or impact
EC1 – A desirable place for commerce and tourism that supports equity, diverse local employment and entrepreneurship.	One hour free parking over the summer holiday period will help to attract more customers to the Town's local businesses, and help the Town to maintain a competitive position in relation to the paid parking arrangements of neighbouring local councils.
EC2 – A clean, safe and accessible place to visit.	More opportunities for locals and visitors alike to take advantage of relaxed paid parking and access local businesses.

Civic leadership	
Strategic outcome	Intended public value outcome or impact
CL3 – Well thought out and managed projects that are delivered successfully.	Early adoption of a short term parking incentive allows the initiative to be planned and promoted in sufficient time for the festive/summer holidays.
CL6 – Finances are managed appropriately, sustainably and transparently for the benefit of the community.	Planned increases in free parking will enable the costs to be adequately resourced having regard to lost revenue, reprogramming ticket machines and promotion of the initiative.

Officer response to notice of motion

Location	Town-wide
Reporting officer	Luke Ellis
Responsible officer	Michael Cole
Voting requirement	Simple majority
Attachments	Nil

Officer comment

1. To inform potential summer holiday parking incentive Town Staff presented at the first meeting of the Town's Business Advisory Group (BAG) in October to explain the Town's approach to parking

management, explore its relationship to business activity and consult on a variety of options for summer parking incentives.

2. A table of options, shown below, listing the financial impact and relevant considerations were provided to the BAG.

	Options	Estimated Financial Outcome	Considerations
1	Dynamic Parking	Nil	• In action currently in all paid parking areas • 3 month review cycle • Budgeted • Equitable across areas and days of the week • Encourages bay turnover at peaks times • Encourages more parkers at off-peak times • Opportunity for promotion, however may reduce business and visitor sentiment as less is offered than in the previous two years.
2	Free Sundays	$43,800 of revenue reduction and costs	• Opportunity for promotion and improved business and visitor sentiment • No cost for parkers on Sundays • Inequity of provision for businesses that don't operate Sundays • Inequity of provision across the Town • Reduced incentive for parkers to move on providing turnover for new customers to access bays on Sundays • No incentive to park in more distant free bays keeping prime parking available for customers and high turnover on Sundays • Unbudgeted reduction in income
3	Free Weekends	$87,600 of revenue reduction and costs	• Opportunity for promotion and improved business and visitor sentiment • No cost for parkers on weekends • Inequity of provision for businesses that don't operate weekends • Inequity of provision across the Town • Reduced incentive for parkers to move on providing turnover for new customers to access bays on weekends • No incentive to park in more distant free bays keeping prime parking available for customers and high turnover on weekends • Unbudgeted reduction in income
4	First Hour Free	$54,000 of revenue reduction and costs	• Opportunity for promotion and improved business and visitor sentiment • Reduced incentive for parkers to move on providing turnover for new customers to access bays • Reduced incentive to park in more distant free bays keeping prime parking available for customers and high turnover on weekends • Unbudgeted reduction in income
5	No Fee's	$180,000 of revenue reduction and costs	• No incentive for parkers to move on limiting access for new customers to access bays • No incentive to park in more distant free bays keeping prime parking free to customers and high turnover • Parkers may not move their vehicle and collect a new free ticket every 2hours reducing equitable access to parking bays • Cost shift of parking from user pay to ratepayer pay

		• Significant unbudgeted reduction in income • Impact to Town financial position and potential impact on future rates

3. Four responses were received from the BAG, all in support of option 4 - First hour free.

   Implementation of one hour free parking.

4. At its meeting held November 2019 Council endorsed a dynamic approach to price and time for parking along Albany hwy.

   Approves the implementation of changes to parking price and free time for on-street parking along Albany Highway where hourly measured occupancy is below 50%.

   Free 1-hour parking and parking levied at $1.10p/h (half price) concluding when parking occupancy reaches 50% with associated minor amendments to the 2019-2020 Schedule of Fees and Charges and the advertising of the proposed minor amendments be given in accordance with Section 6.19 of the Local Government Act 1995

5. Accordingly, the price to park for the second hour will continue to vary between $2.20 during peak periods to $1.10 during off-peak periods to maintain the Town's Dynamic Parking approach.

6. The implementation of one hour free parking for the two month period will have an anticipated negative financial impact of $54,000 related to:
   (a) The $4,000 cost of reprograming and updating information on 80 ticket machines along Albany Highway; and
   (b) The estimated $50,000 reduction in revenue.

   Economic Development comment

7. The Town has taken a unified approach to the Festive Season and are in the process of delivering a collaborative campaign called 'Unwrap Vic Park'. The campaign incorporates a range of key messages and prompts visitors to find out how they can visit, and get around the Town. These key messages can be adapted to promote the changes outlined in the notice of motion should it be resolved by Council.

8. This combined approach allows the Christmas activities of the Town to form a single encompassing campaign rather than multiple concurrent campaigns. This improves the engagement and reach to the target audience which would otherwise be diluted if multiple campaigns were initiated that compete for the same for advertising space.

9. The Unwrap Vic Park campaign is a budgeted program and would not require additional budget to incorporate parking incentive messaging.

Legal compliance

Not applicable.

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Loss of revenue.	Minor	Almost Certain	Medium	Low	Accepted through endorsement of NoM
Environmental	The proposed incentive will encourage more people to drive instead of active and environmentally friendly transport modes - walking, cycling or taking public transport.	Minor	Likely	Medium		Accepted through endorsement of NoM
Health and safety	Not applicable					
Infrastructure/ ICT systems/ utilities	System outage due to reprograming of ticket machines	Minor	Unlikely	Low	Medium	Accepted through endorsement of NoM
Legislative compliance	Not applicable					
Reputation	Not supporting this NoM could result in businesses being critical of Council in not providing enough support over the Festive Season.	Minor	Likely	Medium	Low	Treat through Endorsement of NoM
Service delivery	Reduced or nil parking availability during peak times due to the reduced incentive for parking turnover	Minor	Almost Certain	Medium	Medium	Accepted through endorsement of NoM

Financial implications

Current budget impact	The change sought within the motion will reduce parking income by approximately $50,000 for the 8 weeks. This will likely result in lower than budgeted parking revenue for 2020/21. Sufficient funds exist within the expenditure budget to undertake the machine reprogramming at a cost of $4,000
Future budget impact	Not applicable.

Relevant documents

Not applicable.

COUNCIL RESOLUTION (565/2020):	

Moved: Mayor Karen Vernon **Seconded:** Cr Jesvin Karimi

That Council:

1. Approves the implementation of one hour free parking in all on-street metered parking along Albany Highway commencing on 1 December 2020 until Sunday 31 January 2021;
2. Requests the Chief Executive Officer to refer the issue of parking incentives for consideration in the next review of the Parking Management Plan.

CARRIED (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

17.3 Cr Brian Oliver - Sump to Park Project

In accordance with clause 4.3 of the Town of Victoria Park Standing Orders Local Law 2011, Cr Brian Oliver has submitted the following notice of motion.

Motion
That Council requests the Chief Executive Officer to: 1. Investigate the application of Atlantis Drainage Cells, or similar technology, for converting drainage sumps into parks or accessible public open space; 2. Present a report back to Council by May 2021 of the findings in point 1, including: a. the feasibility of a "Sump to Park Project" using Atlantis Drainage Cells, or similar technology; b. identification of any Town-owned sumps suitable for inclusion in a "Sump to Park Project"; c. an indicative budget to deliver a "Sump to Park Project" for consideration in the 2021/22 Budget.

Reason

Over the past few years the Town and community have been adapting sumps for public open space and public use. From my understanding, the physical "sump" has remained in all of these sump adaptation projects.

This Notice of Motion seeks to investigate the feasibility of a Sump to Park Project, similar to the City of Vincent's Lawler Street Sump to Park Project. Some before and after pictures are provided below to highlight the transformation of their Lawler Street sump.

As part of the Council's commitment to increasing the supply of Public Open Space in the Town, this Notice of Motion is aimed at investigating the use of technology can be used to fully adapt a Town sump.

While I have referenced the City of Vincent example, I know there are many more examples of sump adaptation, of varying scales of size and cost. If this Notice of Motion is supported by my fellow Elected Members, I would hope that through part 1 of this recommendation that other sump adaptations would be explored and presented back to Council to inform our considerations, should the application of technology be deemed feasible.

The timing of a report back to Council has been done purposefully so that we consider the CEO's findings and any options presented as part of our 2021/22 Budget setting process.







Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL03 - Well thought out and managed projects that are delivered successfully.	This Notice of Motion seeks to ensure that appropriate information is obtained for Council to make an informed decision about this initiative.
CL06 - Finances are managed appropriately, sustainably and transparently for the benefit of the community.	This Notice of Motion seeks to ensure that all aspects are considered, including financial implications, before making a decision on whether to proceed with this initiative.

Environment	
Strategic outcome	Intended public value outcome or impact
EN06 - Appropriate, inviting and sustainable green spaces for everyone that are well maintained and well managed.	One of the core principles of the Town's Public Open Space Strategy is Diversity of Functions. It states: *POS is a public asset and must be designed to provide functionality to a diverse population. Achieving this means that POS must have a diverse range of functions (natural/ recreational/sporting). Ensuring residents have adequate access to these functions provides the best possible opportunity to ensure diversity within the POS product and its users.*

	This Notice of Motion seeks to investigate how we can improve the use and access of a sump through the use of technology.

Social	
Strategic outcome	Intended public value outcome or impact
S01 - A healthy community.	The Town's Public Open Space Strategy states: There are numerous benefits, both physical and mental, associated with well designed and implemented POS. This Notice of Motion seeks to investigate the feasibility of transforming a sump to a park, and ultimately, increase community access to well-designed and improved public open space.

Officer response to notice of motion

Location	Town-wide
Reporting officer	Andrew Herwig, Pierre Quesnel
Responsible officer	Natalie Martin Goode
Voting requirement	Simple majority
Attachments	Nil

Officer comment

1. The Town is able to investigate and report back by May 2021 as by way of background the following information is provided.

2. The Town has approximately 100 drainage sumps in its locality. These sumps function as the main disposal agent for stormwater which falls on the Town other than the low lying areas of Victoria Park and Burswood which discharge eventually to the River. The majority of these sumps occupy one or more standard residential-sized lots and are generally held in Freehold title by the Town.

3. Drainage analysis undertaken
   The Town has commissioned a number of drainage studies over the years to look at its drainage infrastructure and to determine problem areas with a view to improving the situation. The relevant reports are:
   2005 - URS "Stormwater Management Plan, Town of Victoria Park"
   2010 - Curtin Engineering "Hydrological Assessment of the Stormwater Runoff in Victoria Park Catchments"
   2010 - Cardno "Assessment of Drainage Hotspots"

2011 - Cardno "Drainage Network Assessment"
2017 – Internal drainage analysis to inform the POS strategy (in conjunction with LAOS)
2018/19 – Internal drainage analysis to inform the Boundary Road subdivision project proposal

4. The URS study, among other recommendations, suggested a rationalisation of the existing drainage sumps with a view to removal and/or redevelopment of those deemed surplus to requirements. However, the report also found that the majority of the Town's sumps were too small in capacity and did not meet the design requirement of 1% Average Exceedance Probability (AEP) or the 1 in 100-year Average Recurrence Interval (ARI). The drainage capacity analysis undertaken was based on a whole of Town analysis approach where all the Town's sumps were grouped into various sub-catchments.

5. The Curtin Engineering Study analysed the potential for flooding in the Town's various sub-catchment areas and individual sump sites including around drainage sumps. The result revealed that in the vast majority of modelled cases, flooding would occur beyond the drainage sumps and into surrounding land, including surrounding residential lots during a 1% AEP rainfall event.

6. The Cardno study of 2011 used the detailed site investigation data provided by Curtin University such as field permeability testing to help determine sump capacity at each of the Town's sump sites. It found that none of the existing drainage sumps could accommodate the 1% AEP design requirement and in fact, 95 sumps out of 101 achieved less than a 100% AEP or the 1 in 1-year ARI. Therefore the conclusion from this report is that the vast majority of the Town's drainage sumps are substantially undersized.

7. <u>Atlantis Cells</u>
   Atlantis Cells are essentially modular plastic crates used joined together to form underground water storage for various applications. They are generally wrapped in some form of geofabric material and supported by crushed rocks at the base.

   Some of the advantages of Atlantis cells include:
   - The ability to use land above for other lightweight loading purposes with limitations
   - Visually unobtrusive
   - Lightweight
   - High storage capacity initially
   - Fast installation

   Some of the disadvantages of using underground plastic storage mediums and particularly Atlantis Cells are:
   - Limited ability to construct infrastructure above the installation. No trees or structures can be accommodated.
   - High cost of maintenance when required
   - Inability to cater for heavy vehicular traffic
   - Susceptible to the ingress of tree roots into the system which can cause capacity and structural problems
   - Susceptibility to failure from vehicle loadings
   - The limited lifespan of such a system

8. There are other underground storm water storage systems available on the market such as concrete culverts and tanks which do not suffer many of the problems mentioned above and these can be considered in a report to Council by May 2021.

Legal compliance

Not applicable.

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Expensive whole of life cost	*Moderate*	*Possible*	*Medium*	*Low*	Avoid using these plastic cells
Environmental	Flooding due to clogged up geofabric	Moderate	Possible	Medium	Medium	Avoid using these plastic cells
Health and safety	Collapse or ground sinking	Minor	Possible	Medium	Low	Avoid using these plastic cells
Infrastructure/ ICT systems/ utilities	High frequency of maintenance needs	Moderate	Possible	Medium	Medium	Avoid using these plastic cells
Legislative compliance					Low	
Reputation	Flooding of public space above the cells	Moderate	Possible	Medium	Low	Avoid using these plastic cells
Service delivery	This may provide a false-economy outcome as any benefits achieved would be short lived.	Minor	Possible	Medium	Medium	Avoid using these plastic cells

Financial implications

Current budget impact	Not applicable
Future budget impact	Not applicable.

Relevant documents

Not applicable.

COUNCIL RESOLUTION (566/2020):	

Moved: Cr Brian Oliver **Seconded:** Cr Luana Lisandro

That Council requests the Chief Executive Officer to:

1. Investigate the application of Atlantis Drainage Cells, or similar technology, for converting drainage sumps into parks or accessible public open space;
2. Present a report back to Council by May 2021 of the findings in point 1, including:
   a. the feasibility of a "Sump to Park Project" using Atlantis Drainage Cells, or similar technology;
   b. identification of any Town-owned sumps suitable for inclusion in a "Sump to Park Project";
   c. an indicative budget to deliver a "Sump to Park Project" for consideration in the 2021/22 Budget.

CARRIED (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

17.4 Cr Brian Oliver - Blue Tree Project

In accordance with clause 4.3 of the Town of Victoria Park Standing Orders Local Law 2011, Cr Brian Oliver has submitted the following notice of motion.

Motion
That Council requests the Chief Executive Officer to: 1. Investigate options for how the Town could participate in the Blue Tree Project; 2. Present a report back to Council by May 2021 of the findings in point 1 for Council to consider how it may wish to participate in the Blue Tree Project, including an indicative budget, for consideration in its 2021/22 Budget.

Reason

In February 2014, Jayden Whyte painted a dead tree blue in the middle of a paddock on his family's farm at Mukinbudin.

When his father Grant stumbled across the tree it was another humorous moment for their family.

In November 2018, Jayden tragically took his own life. When the story of painting a blue true on his family's farm was shared by a friend at Jayden's funeral, from here the The Blue Tree Project was born to raise awareness around mental health and suicide prevention.

In the words of Jayden's sister from a news article online, she states the following:

"Awareness, prevention and early intervention are extremely important to reduce stigma and promote positive mental health, so we're hoping the Blue Tree Project continues to have individuals and communities talking, seeking resources and becoming more educated on mental health and suicide prevention.

"The project is about anyone painting a dead tree blue on their private property with environmentally friendly paint or chalk, or wrapping the tree in hessian, woollen knits, or having a blue tree painting or something similar in suburban areas."

With 521 projects registered on the Blue Tree Project website, this Notice of Motion seeks to investigate how the Town can be involved in the project and help raise awareness about mental health and suicide prevention.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL02 - A community that is authentically engaged and informed in a timely manner.	If the Council was to progress with the Blue Tree Project, there could be opportunities for the community to be engaged and/or involved in the project.
CL03 - Well thought out and managed projects that are delivered successfully.	This Notice of Motion aims to have options investigated for the Blue Tree Project and for Council to consider the options and financial

	implications in the preparation of the 2021/22 Budget.

Social	
Strategic outcome	Intended public value outcome or impact
S01 - A healthy community.	The Blue Tree Project aims to reduce stigma around mental health and encourage people to talk about mental health.

Officer response to notice of motion

Location	Town-wide
Reporting officer	Paul Gravett
Responsible officer	Natalie Martin Goode
Voting requirement	Simple majority
Attachments	Nil

Officer comment

1. The Town actively supports positive mental health initiatives and reducing stigma associated with mental illness. As the Blue Tree Project is a well-established and reputable initiative, Town officers have previously investigated delivery of this project.
2. Officers support the proposal to investigate options for Council to participate in the Blue Tree Project for delivery in 2021/22.
3. A report of the investigative findings/options, including an indicative budget, can be presented at May 2021 Ordinary Council Meeting for Council consideration.

Legal compliance

Not applicable.

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Nil					
Environmental						
Health and safety	Nil					

Infrastructure/ ICT systems/ utilities	Nil					
Legislative compliance	Nil					
Reputation	Potential negative reputational risk, if the Town is not seen to support positive mental health initiatives and reducing associated stigma.	Low	Unlikely	Low	Low	Town to actively investigate local opportunities to support stigma reduction and positive mental health.
Service delivery	Nil					

Financial implications

Current budget impact	Nil budget impact.
Future budget impact	To be determined.

Relevant documents

Not applicable.

COUNCIL RESOLUTION (567/2020):	

Moved: Cr Brian Oliver **Seconded:** Cr Jesvin Karimi

That Council requests the Chief Executive Officer to:

1. Investigate options for how the Town could participate in the Blue Tree Project;
2. Present a report back to Council by May 2021 of the findings in point 1 for Council to consider how it may wish to participate in the Blue Tree Project, including an indicative budget, for consideration in its 2021/22 Budget.

CARRIED (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

17.5 Mayor Karen Vernon - Listing of financial commitments for Edward Millen Reserve and Zone 1 Lathlain Park in Long Term Financial Plan

In accordance with clause 4.3 of the Town of Victoria Park Standing Orders Local Law 2011, Mayor Karen Vernon has submitted the following notice of motion.

Motion
That Council requests the Chief Executive Officer to list for consideration in the revised Long Term Financial Plan the following: 1. An indicative amount of $2.5 million, which is approximately one third of the estimated project cost of the redevelopment of Edward Millen Reserve as per the Edward Millen Reserve Landscape Master Plan; 2. An indicative amount of $5 million, which is approximately one third of the estimated project cost of the redevelopment of Zone 1 Lathlain Park (Perth Football Club grandstand and community sport and recreation facility) as per the 2020 Business Case for this project.

Reason

The Edward Millen Reserve Landscape Master Plan is seen as important to the long term Edward Millen House redevelopment project. Similarly, Zone 1 Lathlain Park is the final stage of the Lathlain Precinct Redevelopment.

As both of these projects progress through concept design (Zone 1) and detailed design phase (Edward Millen Reserve) over the next 12 months, the Town will need to secure external funding to help deliver these projects. It is prudent for Council to include an estimate of the Town's portion of the project costs for consideration in our revised Long Term Financial Plan in order to:

1. demonstrate good governance and financial accountability; and
2. demonstrate the extent of Council's commitment to delivering these projects;
3. strengthen our advocacy for external funding for these projects.

Consistent with Council's resolution in June 2020 to include an estimated one-third of the total project cost for McCallum Park Active Zone in the revised Long Term Financial Plan, it is proposed to include an estimated one-third of the total project cost for each of these projects in the Long Term Financial Plan.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL02 - A community that is authentically engaged and informed in a timely manner.	Council's long term commitment to delivering these projects is demonstrated.
CL03 - Well thought out and managed projects that are delivered successfully.	Appropriate funding sources are identified and included as a necessary part of the planning and management of all projects.

CL06 - Finances are managed appropriately, sustainably and transparently for the benefit of the community.	Confidence that Council is using the Integrated Planning and Reporting Framework appropriately by including future expenditure for strategic projects in its long term financial planning.

Social	
Strategic outcome	Intended public value outcome or impact
S02 - An informed and knowledgeable community.	The community understands the role of Council in advocating for external funding to deliver major projects.

Officer response to notice of motion

Location	Town-wide
Reporting officer	Stuart Billingham
Responsible officer	Michael Cole
Voting requirement	Simple majority
Attachments	Nil

Officer comment

1. The above Notice of Motion will be used to inform the Town's new 15-year Long Term Financial Plan for future financial years under the Capital Works Strategic Projects section to be updated listing:
    a. $2.5M for the redevelopment of the Edward Millen Reserve
    b. $5.0M for the redevelopment of Zone 1 Lathlain Park (Perth Football Club grandstand and community sport and recreation facility)
2. Suggested projects be shown in the Long Term Financial Plan in the 2021/22 onwards financial years possibly staged over more than one financial year.

Legal compliance

Not applicable.

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	*Not listing the two abovementioned capital projects in the Town's Long term Financial Plan may affect the success of future funding applications.*	*Moderate*	*Likely*	*High*	*Low*	*TREAT risk by the Notice of Motion informing the Long-Term Financial Plan for the two capital projects to demonstrate to funding agencies the Towns commitment to the strategic Capital projects .*
Environmental	N/A				N/A	
Health and safety	N/A				N/A	
Infrastructure/ ICT systems/ utilities	Lack of provision of Parks and Reserves Infrastructure to a community expected Service Level				Medium	Treat Risk by including projects in future Long-Term Plans and Budgets to meet community expectations.
Legislative compliance	N/A				N/A	
Reputation	Reputational damage if projects are not properly funded and planned for delivery in future years				Low	Treat risk by including projects in future Long-Term Plans and Budgets to meet community expectations.
Service delivery	Provision of future community sport and recreational facilities				Medium	Treat risk by including projects in future Long-Term Plans and Budgets to meet community expectations.

Financial implications

Current budget impact	No expected impact on the current 2020/21 budget as project capital works planned for future budget years. Funding sources to be identified for future budget years.
Future budget impact	Possible future Annual Budget Impacts in the 2021/22 financial year onwards if the Long Term Financial Plan Capital Works program is adopted by Council as part of the Budget process in future years.

Relevant documents

Not applicable.

COUNCIL RESOLUTION (568/2020):

Moved: Mayor Karen Vernon **Seconded:** Cr Luana Lisandro

That Council requests the Chief Executive Officer to list for consideration in the revised Long Term Financial Plan the following:

1. An indicative amount of $2.5 million, which is approximately one third of the estimated project cost of the redevelopment of Edward Millen Reserve as per the Edward Millen Reserve Landscape Master Plan;
2. An indicative amount of $5 million, which is approximately one third of the estimated project cost of the redevelopment of Zone 1 Lathlain Park (Perth Football Club grandstand and community sport and recreation facility) as per the 2020 Business Case for this project.

CARRIED (7 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

18 Questions from members without notice

Nil

19 New business of an urgent nature introduced by decision of the meeting

Nil.

20 Public question time

Greg Davis, Lathlain

1. Are the lights at Rayment Park going to be replaced?

The Chief Operations Officer took the question on notice.

2. Is there any chance of getting maintenance done on the holes around the benches at dogs parks, and is it possible to get the temporary fenced removed?

The Chief Operations Officer advised that there is a maintenance schedule for the park that may be lagging behind and will be checked. He also advised that to allow the garden beds to establish the temporary fence will remain for the time being.

21 Public statement time

Luke Garswood

1. Made a statement regarding the council resolution for item 12.3.

22 Meeting closed to the public

PROCEDURAL MOTION

Moved: Mayor Karen Vernon **Seconded:** Cr Bronwyn Ife

That Council:

1. Closes the meeting to the members of the public at 10.36pm to consider item 22.1.1, in accordance with Section 5.23(2)(a) of the *Local Government Act 1995*.

2. Permits the Chief Executive Officer, Chief Financial Officer and the meeting secretary to remain in the chamber during discussion, in accordance with clause 27(3)(a) of the *Town of Victoria Park Meeting Procedures Local Law 2019*.

CARRIED (7-0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife, Cr Jesvin Karimi

Against: nil

22.1 Matters for which the meeting may be closed

22.1 CEO Performance Review Committee - Appointment of Consultant

The meeting reopened to the members of the public at 10.39pm.

22.2 Public reading of resolutions which may be made public

Recommendation from the Chief Executive Officer Recruitment and Performance Review Committee:
That this resolution, report and report attachments remain confidential under section 5.23(2)(a) of the Local Government Act 1995.

23 Closure

There being no further business, Mayor Karen Vernon closed the meeting at 10.40pm.

I confirm these minutes to be true and accurate record of the proceedings of the Council/Committee.

Signed: ....

.....

Dated this: ..... Day of: 2020

TOWN OF VICTORIA PARK



Agenda Briefing Forum
Notes – 3 November 2020

WE'RE OPEN
VIC PARK

Please be advised that an **Agenda Briefing Forum** was held at **6:30pm** on **Tuesday 3 November 2020** in the **Council Chambers**, Administration Centre at 99 Shepperton Road, Victoria Park.

Her Worship the Mayor Karen Vernon
5 November 2020

Table of contents

Item	Page no
1 About the Agenda Briefing Forum	4
2 Opening	5
3 Acknowledgement of country	5
4 Announcements from the Presiding Member	5
5 Attendance	7
5.1 Apologies	7
5.2 Approved leave of absence	7
6 Declarations of interest	8
7 Public participation time	9
8 Presentations	11
9 Deputations	12
10 Method of dealing with agenda business	14
11 Chief Executive Officer reports	15
11.1 Adoption of Council meeting schedule for 2021	15
12 Chief Community Planner reports	19
12.1 34 Goddard Street - Playing of Competitive Matches	19
12.2 Vic Park Funding Program - Community, Arts and Sports grants	46
12.3 Vic Park Funding Program Operating Subsidy	61
13 Chief Operations Officer reports	72
13.1 Request to dedicate ROW 54 as a road	72
13.2 Acceptance of Grant Funding for Edward Millen Redevelopment Project - Department of Infrastructure, Transport, Regional Development and Communications	80
13.3 Macmillan Precinct Concept Plan	86
13.4 QTVP/20/09 - Gas Energy Supply to Aqualife Centre	102
14 Chief Financial Officer reports	107
14.1 Schedule of Accounts for September 2020	107
14.2 Financial Statements for the month ending September 2020	111
14.3 2020-2021 Quarterly Budget Review	115
15 Committee reports	120
15.1 Review of Policy 224 Fences Between Town Property and Adjoining Property	120
15.2 Review of Policy 254 Remnant Native Vegetation	124
16 Motion of which previous notice has been given	127

16.1 Mayor Karen Vernon - Support for WAAMH Mental Health Campaign ahead of WA State Election 2021 127
16.2 Mayor Karen Vernon - Temporary alteration of paid parking from December 2020 – January 2021 132
17 Public participation time 138
18 Questions from members without notice on general matters 140
19 Confidential matters 143
20 Closure 143

1 About the Agenda Briefing Forum

The purpose of the Agenda Briefing Forum is to ask questions and seek clarity on the draft Ordinary Council Meeting agenda, in line with the Agenda Briefing, Concept Forum and Council Workshops Policy.

The meeting is open to all members of the public, except during the consideration of matters deemed confidential in line with the *Local Government Act 1995*.

Members of the public that are directly impacted by an item on the agenda may participate in the meeting through any of the following methods.

1. **Deputation**
   A deputation is a presentation made by a group of between two and five people affected (adversely or favourably) by a matter on the agenda. A Deputation Form must be submitted to the Town no later than 24 hours prior to the meeting and is to be approved by the Chief Executive Officer.
2. **Presentation**
   A presentation is a submission made by an individual affected (adversely or favourably) by a matter on the agenda. A Presentation Form must be submitted to the Town no later than 24 hours prior to the meeting and is to be approved by the Chief Executive Officer.

All others may participate in the meeting during the allotted Public Participation Time. While it is not required, members of the public are encouraged to submit their questions and statements in advance by email or by completing the Public Question/ Statement Form on the Town's website. Please note that questions and statements related to an agenda item will be considered first. All those dealing with matters of a general nature will be considered in the order in which they have been received.

For any questions regarding the Agenda Briefing Forum or any item presented in the draft agenda, please contact the Governance team at GovernanceVicPark@vicpark.wa.gov.au

Disclaimer

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Any advice provided by an employee of the Town on the operation of written law, or the performance of a function by the Town, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Town. Any advice on a matter of law, or anything sought to be relied upon as representation by the Town, should be requested in writing.

Noting that the Agenda Briefing Forum is only for the purpose of seeking further information on the draft Ordinary Council Meeting Agenda, and does not constitute a decision-making forum, any person or entity who has an application or submission before the Town must not rely upon officer recommendations presented in the draft agenda. Written notice of the Council's decision, and any such accompanying conditions, will be provided to the relevant person or entity following the Ordinary Council Meeting.

2 Opening

Mayor Karen Vernon opened the meeting at 6:30pm.

3 Acknowledgement of country

Acknowledgement of the traditional owners

Ngany yoowart Noongar yorga, ngany wadjella yorga. Ngany djerapiny Wadjak – Noongar boodja-k yaakiny, nidja bilya bardook.

I am not a Nyungar woman, I am a non-Indigenous woman. I am honoured to be standing on Whadjuk - Nyungar country on the banks of the Swan River.

Ngany kaaditj Noongar moort keny kaadak nidja Wadjak Noongar boodja. Ngany kaaditj nidja Noongar birdiya – koora, ye-ye, boorda, baalapiny moorditj Noongar kaadijtin, moort, wer boodja ye-ye.

I acknowledge the traditional custodians of this land and respect past, present and emerging leaders, their continuing cultural heritage, beliefs and relationship with the land, which continues to be important today.

Ngany youngka baalapiny Noongar birdiya wer moort nidja boodja.

I thank them for the contribution made to life in the Town of Victoria Park and to this region.

4 Announcements from the Presiding Member

4.1 Purpose of the Agenda Briefing Forum

The purpose of this forum is to provide an opportunity for Elected Members to ask questions and obtain additional information on officer reports in the draft Ordinary Council Meeting agenda. It is not a decision-making forum, nor is it open for debate.

Members of the public that may be directly affected by an item on the agenda can make presentations, deputations, statements, and ask questions, prior to the matter being formally considered by Council at the next Ordinary Council Meeting.

4.2 Notice of recording and live-streaming

All participation in the meeting will be audio recorded and live-streamed on the Town's website. The live-stream will be archived and made available on the Town's website after the meeting.

4.3 Conduct of meeting

All those in attendance are expected to extend due courtesy and respect to the meeting by refraining from making any adverse or defamatory remarks regarding Council, the staff or any elected member. No one shall create a disturbance at a meeting by interrupting or interfering with the proceedings through expressing approval or dissent, by conversing, or by any other means.

All questions and statements made by members of the public are not to personalise any elected member or member of staff. Questions and statements are to be directed to the Presiding Member, who may choose to call upon an officer of the Town, or another elected member, to assist with responses.

4.4 Public participation time

There are two opportunities to ask questions and make statements at the beginning and at the end of the meeting. Each public participation time will be held for 30 minutes. Any additional time must be by agreement from the meeting and will be in five-minute increments.

In line with the intended purpose of the Agenda Briefing Forum, questions and statements relating to an agenda item will be considered first. All others will be considered in the order in which they are received.

4.5 Questions taken on notice

Responses to questions taken on notice that relate to an agenda item will be presented in the officer report for the Ordinary Council Meeting agenda under the heading 'Further consideration'.

Responses to general matters taken on notice will be made available in the relevant Ordinary Council Meeting agenda under the section 'Responses to public questions taken on notice'.

5 Attendance

Mayor	Ms Karen Vernon
Banksia Ward	Cr Claire Anderson Cr Wilfred Hendriks Cr Luana Lisandro
Jarrah Ward	Deputy Mayor Bronwyn Ife Cr Brian Oliver Cr Jesvin Karimi
Chief Executive Officer	Mr Anthony Vuleta
A/Chief Community Planner	Mr David Doy
Chief Operations Officer	Mr Ben Killigrew
Chief Financial Officer	Mr Michael Cole
Manager Development Services	Mr Robert Cruickshank
Manager Governance and Strategy	Ms Bana Brajanovic
Manager Community	Mr Paul Gravett
Strategic Projects Manager	Mr Jack Bidwell
Property Development and Leasing Manager	Mr Jon Morellini
Secretary	Ms Natasha Horner
Public liaison	Mr Liam O'Neill

5.1 Apologies

Chief Community Planner	Ms Natalie Martin Goode

5.2 Approved leave of absence

Banksia Ward	Cr Ronhhda Potter
Jarrah Ward	Cr Vicki Potter

6 Declarations of interest

Declaration of financial interest

Nil.

Declaration of proximity interest

Nil.

Declaration of interest affecting impartiality

Name/Position	Cr Luana Lisandro
Item No/Subject	12.1
Nature of interest	Impartiality
Extent of interest	I live on Goddard Street and although my property does not directly adjoin the property outlined in this development application some in the community may perceive I have an interest.

Name/Position	Cr Luana Lisandro
Item No/Subject	12.2
Nature of interest	Impartiality
Extent of interest	I am a general member of the Lathlain Primary School P&C and have a child at the school.

Name/Position	Cr Wilfred Hendriks
Item No/Subject	12.2
Nature of interest	Impartiality
Extent of interest	Member of Vic Park Men's Shed

Name/Position	Cr Wilfred Hendriks
Item No/Subject	12.3
Nature of interest	Impartiality
Extent of interest	Committee member of Harold Hawthorne Centre

7 Public participation time

Sue Coltrona, Lathlain

1. *Has the Town sought any legal advice on its obligations as the owner on referring the matter to the WAPC? Can the Town please advise if there is any the legal requirement to sign the application form and lodge with the WAPC if it does not support the application?*

The Manager Development Services advised that no legal advice has been sought. The Town is aware of its legal obligation under the Metropolitan Region Scheme to refer the application to the WAPC. In order for a development application to be a valid application it needs to be signed by the owner of the land. In this case it is the Town's CEO. The signing does not reflect the Town's position on the application.

2. *Is the playing of matches by the lessee out of scope of the Management Plan? If in scope please indicate the relevant section of the Management Plan. How the Lathlain Management Plan Zone 3 principles and objectives can provide an accurate assessment against this application when Zone 3 contemplated for the lessee's use of Lathlain Park as a training and administration facility? As per the advice provided on Your Thoughts, why the Management Plan does not need to be updated?*

The Manager Development Services advised that the Management Plan did not contemplate the playing of matches by the WCE but did at page 37 refer to the playing 10 games by the PFC. Zone 3 comprises of the training facility and the two ovals. The principles and objectives apply to the ovals. The Management Plan is a guiding document.

3. *Can the Town please provide the assessment methodology including the evidence used which supports this determination? And a year by year breakdown for the 2018, 2019 and 2020 AFLW, pre-season AFL and WAFL game day parking call outs and the number of infringements issued?*

The Manager Development Services advised that the statement is made by officer's local knowledge of the area, observations over a number of years, and information obtained by the Town's Parking team. At short notice the Town has not been able to verify the number of parking call outs and the number of infringements issued at WAFL game days however based on five busiest days the average has been as follows: in 2018, 12 infringements and less than one call out; in 2019, 18 infringements and less than two call outs; in 2020, 8 infringements and less than one call out.

Yhana Lucas, East Victoria Park

1. *Made a statement about item 12.3 requesting the opportunity to discuss with Town staff the Vic Park Community Centre's application.*

2. *How do you suggest we allocate a dollar value for this kind of work?*

The Manager Community advised that it is a learning journey and the Town will welcome the opportunity to work with organisations for input on the process. The Town is also looking for ways it can support organisations.

Margot Hayes, Victoria Park

1. *Can you confirm that the Impact Statement and many other attachments were considered in the application?*

The Manager Community advised that it was considered as part of the application.

2. *Made a statement on item 12.3 that there appears to be a gap of knowledge between the Vic Park Community Centre's application and the Town.*

Martin Johnson, Carlisle

1. *Made a statement on item 12.3 requesting elected members to reconsider the application.*

Mayor Karen Vernon clarified that no decision has been made for the awarding of operating subsidies until later in the month.

Chloe Leow, Lathlain

1. *Made a statement on item 12.3 describing the Vic Park Community Centre's impact on her life and involved groups.*

2. *Can you please comment on the discrepancy between the application's selection criteria being four parts worth a total of 100 points and assessment criteria being three parts worth a total of 75 points?*

The Manager Community advised that the four assessment criteria's were marked against applicant's four selection criteria. The written error in the report will be amended.

Zoe O'Neill, St James

1. *Made a statement on item 12.3 highlighting the social impact of the Vic Park Community Centre in the community.*

2. *Can you provide some information on the Town working with community groups on the expected qualitative and quantitative outcomes?*

The Manager Community advised that the Town will work with community groups on this process.

Mike Lanternier, Lathlain

1. *In regards to item 12.1, what percentage of submissions were from Lathlain and do they carry more weight than other areas?*

The Manager Development Services advised that there has not been assessment on what percentage of submissions from Lathlain but the report does refer to 60% of all submissions for initial consultation were from within 500m of consultation area, 49% were in support of the application.

2. *And do close proximity submissions carry more weight?*

The Manager Development Services advised that whist closer residents can appreciate the impact more closely, the judgement is based upon the merits of the submissions.

3. *Do the community get to see and comment on the Town's final submission of the application to WAPC?*

The Manager Development Services advised that what is provided will largely be what is public information and what will be seen in the OCM such as a letter advising WAPC of the outcome of Council along with its relevant attachments and submissions.

4. *Why is community consultation not required if this goes ahead, and what protections would the community have if this goes ahead, considering that there is no evidence that full compliance has been completed?*

The Manager Development Services advised that in order to prepare a variation to lease there is no statutory requirement for community consultation. A large amount of community consultation has occurred on this development application.

The Chief Operations Officer confirmed the information.

Mayor Karen Vernon advised that if there are no statutory requirements it is open for Council's consideration to decide whether or not community consultation should occur.

Vince Maxwell

1. *Made a statement passing on Sam Zammit's desire for the meeting to continue without him.*

2. *In regards to 13.1, has the Chief Executive Officer contravened the Local Government Act by ignoring Council's decision from September in allowing staff to continue helping the developer?*

The Chief Executive Officer advised that he does not believe so.

3. *Has Woolworths or Fabcot spoken to Council or staff about putting a Dan Murphys on the site? Is there anything in the sales contract that you have signed that prohibits the building of a liquor store?*

The Property Development and Leasing Manager advised that there have been no discussions regarding a Dan Murphys. There is nothing in the contract to control that outcome.

4. *How much has the Town spent on legal fees and consultants, and how much staff time has been expended?*

The Chief Operations Officer advised that the best estimate is around $10,000 for professional legal fees and took the staffing question on notice.

8 Presentations

Nil.

9 Deputations

Ray Haeren, Urbis

Presented a deputation with Digby Moulin not in favour of supporting the recommendation for item 12.1 - 34 Goddard Street - Playing of Competitive Matches and provided additional information on related parking, traffic, and reasons on banding management.

Mayor Karen Vernon

1. *In terms of the classification of activities into three bands, the reference to standard events up to 3,500 attendees, what sort of events on the calendar do you consider would fit into standard event?*

Mr Haeren advised that the intention of that is to pick up on standard WAFL-type games with attendees under 3,500.

Mr Moulin agreed on Mr Haeren's response.

2. *In reference to standard events up to 3,500 attendees, is it your belief or understanding that that would include WAFL games played by the WCE WAFL team?*

Mr Haeren advised that is correct. From a land use perspective, the WAFL game attracts attendees below that number.

3. *In relation to the band classification 'medium events' for 3,500 to 6,000 attendees, what types of events the WCE would be likely to hold that would fall into that category.*

Mr Haeren advised that it was envisioned that it would be for events that fall outside the standard match games. The reason for that banding was for the anticipation if there were to be events at around that mark such as a grand final win or community event, there would be specific consultation attached to it with a separate process for that.

4. *With regards to major events, when you say grand final, we're not talking about a grand final for the AFLW, because that would require an eastern state team and likely a larger venue, is that right?*

Mr Haeren clarified that the mention of a grand final was poor communication, it would be that if the WCE were to win and if there was a community event. If there is an appropriate scale for a major event, it would prompt a specific approach for them to seek approval from the Town with community consultation to be held there. Under the current arrangements there will not be a WCE WAFL team going into the next season.

5. *Do you have any statistics available to you about spectator attendances at AFLW matches throughout the country?*

Mr Haeren advised that the statistics have been sought and would be happy to provide them.

Mayor Karen Vernon advised that if it can be provided ahead of the OCM it would be appreciated.

6. *If WCE won the grand final and there was a spectator gathering at the park, are you suggesting that this application that is being made is to accommodate events like that?*

Mr Haeren advised that the notion of events was included as part of the original application. The primary point of the application is for the playing of competitive matches, in particular the WCE WAFL team and the AFLW. During discussions with staff, the proposal of management of different events was developed and included. If there were to be an event in would be in collaboration with the Town.

7. *In relation to traffic impact, what is the extent to which the WCE have gone to, in terms of gathering information, testing and analysing data and predictions for the impact of traffic on each of these event days at the three different classification bands?*

Mr Haeren advised that operations currently exist for under the 3,500 attendees band. For the 3,500 and 6,000 band there was a plan prepared by traffic engineers.

Cr Wilfred Hendriks

1. *Can WAFL and AFLW games be fixed on the same day?*

Mr Haeren advised that fixturing is determined by WAFC and the AFL, but we can put a request in.

Cr Luana Lisandro

1. *With the Flyt report, why was it deemed not to do a study and look at current use? The administration building wasn't built at that time, are you keeping data at this time in relation to parking issues?*

Mr Haeren advised that he is not aware of any issues around parking concerns with the operation of the administration building or during training times. It has only been raised as during spectator games. It is acknowledged that the report would need to be updated as part of the condition of the DA.

2. *In relation to the diaphragm provided for parking, was that encompassing the 600 in the locality bays?*

Mr Haeren advised that there a number of large car parks in the vicinity. If part of the Traffic Management Plan the need to approach Perth Transport Association for the car bays at the train station that could be done.

3. *In relation to the original DA, and the tree replacement policy, to date you have planted 310, with 520 to be planted, when will the WCE be planting them?*

Mr Moulin advised that he would come back to elected members on this.

Cr Wilfred Hendriks

1. *With the figure of 6000, when the new facility is built will the grounds have the facility to hold 6,000? If not, could that figure be reduced sooner rather than later?*

Mr Haeren advised that the facilities on site are currently suited for 6,000. If there were to be more than 6,000 additional facilities will need to be provided.

Mayor Karen Vernon

1. *Referring to page 34 and 35 of the ABF agenda report, paragraphs 52 to 54, why is it that the applicant did not provide an updated Transport Impact Assessment prior to the Town's officer delivering their recommendation?*

Mr Haeren advised that the applicant felt that they have demonstrated that it could be sufficiently dealt with, and the update should be post-Council decision on the banding before doing an updated assessment.

Cr Luana Lisandro

1. *Would that mean for this DA, that you would not see that this consideration may be adding to traffic impact implications? In particular especially if the Perth Football Club were to also have their new administration facility built? So there would be a need for an impact assessment?*

Mr Haeren advised that there is a Transport Impact Assessment provided. If there was an item that there was a need for assessment it can be updated. If there was an application by the Perth Football Club it would need to be considered independently.

10 Method of dealing with agenda business

Mayor Karen Vernon indicated that part of item 12.3 may be discussed at agenda item 19.

11 Chief Executive Officer reports

11.1 Adoption of Council meeting schedule for 2021

Location	Town-wide
Reporting officer	Amy Noon
Responsible officer	Bana Brajanovic
Voting requirement	Simple majority
Attachments	Nil

Recommendation

That Council:

1. Adopts the schedule of Agenda Briefing Forums and Ordinary Council Meetings for 2021, with all meetings being held from 6.30pm in the Town of Victoria Park Council Chambers, 99 Shepperton Road, Victoria Park 6100.

	Agenda Briefing Forum	Ordinary Council Meeting
January	No meeting	No meeting
February	2 February 2021	16 February 2021
March	2 March 2021	16 March 2021
April	6 April 2021	20 April 2021
May	4 May 2021	18 May 2021
June	1 June 2021	15 June 2021
July	6 July 2021	20 July 2021
August	3 August 2021	17 August 2021
September	7 September 2021	21 September 2021
October	5 October 2021	19 October 2021
November	2 November 2021	16 November 2021
December	7 December 2021	21 December 2021

2. Provides local public notice of its meetings for the 2021 calendar year, in accordance with regulation 12 of the Local Government (Administration) Regulations 1996.

Purpose

To set the meeting dates for Council meetings open to the public for the 2021 calendar year.

In brief

- The Town of Victoria Park Council has two meetings open to the public each month, the Agenda Briefing Forum and Ordinary Council Meeting.
- Council is required to set the dates for its public meetings and provide local public notice at least once each year.
- In 2020, the Agenda Briefing Forum was held on the first Tuesday of the month, and the Ordinary Council Meeting was held on the third Tuesday of the month.
- The schedule of meetings proposed for the 2021 calendar year follows the same format that was adopted for 2020.

Background

1. Council is required to provide local public notice of its Council meetings at least once each year, in accordance with regulation 12 of the Local Government (Administration) Regulations 1995. To do this, Council must adopt its schedule of Agenda Briefing Forums and Ordinary Council Meetings for 2021.
2. At the Ordinary Council Meeting held on 19 November 2019, Council resolved to continue holding the Agenda Briefing Forum and Ordinary Council Meeting in 2020 on the first and third Tuesday of the month respectively. This schedule was first set in 2018 for the 2019 calendar year.
3. Prior to 2018, Council held its briefing forum, known as the Elected Members' Briefing Session, and the Ordinary Council Meeting on the first and second Tuesday of the month respectively. This was changed to allow elected members more time to engage with the community before making decisions, and to allow the Town time to provide any further information requested to allow for informed decisions to be made.
4. The schedule of meetings proposed for the 2021 calendar year follows the same format that was adopted for 2020.

Strategic alignment

Social	
Strategic outcome	Intended public value outcome or impact
S02 - An informed and knowledgeable community	Whilst legislatively required, the setting and communicating of Council meeting dates allows the community to be informed of when Council will be making decisions that may affect them. This also allows the community to plan their participation in the meetings.

Engagement

Not applicable.

Legal compliance

Section 5.3 of the *Local Government Act 1995*

Regulation 12 of the Local Government (Administration) Regulations 1996

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Not applicable.				Low	
Environmental	Not applicable.				Medium	
Health and safety	Not applicable.				Low	
Infrastructure/ ICT systems/ utilities	Not applicable.				Medium	
Legislative compliance	Failure to set and advertise Council's meeting dates will contravene the requirements of the Act.	Minor	Unlikely	Low	Low	TREAT risk by adopting meeting dates for 2021 and advertising them as required prior to January 2021.
Reputation	Not applicable.				Low	
Service delivery	Not applicable.				Medium	

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation.
Future budget impact	Not applicable.

Analysis

5. It is recommended that Council set its meeting schedule for 2021 as follows. Meetings will begin at 6.30pm on the listed date and be held in the Town of Victoria Park Council Chambers, 99 Shepperton Road, Victoria Park 6100.

	Agenda Briefing Forum	Ordinary Council Meeting
January	No meeting	No meeting
February	2 February 2021	16 February 2021
March	2 March 2021	16 March 2021

April	6 April 2021	20 April 2021
May	4 May 2021	18 May 2021
June	1 June 2021	15 June 2021
July	6 July 2021	20 July 2021
August	3 August 2021	17 August 2021
September	7 September 2021	21 September 2021
October	5 October 2021	19 October 2021
November	2 November 2021	16 November 2021
December	7 December 2021	21 December 2021

6. If this meeting schedule is adopted, the Town will communicate all Council meeting dates through a public notice in the Southern Gazette, on the Town's website and on the Town's Facebook page.

Relevant documents

Policy 051 – Agenda Briefing Forum, Concept Forum and Workshops

There were no questions asked or presentations made in relation to this item.

12 Chief Community Planner reports

12.1 34 Goddard Street - Playing of Competitive Matches

Location	Lathlain
Reporting officer	Amie Groom
Responsible officer	Robert Cruickshank
Voting requirement	Simple majority
Attachments	1. Attachment 1 - Applicants Report [**12.1.1** - 183 pages]

Landowner	Town of Victoria Park
Applicant	Urbis for West Coast Eagles and Perth Football Club
Application date	14 August 2020
DA/BA or WAPC reference	5.2020.432.1
MRS zoning	Parks and Recreation Reserve – Restricted Public Access
TPS zoning	Parks and Recreation Restricted
R-Code density	Not applicable
TPS precinct	Precinct P7 'Lathlain'
Use class	Not applicable
Use permissibility	Not applicable
Lot area	83,761 square metres
Right-of-way (ROW)	Not applicable
Municipal heritage inventory	Lathlain Oval - Category C
Residential character study area/weatherboard precinct	Not applicable
Surrounding development	Residential development with commercial development along Lathlain Place

Recommendation

That Council advise the Western Australian Planning Commission that the development application for the playing of competitive matches and special events at Lathlain Park is:

(a) Supported in relation to the playing of matches by Perth Football Club, acknowledging the long-term use of Lathlain Park by Perth Football Club, actual attendance numbers in recent years, the general community acceptance of the use of the oval by the club, and the limited amenity impact that has occurred.

(b) Not supported at this time in relation to matches and events involving the West Coast Eagles as the Council is not satisfied that sufficient information has been provided to demonstrate that the traffic and parking impacts of the proposed development can be appropriately managed so as to not have an adverse impact upon the amenity of the area.

Purpose

To consider the results of the public advertising and resolve to provide a recommendation to the Western Australian Planning Commission regarding a development application for the playing of competitive football matches at Lathlain Park.

In brief

- The Town has received a development application for the playing of competitive football matches at Lathlain Park (also known as Mineral Resources Park). The development application was submitted in response to the legal advice obtained by the Town regarding the permitted purpose of Lathlain Park and advice received from the WAPC.
- The application is for land reserved 'Parks and Recreation – Restricted Public Access' under the Metropolitan Region Scheme (MRS) and is not subject to the requirement for approval under the Town's Town Planning Scheme No. 1 (TPS1). The authority for determining the application under the MRS rests with the Western Australian Planning Commission (WAPC).
- The applicant has provided information which estimates the maximum number of games/events to occur on the ovals each year (up to a maximum of 45 games/events) and an estimated number of spectators for particular events (up to a maximum of 6500 people). In this regard, the numbers provided are intended to provide flexibility noting that the actual number of games/events is dependent upon a range of factors such as fixturing determined by the AFL, WAFL etc, and actual spectator numbers will be influenced by matters such as fixture times/days, weather conditions, success of the team etc.
- The expectation is that the actual number of games/events will be far less than 45 per year and that based upon previous events held at the venue, spectator numbers will generally be at the middle of the ranges provided.
- The Lathlain Park Management Plan contemplated the playing of competitive football matches by Perth Football Club with crowds of around 2000 people. Neither the Management Plan or the previous development approvals issued by the WAPC/JDAP for the WCE redevelopment contemplated the playing of competitive football matches by WCE at Lathlain Park.
- Accordingly the advice from the WAPC is that the playing of competitive football matches with crowds well in excess of 2000 people requires development approval.
- The need to obtain development approval for the playing of competitive football matches at Lathlain Park is a prerequisite to the Town's consideration of an amendment to the lease permitting the playing of matches.
- It is accepted that the playing of competitive football matches and special events at Lathlain Park will be beneficial in relation to such matters as community activation, potentially benefitting local businesses and bringing exposure to the Town and locality.
- It is also acknowledged that prior to the AFL competition, there were significant crowds attending Lathlain Park on a regular basis (beyond the 6500 maximum now proposed), and while this has not occurred for some time, there should be an expectation for those residents living near the oval of some level of reduced amenity due to the location close to the oval.
- Noting the long term use of the oval by Perth Football Club, actual attendance numbers and the limited amenity impact that has occurred, the use of the oval for the playing of matches by Perth Football Club is supported.
- However in relation to games/events involving the West Coast Eagles teams, at this time insufficient information has been provided to demonstrate that the traffic and parking impacts of the proposed development can be appropriately managed so as to not have an adverse impact upon the amenity of the area.

- The applicant was requested to consider deferring consideration of the item to the December round of Council meetings in order to provide time to address the traffic and parking issues associated with WCE games/events, however the applicant has advised that due to time imperatives they wish to proceed to the November round of meetings and subsequent consideration of the application by the WAPC.

Background

1. From 2006 to 2011 the Town worked on a plan for the redevelopment of Lathlain Park and ultimately adopted the 'Lathlain Park Master Plan'. This was then the subject of a more detailed business case and a final version of the Master Plan was endorsed by Council in 2013.
2. Following the endorsement of the Master Plan by Council, the West Coast Eagles and Town commenced preliminary discussions relating to the relocation of the West Coast Eagles Training Facility to Lathlain Park. In September 2013 a 'Heads of Agreement' was executed by the Town, Perth Football Club and the West Coast Eagles regarding the relocation of the Eagles to Lathlain Park.
3. From October 2013 to December 2013 the Town undertook a process of developing a Major Land Transaction Plan to determine a future lease area for the West Coast Eagles on Lathlain Park. It was through this process that the West Coast Eagles undertook a process of assessment to determine the location of the two ovals and building on the site. Factors considered included site activation, pedestrian and vehicular access to the site, the location of the existing Perth Football Club grandstand, prevailing winds that impact on the site, sun exposure and direction, the need to provide two ovals to ensure that both the West Coast Eagles and the Perth Football Club can access the grounds when required, and the site constraints including services, levels, width, length and existing vegetation.
4. Approximately a year later on 2 October 2014 a formal Agreement for Lease was executed by the Town and the West Coast Eagles. The Agreement for Lease sets out the Town's and the West Coast Eagles' responsibilities in terms of reaching a point to where a formal lease can be put in place. This was endorsed as part of the Agreement for Lease and as such the agreed oval and building locations have been in place since 2014.
5. The Lathlain Park Management Plan was approved by the WAPC in July 2017. The Management Plan specifies that football matches will only be played by Perth Football Club with an expected crowd of 1,500 – 2,000 people.
6. Advice was provided from the West Coast Eagles prior to their lease commencement that no AFL matches would be played at Lathlain Park.
7. Neither the Management Plan or the previous development approvals issued by the WAPC/JDAP for the WCE redevelopment contemplated the playing of competitive football matches by WCE at Lathlain Park.
8. At the 2020 Marsh Community Series preseason competition AFL game fixture at Mineral Resources Park on Thursday 27th February 2020, queries were raised by Elected Members and members of the community relating to the playing of competitive AFL football matches by the West Coast Eagles within their lease area at Lathlain Park (Mineral Resources Park). In addition, matches have been played at Lathlain Oval by WCE AFLW and WAFL teams.
9. The Town subsequently sought legal advice with respect to the playing of competitive football matches, with the advice being that the playing of matches within the WCE lease area by WCE, PFC or others is not a specified permitted purpose within the lease. However the advice noted that under the lease definition of 'permitted purpose', item (i) provides scope for other uses where agreed to in writing by the parties. Accordingly this lease provision allows a degree of flexibility to approve uses that were not originally contemplated by the lease agreement.
10. The same legal advice also highlighted the planning provisions applying to the land and the need for advice to be obtained from the WAPC.

11. The WAPC subsequently advised that the playing of games with significant crowds (i.e. crowds greater than 2,000 people) will require a development approval to be issued. Accordingly the development application the subject of this report seeks to formalise this.

12. At the 21 July 2020 Ordinary Council Meeting, Council adopted the Communications and Engagement Overview to be implemented upon receipt of a development application for the playing of competitive football matches at Lathlain Park.

13. Advice from the Department of Health and the Town's Environmental Health Services is that having regard to the applicable requirements for public buildings, the maximum capacity of Lathlain Park is 6500 people.

Application summary

- The following information provided by the applicant summarises the application:
  - The maximum crowd capacity of the facility is proposed to be 6,500 people (regardless of the game or event);
  - No home and away season senior AFL games (which attract tens of thousands of spectators) will be played by the West Coast Eagles (WCE) at the facility (regular season senior AFL games will occur at Optus Stadium). The only senior AFL games which may occur at the facility would be pre-season matches (currently known as the Marsh Community Series);
  - The Perth Football Club (Demons) will continue to use the facility for WAFL games;
  - The West Coast Eagles have operated a WAFL team at times and these may be played at the facility in the future;
  - A WAFL Women's competition is in consideration and may be played at the facility;
  - WCE have operated an AFLW team which will continue to be played at the facility; and
  - Games in all categories are generally played on the weekends during daytime, however scheduling can see any of these games move to a twilight or evening game. It is estimated that approximately 10 games per year may be in the evening.

- The following table has been prepared by the applicant to show the frequency and intensity of games which could occur in any given year.

	Frequency (No. of matches per year)	Approximate Crowd Size
AFL Marsh Community Matches	0 – 3	4,000 – 6,500
WCE WAFL	0 – 11	1,500 – 4,000
AFLW	3 – 6	2,000 – 5,000
Perth Demons	9 – 11	1,500 – 4,000
WAFLW	0 - 9	0 - 500
Misc. requests (WAFL Finals / Fan days etc)	0 – 5	0 – 6,500

Applicants submission

14. The following information was provided by the Applicant in their report contained within Attachment 1.

"This development application is seeking approval for Mineral Resources Park to be permitted to host sporting matches and events within various bands of activity up to 6,500 spectators (the development's capacity). This proposal relates solely to the intensity of the use of Mineral Resources Park and does not involve any physical development.

As noted in section 1.1 of this report, Mineral Resources Park already has planning approval for the use of the grounds for training and to host sporting matches and events. Within the context of the Management Plan there is reference to 2,000 people which was derived as an estimate of attendance numbers associated with Perth Football Club matches, which has inadvertently become seen as a limit of spectators or visitors. Recent advice from Perth Football Club is that attendance has been above 2,000 and they are looking to grow the attendance leveraging from the upgraded facilities.

Events on the site (including scratch matches) were always envisioned to attract greater than 2,000 people. However, these were not seen to be at the scale or intensity of competitive AFL matches (i.e. of up to 60,000 spectators). The WCE vs Essendon scratch match was representative of this use and a specific crowd and traffic management plan was developed to ensure that site management addressed and controlled any off-site impacts associated with people movement and traffic.

A key challenge is that attendance is not consistent and will fluctuate based on a range of factors. How successful the club is, who the opposition is, the weather and community trends to name a few are all elements which will influence attendance – although clearly caps are able to be applied. Where larger crowds are sustainable, a range of alternative, more appropriate venues would be considered from a financial and operational perspective.

Given the various number and scale of games to be played and variability which may be applicable, we are proposing to classify activities in 3 bands:

- *Standard events (up to 3,500 attendees).*
- *Medium events (3,500 – 6,000 attendees).*
- *Major events (Over – 6,500 attendees).*

The use proposed as part of this application is entirely consistent with what has already been approved. This proposal is seeking to specify the scale and intensity of this use and establish parameters and requirements associated with these activities.

There is no works or change of use component to this development application."

15. Additionally, at section 3.2 of their report, the applicant makes the following comments :

"The key component of this development application is the proposed intensity of use and how this will be adequately managed in relation to any off-site impacts. Management practices should be adjusted according to the scale and intensity of sporting matches events. Whilst it can be difficult to accurately predict spectator numbers for any given match, based on assumptions of expected crowds, appropriate management protocols can be implemented. This development application proposes three 'bands' of management protocols. These 'bands' are detailed in the below table.

Table 3 - Management Bands

Band	*Expected Crowd Numbers*	*Protocols*
A	*Equal to or less than 3,500 spectators. Standard practice and game times.*	*Application of reciprocal parking between Perth Demons and WCE;*
B	*Greater than 3,500 but less than 6,500 spectators. Special events (eg finals) within ground capacity*	*LGA notification, Transport plan; Measures and controls as per approved standard Traffic Management Plan.*
C	*Greater than 6,500 spectators.*	*LGA notification, Community notice, Additional facilities on site, Transport Plan; Measures and controls as per approved Traffic Management Plan, Crowd Management Plan implementation.*

Up to 3,500 persons is within the current standard operating nature of the site which is easily accommodated through reciprocal parking and standard practices. Based on no off-site impact these should be able to be operated without limitation or additional controls beyond what is contained within current Management Plan or Lease.

Although up to 6,500 spectators are able to be accommodated on site, it is acknowledged that some management will be required to ensure that there are no off-site impacts in relation to traffic and parking. It is proposed that a standard traffic management plan be developed with Council for these larger events. This would relate to notification/promotion of public transport and actions to prevent uncontrolled parking in neighbouring streets.

Should a situation occur which would envisage over 6,500 people (a major community event) then additional facilities would be required and a separate notification process (Council and community) and specific traffic/crowd management would be required.

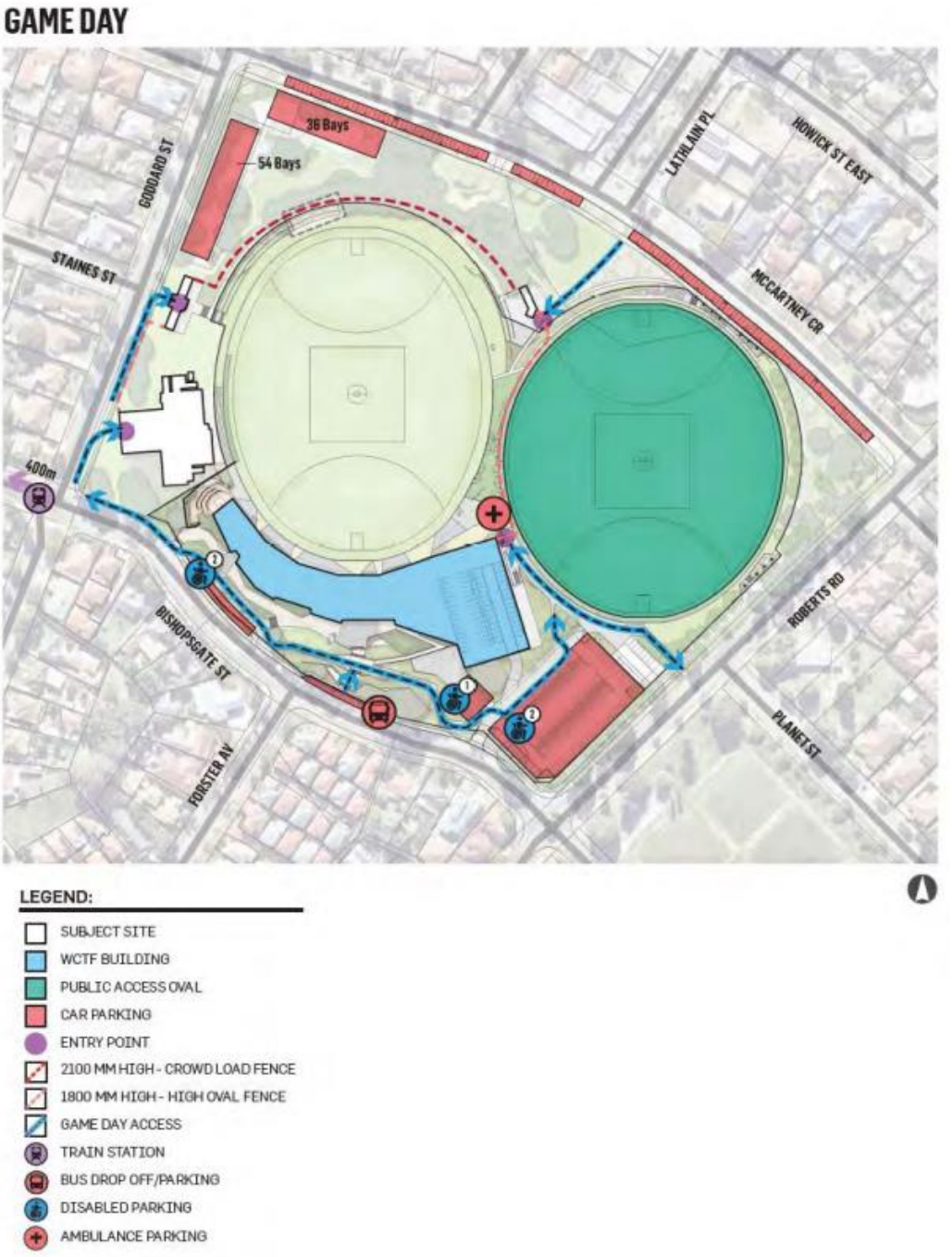
The processes would be informed by the Traffic Impact Statement, prepared by Flyte as part of the original Development Application - refer Appendix B.

The Traffic Management Plan prepared for the Essendon Community Match has been included as a template for what would be prepared for events in Category Band C. We would seek the preparation of these be required as a condition of approval."

16. Clarity has been provided by the applicant that Band C with potentially greater than 6500 spectators relates to community events (such as grand final celebrations, community days etc), and that there will not be more than 6500 spectators for games/matches.

17. In relation to the matter of parking, the applicant comments that 212 on-site parking bays are available on-site for use on game days, and that in addition 54 bays are available in Goddard Street, over 100 bays

exist along McCartney Crescent, and patrons can be directed to parking in Lathlain Place (circa 50 bays), Victoria Park train station (circa 100 bays) and Keyes Street (circa 50 bays). This is partly demonstrated in the following image from the applicant's report :



18. In support of the application the applicant has included a copy of the Transport Impact Assessment (2016) that was prepared and included as part of the development approval for WCE's Administration, Training and Community Building, with the applicant saying that "*the principles and requirements of this plan remains current, with significant focus on demand management and promotion of public and active*

transport." An updated Transport Impact Assessment analysing the traffic and parking demands now associated with the playing of competitive football matches at the oval has not been provided.

19. At page 11 of the applicant's report, the applicant contends that the increased use of the facility through the playing of competitive football matches will have significant benefits for the Town including :

    "Visitors to the grounds making use of local businesses before and after any events (both Lathlain Place and the strip).
    Increased visitation improving the reputation and exposure of the Town, its amenity and facilities.
    Brand association between the club and the Town – recognition of the Town of Victoria Park and the "Home of the Eagles" and Wirrapunda Foundation.
    Promotion of the site as a recreational hub for both the local and broader community."

Relevant planning framework

Legislation	• Metropolitan Region Scheme (MRS) • *Planning and Development Act 2005*
State Government policies, bulletins or guidelines	• WAPC Development Control Policy 5.3 – Use of Land Reserved for Parks and Recreation and Regional Open Space • WAPC Development Control Policy 2.1 – Development Control – General Principles
Local planning policies	Not applicable
Other	Lathlain Park Management Plan

Clause 30(1) of the Metropolitan Region Scheme (MRS)

20. Under the MRS, due regard is to be given to a number of factors in determining an application. These include the purpose for which the land is zoned or reserved under the Scheme.

21. Preserving the amenity of a locality is one of the factors that must be given due regard when considering an application under the MRS. A number of the issues raised during the community consultation period have the potential to impact upon the amenity of the residents in the area. In particular, parking and traffic management are likely to cause significant issues if not managed appropriately. This has been discussed under the Car Parking and Traffic section of this report (below) in more detail.

22. With respect to the consideration of amenity impacts, the applicant's response to the public submissions contains the following recurring statement:
    "The use of the oval for training and games has been long standing and would arguably form part of the established amenity of the locality. Recreational ovals for competitive and amateur sport are generally located in residential areas (suburban and urban). This will involve both training and competitive games. Regulations and standards exist in relation to impact of noise and light which must be complied with. The site also offers access to recreational facilities and amenities which would other-wise not be available."

23. Clause 30(3) of the MRS allows the local authority to recommend limiting the time for which the approval granted on the application remains valid. It is open to the Town in making a recommendation to the WAPC, to recommend a time limited approval rather than an approval for an indefinite period of time. It is considered that there would be benefits in a time limited approval in that this would allow opportunity for the playing of competitive football matches to occur, and the impacts to be identified (if any) and if appropriate to continue, to be better managed for future matches.

Development Control Policy – 1.2 – Development Control – General Principles

24. In determining applications for approval to commence development on land reserved under the MRS, the WAPC must have regard to the purpose for which the land is reserved.
25. In this case the land is reserved for 'Parks and Recreation – Restricted Public Access' and has been used as such for an extended period of time.
26. The WAPC will have regard to the following relevant planning considerations when making decisions on development applications:
    - Compatibility with relevant planning policies, strategies and development control criteria.
    - Integration of development into the site and its surroundings.
    - Transport and traffic impacts.
    - Vehicular and non vehicular access circulation and car parking.
    - Relevant environmental, economic and social factors.
    - Relevant factors of amenity and sustainability.

Development Control Policy 5.3 – Use of Land Reserved for Parks and Recreation and Regional Open Space

27. Development Control Policy 5.3 outlines the circumstances that the WAPC may approve the use and development of land reserved for Parks and Recreation and Regional Open Space for various purposes. A key objective of the policy is to ensure that the intent of Parks and Recreation reserves are not prejudiced by inappropriate development and that any uses carried out are ancillary to and/or enhance the use and enjoyment of the reserve for parks and recreation purposes.

Relevant Policy Provisions		Officer Comments
	The use and development of land reserved for Parks and Recreation under the MRS shall be restricted to that which is consistent with furthering the enhancement of the reserve and facilitating its use for recreational or conservation purposes.	The proposed development will likely result in further restricted access to the useable public recreation area, due to the number and occurrence of the games proposed. However the use will increase the public access to the facility for passive consumption of events.
	The use and development of land reserved for Parks and Recreation or Regional Open Space for purposes inconsistent with the purpose of the reserve will not be supported.	The use of the facility for specific games is considered to be consistent to the primary 'Parks and Recreation – Restricted Public Access' reservation of Lathlain Park.
	The use and development of land reserved for Parks and Recreation or Regional Open Space for commercial	The playing of specific games is considered to be consistent to the purpose of the reserve and its long-term historical use.

	purposes ancillary and or compatible to the purpose of the reserve and likely to enhance the public access to and enjoyment of the reserve may be supported.	A total of 108 submissions were received during the initial consultation period. 69 of the submissions supported the proposal inclusive of the enhanced public access and enjoyment of the reserve both through attendance at the games.
	The use and development of land reserved for Parks and Recreation or regional space which would result in long-term restrictions to public access, notwithstanding the possible benefit which could be derived from the use and development to the general community or to a specific educational or religious group within the community, will not be supported.	In view of the 'Parks and Recreation – Restricted Public Access' reservation of Lathlain Park, this policy provision is less applicable than would normally be the case for a reserve for unrestricted public access. Due to the number of games proposed annually, there may be an increased number of instances where public access to the ovals will be restricted, however there will be an increasing number of occasions for the general public to attend the site to watch competitive matches. Under the provisions of the lease, public access to the reserve is to be provided for at least 100 hours per calendar month.
	Land reserved for Parks and Recreation or Regional Open Space may be used for: • passive recreation; • active sporting pursuits; • cultural and or community activities; • activities promoting community education of the environment; and/or • uses that are compatible with and or support the amenity of the reservation (i.e. cafe, restaurant)	The land will be used for passive recreation, active sporting pursuits, and cultural and community activities.

28. Clause 6 of Development Control Policy 5.3 states "3. *The WAPC makes a decision on the application based on a planning assessment and the comments of the local government and other referral agencies"*. In view of this, the subject application is considered to be largely consistent with the intent and objectives of the WAPC's Development Control Policy 5.3, with the exception of the number and frequency of games having the potential to impact on the public access to the facility for passive recreation.

Lathlain Park Management Plan

29. An assessment of the proposal against the principles and objectives of the Lathlain Park Management Plan relating to the development of Zone 3 (West Coast Eagles) is outlined in the table below.

Principle	Objectives	Officer Comments
Use	Provide for administration and related football activities with the West Coast Eagles Football Club	The development application proposes additional football related activities through the inclusion of competitive football games. This use is not contemplated in the approved Management Plan, however scope exists for the Town and the WAPC to approve uses outside of the Management Plan.
	Provide for activities incidental to the West Coast Eagles Football Club available to the public	Existing services/facilities to the public (eg. club store; café; sports medicine etc) will be retained and are not impacted by this development application.
	Provide spaces for use and access by the general public	The proposed use seeks to increase the number of events held and capacity of the facility. This has the ability to increase passive recreation and spectatorship of the ovals, however the increased number of events also has the potential to reduce the opportunity for the community's active enjoyment of the reserve. It is important to note the lease agreement does require the oval to be available to the public for a minimum of 100 daylight hours per calendar month.
Built Form	Ensure high quality new development that appropriately responds to the site's physical and social context.	Not applicable to this development application.
	Ensure new development is of a scale that is sympathetic to, and appropriately interfaces with adjacent residential areas.	Not applicable to this development application.

	Ensure car parking and servicing infrastructure do not dominate the streetscape and impact on the amenity of the residential area.	Not applicable to this development application in relation to the visual impact of on-site car parking.
Environment	Ensure public realm and streetscape are of a high quality and protect the amenity of the other residential areas.	Not applicable to this development application.
Access, Safety & Security	Enhance the sense of safety and personal security for users within the area.	Concern was raised during the community consultation period regarding the potential for anti-social behavior to occur following twilight and evening games. Possible safety impacts in relation to increased traffic within the surrounding area.
	Facilitate safe and appropriate levels of pedestrian access.	Not applicable to this development application.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL01 – Everyone receives appropriate information in the most efficient and effective way for them	To consider the evolving operational needs and viability requirements of the WCE, associated commercial benefits to commence within the Town and the impacts on amenity for the immediately surrounding community members.

Economic	
Strategic outcome	Intended public value outcome or impact
EC01 - A desirable place for commerce and tourism that supports equity, diverse local employment and entrepreneurship.	The increased intensity of the site has the potential to increase commerce and tourism for the area.

Environment	
Strategic outcome	Intended public value outcome or impact

EN05 - Appropriate and sustainable facilities for everyone that are well built, well maintained and well managed.	The increased intensity of use of the site without appropriate management practices may result in the loss of amenity for the surrounding residential properties.

Engagement

Internal engagement	
Stakeholder	Comments
Property and Leasing	The development application is for the playing of competitive football matches at Lathlain Park. There is an existing lease between the Town of Victoria Park and the West Coast Eagles, any alterations to development approval may result in the need for the lease to be amended. A Deed of Variation will be required to capture the additional use within the permitted purpose definition which may give the Town an opportunity to amend the lease agreement. Provided that development approval is issued by the WAPC for the playing of competitive football matches, and the Town and the West Coast Eagles mutually agree on the lease amendment, a Deed of Variation will be prepared by the Towns solicitor and signed by both Parties. The Town will present the Deed of Variation to Council for endorsement prior to execution. There are no requirements for community consultation.
Engineering	The Traffic Impact Assessment contained in the current DA application 5.2020.432.1 is dated November 2016 and was prepared on the basis that the subject site included a number of new facilities that did not previously exist such as; • West Coast Eagles administration; • West Coast Eagles club support facilities (sports medicine, boardroom, media centre etc.); • Wirrpanda Foundation; • A second oval for training; • Retail, café associated with the West Coast Eagles; and • Associated facilities such as car parking, storage and plant space for oval upkeep. The volume of trips was based on forecast numbers regarding the total number of employees to be housed on the site when it opened, alongside employee movements for the existing Perth Football Club. The volume of employee trips reflects the period of time when the AFL season is active. The facilities have all now been constructed and are in full operation. The traffic impact assessment

	should now be updated to better reflect actual trips being made to and from the site and distribution patterns. The terms of the lease between the Town and WCE allows for a maximum of 250 bays on site, with 212 car bays currently provided on site. An area of over 1.38 hectares of unmarked bitumen (currently where oval 2 is situated) was previously used for overflow parking and is no longer available. Estimates indicated that 530 vehicles could be parked in this area. Parking for patrons/spectators is now predominantly served by on-street bays in the surrounding suburb. In April 2016 a Perth Football Club home game attracted a crowd of approximately 1800 people and a total of 589 vehicles were observed on and off-street in the Lathlain Precinct. The report does not provide any detail on expected parking numbers for a spectator crowd of up to 6500 for some events and the potential flow-on impacts to neighbouring streets. Parking for employees, match officials and other staff must also be included in this assessment. No information is provided as to the estimated mode shift towards public transport given that the locality is well serviced by bus and rail. The Victoria Park Railway Station is located approximately 350m west of the subject site with services running every 15 minutes. Bus services to the north of the site run through the area at 15 minutes during weekday peak periods.
Parking	Parking in the area around Lathlain Park is limited and to increase patron capacity may further impact on nearby residents. The Tom Wright Park is more successful than expected with high numbers of people going to the park. The parks popularity has already seen an increase on parking in residential streets. The Town is also receiving complaints from residents due to the increased number of vehicles parking on residential streets. Increasing the crowd capacity at Mineral Resources Park/Lathlain Park is expected to see an increase in complaints the Town receives. Additional resources would be required during events to manage the additional car parking on residential streets. Some conditions for consideration: • Traffic management in place at each event. • Residents advised of upcoming event and what actions will be in place to minimise the impact to them. • Social media and other outlets advertising of how to get to the park, using public transport and the like (similar to Optus Stadium, how to get to the stadium info) • Approach Lathlain Primary for over flow parking opportunities • Shuttle buses from train station to oval and other strategic locations (similar to what is already in place for Albany Hwy to Optus Stadium)

Waste	It is expected that with additional patrons, collection of the public litter bins in the surroundings prior and after the game days will need to be increased. It is possible too that the number of public litter bins around the Lathlain areas or possible parking areas will also need to be increased. The WCE have their own in-house waste collection service. However no details have been provided regarding waste collection for crowds of this size and whether public bins are to cater for the waste from crowds leaving the area. A trial period would need to occur to assess whether more bins and bin collections may be required.
Health	Noise Modelling would need to be provided from a reputable acoustic consultant to determine the noise level generated (such as whistles/sirens and general crowd noise) and whether this will negatively impact on the surrounding residents. Based upon this, a Noise Management Plan may then need to be prepared to determine how noise impacts will be managed. Some matches are proposed to be played at night, however it is noted that the lights are already used for training purposes and that the lights have been designed to comply with the relevant Australian Standards in relation to light spill.

External engagement	
Stakeholders	Town of Victoria Park residents
Period of engagement	First period of consultation was conducted between 18 September 2020 and 9 October 2020. A total of 2,455 letters were sent inviting people to comment. A second round of consultation has been commenced and will conclude on 6 November 2020.
Level of engagement	2. Consult 3. Involve
Methods of engagement	• The Town's 'Your Thoughts' online engagement hub, • Southern Gazette Newspaper notice, • Facebook and Instagram, and • Posters at the Administration Building, Library, Aqualife and Leisurelife.
Advertising	As above.
Submission summary	A total of 108 submissions were received in response to the first round of consultation including 69 letters of support and 39 letters of objection.
Key findings	The feedback is summarised as outlined below.

30. Community consultation was undertaken for 21 days in accordance with the West Coast Eagles Communications and Engagement Overview endorsed by Council at the 21 July 2020 Ordinary Council Meeting. A schedule of submissions received during the consultation period can be viewed at

Attachment 2. Furthermore, the applicants response to the submissions received can be viewed at Attachment 3, as well as a responses from Perth Football Club at Attachment 4.

31. Supporting submissions received during the first round of consultation can be summarised as follows:
    - Great exposure for the suburb;
    - Lathlain Park is a wonderful sporting venue;
    - Increased community activation and pride;
    - The facility should be used for its intended purpose;
    - Good for local businesses in the area;
    - More games and open training sessions will increase vibrancy in the area;
    - The adjacent train station provides good public transport links;
    - The inconvenience of parking and traffic on game days is far outweighed by the benefit to Lathlain and Victoria Park;
    - There is not much noise when games are played;
    - Since the site has been redeveloped it has significantly improved the entire area;
    - Support the appropriate use of high cost facilities to foster both women's and men's football locally and more broadly;
    - Modern Australian Rules Football transcends race, gender, sexuality, religion, economic status; something the Town aspires to;
    - Evolution of a successful Town asset;
    - Utilisation of assets provides passive surveillance;
    - Prior to the AFL when WAFL competition was strong there were huge crowds at the oval.
32. The below is a summary of the main objections raised during the first consultation period:
    - Availability of car parking;
    - The number of on-site car parking bays were not intended to cater for spectator demand;
    - Traffic and congestion in the immediate area;
    - Traffic congestion at the intersection of Roberts Road and Orrong Road;
    - Unsafe access into private properties due to cars parking across driveways;
    - Parking issues have been repeatedly ignored by Council including emails with photo evidence;
    - Pedestrian traffic;
    - Residential development increasing which is already putting vehicle and parking pressure on surrounding residential streets;
    - Community acceptance was based on this facility only being used for training and during office hours;
    - Victoria Park train station is not designed to cater for large crowds;
    - Noise;
    - Light spill;
    - Anti-social behavior;
    - Commercial rent is not paid for the Community owned land;
    - Lathlain is a quiet residential area;
    - Significant detrimental impact on residents;
    - Increase from approximately 11 games per year to 45 games per year is significant;
    - Reference to large spectator capacities is misleading as the facilities referred to are established and planned with provision for future expansion and parking needs;

- Waste and litter;
- Increased use will diminish community access to the facility. Community currently permitted to use the oval for 100 daylight hours a month;
- The application is only a step in likely future expansions;
- Loss of income to Lathlain Playgroup due to reduced use as a result of limited parking availability;
- The application represents a change of use from a recreational precinct to an entertainment precinct;
- Impact on red tail cockatoos and roost; and
- Redevelopment of WACA will facilitate AFL games and remove need to use Lathlain Park for these type of events.

33. Further community consultation is currently being undertaken for a period of 14 days. The consultation period commenced on 23 October 2020 and will conclude on 6 November 2020. The Ordinary Council Meeting report will be updated to reflect any additional submissions received.

Risk management considerations

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Not applicable.					
Environmental	Noise and light spill into adjoining residential areas.	Moderate	Possible	Medium	Low	Appropriate noise and light management.
	Potential waste and litter within surrounding area.	High	High	High	Low	Appropriate waste management
Health and safety	Safety associated with vehicles and pedestrians.	High	High	High	Low	Transport management.
	Anti-social behaviour before and after events.	Medium	Medium	Medium	Low	Crowd management.
Infrastructure/ ICT systems/ utilities	Not applicable.					
Legislative compliance	Recommendation to the WAPC within statutory timeframes.	High	Likely	High	Medium	Provide recommendation following OCM

	WAPC may determine development application without the Town's recommendation.	High	Medium	High	Medium	Provide recommendation following OCM
Reputation	Negative public perception towards the Town for not ensuring WCE is compliant with its lease and planning approval.	Moderate	Likely	High	Medium	Ensure that any lease agreement conditions are complied with.
	Negative perception from the community and WCE if the Town were to take other legal avenues to remedy the matter.	Moderate	Likely	High	Medium	Ensure that matters are remedied appropriately.
Service delivery	Not applicable.					

Financial implications

Current budget impact	Should development approval be granted by the WAPC, operational expenditure funding may be required for further advice in respect to the preparation of a "permitted purpose agreement" as a variation to the lease.
Future budget impact	Nil.

Analysis

General comments

34. In considering a development application, the principal matter to be addressed is the impact of the playing of matches and level of intensity of proposed crowds on the amenity of the locality through such considerations as traffic, parking and noise impacts. The following table has been prepared by the applicant to show the frequency and intensity of games which could occur in any given year.

	Frequency (No. of matches per year)	Approximate Crowd Size
AFL Marsh Community Matches	0 – 3	4,000 – 6,500

WCE WAFL	0 – 11	1,500 – 4,000
AFLW	3 – 6	2,000 – 5,000
Perth Demons	9 – 11	1,500 – 4,000
WAFLW	0 - 9	0 - 500
Misc. requests (WAFL Finals / Fan days etc)	0 – 5	0 – 6,500

35. The above represents a maximum case scenario in terms of the number of games and maximum attendance numbers. The numbers indicated by the applicant are provided so as to maintain some degree of flexibility and avoiding the need for multiple applications for approval, and acknowledging that spectator numbers can vary quite significantly depending upon a number of factors such as weather conditions, team success, opposition club etc.

36. The expectation is that the actual number of games/events will be less than 45 per year and that based upon previous events held at the venue, spectator numbers will generally be at the middle of the ranges provided. As stated in the response to submissions provided by Perth Football Club (see Attachment 4) *"it is highly improbable that the maximum number in each frequency range would ever be achieved."*

37. To put the above in perspective and so as to present some data of attendance at actual games/events at Lathlain Park, the following information has been sourced from WAFC/WAFL/AFL web site data :

AFL Marsh Community Match

- AFL Marsh Community Preseason – 27/2/20 WCE V Essendon reported attendance 4,302 (Note – this game was weather effected).

WAFL matches

- WAFL – 25/8/19 WCE v EF crowd 1,148
- WAFL – 16/8/19 PFC v EF crowd 1,340
- WAFL – 10/8/19 PFC v WCE crowd 2,682
- WAFL – 1/8/19 PFC v Subi crowd 1,493
- WAFL – 14/7/19 WCE v WP crowd 3,199
- WAFL – 13/7/19 PFC v SF crowd 1,434
- WAFL – 22/7/19 PFC v Peel crowd 1,061
- WAFL – 1/6/19 PFC v SD crowd 2,091
- WAFL – 18/5/19 PFC v WP crowd 1,570
- WAFL – 4/5/19 PFC v Cl crowd 1,667
- WAFL – 25/4/19 PFC v EP crowd 2,587
- WAFL – 6/4/19 PFC v WCE crowd 2,715

AFLW matches

AFLW games have typically been unticketed/ open-gate . The website does not list attendances in the fixture results statistics.

2019 AFLW season

- No WCE Team participation.

2020 AFLW season

- 15/2/2020 WCE v FD attendance not recorded – anecdotally <1,000

- 29/2/2020 WCE v WB attendance not recorded – anecdotally <1,000

38. The playing of competitive football matches at Lathlain Park by Perth Football Club has occurred for some time. It is also acknowledged that prior to the AFL competition, there were significant crowds attending Lathlain Park on a regular basis (beyond the 6500 maximum now proposed). However for at least the last 25 years, attendance at WAFL matches has declined significantly, and in turn the use of Lathlain Park by Perth Football Club only for competitive matches has had a much lesser impact upon surrounding residents of Lathlain Park. Crowd attendances of around 2000 people has become the norm for residents surrounding Lathlain Park. In saying this there should be an expectation for those residents living near the oval of some level of reduced amenity due to the location close to the oval.

39. The applicant has indicated that the following protocols are proposed to manage off-site impacts associated with the playing of competitive matches:

Band	Expected Crowd Numbers	Protocols
A	Equal to or less than 3,500 spectators. Standard practice and game times.	Application of reciprocal parking between Perth Demons and WCE.
B	Greater than 3,500 but less than 6,500 spectators. Special events (e.g. finals) within ground capacity.	LGA notification, Transport plan: Measures and controls as per approved standard Traffic Management Plan.
C	Greater than 6,500 spectators.	LGA notification, Community notice, Additional facilities on site, Transport Plan: Measures and controls as per approved Traffic Management Plan, Crowd Management Plan implementation.

40. On face value there appears to be a contradiction between the information supplied in the tables at paragraphs 35 and 40, in that the latter indicates protocols for events involving more than 6500 people whereas the former indicates a maximum of 6500 persons. Clarity has been provided by the applicant that Band C with potentially greater than 6500 spectators relates to community events (such as grand final celebrations, community days etc), and that there will not be more than 6500 spectators for games/matches.

41. Having regard to the JDAP's approval of 21 December 2016 for WCE's Training, Administration and Community Building it is noted that condition 9 and advice note 9 of the approval makes reference to events and special events occurring at the site, albeit requiring a Special Events Management Plan to be prepared (no such plan has been prepared). It is concluded that the current development approval already authorises the holding of special events such as those proposed in the Band C protocols, and that further development approval for special events through this current application is not required.

42. While of the view that further development approval is not required for special events, it should be noted that the current lease may need to be amended to allow such events to occur, and a Special Events Management Plan will need to be prepared and submitted to the Town for approval.

43. In relation to the estimated number of events and range of crowd numbers, and considering the amenity impacts it is open to the Council and the WAPC to consider restricting the number of matches to a specified number or types, specified crown numbers and certain days of the week or even certain times of day. For example, consideration could be given to restricting those matches likely to attract the greatest number of spectators (likely to be the AFL Marsh Community matches) to weekends only, and furthermore possibly within daylight hours only. Such a restriction would likely have a lesser amenity impact than such a match occurring on a weeknight as occurred earlier this year in the case of the West Coast Eagles vs Essendon pre-season match.

44. The use of the grounds for the playing of matches by WCE and/or Perth Football Club will deliver beneficial outcomes particularly in terms of increased activation of the area, potential economic benefits to businesses within the area through increased visitation to the Town, and generally through promoting the Town as desirable place to be.

45. Noting the long term use of the oval by Perth Football Club, actual attendance numbers and the limited amenity impact that has occurred, the use of the oval for the playing of matches by Perth Football Club is supported. This is on the basis that there is already a general level of community acceptance that Perth Football Club play competitive matches at the ground, having done so for many years, and as it has been demonstrated over this time that noise, traffic and parking impacts have been appropriately managed with minimal impact on surrounding residents.

46. The amenity impact of matches involving WCE, whether that be their senior men's team for community (pre-season matches), or their AFLW or WAFL teams is less certain and is addressed below.

47. The applicant was requested to consider deferring consideration of the item to the December round of Council meetings in order to provide time to address the traffic and parking issues associated with WCE games/events, however the applicant has advised that due to time imperatives they wish to proceed to the November round of meetings and subsequent consideration of the application by the WAPC.

Car Parking and Traffic

48. A key consideration for this development application is the resulting car parking and traffic impacts associated with the playing of matches and the anticipated crowd numbers. The applicant outlines the possible number of maximum matches and estimated range of crowd numbers at paragraph 30 above.

49. The development incorporates a total of 212 car parking bays on site. No further car parking has been proposed as part of this development application.

50. Within the surrounding area there are 46 car bays currently within Lathlain Place, there are an additional 56 car bays around the park along Rayment Street, Keyes Street and Petherbridge Street, 54 bays off of Goddard Street (in Zone 2) and 102 car bays along McCartney Crescent.

51. It is noted that as part of the applicant's submission for this application they include a copy of the Transport Impact Assessment (2016) that was prepared by their traffic consultant, Flyt, as part of the previous development application. The applicants planning report advises that "*the principles and requirements of this plan remains current, with significant focus on demand management and promotion of public and active transport*".

52. The development application was submitted to the Town on 14 August 2020. In an email to the applicant dated 18 August 2020, Officers requested further information to be submitted in relation to a number of matters and made the following comments:
    - *"The Flyt report references the parking and traffic implications of the approved Administration, Community and Training facility. This application does not address the parking and traffic implications associated with the playing of matches. ie. Where will spectators park? Is there sufficient*

parking available in nearby areas? What proportion of spectators will travel by means other than car and how will this be encouraged?

- *The submitted Traffic Management Plans are noted, but they too do not address the matter of parking availability and management.*
- *Who will be responsible for managing parking and traffic on game days? Will parking and traffic management plans be implemented for all bands of events, or if not, which types?"*

53. It was anticipated that an updated Transport Impact Assessment would be prepared and submitted by the applicant to address the traffic and parking impacts associated with the playing of competitive matches. However a revised Transport Impact Assessment has not been submitted, with the applicant only providing some additional commentary as quoted at paragraph 52 and detailing the availability of on-site and public parking as at paragraphs 50 and 51.

54. Of the 39 submissions objecting to the development application as part of the initial consultation period, 35 were based on lack of car parking and the resulting traffic and congestion within the local streets surrounding the facility.

55. The applicant's submission states that *"Although up to 6,500 spectators are able to be accommodated on site, it is acknowledged that some management will be required to ensure that there are no off-site impacts in relation to traffic and parking."* No information has been provided to the Town which confirms that no off-site impacts will occur. The Town's Engineering Department have advised that in April 2016 a Perth Football Club home game attracted a crowd of over 1800 with a total of 589 vehicles observed on and off-street in the Lathlain Precinct. The report does not provide any detail on expected parking numbers for a 6,500 spectator crowd.

56. Furthermore, in the applicant's response to public comments (see Attachment 3) and the specific issue of car parking the applicant states that *"There are 250 bays immediately available and some 600 in the locality which are available for events. The need to parking management for larger events is agreed and would be undertaken in associated with the Town of Victoria Park"*.

57. Whilst it is acknowledged that there is parking within the locality, no information has been provided regarding whether these car bays will adequately cater for the number of people expected to come via car.

58. The application presupposes that there is sufficient car parking available in the immediate locality to accommodate crowds of up to 6500 maximum and that this can be adequately managed. There has been insufficient information provided to demonstrate whether or not this will be the case. The submission of an updated Transport Impact Assessment by the applicant would have gone a long way to addressing this matter. Furthermore, whether or not this is the case will be influenced by the extent to which people alternatively use public transport. In this respect there is no information provided by the applicant as to the likely extent to which spectators would use public transport, or details of any measures that would be actively implemented to encourage public transport usage.

59. It is noted that Optus Stadium is a great example of where limited parking is provided adjacent to a sporting facility however this works effectively because behavioural changes have had to be adopted by patrons and promoted by the venue operator.

60. It could very well be the case that if there is a high uptake of public transport usage to matches at Lathlain Park and active measures implemented to encourage this, then the available car parking within the vicinity of the oval may be sufficient to cope with the demand of crowds of up to 6500 people. However no information has been provided to give Officers any level of comfort that this will be the case.

61. With respect to those matches played at Lathlain Park in 2019 and 2020 it is observed that those AFLW or WAFL matches with patron numbers of up to a maximum of 3,199 do not appear to have had significant traffic and parking impacts upon nearby residents.

62. In relation to the highest attended event that has occurred at Lathlain Park in recent years, being the AFL Marsh Community Series Match on 27 February 2020 (WCE vs Essendon) which attracted a crowd of approximately 4,302 people, a number of submissions express concern as to the impact that this event had upon traffic and parking conditions in the area. This is despite traffic management measures being implemented for this event. Further commentary is being sought from the Town's Parking team at the time of writing this report and will be included in the report to be presented to the Ordinary Council Meeting.

63. In terms of this match it should be noted that this event attracted a crowd approximately 2,200 people less than the maximum capacity expected for such matches in the future. It should be noted that the match was weather affected and occurred on a Thursday night which may explain the attendance number, and with respect to the concerns expressed as to the impact that this event had, this may have been influenced by the match being held on a weeknight and this being the first event of its kind to be held at the redeveloped Lathlain Park with spectators being unfamiliar with parking locations.

64. Having regard to the above and the absence of an updated Transport Impact Assessment addressing the issues, at this time Officers are not satisfied that the traffic and parking impacts associated with the playing of matches will be acceptable and will not adversely impact the amenity of the surrounding area. While a Transport Impact Assessment has not been submitted addressing the playing of matches by Perth Football Club, Officers are satisfied that there is sufficient evidence already available through the playing of such matches over a number of years, to demonstrate no adverse impacts resulting from Perth Football Club matches.

65. However there is insufficient information provided at this time to assess the impact of the playing of matches by West Coast Eagles teams, particularly where crowds in the range of 3000 to 6000 people could be expected. While it is probable that West Coast Eagles AFLW and WAFL teams would attract similar crowds to Perth Football Club, in which case the traffic and parking impacts are likely to be comparable and acceptable, there is no evidence provided to support this.

Noise and Light Spill

66. Some concerns have been expressed by nearby residents in relation to light spill associated with the playing of night time matches under floodlights. In this respect it should be noted that new floodlights were approved as part of WCE's redevelopment, and the floodlights have been demonstrated to meet relevant Australian Standards that apply in relation to light spill.

67. Furthermore it should be noted that the floodlights are currently permitted to be operated until 10pm on Friday or Saturday nights, and to 9pm on any other night. Subject to this time restriction, the floodlights could currently be turned on every night of the week for training purposes.

68. The impact of floodlighting on surrounding residential properties will be no greater for the playing of competitive matches than is the case for training, and is within the acceptable limits.

69. In relation to the matter of noise, concerns have expressed in relation to additional noise resulting sirens, whistles and spectators.

70. It is noted that under the Environmental Protection (Noise) Regulations 1997, spectator noise is regarded as "community noise" which is exempt from the assigned noise levels otherwise applicable under the Regulations. Notwithstanding this, noise still needs to be considered from a land use planning and amenity perspective.

71. It is considered that the noise of sirens, whistles and spectators cheering etc is not unreasonable noise generated by a sporting venue and it is a reasonable expectation for people living in close proximity to the venue that they would experience some level of noise impact from these sources. Such noise would generally be of a short duration confined to periods of matches, rather than being an ongoing noise for the full duration of matches.

72. Should the application be approved, consideration should be given to restricting the use of loud speakers, PAs, music in association with matches held at the ground.

Waste

73. A number of comments were received during the consultation period raising concern that there would be a large increase in waste and litter following the games. The Town's Street Operations Department has advised that whilst it is expected that there would be an increase in waste due to the number of patrons proposed, additional bins and bin services can be provided.

Summary

74. The majority of submissions received during the initial consultation period are in support of the proposal citing the increased exposure for the facility and the Town, the potential benefits to local businesses and the increased activation of the area.

75. Of the submissions received during the initial period of consultation, 66% supported the playing of football matches at Lathlain Park. The remaining 34% of submissions raised a number of objections regarding car parking, traffic and congestion, noise, light spill, waste and litter and comments contending that the communities initial acceptance of the application was based on the facility being for training purposes only.

76. Furthermore, 60% of all submissions received during the initial period of consultation were from people within the 500 metre consultation area for the subject site. Of the submissions received from persons within 500m of the oval, 49% were in support of the application.

77. While Officers are generally supportive of the use of Lathlain Oval for the playing of competitive matches, noting the likely resulting benefits and such a use being consistent with the reservation of the land its long-term use, there has been insufficient information provided to date to address the parking and traffic impacts. While support can be provided for matches played by Perth Football Club for the reasons outlined in this report, in the absence of further information relating to matches played by West Coast Eagles teams, Officers are not yet satisfied that the parking and traffic impacts can be managed so as to not adversely impact upon the surrounding residential area.

78. The applicant was requested to consider deferring consideration of the item to the December round of Council meetings in order to provide time to address the traffic and parking issues associated with WCE games/events, however the applicant has advised that due to time imperatives they wish to proceed to the November round of meetings and subsequent consideration of the application by the WAPC.

79. In the event that Council were to consider recommending to the WAPC that the application be approved, appropriate conditions of approval could include, but not be limited to the following :

- Maximum number of matches per year;
- Maximum number of matches played under lights per year;
- Restricting those games likely to attract larger crowds to certain days and/or times of day;
- Maximum crowd capacity;
- A time limited approval so as to give the Town and the WAPC to review any impacts at a future time;
- The preparation and implementation of measures to encourage spectators to use public transport to get to and from the venue.
- The implementation of traffic and crowd management measures for matches over a certain spectator number.
- Restrictions on the use of loud speakers, PAs, music etc.

Relevant documents

WAPC Approved Lathlain Park Management Plan 2017

A/Chief Community Planner left the chambers at 7.33pm and returned at 7.34pm.
Public liaison left the chambers at 7.34pm and returned at 7.35pm.
Chief Operations Officer left the chambers at 7.36pm and returned at 7:37pm.
Property Development and Leasing Manager left the chambers at 7.36pm and returned at 7:42pm.

Questions and responses

Deputy Mayor Ife

1. *Does part b of the recommendation include everything involving the WCE including women's AFL team?*

The Manager Development Services advised that part b does relate to all WCE matches.

Cr Luana Lisandro

1. *Why are the parking bays on Lathlain Place included by the applicant, would it be fair to say that are predominately used by the businesses?*

The Manager Development Services advised that the parking bays in Lathlain Place and near Keyes Street are general public parking bays.

2. *Is the Town aware that the diagram on page 20 of the ABF 3 November 2020 is incorrect as the 36 bays no longer exist (because the reinforced turf was removed from the concept plan)?*

The Manager Development Services took the question on notice.

3. *Where are the 600 parking bays in the locality, as stated in paragraph 56?*

The Manager Development Services advised that it is a quote from the applicant. It is assumed it is for the areas referred to in paragraph 50, they represent about 258 bays, there are about 100 bays at the train station, it is assumed that the remaining approximately 250 bays must be bays on adjacent streets. Further clarification is needed from the applicant.

4. *Given that the report outlines comments that the Victoria Park Train Station cannot accommodate large crowds has the Town considered advocating for a future extension of the train station east with a second entry point especially since the loss of Lathlain Train Station that was specifically built to accommodate football games?*

The Acting Chief Community Planner advised that it has not been a part of the advocacy approach in the discussions with the State Government and Metronet team.

5. *Have the WCE complied and fulfilled the original development application conditions and advice as set out by the WAPC Statutory Planning Committee minutes of ordinary meeting from 24 August*

The Manager Development Services advised that the consideration for the forward works has been satisfied with the exception of the tree replacement strategy. The Town has been liaising with the WCE in fulfilling their remaining obligations and offered to allocate the balance of trees required under the condition on a cost recovery basis but at this stage there has been no commitment to this. The advice notes are not requirements.

6. *What considerations has there been to the redevelopment of the WACA for the WA football games and can this be advocated?*

The Manager Development Services advised that no considerations have been given for that as part of this application. Council is to assess the application it on its merits.

7. *If this recommendation were to be supported, what is the likelihood of the WAPC overruling and allowing for additional competitive games other than WAFL game to be played at Lathlain Park?*

The Manager Development Services advised that is unable to speculate on the outcome.

8. *What would be the cost of the changes to lease agreement to allow for competitive games?*

The Chief Operations Officer advised that the estimate would be a couple of thousands of dollars.

Cr Brian Oliver

1. *Was an updated Transport Impact Assessment required by the Town as part of the development application as opposed to the 2016 document?*

The Manager Development Services advised that an email sent to the applicant did not specifically state that the applicant must submit an updated Transport Impact Assessment. It stated that the submitted report does not address the parking and traffic implications.

2. What guidance does the Lathlain Park Management Plan provide in regards to the provision of parking in and around the site?

The Manager Development Services advised that the Management Plan identifies the provision of parking within or adjacent to the zones, and also strategies that address potential issues in and around the site.

3. Does the Town have any role in the provision of street parking in and around the Lathlain Park precinct, in light of the proposed competitive matches by the WCE and regular WAFL games played by the PFC?

The Manager Development Services advised that the Town is responsible for providing and managing street parking in and around the site. The Town's Parking team have indicated that with increased parking and traffic issues there may be a need to patrol the area on game days.

Cr Luana Lisandro

1. When is the next review of the Traffic Management Plan?

The Manager Development Services advised that it was approved by the WAPC in 2017, and is due for review around July 2022.

Further consideration to be added to the Ordinary Council Meeting agenda

1. Include information on whether or not the diagram on page 20 of the ABF 3 November 2020 is correct as the 36 bays no longer exist.

12.2 Vic Park Funding Program - Community, Arts and Sports grants

Location	Town-wide
Reporting officer	Alison Braun
Responsible officer	Natalie Martin Goode
Voting requirement	Simple majority
Attachments	1. Policy 114 Community Funding 2. CONFIDENTIAL Attachment 1 Community, Arts and Sporting grant Assessment

Recommendation

That Council endorse the recommended Community, Arts and Sporting grant applications;

a) Seven Community grants;
   (i) The Vic Park Collective (recommendation to be funded from Arts grant)
   (ii) Kid's Camp Inc $5,800
   (iii) Lathlain-Carlisle Playgroup Inc $10,000
   (iv) Lathlain Primary School P & C $4,900
   (v) Friends of Jirdarup Bushland $1,903
   (vi) Burswood Peninsula NHW and Residents Association $3,560
   (vii) Victoria Park Community Garden Assoc Incorporated $1,815
   (viii) Victoria Park Men's Shed Incorporated $1,000

b) One Sporting grant;
   (i) Victoria Park Junior Football Club $2,250

c) Two Arts grants;
   (i) Nicole Francois (artist) $2,500
   (ii) The Vic Park Collective $5,000 (application assessed as Community grant)

Purpose

To provide Council with oversight of the Town's Community, Arts and Sporting grant applications and assessments for Council endorsement.

In brief

- The Town's Vic Park Funding program increases opportunities for local collaboration and partnership between the Town and community to enhance the Town's strategic objectives.
- The Vic Park Funding – Community Grants, Art Grants and Sporting Grants funding program opened for a period of three weeks from 17 September 2020 to 5pm 9 October 2020.

- The Town received fifteen Community grants, two Art grants and one Sporting grant applications with a total request of $102,474.
- In the review of applications by the Town's Community Fund Assessments Panels (CAFP), ten applications sufficiently met the criteria and are recommended for Council endorsement with a total funding request of $38,818.

Background

1. The Town acknowledges the significant role it plays in supporting community through the provision of funding opportunities and the impact these opportunities can have on the community.

2. The Town aims to ensure the success and prosperity of the Town's community while ensuring transparency of funding decisions and accountability of those parties receiving community grant funding.

3. At the December 2019 Ordinary Council Meeting item 14.5 Policy 114 Community Funding was adopted by Council. Several amendments have been made to the policy subsequently.

4. To improve efficiencies and transparency in December 2019, Town officers reviewed all funding round practices and procedures delivered by the Town. This review initiated a project to procure a funding platform to manage the Town's funding.

5. In March 2020, the Town successfully procured the online grant funding platform SmartyGrants. The implementation of this platform aims to improve the Town's governance, increase transparency, and improve efficiencies within Town processes in relation to funding.

6. Further to the adoption of Policy 114 Community Funding at the December 2019 Ordinary Council Meeting, Council resolved that The Chief Executive Officer investigate:
   a. The establishment of a panel for the assessment of applications for community funding to commence in July 2020; and
   b. Future decision on community funding being reported to Council.

7. At the July 2020 Ordinary Council Meeting, Council endorsed the CEO to establish a panel of no less than three members to assess all eligible applications received. The panel will assess applications against the requirements and assessment criteria and present a report to council for endorsement.

8. In making a recommendation to Council the Community Funding Assessment Panel (CFAP) will provide the following information to ensure Council can make accurate, timely and transparent decisions:
   a. Details of all applications inclusive of title, project scope, amount of assistance applied for (ex GST), evaluation and score.
   b. Information provided will be inclusive of successful, unsuccessful, and ineligible applications.

9. To ensure that the CFAP continues to be fit-for-purpose and remain meaningfully engaged membership for the panel positions was advertised internally as an expression of interest (EOI) via the Town's internal communication channels.

10. At the 22 June 2020 Special Council Meeting requested the Chief Executive Officer to present a new grant funding option in addition to the Community and Arts grants for Council to consider in the draft 2020/2021 budget for a sporting club grant program. In the 20/21 budget $50,000 for a new sporting club grant funding round was placed for consideration and endorsed.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL06 - Finances are managed appropriately, sustainably, and transparently for the benefit of the community.	Funds are managed with full, accurate and timely disclosure of financial information relating to Council. Town grant funds are maximized by seeking the greatest possible benefit to the community within the available monetary resources.

Social	
Strategic outcome	Intended public value outcome or impact
S01 - A healthy community.	To support organisations that provide programs, services and events that will positively influence the health and wellbeing of the community
S03 - An empowered community with a sense of pride, safety and belonging.	Empowered local service providers who are supported by the Town to deliver services and initiatives that provide a sense of pride, safety and belonging within the community.
S04 - A place where all people have an awareness and appreciate of arts, culture, education, and heritage.	To support local organisations and individuals to deliver services and initiatives that encourage and awareness of arts, culture, education, and heritage.

Engagement

Internal engagement	
Community Development	Consultation and management of grant administration.
Stakeholder Relations	Consultation relating to advertising and promotion.
Governance	Advice relating to publicly advertising successful and unsuccessful applicants. Consultation on Policy 114.
Community Assessment Funding Panels (CAFP)	Consultation and Panel evaluation

External engagement	
Stakeholders	All Community
Period of engagement	17 September 2020 and closing 5pm 9 October 2020
Level of engagement	1. Inform

Methods of engagement	Local newspaper advertising Town's website Town's social media platforms – Facebook, LinkedIn, Twitter Town's e-newsletters Flyers and posters Digital advertising Direct email
Advertising	Local newspaper advertising Town's website Town's social media platforms – Facebook, LinkedIn, Twitter Town's e-newsletters Flyers and posters Digital advertising
Submission summary	Fifteen (15) community grant submissions were received Two Art grant submissions were received One Sporting grant submission was received.
Key findings	Eight Community grant submissions met the Town's criteria and seven are recommended for endorsement as community grants with one being recommended as an Art grant. Five submissions did not meet Town's assessment criteria. One Art grant submission met the Town's criteria with recommended for endorsement, and one submission did not meet the Town's assessment criteria. Also, the Community grants panel with support from the Arts panel recommendation based on the nature of the application is for one Community grant application assessed under the Community Grant criteria to be funded as an Arts Grant. One Sporting grant met the Town's criteria and is recommended for endorsement.

Legal compliance

Not applicable.

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Loss of funds if successful programs/events are cancelled or do not deliver on intended purpose.	Moderate	Unlikely	Low	Low	Acquittal process to be well organised and communicated to all successful applicants
Environmental	Not applicable					

Health and safety	Not applicable					
Infrastructure/ ICT systems/ utilities	Not applicable					
Legislative compliance	Not applicable					
Reputation	Negative public perception towards the Town should applications not be funded.	Minor	Possible	Medium	Low	Transparent approval process. Managed by online funding platform and council endorsed Town funding panels.
Service delivery	Not applicable					

Financial implications

Current budget impact	Sufficient funds exist within the 20/21 annual budget to address the recommendation. • Community Grants - $30,000 • Arts Grants - $20,000 • Sporting Grants - $50,000
Future budget impact	Not Applicable.

Analysis

11. The Vic Park Funding – Community Grants, Art Grants and Sporting Grants funding program opened for a period of two weeks commencing 17 September 2020 and closing 5pm 9 October 2020.
12. Funding was advertised on the below platforms;
    a. Local newspaper advertising
    b. Town's website
    c. Town's social media platforms – Facebook, LinkedIn, Twitter
    d. Town's e-newsletters
    e. Flyers and posters
    f. Digital advertising
13. The Vic Park Funding – Community Grants, Art Grants and Sporting Grants program was accessible to Community via the SmartyGrants application platform on the Town's website.

14. The Town delivered a free grant writing workshop to the community on 27 August 2020 to provide community with tools and advice on navigating the Smartygrants platform and tools for success when preparing and submitting grant applications.

Community Grant Assessment

15. The Community Grant application form was aligned with the Town's Strategic Community Plan outcomes and consisted of six questions with a maximum score of five points per question. With four panel members scoring across the four criteria, the maximum possible score was 120.

16. The Town's internal Community Funding Assessment Panel consisted of four Town officers;
    a. Chief Community Planner
    b. Coordinator Community Development
    c. Coordinator Project Support
    d. Coordinator Digital Hub

17. Applications were assessed individually and reviewed within a formal panel meeting by the Town's Community Funding Assessment Panel members in line with Policy 114 Community Funding and the criteria outlined for the Sponsorship Program.

18. The assessment questions and criteria are outlined in the below tables.

Community Grant Assessment Questions

The application form four parts:

1. Eligibility;
2. Applicant Details (organisation, auspice arrangements etc.);
3. Project details (brief description, risks, locations, dates etc.); and
4. Assessment criteria questions as outlined in the table below:

Community Grant Assessment Questions

Assessment questions	Weighting per question per panel member
Outline of the funding required and how it is intended to be spent.	• Weighting five points per panel member • Total points panel combined 20
How does the project align with the Town's values vision and mission? (Refer to the Town of Victoria Park Strategic Community Plan)	• Weighting five points per panel member • Total points panel combined 20
What measures have you taken to ensure this initiative is suitable, accessible, and inclusive of all members of the community?	• Weighting five points per panel member • Total points panel combined 20
Outline how the initiative will benefit and is needed by the community.	• Weighting five points per panel member • Total points panel combined 20
Demonstrate the applicant's capacity to deliver proposed initiative within specified period.	• Weighting five points per panel member • Total points panel combined 20

How does this initiative encourage involvement of the Victoria Park community?	• Weighting five points per panel member • Total points panel combined 20

19. The Community Grant funding attracted fifteen applications, with a total requested of $85,845. One Community grants was recommended by the panel to be funded from the arts funding. The arts CAFP was consulted and agreed this application aligned with arts funding and subsequently has been recommended to be funded through the arts grant funding.

20. Of the fifteen submitted applications seven community grants are recommended to Council for endorsement with the requested funding total of $29,068.

21. Seven applications requesting a total amount of $46,767 did not meet the required criteria and/or funds were expended and subsequently has not been recommended for endorsement.

22. The Town recommends the following tabled applications be considered for endorsement by Council:

Community Grant Recommended Applications

Applicant	Project	Amount Ex GST	Evaluation	Score
Vic Park Collective	Vic Park Projective Fest 2021 The Vic Park Projection Festival is a community-based arts event that aims to activate areas of Victoria Park and the Albany Highway strip. The Festival will have approximately six artists to engage local audiences.	Refer to Arts Grant	This initiative will showcase and add foot traffic to otherwise not so welcoming areas in the Town. The applicant has demonstrated how they will use several local suppliers. The applicant has proven their capacity to deliver, having delivered this event last year. ***The Panel recommendation is for this application to funded as an Arts grant due to the nature of the application.***	102
Kid's Camp Inc.	Cahoots Family Day The Family Fun Day will be in celebration of International Day of people living with Disability at Burswood Park	$5,800	Application directly addresses the Strategic Community Plan Compelling evidence of capacity to deliver (has run event already for two years), organisation has over 35 years of experience. They evidence exactly and specifically how the event will be inclusive to people with a disability	101

	on 12 December 2020.		(signage, accessibility etc.), volunteers are trained on specific inclusion/accessibility measures. No costs for families and residents of the Town.	
Lathlain-Carlisle Playgroup Inc	Lathlain Playgroup Activate Nature Play Upgrade Nature play upgrade at Keith Hayes Community Building. This will include a fort with double slide and multiple entry points to suit early walkers and a new sand pit with imaginative play equipment and seating area.	$10,000	The Group is donating substantial amounts of funding towards this project and is committed to providing upgraded facilities for the users. Membership is growing at the playgroup. The Town has approved the project subject to clearly outlined criteria.	99
Lathlain Primary School P & C	Community Christmas Event Free family friendly twilight Christmas market and Carol's event in Lathlain.	$4,990	They address strategic community outcomes (S3) and describe clearly how they will meet this by providing a free social event that is open for all the community. They have detailed how they will support local businesses and community. They are including an area for residents from Mercy Place and Harold Hawthorne. The panel recommended to award a reduced amount of $4,990 from the initial request of $10,000 + $1,145 in kind. During community grant assessment process, a successful Place Grant had been assessed for the same event which includes the Twilight Christmas market component of the grant $6,050 + $1,145 in kind.	99

			In evaluation of the application due to the successful Place Grant the Community grant has been reduced to $4,990 not the initial $10,000 as requested.	
Friends of Jirdarup Bushland	2021 Jirdarup Walk and Talk Program Jidarup Bushland to deliver two public events on nature-based topics relevant to the Bushland. February 2021 – Black Cockatoo May 2021 – Nyoongar Six Season (to coincide with Reconciliation Week)	$1,903	The public events will promote greater awareness and engagement of Jirdarup Bushland's flora and fauna. Highly active group that are proactive in promoting the area and maintaining this piece of bushland. Strong links to Nyoongar culture is focused with this program. Particularly the Nyoongar Six Season event which will coincide with Reconciliation Week	94
Burswood Peninsula Neighborhood Watch Group	Burswood Peninsula NHW and Residents Association Community Fiesta Family Fun Day to promote the Burswood Peninsula. They will be promoting NHW, Burswood Residents Association, WA Police, local businesses, Town of Victoria Park and Mirvac	$3,560	Applicant has demonstrated ability to deliver (they have done six similar events). Project will contribute to community connection and safety in an area that requires attention – identified in surveys as being an area with less community satisfaction. Project involves local community groups	92
Victoria Park Community Garden Assoc Inc	Community Educational Material – Cookbook Funding to cover the cost of preparing and	$1,815	This project represents excellent value for money. It meets social and environmental outcomes.	89

	printing the Garden Cook Book. The book is a compilation of members' gardening guidance and pest control tips, as well as their favourite recipes using their own garden produce		Great development exercise for the organisation as they will learn how to self-publish a book.	
Victoria Park Men's Shed Incorporated	Shed Patio Extension Victoria Park Men's Shed plan to make a Patio extension to the front of their woodwork shed to allow to be safe in all types of weather. They currently lose 10 to 20% of usable area when it rains, due to their inability to use power tools over wet floors and it generate more activity and meeting space under COVID-19 conditions	$1,000	Excellent value for money as they will delivering the project themselves to extend/expand their services. The planning approval is currently with the Town for review. They have evidenced their ability to deliver the project and their extensive contributions to the community – supporting a range of other local organisations through the creation of furniture.	86

Art Grants

23. The Art Grant application form was aligned with the Town's Strategic Community Plan outcomes and consisted four questions with a maximum score points per question. With the CFAP scoring across the four criteria, the maximum weighted score for each applicant is 100. The final score was a calculated average from each panel's score.

24. The Town's internal Community Funding Assessment Panel consisted of Town officers:
    a. Community Arts Officer
    b. Place Leader
    c. Digital Hub Coordinator; and
    d. Senior Communications and Engagement Advisor

25. Applications were assessed individually and reviewed within a formal panel meeting by the Town's CFAP members in line with Policy 114 Community Funding and the criteria outlined for the Arts funding Program.

26. The assessment questions and criteria are outlined in the below tables.

Art Grant Assessment Questions

The application form four parts:

1. Eligibility;
2. Applicant Details (organisation, auspice arrangements etc.);
3. Project details (brief description, risks, locations, dates etc.); and
4. Assessment criteria questions as outlined in the table below:

Assessment criteria questions	Weighting per question per panel member
Describe how your project/activity provides a quality arts and cultural experience for the Vic Park Community.	• Weighting 40% • Five points per panel member
How will your initiative foster collaboration and active participation of local people (residents, workers, business owners, local creative community and/or community groups etc.)?	• Weighting 25% • Five points per panel member
How will your initiative align with any of the Town's Strategic Community Outcomes?	• Weighting 25% • Five points per panel member
Tell us about your experience managing projects like this.	• Weighting 10% • Five points per panel member

27. The Art Grant funding attracted two applications, with a total requested of $7,340. Of the submitted applications one is recommended to Council for endorsement with the requested funding total of $2,500.

28. The Town recommends the following tabled applications be considered for endorsement by Council:

Art Grant Recommended Applications

Applicant	Project	Amount (ex GST)	Evaluation	Score
Nicole Francois	"Our house is made of straw"	$2,500	An interesting concept that involves children and wider community. Collaboration with local artist and writer to deliver a workshop & exhibition at the Vic Park Centre for the arts. "Our House is made of straw" is an evolving community workshop and collaboration around the concept of shelter. Workshops involve a younger demographic and families, and an exhibition outcome for the wider community.	63.75

Vic Park Collective	Vic Park Projective Fest 2021	$5,000	This initiative will showcase and add foot traffic to otherwise not so welcoming areas in the Town. The applicant has demonstrated how they will use several local suppliers. The applicant has proven their capacity to deliver, having delivered this event last year. The Panel recommendation is for this application to funded as an Arts grant due to the nature of the application.	102 ****assessed as a community grant and recommended to be funded as an Arts grant****

Sporting Grants

29. The Sporting Grant application form was aligned with the Town's Strategic Community Plan outcomes and consisted of six questions with a maximum score of 30 points per question. With four panel members scoring across the four criteria, with a maximum score available of 120.

30. The Town's internal Community Funding Assessment Panel consisted of four Town officers;
    a. Manager Infrastructure Operations
    b. Leisure Facilities Programs Manager
    c. Community Development Officer Clubs Events and Bookings
    d. Customer Relations Officer

31. Applications were assessed individually and reviewed within a formal panel meeting by the Town's Community Funding Assessment Panel members in line with Policy 114 Community Funding and the criteria outlined for the Sponsorship Program.

32. The assessment questions and criteria are outlined in the below tables.

Sporting Grant Assessment Criteria

The application form four parts

1. Eligibility
2. Applicant Details (organisation, auspice arrangements etc.);
3. Project details (brief description, risks, locations, dates etc.); and
4. Assessment Criteria questions as outline in the table below:

Assessment criteria questions	Weighting per question per panel member
Outline of the funding required and how it is intended to be spent.	• Weighting five points per panel member • Total points panel combined 20
How does the project align with the Town's values vision and mission? (Refer Strategic Community Plan).	• Weighting five points per panel member • Total points panel combined 20

What measures have been taken to ensure this initiative is suitable, accessible, and inclusive of all members of the community.	• Weighting five points per panel member • Total points panel combined 20
How does this project assist with the establishment or long-term sustainability of your club?	• Weighting five points per panel member • Total points panel combined 20
How does this project assist with the establishment or long-term sustainability of your club?	• Weighting five points per panel member • Total points panel combined 20
Demonstrate the applicant's capacity to deliver proposed initiative within specified time.	• Weighting five points per panel member • Total points panel combined 20

33. The Sporting Grant funding attracted one application with a total requested of $9,289. The submitted application is recommended to Council for endorsement with the requested funding total of $2,250.

34. One application requesting total amount of $9,289.00. In review of the application the CFAP recommends to reduce the amount of the funding to $2,250. This is due to nature of the request and outlined budget providing minimal reach and learning opportunity within the club and wider community.

35. The Town recommends the following tabled applications be considered for endorsement by Council:

Sporting Grant Recommended Applications

Applicant	Project	Amount (ex GST)	Evaluation	Score
Victoria Park Junior Football Club	Aboriginal Culture Project 2021 Project to embed Aboriginal Culture and Perspectives at Victoria Park Junior Football Club through holding culture and art workshop to design their message and artwork for socks and indigenous strip jumper.	$2,250	This project strongly aligns to the Town's Social Strategic Outcomes with the Strategic Community Plan. Australian Football plays a significant role for bringing Aboriginal and non-aboriginal community together. Victoria Park Junior Football Club has 10% of their Club that are Aboriginal or Torres Strait Islander. The largest cost was for indigenous socks production If the applicant were delivering Aboriginal cultural training, art workshop and welcome to country ceremonies to gain a wide reach the panel would have been more likely to support the full amount requested of $9,289.	101

	The NAIDOC socks to be presented and worn for the match in NAIDOC week. NAIDOC Round match footballs to be used in NAIDOC round.	The panel agreed to recommend for endorsement funding for $2,250. This covers the art work at $500 and two sets of indigenous jerseys at $1,750.

36. Subject to Council endorsement, successful community, arts, and sporting grant applicants will be notified of the decision within five business days of Council resolution.

37. If an applicant is not satisfied with the endorsed outcome, a complaint can be formally lodged via the Town's Customer Service Delivery Management Practice and complaints guidelines within 14 days of notification of successful and unsuccessful applications. Information on how to lodge a complaint will be contained within the letter and outlined in the Vic Park Funding section on the Town's website.

38. The Town encourages previous unsuccessful applicants to contact the Town for feedback to support future applications.

39. Successful Community, Arts and Sporting Grant applicants are required to complete the Town's acquittal reporting documentation within three months of completion of the program or event.

40. Due to the low applications for both the sporting and arts grants it is recommended a second round of funding open in early 2021.

41. To ensure community has an understanding of the Town's grant processes and how to develop and document a project to meet the Town's outlined criteria it is recommended the Chief Executive Officer develop and deliver further series of separate community grant writing workshops and specifically targeted to sporting club's artists and community groups.

Relevant documents

Policy 114 Community Funding

Questions and responses

Cr Brian Oliver

1. How was the Sporting Grant program promoted to local sporting clubs?

The Manager Community advised that direct emails were sent out, it was advertised in the Victoria Park Clubs eNewsletter, in the Southern Gazette, on Town's website and Facebook page, and through flyers and hard copies.

Cr Luana Lisandro

1. What is the likely timeframe for the groups to receive the funds from the Town?

The Manager Community advised that he believes the policy states it is within 60 days. Notification will be given to successful applicant within five days.

2. And if any organisations required those funds prior to that, is there provision to do that?

The Manager Community advised that the Town could work with the group to find something mutually agreeable.

Mayor Karen Vernon

1. On page 49, is there a particular reason, why would what appears under paragraph 26 is not similarly reflected in the narrative in the way in which the Town has chosen to deal with the assessment of other community funding such as the operating subsidies? It is very specific in arts grants but broad in operating subsidies?

The Manager Community acknowledged that it is different, the Town officers will look how to better present of the criteria and weighting.

Cr Luana Lisandro

1. Is the Town developing a social impact tool for community groups?

The Manager Community advised that the Town will look into those endeavors.

Further consideration to be added to the Ordinary Council Meeting agenda

Nil.

12.3 Vic Park Funding Program Operating Subsidy

Location	Town-wide
Reporting officer	Alison Braun
Responsible officer	Natalie Martin Goode
Voting requirement	Absolute majority
Attachments	1. CONFIDENTIAL REDACTED - Confidential Attachment for Council Report - Operational Subsidy 2020 [**12.3.1** - 4 pages]

Recommendation

That Council:

1. Endorse the recommended three-year operating subsidy funding applications;
   a. Connect Victoria Park - $100,000
   b. The Haven - $6,000
2. Request the Chief Executive Officer open a second round of operating subsidy funding in January 2021.
3. Request the Chief Executive Officer present a further report back to Council on the findings of the operating subsidy applications for endorsement at the next Ordinary Council Meeting in line with funding round closure timelines.

Purpose

To provide Council with oversight of the Town's three-year operating subsidy applications and assessments for Council endorsement.

In brief

- Operating subsidies are made available to support the ongoing operating capacity of the Town's service providers to deliver a range of programs, services, events, and partnerships, that align with the Town's strategic outcomes to enhance the quality of life of the community.
- The Vic Park Funding – Operating Subsidy funding program opened for a period of four weeks from 17 September 2020 to 5pm 15 October 2020.
- The Town received five operational subsidy application submissions with a total request of $344,287.
- In the review of applications by the Town's Community Fund Assessments Panel (CFAP) two applications sufficiently met the outlined criteria and subsequently have been recommended for Council endorsement with a total funding request of $106,000.

Background

1. The Town recognises that community health and wellbeing is influenced by numerous factors, including social connectedness, a sense of belonging, a place where people have meaningful and accessible opportunities to participate in the arts, culture, education and to celebrate heritage.
2. As the tier of government closest to the community, local government plays a significant role in shaping and supporting the overall health and wellbeing of our community. This is achieved through a collective impact approach of working in collaboration with the local community, service providers and stakeholders.

3. Operating subsidies are to support the ongoing operating capacity of the Towns service providers to deliver a range of programs, services, events, and partnerships, which enhance the quality of life of the community.

4. At the 7 April 2020 Special Council Meeting Council resolved that:

   That Council:

   1. Lists for consideration in the draft annual budget for 2020/21 an operating subsidy funding round in accordance with Policy 114 Community Funding, with $250,000 allocated in 2020/21.
   2. Requests that the Chief Executive Officer provides a further report to Council presenting the proposed recipients of operating subsidy funding for 2020/2021 by October 2020 to support community the Town listed within the 20/21 annual budget provisions for a $250,000 3-year operating subsidy. This was subsequently endorsed at the July 2020 Special Council Meeting.

   Reason - To ensure that there is a fair, transparent and equitable opportunity for groups in the community to apply for a competitive round in the next financial year and the amount allocated takes in to account that circumstances may be different than what they were in the past, and there may be more groups seeking funding.

5. The Town currently supports three service providers within the Town with contract end dates ending between 2020 and 2022.

   (a) Harold Hawthorn Community Centre
   (b) Victoria Park Centre of the Arts
   (c) Connect Vic Park

6. The Town's current operating subsidies are summarised as follows;

Harold Hawthorn Community Centre	• 3-year operating subsidy • $132,328 + Perth CPI annually • Peppercorn lease - $222,000 annually • Financial assistance to contribute to the employment costs of the Center to deliver programs to community.	Contract end 30 June 2022
Victoria Park Centre of the Arts	• 2-year operating subsidy • $111,200 + Perth CPI annually • Peppercorn lease - $37,500 annually • Financial assistance to contribute to the employment costs of the Center of the Arts Director to deliver programs to community.	Contract end November 2021
Connect Vic Park	• 2-year operating subsidy • Contract extension endorsed July 2020 • Financial assistance to contribute to the employment costs of the Village Hub Coordinator to deliver programs to community. • $25,000	Contract end December 2020

7. The Town aims to ensure the success and prosperity of the Town's community while ensuring transparency of funding decisions and accountability of those parties receiving funding.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL06 - Finances are managed appropriately, sustainably, and transparently for the benefit of the community.	Provision of agile appropriately managed funding that provides an opportunity for not-for-profits and charitable organisations to respond to community need.

Social	
Strategic outcome	Intended public value outcome or impact
S02 - An informed and knowledgeable community.	Through provision of funding not-for-profits and charitable organisations will have the capacity to ensure community remain connected and engaged on topics that are of importance to them.
S04 - A place where all people have an awareness and appreciate of arts, culture, education, and heritage.	Provision for funding programs that ensure community could remain engaged, with access to arts culture and education.

Engagement

Internal engagement	
CFAP	Review and evaluation of applications.
Stakeholder Relations	Consultation relating to advertising and promotion.
Governance	Advice relating to publicly advertising successful and unsuccessful applicants. Consultation on Policy 114.

External engagement	
Stakeholders	All community.
Period of engagement	17 September 2020 and closing 5pm 15 October 2020
Level of engagement	1. Inform
Methods of engagement	Local newspaper advertising Town's website Town's social media platforms – Facebook, LinkedIn, Twitter Town's e-newsletters Flyers and posters Digital advertising Direct email

Advertising	Local newspaper advertising Town's website Town's social media platforms – Facebook, LinkedIn, Twitter Town's e-newsletters Flyers and posters Digital advertising
Submission summary	Five Applications were submitted to the Town for evaluation.
Key findings	Two operating subsidy application submissions met the Town's criteria and are recommended for endorsement. Three applications did not meet the Town's evaluation criteria and subsequently have not been recommended for Council endorsement.

Legal compliance

Not applicable.

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council risk appetite	Risk treatment option and rationale for actions
Financial	Service providers not delivering outlined support to community	Moderate	Unlikely	High	Low	Ensure fair and equitable application process guided by policy 114. Continue to work in partnership with service providers in relation the operating subsidy and social outcomes measurements. Detailed and comprehensive quarterly and annual reporting in line with S1, S2, S3 and S4.
Environmental	Not Applicable					
Health and safety	Not Applicable					
Infrastructure/ ICT systems/ utilities	Not Applicable					

Legislative compliance	Not Applicable					
Reputation	Negative public perception towards the Town should applications not be funded.	Moderate	Unlikely	High	Low	Transparent approval process. Managed by online funding platform and council endorsed Town funding panels. Ensure fair and equitable application process guided by policy 114. Continue to work in partnership with service providers in relation the operating subsidy and social outcomes measurements.
Service delivery	Not Applicable					

Financial implications

Current budget impact	Sufficient funds exist within the 20/21 annual budget to address the recommendation.
Future budget impact	The acceptance of this recommendation requires a 3-year operational subsidy contract with future budget impact to meet the requirements of the contracts for both Connect Victoria Park and The Haven will be $106,000 + Perth CPI annually for the 21/22 and 22/23 budget years.

Analysis

8. The Vic Park Funding - Operating Subsidy funding program opened for a period of 4 weeks commencing 17 September 2020 and closing 5pm 15 October 2020.

9. Funding was advertised on the below platforms;

    a. Local newspaper advertising
    b. Town's website
    c. Town's social media platforms – Facebook, LinkedIn, Twitter
    d. Town's e-newsletters
    e. Flyers and posters
    f. Digital advertising

10. The Vic Park Funding – Operating Subsidy program was accessible to all community via the Town's online application platform on the Town's website.

11. To provide the community with tools and advice on navigating the Town's online application platform and tools for success when preparing and submitting an operating subsidy application the Town delivered a free workshop to the community on 27 August 2020. This was a successful workshop with nineteen community group and service provider members attending.

Operating Subsidy Assessment

12. The Operating Subsidy application form was aligned with the Town's Strategic Community Plan outcomes and consisted of three questions with a maximum score of twenty-five points per question. With four panel members scoring across the four areas of criteria and three questions a maximum score of 75 was available per application.

13. The Town's internal Community Funding Assessment Panel consisted of four Town officers:
    a. Chief Community Planner
    b. Manager Community
    c. Stakeholder Relations
    d. Place Planner

14. Applications were assessed individually and reviewed within a formal panel meeting by the Town's Community Funding Assessment Panel members in line with Policy 114 Community Funding and the criteria outlined for the Town's Operating Subsidy funding program.

15. The assessment questions and criteria are outlined in the below tables.

Community Grant Assessment Questions

16. The application form four parts:
    a. Eligibility;
    b. Applicant Details (organisation, auspice arrangements etc.);
    c. Project details; and
    d. Assessment Criteria as outlined in the table below:

Assessment Criteria

Assessment Criteria Questions	Weighting per question per panel member
Project Scope and Evidenced of Need	Total score available 25
Value for money	Total score available 25
Governance	Total score available 25

17. The Town's Operating Subsidy funding attracted 5 applications, with a total requested of $344,287.

18. Of the five applications three applications requesting a total amount of $221,287 did not meet the required criteria and subsequently have not been recommended for Council endorsement.

19. The Town recommends the following tabled applications be considered for endorsement by Council;

Recommended applications

Applicant	Project	Amount (ex GST)	Evaluation	Score
Connect Victoria Park Inc.	Village Hub	$100,000	Operating subsidy to support the Village Hub to deliver lifelong learning programs and collaboration and partnership with Town service providers and businesses. Connect Vic Park estimate that the Town's investment will bring in a minimum of 12,000 visits to Village Hub annually and at least 4,000 service hours. Social Return on Investment is $7.15 for $1.00 spent The application was well written and had clear outcomes and measurements associated with the subsidy.	73
The Haven Centre Inc.	Operating Support	• Total - $23,000 • Warehouse shelving $3,900.00 • Delivery truck tailgate $13,000 • Christmas lunch program $6,000 **Total amount recommended to endorse $6,000**	The Haven is a hub for community members and local retiree volunteers. They service volunteers from TAFE and work for the Dole program and other private companies. Operational subsidy to support the delivery of Christmas lunch program and food packages to the homelessness and community in need. It was recommended to not approve funding for racking and vehicle hydraulic lift as these are capthey are not staff salaries or	52

20. Subject to Council endorsement, successful operating subsidy applicants will be notified of the decision within five business days of Council resolution.

21. The Town encourages previous unsuccessful applicants to contact the Town for feedback to support future applications.

22. Successful operating subsidy applicants are required to complete the Town's acquittal quarterly and annual reporting as outlined in the Town's funding contract.

23. The quarterly and annual acquittal report must demonstrate cost-benefit comparison in return for the operating subsidy.

24. The Town reserves the right to terminate a funding agreement upon unsatisfactory annual outcomes reported in an acquittal and or report.

25. Should the acquittal process be deemed unsatisfactory, the Town reserves the right to request the reimbursement of funding provided in line with Policy 114 Community Funding.

26. If an applicant is not satisfied with the endorsed outcome, a complaint can be formally lodged via the Town's Customer Service Delivery Management Practice and complaints guidelines within 14 days of notification of successful and unsuccessful applications. Information on how to lodge a complaint will be contained within the formal letter addressing the application outcome and outlined in the Vic Park Funding section on the Town's website.

27. Due to the small number of successful applications, and pending council endorsement there is a potential remaining balance of $144,000 funding available to the community.

28. To support the ongoing operating capacity of the Town's service providers to deliver a range of programs, services, events and partnerships, which enhance the quality of life of the community it is recommended a second round of operating subsidy funding open in January 2021 with a further report presented to council at the next appropriate Ordinary Council Meeting.

29. If a further operating subsidy round is open to the community, it is recommended further education is delivered prior to the funding round to enable community understanding of the Town's operating subsidy process and how to develop and outline a project to meet the Town's criteria. It is strongly recommended to build community capacity by the Town officers developing and delivering a series of specific operating subsidy workshops targeted to the Town's service providers.

30. To ensure the continuous improvement in all funding processes, the Town requested formal feedback on the operating subsidy application from all applicants. Town officers will conduct a comprehensive evaluation of the provided feedback and current process both internally and externally to assist with development of the funding platform, process, engagement, and community education of the Town's funding program to ensure finances are managed appropriately, sustainably, and transparently for the benefit of the community and the ongoing success of community funding.

Relevant documents

Policy 114 Community Funding

Jack Bidwell left the chambers at 7.56pm and returned at 7.58pm.

Questions and responses

Deputy Mayor Ife

1. Can we get some information on what assistance and support was offered and what was actually taken up by applicants to help them meet the standard that our staff was seeking in writing these applications?

The Manager Community advised that the community groups were invited to a workshop, on the website is an operating subsidy tool kit, and directed them to Town staff for assistance.

Cr Brian Oliver

1. Of the proposed operating subsidies being recommended, what outcomes are being delivered against the Town's Strategic Community Plan?

The Manager Community advised that this will be included in the report. The Haven Centre delivers on S1, S2 and S3 outcomes. Connect Vic Park delivers on S1, S2 and S3 outcomes.

2. Of the $100,000 being requested from Connect Vic Park, what proportion does this amount reflect for the annual operating cost of the Village Hub?

The Manager Community advised that it reflects approximately 36% of annual operating costs of the Village Hub.

Mayor Karen Vernon

1. What questions were asked of the applicants to demonstrate fulfilment of each of the assessment criteria?

The Manager Community advised there were four main criterias that required evidence based answers. Under the questions asked there were a range of prompts to assist the applicant. The second question was alignment to the Town's Strategic Community Plan, and example outcomes were provided. The third question was value for money with the question of how the groups deliver that. The last question is regarding governance, groups were asked to provide information on their governance structures and examples were given.

2. Why has the Town kept it confidential?

The Manager Community advised that it was a reputation risk and to avoid negative impact for unsuccessful community groups. However the Town may be able to release some information and the Town is seeking further legal advice.

3. How elected members can ask questions about the unsuccessful applications if those details are confidential?

The Manager Community advised that the Town believes it can provide answers relating to those specific questions as appropriate, rather than providing the application details in full. I believe information was given at the July OCM on the separation powers between the Council

and the administration. The Town want to confidence of community and Council as part of the approach so further discussions can be had to continue an open and transparent process.

4. Are you in a position to elaborate why it is said that the confidentiality associated with the personal details of individuals applying for positions on Council Advisory Committees or groups would be comparable to the information being made available to the community and Council for groups applying for significant amount of money for an ongoing basis?

The Manager Community took the question on notice.

5. What is the breakdown of the scores per assessment criteria for each of Connect Vic Park's score, with a total of 73, and The Haven's score, with a total of 52?

The Manager Community took the question on notice.

6. In relation to proposed successful applicant Connect Vic Park, could you elaborate what the $100,000 operating subsidy is for? Is it for staff costs, consultant costs, cost of materials/goods etc, and how many of them relate to the Village Hub vs those that relate to Connect Vic Park's general functions?

The Manager Community took the question on notice.

7. What is the total operating costs of the Village Hub?

The Manager Community took the question on notice.

8. What industry standard benchmarking costs of operation does Connect Vic Park rely on? Is this information available to the public?

The Manager Community took the question on notice.

9. How can Council demonstrate transparency in financial management when deciding on operating subsidies if the recommendation does not include details of how the assessment scores were determined?

The Manager Community advised that it is two part. One is that the structures put in place to ensure there is sufficient governance and adhering to all local government regulations. The second is what information the Town can provide to satisfy elected member and community requirements for transparency whilst maintaining our responsibility.

10. What timeframe is the Town intending to apply to the review process? And if the review were to be successful, what is the mechanism for that review to come back before Council?

The Manager Community advised that the appeals process is a 14 day period. Depending on what come back will be looked at from the policy perspective, then consider its timing options.

11. What is the likelihood that it can dealt with before the end of the calendar year?

The Manager Community took the question on notice.

Further consideration to be added to the Ordinary Council Meeting agenda

1. Include information on what outcomes are being delivered against the Town's Strategic Community Plan.
2. Include information on why confidentiality associated with the personal details of individuals applying for positions on Council Advisory Committees or groups would be comparable to the information being made available to the community and Council for groups applying for significant amount of money for an ongoing basis.
3. Include information on the breakdown of the Connect Vic Park and The Haven scores per assessment criteria.
4. Include information on what the $100,000 operating subsidy for Connect Vic Park is for and information on how many of them relate to the Village Hub and those that relate to Connect Vic Park's general functions.
5. Include information on the total operating costs of the Village Hub.
6. Include information on what industry standard benchmarking costs of operation Connect Vic Park can rely on. And whether this information is available to the public.
7. Include information on the likelihood that the appeals process can dealt with before the end of the calendar year.

13 Chief Operations Officer reports

13.1 Request to dedicate ROW 54 as a road

Location	East Victoria Park
Reporting officer	Jon Morellini
Responsible officer	Ben Killigrew
Voting requirement	Simple majority
Attachments	1. Probate Conclusion Letter [**13.1.1** - 1 page] 2. Steps for ROW 54 Realignment [**13.1.2** - 4 pages] 3. Letter to Town of Victoria Park - Fabcot [**13.1.3** - 3 pages]

Recommendation

That Council:

1. Receives the conclusion of the probate investigation undertaken by the Town's Solicitors and approves for all probate documents and evidence to be provided the Minister of Lands (WA) to assist with the determination to dedicate ROW 54 as a road.
2. Resolves to request the Minister for Lands (WA) to dedicate portion of lot 0 on plan 2609, East Victoria Park as a road, pursuant to section 56(1)(c) of the Land Administration Act 1997, and regulation 8 of the Land Administration Regulations 1998.
3. Resolves to request the Minister for Lands (WA) to dedicate all of lot 67 on diagram 13701, East Victoria Park as a road, pursuant to section 56(1)(c) of the Land Administration Act 1997, and regulation 8 of the Land Administration Regulations 1998.
4. Indemnifies the Minister for Lands against any claim for compensation that may arise, pursuant to section 56(4) of the Land Administration Act 1997.

Purpose

The Town is seeking a resolution from Council pursuant to s56 (1)(c) of the Land Administration Act 1997 to lodge a formal request to the Minister for Lands (WA) (Minister) for the dedication of portion of lot 0 on plan 2609 and all of lot 67 on diagram 13701 as a road and to indemnify the Minister for Lands (WA) against any claim for compensation that may arise from dedicating portion of lot 0 and all of lot 67 as a road. And for the Town to provide to the Minister all probate information collated through the Town's Solicitors' investigations.

In brief

- At the Special Council Meeting on the 1st September 2020 Special Council Meeting, Council resolved to defer this item to the September 2020 Ordinary Council Meeting to await the completion of the probate investigation as to the present proprietorship of ROW 54. This process has now been completed by the Town's Solicitors with the final conclusion provided as an attachment to this Report.
- At the 15th September 2020 Ordinary Council Meeting, a recommendation to seek dedication of ROW 54 was not supported. As guidance in the preparation of this report, officers have considered the commentary of Elected Members, and have endeavoured to provide a clearer understanding of the ROW realignment process proposed.

- On the 21st September 2020, the Town received a letter from the Woolworths Group subsidiary Fabcot whom the Town has the sale contract with, reaffirming and outlining the Towns obligations as per the contract of sale and urging the Town to use all reasonable endeavors to assist with the re-alignment of ROW 54 under the contract. This letter is attached to this report as a confidential item.
- On the 22nd September 2020 concept forum, discussion was undertaken with Council members. This discussion was to address any questions and thoughts on the letter received from Fabcot and further to discuss the contract of sale and the processes to ultimately determine the outcome for ROW 54.
- The realignment of ROW 54 is an outcome sought to support the redevelopment of a number of landholdings. The Town owns some of those landholdings and has contractually agreed to work within its limitations as a Local Government to coordinate the realignment of a portion of the ROW.
- The steps outlined in this report (below) are summarised in an attachment.
- ROW 54 is not owned by the Town, and the contract of sale did not imply Town ownership. The Town's obligations in the contract in relation to ROW 54 was to realign the ROW. This Report is the first step in the realignment process.
- The Town can now request the Minister to dedicate the ROW, based on its status as a private road, pursuant to s56 (1)(c) of the Land Administration Act 1997 (WA) (LA Act) and regulation 8 of the Land Administration Regulations 1998 (LA Regulations). This requires a Council Resolution and an Indemnity.
- The existing ROW currently provides a connection with a crossover onto Shepperton Road. This crossover is non-compliant and poses safety issues for motorists entering and exiting. The ultimate development intends to create a safer design for the entry/egress by creating a slip lane and new access point further away from the bend and intersection.
- To achieve the new cross-over and slip lane with the realignment of the ROW, the second step will require closing a portion of the ROW based on its status as a dedicated road, as a result of the s56(1)(c) application.
- Once the subject portion of the road is closed it becomes Unallocated Crown Land (UCL). The third step then involves amalgamating the UCL into the adjoining land holdings but concurrently balancing this by the creation of a new public road from the appropriate portion of the land parcels as mentioned below.
- The fourth step then involves creating a public road to accommodate the cross over and new slip lane. This will be achieved by excising a portion of land from the amalgamated lot and ceding it back to the Minister via a Crown Land swap.
- There is no loss of road for the public. The outcome provides a continuation of the road network for the benefit of residents and local businesses as well as a safer cross over that is upgraded to a safer, and compliant design standard. The process is shown in an attachment to this Report.
- The full suite of documents retrieved through the probate enquiry are to be forwarded onto DPLH for the Minister of Lands to consider should the Council resolve to request the Minister to dedicate ROW 54 as outlined in the recommendation.
- The probate investigation concluded with an inability to identify a continuity of beneficiaries for either lot 0 or lot 67, with the consequence that in the case of both lots, it would be necessary to seek the intervention of the Public Trustee if the land was to be dealt with on the basis of a tracing of the proprietary interest through the testamentary route. As such, the disposal of the land in both lots by the Public Trustee would involve intervention by a State Government official, and that outcome would be consistent with the recommendation in this Report for Ministerial dedication.

Background

1. Council at its Ordinary Council Meeting in November 2019 resolved to approve a contract for the sale of land adjacent to ROW 54 being lot 30 on diagram 10509, lot 488 on plan 2609 and lots 131 and 132 on deposited plan 45782 (355-357 Shepperton Road). The contract obligates the Town to satisfy conditions precedent before the sale can proceed.
2. Vehicular access to the area is planned to be relocated to a future ROW that will service the locality at a safer entry/egress location than the existing one from Shepperton Rd, further to the North, and with a full slip lane and left in/left out control.
3. Private ROW's are roads set out on a plan of subdivision of privately owned land which have not been dedicated for public use. They are pertinent only to those lots on the plan which abut onto the private road by providing owners with an implied right of way unless additional rights have been granted by a registered easement. Currently, all lots associated with the eastern portion of the ROW are owned by Fabcot.
4. Historically, ROW 54 was created in 1904 by subdivision, to service the lots created by the subdivision. Its intended use was as a right of carriageway to provide access to the adjoining properties as well as an access way for public use. It has been used for that purpose since its creation. The Town is aware that the public has had uninterrupted use of the ROW for the entire time since 1904, well in excess of the 10 year period of uninterrupted use in s56(1)(c) of the LA Act.
5. Given the laying out of the land as a ROW in the original subdivision in 1904, and the regular use of the ROW by the public, it is not inappropriate to see the original laying out of the ROW as an act of dedication by the original subdivider. The consistent use of the ROW by the public in the meantime can be seen as completing a common law dedication. Avoiding the need to obtain a formal recognition of common law dedication, the proposal for dedication under s56(1)(c) of the LA Act has historical support, and has the same effect.
6. In an attempt to locate any beneficiaries of the estate of the deceased owners of the ROW, the Town has undertaken a comprehensive probate investigation. Details of the probate search results are attached to this Report.
7. The dedication of the land in the ROW as a road is in keeping with the historical purpose and intended use of the ROW, and the historical changes over time. It will allow the planning objectives of the location as a shopping and commercial precinct to materialise, consistently with the interests of orderly and proper planning.
8. The presence of the current road alignment and the absence of a need for the relevant portion of ROW 54 in this locality, means that it is no longer consistent with the planning objectives of the Town. A revised and more appropriate access outcome will be part of the circumstances of the new planning objectives for the site.
9. Dedication of a private road is appropriate as it will clean up the legacy of the subdivision issues from the early 1900s. There are 147 Rights of Way in the Town of Victoria Park, and 99 are still privately owned. The road network is critically important for the Victoria Park community. Dedication of a private road guarantees and future-proofs the need for convenient public access. The Town currently maintains and repairs all private ROW even though it does not own them, it also resolves disputes over their use.
10. A recent example of a private road dedication was that endorsed by Council for lot 171 State Street, Victoria Park. A Development Application was lodged with JDAP aimed at formalising lot 171's legal right to use lot 170 (Private Road) for access purposes. The owners of lot 171 made an application to the Town seeking dedication of the private road land pursuant to s56. Council at its OCM in December 2019 resolved to request the Minister to dedicate lot 170 as a road pursuant to s56(1)(b)(ii) of the LA Act.

11. The process of dedicating a private road as a public road is a local government function that can occur from time to time via a standard request. The dedication process exists to assist with addressing and resolving legacy planning and subdivision issues which have been inherited by local governments.
12. ROW 54 is currently classified as a private road. Although in private ownership, the ROW landowners' rights are limited with the private road status. The land's purpose is for a right of carriageway. The land has commitments aligned with its original creation at subdivision and is an encumbered landholding with an easement burden on its title.

Strategic alignment

Economic	
Strategic outcome	Intended public value outcome or impact
EC02 - A clean, safe and accessible place to visit.	The purpose of this road dedication request will allow a future repositioning of the ROW access point as part of a planning outcome which will have a positive impact in reducing anti-social and crime-related activity, and improving safety.

Environment	
Strategic outcome	Intended public value outcome or impact
EN02 - A safe, interconnected and well maintained transport network that makes it easy for everyone to get around.	The purpose of this road dedication request will allow a future repositioning of the ROW access point as part of a planning outcome which will bring a non-compliant cross over onto Shepperton Road up to a current safer design standard by creating a slip lane and new access point further away from the traffic light intersection.

Engagement

Internal engagement	
Elected Members	Provided additional process and legal information as requested. Undertook Concept Forum presentation on 22nd September 2020.
Property Development and Leasing	Input into the report and the process to undertake the ROW realignment
Place Planning	consultation for the sale of 355-357 Shepperton Road
Statutory Planning	consultation for the sale of 355-357 Shepperton Road
Street Operations	Consultation on traffic issues

External engagement	
Stakeholders	Owners and occupiers of adjoining properties affected by the realignment
Period of engagement	11 December 2019- 17 January 2020
Level of engagement	2. Consult
Methods of engagement	Written submissions accepted
Advertising	Letters sent to adjoining landowners and service providers, notification on public notice board and The West newspaper notice
Submission summary	No submissions were received during the public comment period
Key findings	N/A

Legal compliance

13. The Town has procured and received legal advice to inform the recommendation of this Report. Legal advice has concluded that the Town will be following the appropriate and necessary processes to give effect to the dedication of the ROW in line with the recommendation.
14. All legal advice received has been provided as confidential attachments to this report.

Section 56 of the Land Administration Act 1997

Section 58 of the Land Administration Act 1997

Section 87 of the Land Administration Act 1997

Regulation 8 of the Land Administration Regulations 1998

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	The Town does not continue with the process to give effect to the dedication of the ROW resulting in the inability for the required land assembly to occur, preventing settlement of the contract of sale	Severe	Possible	High	Low	TREAT risk by Council to follow legal advice received and the advice and guidance from relevant Govt agencies including Department of Planning Lands and Heritage.

	being greater than $2M.					
Environmental	Not applicable					
Health and safety	Town does not progress the realignment of the ROW maintaining the non-compliant status of the ROW and Shepperton intersection.	Moderate	Possible	Medium	Low	TREAT risk by beginning the realignment process by dedication of ROW 54 as a road.
Infrastructure/ ICT systems/ utilities	Not applicable					
Legislative compliance	The Minster for Lands (or as delegated) is ultimately responsible for determining requests for the dedication of land as a road. It is possible that the Minister may decide to refuse or modify the road dedication request notwithstanding Council's resolution.	Insignificant	Rare	Low	Low	TREAT risk by providing the required information as per Regulation 8 of the Land Administration Regulations 1998 (WA) and sufficient justification for the road dedication request.
Legislative compliance	A decision is not reached at November Ordinary Council Meeting to progress with the Town's contractual obligations.	Severe	Possible	High	Low	TREAT risk by Elected Members to provide an alternative course of action is for the Town to still progress with contractual obligations.
Reputation	The Town does not endorse the dedication request which may been seen as a breach of contract obligations. Potential	Moderate	Possible	Medium	Low	TREAT risk by delivering on contractual obligations by progressing on the realignment of ROW 54.

	reputational risk on future land dealings with the Town to be seen as unwilling to follow through on contracts.
Service delivery	Not applicable

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation. The Town is in the process of satisfying its obligations in the contract of sale to Fabcot Pty Ltd as part of the delivery of 355-357 Shepperton Road East Victoria Park, which is in line with Council's resolution to enter into the contract of sale.
Future budget impact	Once Portion of lot 0 on plan 2609 and all of lot 67 on diagram 13701 is dedicated as road, the Town would be formally responsible for the maintenance and repair of the dedicated road. The Town's Street Operations service area has advised that this has been undertaken for historically as part of the Town's maintenance and works programs and therefore this would not impact the current budget.

Analysis

15. Council entered into a contractual agreement for the land it owns abutting one side of the relevant portion of ROW 54 and resolved at its Ordinary Council Meeting of 19 November 2019 to delegate the Chief Executive Officer and the Mayor the authority to execute all necessary documentation under the Town's Common Seal in accordance with s58 and s87 of the Land Administration Act 1997, and regulation 9 of the Land Administration Regulations 1998 to satisfy conditions precedent 2.3(b) within the contract.
16. Condition precedent 2.3(b) requires the Town to close and amalgamate a portion of ROW 54 into adjacent lot 30 on diagram 10509, lot 488 on plan 2609 and lots 131 and 132 on deposited plan 45782 (known as 355-357 Shepperton Road, East Victoria Park).
17. The lots comprised within ROW 54 were in effect land dedicated by the subdivider as an access way for public use at the time of the original subdivision in 1904 and have been used by the public consistently since dedication. Additionally, the Town has been maintaining the ROW and has never rated the land.
18. The Town has never owned ROW 54 and through the process of the ROW 54 realignment does not intend to become the owner. The ultimate outcome is for the ROW to facilitate creation of a publicly accessible road for the use of residents and local businesses, and to maintain the integrity of the public road network.
19. As part of the overall commercial planning considerations for the area the resulting increase in traffic has resulted in the existing access point from Shepperton Road being unsafe and inappropriate. When repositioned onto the proposed new access point from Shepperton Road, incorporating the inclusion of

a slip lane with left in entry and left out exit, the realigned ROW will be safer and allow for a compliant crossover onto Shepperton Road.

20. The existing crossover is non-compliant entering onto a 30,000 car a day Primary Distributor Road with the crossover only 50m away from a busy traffic light intersection. The request to dedicated ROW 54 allows the realignment to be achieved and create the eventual safer and upgraded traffic outcome.
21. Main Roads WA have confirmed the repositioning of the new access point onto Shepperton Road, achieved by the land exchange, will satisfy their Development Control Policy 5.1 requirements and will also achieve rationalisation of driveways to reduce conflict on the road network, and bring the existing non-compliant ROW crossover to a current safer design standard.
22. The Town has followed the correct statutory process of dedication pursuant to s56 of the Land Administration Act.
23. ROW 54 is privately held and classified as a Private Road. With consideration to the current status of the ROW, DPLH have provided the Town with two options to achieve the realignment of ROW 54:
    a. The Town may acquire as Crown land certain land in the district including any private road, pursuant to s52 of the Land Administration Act 1997 and s5 of the Land Administration Regulations. This option allows any residual land not required for the amalgamation to be created as a reserve for the right of way to facilitate a cross over onto Shepperton Road.
    b. The Town may dedicate land in the district comprising of a private road of which the public has had uninterrupted use for a period of not less than 10 years, as road pursuant to s56(1)(c) of the Land Administration Act 1997 and reg8 of the Land Administration Regulations. This option allows ROW 54 to be dedicated then a portion closed and amalgamated. A corresponding portion in a more appropriate location can then be ceded back to the Crown as a road to facilitate the cross over onto Shepperton Road.
    c. Given there is significant historical evidence that supports the public having had uninterrupted use of the private road for a period not less than 10 years, support from the probate investigation and the Town's preference for the future tenure of the private road to guarantee public access, the option to proceed under s56 is proposed.
24. The Town also plans to deliver all probate investigation material and legal conclusions to the Minister of Lands (WA) to assist in the dedication determination.

Relevant documents

Not applicable.

Questions and responses

Cr Wilfred Hendriks

1. On page 4, the new road does not line up with the existing road, is there a reason for that?

The Chief Operations Officer advised the road reserve fits the modern day requirements.

13.2 Acceptance of Grant Funding for Edward Millen Redevelopment Project - Department of Infrastructure, Transport, Regional Development and Communications

Location	East Victoria Park
Reporting officer	Donna Colum
Responsible officer	Jon Morellini
Voting requirement	Simple majority
Attachments	1. Funding Agreement - Edward Millen Redevelopment Project [**13.2.1** - 58 pages]

Recommendation

That Council:

1. Accepts the $4,000,000 (GST exclusive) funding contribution from the Department of Infrastructure, Transport, Regional Development and Communications to progress the redevelopment of the Edward Millen Hospital building site.
2. Delegate to the CEO and Mayor to execute all necessary documentation to formalise the $4,000,000 (GST exclusive) funding contribution from the Department of Infrastructure, Transport, Regional Development and Communications.

Purpose

For the Council to accept the grant funding of $4M from the Department of Infrastructure, Transport, Regional Development and Communications. And for the CEO and Mayor to execute the Grant Agreement to facilitate the Town to receive this Grant contribution.

In brief

- The Town was advised on 9 September 2020 that it was successful in its application for funding through the Community Development Grants Program (CDG) and is the recipient of $4M towards the Edward Millen Redevelopment Project.
- The Town has received the Grant Agreement to consider in order to formalise the distribution of the $4,000,000 (GST Exclusive) contribution.
- The Grant Agreement is a standard agreement. The Town is now required to fill in the section relating to timing and project details. Officer will complete with requirements if the recommendation to accept the Grant Agreement and contribution is successful.
- The grant is a considerable contribution to the Edward Millen Adaptive Heritage and Landscape Redevelopment project, allowing the Town to hopefully attract the required private sector investment needed for the overall Heritage adaptive re-use redevelopment.
- The Edward Millen Adaptive Heritage and Landscape Redevelopment project is being delivered under the Land Asset Optimisation Strategy. The project aims to realise the full potential of the heritage-listed buildings and the expansive 4.7 hectares Edward Millen Reserve to minimise the on-going cost to maintain the precinct and maximise the benefit to the community of the amazing heritage assets there.

- All the buildings require significant and costly repairs and upgrades to achieve viable adaptive re-use and subsequent activation. The $4,000,000 figure has been informed through the completion of a conservation works report drawings and quantity surveyor assessment.

Background

1. The Town owns the land as a conditional freehold and is looking to revitalise this key asset with delivery of the Edward Millen adaptive Heritage and Landscape Redevelopment. In order to complement the Town's endeavour to partner with the private sector to undertake and manage a high-value destination heritage redevelopment the Town sought proactively additional government funding.
2. The Town applied for funding through the Department of Infrastructure, Transport, Regional Development and Communications to implement a strategy to realise the potential of the State Heritage listed Edward Millen Hospital historical buildings. The heritage buildings include the Rotunda Hospital, the Mildred Creak Centre, Hillview Clinic, former operating theatre and boiler room.
3. The project will deliver a construction program to upgrade state heritage facilities which will bring about long term social improvements, generating jobs and economic viability of the buildings and act as a catalyst to activate key heritage assets to protect and maintain the assets for future generations.
4. The CDG funding will directly create jobs through the construction and activation of the buildings, the redevelopment will allow ongoing use of the heritage assets.
5. The support of Hon David Templeman MLA (Minister for Local Government, Heritage, Culture & the Arts) and the Hon Ben Wyatt, Treasurer; Minister for Finance; Aboriginal Affairs; Lands was also instrumental in supporting the Town in its desires to activate an adaptive re-use redevelopment of the Edward Millen site.
6. The Town received a written commitment from the Deputy Prime Minister / Minister for Infrastructure, Transport and Regional Development, The Hon Michael McCormack MP, to provide $4 million for the Edward Millen Redevelopment project.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL02 - A community that is authentically engaged and informed in a timely manner.	The Community has been engaged as required and was critical in having the allowable uses changed by the Department of Lands Planning and Heritage. The new allowable uses have informed the options analysis.
CL03 - Well thought out and managed projects that are delivered successfully.	The Edward Millen Redevelopment is the first major step towards the delivery of the project. This forms part of the Prince 2 Project Management principles.
CL06 - Finances are managed appropriately, sustainably and transparently for the benefit of the community.	The existing Edward Millen situation is a financial liability for the Town. To deliver a financially sustainable outcome, an overall heritage adaptive re-use redevelopment needs to be achieved.
CL08 - Visionary civic leadership with sound and accountable governance that reflects objective decision-making.	An Edward Millen redevelopment outcome would be a milestone achievement showing strong civic leadership.

Economic	
Strategic outcome	Intended public value outcome or impact
EC01 - A desirable place for commerce and tourism that supports equity, diverse local employment and entrepreneurship.	The overall vision and objective for the Edward Millen redevelopment will directly deliver a place for commerce, tourism, employment and entrepreneurship.
EC02 - A clean, safe and accessible place to visit.	The redevelopment of Edward Millen will aim to transform an unsafe and inaccessible asset to a safe and accessible destination place.

Environment	
Strategic outcome	Intended public value outcome or impact
EN05 - Appropriate and sustainable facilities for everyone that are well built, well maintained and well managed.	The redevelopment of Edward Millen will aim to deliver a well built, well maintained and well managed facility.
EN06 - Appropriate, inviting and sustainable green spaces for everyone that are well maintained and well managed.	The overall redevelopment of the Edward Millen precinct will also involve the park lands. The overall green space will transform into a well-managed and well maintained space for everyone.

Social	
Strategic outcome	Intended public value outcome or impact
S03 - An empowered community with a sense of pride, safety and belonging.	Being an historical asset of the Town, revitalizing the asset will empower the community giving a sense of pride, with a sense of safety with activation being provided.
S04 - A place where all people have an awareness and appreciate of arts, culture, education and heritage.	The redevelopment will aim to deliver a portion of arts and culture with education and heritage being incorporated into the overall redevelopment.

Engagement

Internal engagement	
Finance	Review of the report and budget considerations.

Other engagement	
Department of Infrastructure, Transport, Cities and Regional Development	Letter of Approval and Agreement for successful funding

Hon David Templeman MLA (Minister for Local Government, Heritage, Culture & the Arts)	Support for funding application
The Hon Ben Wyatt, Treasurer; Minister for Finance; Aboriginal Affairs; Land	Support for funding application

Legal compliance

7. The Towns Solicitors have reviewed the agreement and will assist with finalisation of the DRAFT agreement for executino by the CEO and Mayor.

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Not accepting the funding may result in the Redevelopment of the Edward Millen site not progressing	Moderate	Moderate	Low	Low	Acceptance of the funding and continue to source other grant opportunities
Environmental	Not accepting the funding may result in the Hazadous Materials not being removed from the heritage buildings.	Moderate	Moderate	Low	Low	Accepting the funding will remove the Hazadous Materials.
Health and safety	Continuation of the status quo with the buildings is unsafe for public access.	Moderate	Moderate	Low	Low	Accepting the funding will allow the Town to resolve the Health and Safety issues which current deem the heritage building unsafe to occupy and access.
Infrastructure/ ICT systems/ utilities	N/A					

Legislative compliance	N/A					
Reputation	The Town is not able to secure the funds to implement the Masterplan Edward Millen House redevelopment.	Moderate	Moderate	Unlikely	Low	Working with Elected Members to continue the understanding of the interrelationship of the Town investing in the Edward Millen redevelopment to assist in the overall redevelopment project success.
Service delivery	N/A					

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation.
Future budget impact	The Town has had confirmation that the agreement structure allows works to be undertaken by a third party and for the invoices of those works to be provided as evidence of committed funds. As such the future budget impacted is not anticipated to be significant.

Analysis

8. The agreement provided to the Town to facilitate the acceptance of the Grant has been reviewed by the Town's solicitor and the Town is able to progress with the execution of the documentation.

9. The $4,000,000 (GST Exclusive) has been informed through a conservation works report and quantity surveyor. This value will go a significant way to de-risking the project to allow private sector investment in the future of the Edward Millen Heritage Buildings.

10. The $4,000,000 will be spent on hazadous material removal aligned to the hazadous materials register, which includes a variety of materials. Strip out and make structurally sound and deliver structural integrity of the Heritage buildings making them fit out ready, with capping of existing services and demolition of non-heritage intrusive add hoc additions. A variety of refurbishment, reinstatement of timber substructures, roof framing and repairs, repair and replace numerous external materials and items.

11. As at the time of writing this report the Expression of Interest to attract private sector investment was close to release. The Town has had confirmation that the standard agreement will allow the preferred proponent to invoice the Town to the value of the grant, where the Town then seeks payment through the Grant funding.

Relevant documents

Not applicable.

Questions and responses

Mayor Karen Vernon

1. Will that money be placed in the Edward Millen Reserve account?

The Chief Operations Officer advised that the proposal is for the federal government to award $4 million dollars of funding and the intent is for the department to hold it and the Town to access it as required via invoicing. The Town is receiving the ability to spend it.

13.3 Macmillan Precinct Concept Plan

Location	East Victoria Park
Reporting officer	Jack Bidwell
Responsible officer	Ben Killigrew
Voting requirement	Simple majority
Attachments	1. Macmillan Precinct Concept Plan [**13.3.1** - 74 pages] 2. Macmillan Precinct Concept Plan - Public Submission Attachment [**13.3.2** - 14 pages] 3. Macmillan Precinct - Stage 3 Phasing [**13.3.3** - 2 pages] 4. Macmillan Precinct - Online Engagement Summary [**13.3.4** - 73 pages] 5. Macmillan Precinct - Next Steps [**13.3.5** - 1 page]

Recommendation

That Council:

1. Endorses the Macmillan Precinct Concept Plan.
2. Acknowledges the submissions received during the public advertising period.
3. Approves the Chief Executive Officer to proceed to 'Stage 3.1 and 3.2' of the Macmillan Precinct Masterplan project.
4. Requests the Chief Executive Officer to provide a future report to Council, by June 2021, to consider a preferred option for the Community Hub and Bowls Club at the conclusion of Stage 3.2.
5. Authorises the Chief Executive Officer to issue a variation of up to $140,000 (ex. GST) to contract CTVP/19/61, from the existing project budget, to enable the Town to deliver the above recommendation.

Purpose

For Council to endorse the Macmillan Precinct Concept Plan, acknowledge the public submissions received on the draft plan and approve the Town to proceed to the next stage of the Macmillan Precinct Masterplan project.

In brief

- A draft Macmillan Precinct Concept Plan Report (the Concept Plan), attached, has been prepared for the Macmillan Precinct Masterplan project by the consultant team RobertsDay, together with the Town, the Macmillan Precinct Working Group, key stakeholders and the wider Town of Victoria Park community.
- The Concept Plan has been developed through extensive community and stakeholder involvement and outlines the community's vision, guiding principles and high-level design framework from which the detailed Masterplan can be developed.
- 34 public submissions were received during the public advertising period and are detailed in Attachment 2.
- Council is now requested to endorse the Concept Plan and approve the Town to proceed to Stage 3.1 and 3.2, detailed in Attachment 3, to commence the development of the masterplan report.
- A graphical timeline outlining the next steps of the project has been provided in Attachment 5.

Background

1. The Macmillan Precinct (the Precinct) is located in East Victoria Park and is bounded by Sussex St, Kent St, Gloucester St and Albany Hwy. The Precinct includes all land parcels, buildings and assets within these boundaries and contains key Town facilities such as Leisurelife, the Town library, Vic Park/Carlisle Bowls Club and John Macmillan Park.
2. Since 2001, the Macmillan Precinct has been subject to the investigation and planning of future uses for the site, with various plans and proposals being prepared but none proceeding.
3. In 2018, the Macmillan Precinct was identified by Elected Members in the planning process for the Long-Term Financial Plan.
4. In June 2019, Council endorsed the preferred option of the Project Business Case to begin the preparation of a Masterplan for the Macmillan Precinct.
   (a) This option was endorsed over the two alternative options, namely:
      (i) Major refurbishment or redevelopment of existing buildings; and
      (ii) Do nothing and maintain renewal of existing buildings.
5. In November 2019, Council approved the community consultation for the future of Leisurelife to be included within the Macmillan Precinct Masterplan engagement process.
6. In December 2019, Council endorsed the commencement of community engagement for the Macmillan Precinct Masterplan project based on the proposed engagement and project initiation approach.
7. The project was to be delivered across three stages:
   (a) Stage 1 – Vision and Community Charter
   (b) Stage 2 – Concept Plan
   (c) Stage 3 - Masterplan
8. Following the endorsement by Council to proceed with the Masterplan project, the Town procured the project consultant RobertsDay to deliver the Masterplan.
   (a) RobertsDay was procured under a Request for Tender, with Stage 1 and Stage 2 delivered as the initial part of the lump sum contract CTVP/19/61.
   (b) Stage 3 was procured under the same Request for Tender but was to be scoped and costed pending the outcomes of Stage 2 and provided as a variation to contract pending Council approval.
   (c) There is sufficient project budget, previously approved in the 2020/21 Annual Budget, to fund Stage 3.1 and 3.2.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL01 – Everyone receives appropriate information in the most efficient and effective way for them	A strategic communications plan was prepared to ensure carefully designed, best practice communication techniques were used to update and engage with the community, stakeholders and Elected Members throughout the project.
CL02 - A community that is authentically engaged and informed in a timely manner.	The Town has been consulting with key stakeholders and the wider community since February 2020 to ensure the Concept Plan reflects the shared aspirations for the future of the Precinct.

CL03 - Well thought out and managed projects that are delivered successfully.	The Concept Plan has been delivered through best practice project management principles under the Town's Project Management Framework.
CL06 - Finances are managed appropriately, sustainably and transparently for the benefit of the community.	The funding approach to be pursued will be to balance the revenue sources to achieve community benefits outlined in the Concept Plan. As part of the detailed masterplanning process, specific costings and estimates will be developed to help identify potential funding models to reduce the reliance on ratepayers.

Economic	
Strategic outcome	Intended public value outcome or impact
EC01 - A desirable place for commerce and tourism that supports equity, diverse local employment and entrepreneurship.	The Concept Plan utilises surplus land to accommodate a diverse range of additional activities to help bring life and activity to the Precinct.
EC02 - A clean, safe and accessible place to visit.	The Concept Plan shapes three distinct places within the Macmillan Precinct which, when considered together, contribute to the creation of a cohesive but varied place which has all the ingredients of a vital, sustainable and lively destination for all members of the community.

Environment	
Strategic outcome	Intended public value outcome or impact
EN01 - Land use planning that puts people first in urban design, allows for different housing options for people with different housing need and enhances the Town's character.	The Concept Plan utilises surplus land to accommodate new and additional community facilities, non-profit and educational spaces and complementary residential and commercial uses that help bring life and vitality to the Precinct while also helping to fund new community infrastructure.
EN02 - A safe, interconnected and well maintained transport network that makes it easy for everyone to get around.	The Precinct will mix together with existing businesses and activities, creating connections in from Albany Hwy with new street front activity while also inviting people into the heart of the Precinct through new pedestrian orientated connections lined with creative spaces, work spaces and public art.
EN03 - A place with sustainable, safe and convenient transport options for everyone.	The Precinct will allow for easy accessibility and connectedness from throughout East Victoria Park and wider Perth. Prioritising walking, cycling and public transport will encourage sustainable and healthy travel to the Precinct while basement parking will provide direct access to facilities and amenities.

EN05 - Appropriate and sustainable facilities for everyone that are well built, well maintained and well managed.	All buildings and facilities will be responsive to and capable of change over time to accommodate new activities and functions, new people and changing needs. Smart design and governance will enable this flexibility over the short and long term.
EN06 - Appropriate, inviting and sustainable green spaces for everyone that are well maintained and well managed.	Co-locating community facilities within a more efficient envelope frees up considerable extra space, which the Concept Plan dedicates as a new and expanded network of public open spaces including small piazzas, tree retention pocket parks, pedestrian lanes and an expanded central green.
EN07 - Increased vegetation and tree canopy.	The Concept Plan promotes retaining the iconic Fig trees and other significant vegetation to protect tree canopy and biodiversity.

Social	
Strategic outcome	Intended public value outcome or impact
S02 - An informed and knowledgeable community.	Since February 2020, the Town has been consulting in detail with site stakeholders and the wider community to ensure the Concept Plan reflects their shared aspirations for the future. Community engagement will continue through the next steps of the project as the Concept Plan is expanded and refined into a detailed Masterplan from which further planning will be progressed over the coming years.
S04 - A place where all people have an awareness and appreciate of arts, culture, education and heritage.	The Concept Plan expands and combines all current community services into an innovative community hub. Co-locating these services together offers an opportunity to create a uniquely collaborative and flexible 'town heart' which brings together a diverse mix of sporting, educational, cultural and community groups. Creativity and cultural expression will be enabled and encouraged throughout the Precinct. Ephemeral installations, permanent artworks, visible artists in residence and accessible exhibitions will build cultural capital.

Engagement

Internal engagement	
Elected Members	Presentation at Concept Fora by RobertsDay. Invitation to attend Vision Workshop and online webinars. Regularly informed via Elected Members Portal on project progress and community engagement.

C-Suite	Regularly informed on project progress and community engagement. Endorsed adjusting engagement approach due to COVID-19.
Project Management	Project Executive for this project
Finance & Procurement	Review and advice on the procurement process for this project.
Property & Leasing	Inclusion in project team, involvement in project initiation, review and feedback on all documents prepared, advice and support.
Place Planning	Inclusion in project team, involvement in project initiation, participation in Working Group, participation in stakeholder meetings, review and feedback on all documents prepared, advice and support.
Business Services	Inclusion in project team, involvement in project initiation, participation in Vision Workshop, participation in stakeholder meetings, review and feedback on all documents prepared, advice and support.
Stakeholder Relations	Inclusion in project team, involvement in project initiation, preparation and delivery of communications and engagement materials, participation in all engagement activities, participation in stakeholder meetings, review and feedback on all documents prepared, advice and support.
Community Development	Involvement in project initiation, review and feedback on all documents prepared, advice and support.
Infrastructure Operations	Involvement in project initiation, review and feedback on all documents prepared, advice and support.
Street Improvement	Involvement in project initiation, review and feedback on all documents prepared, advice and support. Input into initial sump and drainage investigation.
Strategic Assets	Inclusion in project team, involvement in project initiation, review and feedback on all documents prepared, advice and support.
Strategic Asset Advisory Group (SAAG)	Informed on project progress and community engagement and input into Concept Plan.
Town Library	Attendee of and involvement in stakeholder roundtable meeting
LeisureLife	Attendee of and involvement in stakeholder roundtable meeting

External engagement	
Stakeholders	• Community Members • Local Residents • Key Community and Business Stakeholders ○ *Victoria Park Centre for the Arts*

	○ *Aboriginal Engagement Advisory Group* ○ *Billabong Community Early Childhood Centre* ○ *Vic Park Collective* ○ *Sussex Street Community Law Service Inc* ○ *Vic Park/Carlisle Bowls Club* ○ *Victoria Park Community Centre* ○ *Redbacks Basketball Association* ○ *Connect Vic Park* ○ *Area 5 Football* ○ *WA Squash* ○ *Hawaiian*
Period of engagement	Stage 1 - Vision and Community Charter • Vision Development - 17 Feb to 8 March 2020 • Community Charter Feedback – 4 April to 19 April 2020 • Working Group Nomination Period – 27 April to 10 May 2020 Stage 2 - Concept Plan • Place Design Forum (Working Group) - 21 May to 4 June 2020 • Public Webinar #1 – 18 June 2020 • Working Group Follow-up Session – 18 June 2020 • Design Scenario Feedback Period – 29 June to 12 July 2020 • Public Webinar #2 – 20 July 2020 • Working Group Follow-up Session – 20 July 2020 • Working Group Follow-up Session – 3 August 2020 • Draft Concept Plan Public Comment Period – 14 Sep to 11 Oct 2020
Level of engagement	4. Collaborate
Methods of engagement	The Concept Plan has been delivered through an iterative co-design engagement process commencing in February 2020. The detailed methods of engagement can be seen on page 6 & 24 of Attachment 1. In summary, the Town utilised a range of surveys, workshops (physical & online), stakeholder meetings, online mapping tools, pop-up information sessions, online webinars and public submission forms to guide the development of the Concept Plan. *Note: Due to the COVID-19 Pandemic outbreak in March 2020, the Town re-designed the engagement delivery methods and completed Stage 2 engagement online due to Government restrictions limiting physical engagement. This enabled the Town to continue the project without significant delays.*
Advertising	The Town used a wide range of online and physical advertising tools to promote and inform, including: • Traditional Communications (Posters, letter drops, brochures, banners, Southern Gazette advertisements) • Social Media (Facebook, Instagram, Twitter, LinkedIn) • Informative Animations (YouTube, Instagram, Facebook) • Digital Marketing (Google, E-newsletters, SMS marketing)

Submission summary	Stage 1 – Vision and Community Charter • Vision Development Survey - **270 Submissions** • Online Idea Mapping Tool – **182 Contributions** • Community Charter Feedback Form – **7 Submissions** Stage 2 - Concept Plan • Design Scenario Feedback Form – **107 Submissions** • Draft Concept Plan Submission Form – **34 Submissions** The online engagement responses in full detail for Stage 1 and 2 have been provided as Attachment 4.
Key findings	Since February 2020, the Town has undertaken a detailed consultation exercise with site stakeholders and the wider community to ensure the Concept Plan reflects their shared aspirations for the future of the locality. As a vital hub for Town services, community events and public life, it is essential that any future changes reflect the values and priorities of the Victoria Park Community and are achievable by the Town. The key messages, user requirements, community feedback on existing services, opportunities and constraints captured in Stage 1 were used to develop the draft Community Charter document, which outlined the community's vision for the Macmillan Precinct. This document was broadly supported, receiving 7 submissions with only minor changes requested. Findings from this engagement have been captured in summary on pages 7-9 and 25-27 of Attachment 1 and all submissions can be seen in full in attachment 4. The draft Community Charter was reviewed by the Working Group during the Place Design Forum. The draft was broadly supported with the only change to Principle 4, where it was adjusted from 'Like No Other' to 'Local Character' to better reflect the community's aspirations for the Precinct to retain the feel and character of East Victoria Park. The document was used as the guide for the Working Group and the main contents of the Community Charter were incorporated into the Concept Plan report, including the final Vision and Guiding Principles which can be seen on Section 3 - page 28-33 of Attachment 1. Following the finalisation of the Vision and Guiding Principles, the Concept Plan was developed with the Working Group through an iterative co-design process called a Place Design Forum. Though initially scheduled for a 3-4 day in-person workshop, the outbreak of the COVID-19 pandemic forced the Town to pivot to an online run environment. Through a series of online Zoom workshops across a 2 week period, three design scenarios were created to explore different ways of delivering community infrastructure, improving open space and bringing new life to the Macmillan Precinct. The three scenarios developed through these workshops were released for community feedback and were viewed online over 480 times and received over 100 submissions from community members. From the surveys received, Scenario 3 receiving the highest support for 'most aligned to community vision'. These

	Scenarios provided a robust starting point for future planning. The key findings from the draft scenario feedback can be seen in Section 4 – page 34-45 of Attachment 1. Based on community feedback and technical review, the Concept Plan draws particular elements from each of the three Scenarios, including the site layout of Scenario 3, the building scale of Scenario 2 and popular public space ideas from all three Scenarios. Following the development of the draft Concept Plan from the community, stakeholder and technical input, the Town released the Concept Plan report for public comment in September 2020 for a period of 4 weeks. The Town received **34 submissions** of which **29 (85%) supported** the plan outright or with some concerns and **4 (12%) did not support** the plan. **1 (3%)** submission **did not provide an answer**. The summary of these submissions can be seen in Attachment 2. The Town has also been in discussions with Oahu Management Pty Ltd (Hawaiian) who are the neighbouring landowner of the Park Centre. Hawaiian have provided a letter of **general support** for the Concept Plan "...given it's ability to revive and enhance a series of key cultural and community assets..." . Hawaiian has also expressed a desire for further discussions to address specific technical items through the detailed masterplanning stage. These include items such as the Sussex St interface, parking management, and specific uses. The Town will continue to engage with Hawaiian directly through the masterplanning stage. Following the summary of the public submissions, no changes are proposed to be made to the draft Concept Plan based on the feedback received, with majority of the feedback able to be addressed through the masterplanning and business case stages. These items include: • Height, bulk and zoning; • Land tenure and use; • Stacked or clustered Community Hub option; • Traffic and parking management; • Detailed planning for Leisure, library and community services; • Funding options and level of development; • Future location of the Bowls Club and • Future location of the Childcare and Sussex Law.

Other engagement	
City of South Perth	Engagement with City of South Perth Regional Aquatic Facility project team to discuss on-going progression of the project and how it interacts with the Macmillan Precinct has occurred on an ad-hoc basis.

Legal compliance

Section 3.57 of the Local Government Act 1995

Part 4 Division 2 of the Local Government (Functions and General) Regulations 1996

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Not adopting the recommendation for a variation to contract resulting in the Town having to retender the project and risk higher contract rates and longer delivery timeframes.	Minor	Unlikely	Low	Low	ACCEPT the risk and ensure procurement advice is consistent with the recommendation.
Environmental	Not applicable					
Health and Safety	Not applicable					
Infrastructure/ ICT systems/ utilities	Not adopting the recommendations will require the Town to undertake major renewal works on existing facilities to keep them functional as no future plan will be established.	Major	Likely	High	Medium	TREAT the risk by endorsing the project to proceed, allowing the Town to progress short-term renewal works aligned to a long-term plan.
Legislative Compliance	Not applicable					
Reputation	Not adopting the recommendations may result in reputational damage to the Town as it can be perceived that the Town is ignoring the community's aspirations for the future of the Precinct.	Moderate	Possible	Medium	Low	TREAT the risk by delivering the Concept Plan alongside the community to capture their shared aspirations and reflect the community's views in the recommendation to Council.
Service delivery	Not adopting the recommendations will delay or even	Moderate	Possible	Medium	Medium	ACCEPT the risk and provide Elected Members with the

	cancel the delivery of the project/future project stages.	required information to make an informed decision.

Financial implications

Current budget impact	Sufficient funds were previously endorsed by Council and currently exist within the project budget to address the variation to contract for Stage 3.1 and 3.2 as stated in recommendation 5 of this report.
Future budget impact	The recommendations in this report will not have a direct impact on the future Annual Budget but further funding will be required to undertake Stage 3.3, 3.4, 3.5 and 3.6 if endorsed by Council to proceed at the end of Stage 3.2. These funds will be scoped and requested in a further report to Council at the conclusion of Stage 3.2.

Analysis

Project Delivery

9. Since February 2020, the Town has been consulting in detail with site stakeholders and the wider community to ensure the Macmillan Precinct Masterplan reflects their shared aspirations and vision for the future.

6. The Concept Plan was iteratively developed alongside the community and key stakeholders over the course of 6 months across two stages:
   (a) Stage 1 – Vision and Community Charter, February 2020 to April 2020, including:
      (i) Establishing the community's vision through surveys, meetings, online mapping and a Community Vision Workshop.
   (b) Stage 2 - Concept Plan, May 2020 to August 2020, including:
      (i) Exploring design ideas through a two (2) week Place Design Forum discussing facilities, public space, uses, funding and more.
      (ii) Deciding the concept design direction through establishing three (3) concept scenarios and testing the key elements that the community support or oppose.
      (iii) Developing the Concept Plan based on key community feedback and technical inputs from the scenarios.

7. The Macmillan Precinct Working Group was established in May 2020 to help guide the development of the Concept Plan in Stage 2.
   (a) Thirty (30) individuals were selected for the Working Group comprising:
      (i) Twenty (20) community members; and
      (ii) Ten (10) key stakeholder representatives.
   (b) The Working Group was established through a self-nominated Expression-of-Interest process, where final members were independently selected based on their demographic information to ensure an even representation of the Town's community.

8. The community ideas and feedback captured in Stage 1 established the site Vision and Guiding Principles and can be seen in greater detail in Section 3 - page 28 of Attachment 1.

9. The community ideas and feedback captured in Stage 2 established the Concept Plan and can be seen in greater detail in Section 5 - page 28 of Attachment 1.

10. Further information on the engagement process has been outlined in page 6 & 24 of Attachment 1.

Concept Plan Design

11. The Concept Plan is a high-level guide for the future detailed Masterplan based on wider community feedback, including local residents, businesses, sporting clubs, community groups and facility operators. It establishes the overall design principles and desired outcomes for the design of new community facilities, enhancement of public spaces, the inclusion of new uses and options for funding and delivery.
12. The Concept Plan draws together the best of three (3) co-design Scenarios, responds to community feedback and takes into account preliminary financial and technical assessments to set a clear and exciting direction for the future.
    (a) The key elements captured through the community engagement can be seen in greater detail on page 13 of Attachment 1.
13. The Concept Plan proposes four (4) key moves, as per Section 5.4 - page 48 of Attachment 1:
    (a) Retaining, expanding and co-locating all Town services into an innovative Community Hub;
    (b) Dedicating more area, created through co-locating facilities, to expand the network of public open spaces;
    (c) Utilising surplus land to accommodate new and additional community facilities, non-profit and educational spaces and complementary mixed-uses to bring life and vitality to the Precinct; and
    (d) Shaping three unique places within the Precinct, being the Heart, the Highway and the 'Hood, each with a distinctive feel and defined but complementary role.
14. Reflecting strong community feedback, the Concept plan accommodates all existing community facilities and identifies how they can remain within the Precinct either within new or expanded existing facilities. Detailed Masterplanning and further stakeholder engagement will confirm the detailed design, internal arrangements and potential delivery mechanisms of these facilities. These facilities include:
    (a) An expanded Leisurelife facility including creche, mixed-use courts, squash and gym facilities;
    (b) An expanded Library and integrated Community Centre;
    (c) An upgraded expanded Arts Centre;
    (d) Multiple options for the future of the Bowls Club; and
    (e) Multiple potential locations for Childcare and Sussex St Law Centre.
15. The Concept Plan has been designed with the flexibility to accommodate two (2) Community Hub options, with a decision to be made following detailed investigation through the Masterplanning stage. These include:
    (a) A 'stacked' Community Hub integrating all community services in an efficient multi-storey building as shown in the Concept Plan on page 50 of Attachment 1; and
    (b) An alternative single-storey 'clustered' model with services side by side and a shared entry as shown on page 62 of Attachment 1.
16. Co-locating community facilities within a more efficient footprint allows for a significant surplus in land that has been dedicated to new and existing public space.
    (a) These include small piazzas, tree retention pocket parks, pedestrian lanes and an expansion and enhancement of John Macmillan Park.
    (b) Further detail on these spaces can be seen on pages 52-59 and 64-65 of Attachment 1.
17. Through the community engagement, a rooftop bowls facility was widely supported by the broader community however, further investigation is required to confirm if the number of greens can be supported and the operational impacts to the Club. These matters will be explored in consultation with the Club through the detailed Masterplan stage.

(a) The options the Town will investigate during the Masterplan stage can be seen in greater detail on page 63 of Attachment 1.

18. In addition to new facilities and expanded public spaces, the Concept Plan utilisies surplus land to accommodate a diverse range of additional activities.
    (a) These additional land uses were explored through the community engagement process in consultation with the community and can be seen in greater detail on page 68 of Attachment 1.
    (b) These uses will be investigated further through the Masterplanning stage and have not yet been allocated individual areas within the Concept Plan.

19. Property valuation and cost estimates prepared through the scenario planning identified that costs associated with all three scenarios far exceeded the revenue achieved from potential development.
    (a) Based on preliminary scenario modelling the following indicative order of magnitude costs are anticipated
        (i) Community facility investment in the order of $40m (based on a stacked model);
        (ii) Site infrastructure costs in the order of $7m; and
        (iii) Landscaping costs in the order of $8m.
    (b) Through the scenario review process, the development of 30-40% of the site was identified as achieving a suitable balance of development potential. This is far less in scale when compared to previous planning exercises.
    (c) Based on this level of potential development considered by the Concept Plan, revenue generated from the site as a land development proposition could see approximately $13m returned to the Town to contribute to community infrastructure costs.
    (d) As part of the detailed Masterplanning process, specific costings and estimates will be developed to help identify potential funding models.
    (e) Further detail on the funding approach can be seen on page 69 of Attachment 1.

<u>Masterplan Stage Considerations</u>

20. The Concept Plan is only a preliminary working document and significantly more consultation and detailed investigation will be required to confirm the final Masterplan for the area.

21. Preparation of the Concept Plan has identified a number of technical considerations that will require resolution through the detailed Masterplan, including:
    (a) Land tenure;
    (b) Zoning constraints;
    (c) Sewer and drainage alignments;
    (d) Traffic management and parking; and
    (e) Staging and delivery transitioning.

22. To further inform the masterplan, a set of guiding statements has been prepared. This draft guidance has been developed collaboratively with the community through the engagement process by establishing values and priorities for the Precinct. These can be seen on page 71-73 of Attachment 1.

23. Through community engagement, it was widely agreed that funding should be considered from a range of sources to balance impacts to the site and ratepayers. Central to this view is a desire to see Town ownership of land maintained where possible.
    (a) Community facilities and landscaping costs would likely be part of a standalone business case for the Town to resolve through detailed planning and exploration of potential funding sources. Any other land development opportunities on the site would likely be considered by Council in the future through a future Major Land Transaction Business Case.
    (b) Overall and as agreed through the community engagement, the funding approach will consider the balance of development of Council land with other revenue sources.

Next Steps

24. Following the endorsement of the Concept Plan, the Town will enter the next stage of the project lifecycle Stage 3 – Masterplan. This stage will be guided by the final Concept Plan and will address all of the above considerations as well as:
    (a) Detailed planning for Leisurelife and Town Library;
    (b) Identification of locations and opportunities to incorporate community benefit into private and public developments (e.g. Space for Not-for-Profit, artist studios etc);
    (c) Detailed investigation and planning for community services;
    (d) Identification of options to implement planning controls to maintain the community benefits into private development;
    (e) Public realm and landscaping detailed masterplanning;
    (f) Access, traffic and parking management plan;
    (g) Drainage and stormwater management;
    (h) Geotechnical and servicing investigation;
    (i) Built form principles including height, bulk and scale of buildings;
    (j) Scheme zones and preferred land uses;
    (k) Land use, built form and streetscape objectives to inform statutory planning decisions;
    (l) Sustainability design principles for all buildings;
    (m) Investigation into the potential relocation of the Town's administration and civic functions (through the Future Organisational Needs project); and
    (n) Development and funding scenario modelling and options analysis.

25. Due to the size, scale and technical nature of the works required to deliver the masterplan it is proposed to be delivered over incremental phases. The methodology includes six (6) core phases and can be seen in detail in Attachment 3.
    (a) The Town is proposing to deliver Stage 3.1 and 3.2 as the first scope of works following the endorsement of the recommendation.
    (b) Stage 3.2 will conclude with a report to Council to consider and endorse a preferred option for the Community Hub and Bowls Club.
    (c) This report will be followed by Stages 3.3 to 3.6 where the remaining Precinct Masterplan works will be undertaken.
    (d) Splitting the scope of works into six core phases allows the Town to undertake detailed scoping and pricing at the conclusion of each phase instead of providing an initial high level provisional sum.
    (e) The phasing will also allow for approval gateways within Stage 3, that allow Council to make considered determinations on the direction of the project at various points or, if required, pause or review the project.
    (f) Procurement advice has been provided from the Town's Procurement and Finance service areas on this approach and is consistent with the recommendations of this report.
    (g) It is recommended that a variation to the contract (CTVP/19/61) be provided to deliver Stage 3.1 and 3.2. The variation amount includes all items listed in Attachment 3 for Stage 3.1 and 3.2 and a contingency amount of approximately 7% for additional services, stakeholder meetings and disbursements if required.
    (h) As the variation in the above recommendation is greater than 10% of the original budget, Council approval is requested to authorise the CEO to issue the variation.
    (i) There is sufficient project budget within the existing work order, previously approved in the 2020/21 Annual Budget, to fund Stage 3.1 and 3.2.
    (j) A second variation and additional budget to proceed with Stage 3.3 to 3.6 will be requested in a future report to Council, should Council endorse the continuation of the project at the completion of Stage 3.2.

26. The Town will continue to engage with the community and key stakeholders as the Masterplanning process gets underway to ensure their views are incorporated into the masterplan considerations. The main engagement and consultation points are identified in Attachment 3.
27. Once finalised, the Masterplan will be presented to Council for endorsement and, pending approval, will then be used as a guiding document for staged implementation over the coming years as funding is identified.
28. An overview of the next stages of the project have been provided in a graphical timeline in Attachment 5.

Relevant documents

Not applicable.

Questions and responses

Cr Wilfred Hendriks

1. Can the paragraph numbering be corrected?

Mayor Karen Vernon advised that it can be addressed.

2. Who funded the current recreation centre and swimming pool?

Mayor Karen Vernon advised that they existed before the Town came into operation and it was most likely the City of Perth.

3. On page 64, does the colour coding match the plan?

The Strategic Projects Manager advised that it will be amended.

4. On page 50, why is it directing to manmade structure and not a grassed area?

The Strategic Projects Manager advised that it is indicative only as more detailed design work is to come.

5. How long do you envisage the community hub option to last for?

The Strategic Projects Manager advised that that information would be provided at a much later stage at the detailed design stage.

6. How old is the current recreation centre?

The Strategic Projects Manager advised that he estimated around 40 years old and took the question on notice.

7. What would the cost be for refurbishing the building?

The Strategic Projects Manager advised that he could not advise at this stage but the cost would be too great.

8. What would be the cost for refurbishing the building as is to increase longevity?

The Strategic Projects Manager advised that it would be estimated to be about $4 to $5 million dollars, however refurbishment would also trigger the need to review and implement required disability and access upgrades which are not scoped at this stage.

The Chief Executive Officer advised that recreation centre was built in 1984.

9. What are the Town's plans are for future proofing the recreation facilities?

Mayor Karen Vernon advised that these concept plans are to address and facilitate the Town's future population growth.

The Strategic Projects Manager advised that the number of courts can change at a later stage of this plan. The concept plan has been developed with a projection to 2035. The Town has also discussed with Perth Redbacks their regional growth to consider their needs as well.

10. What exactly do you mean by a building can change over time?

The Strategic Projects Manager advised that whilst the external will stay the same, the internal structure will be an adaptable design so that further use can be considered.

11. With the basketball court being used for functions, how would you go about facilitating that eg commercial kitchen, protecting the floor, storage?

Mayor Karen Vernon advised she predicts it would be addressed during the final detailed design stage, after consultation.

The Strategic Projects Manager advised that it correct, and that the intent is for a multi-use space for the Town, the community and its' groups.

12. With the proposed underground parking, what is the difference of volume in the number of car bays from what exists at the moment?

The Strategic Projects Manager advised that car bay numbers will be developed in the next stage.

Further consideration to be added to the Ordinary Council Meeting agenda

1. Amend paragraph numbering on page 83.

2. Amend colour coding legend.

3. Include information on how old the current recreation centre is.

13.4 QTVP/20/09 - Gas Energy Supply to Aqualife Centre

Location	East Victoria Park
Reporting officer	Jayde Robbins
Responsible officer	John Wong
Voting requirement	Simple majority
Attachments	Nil

Recommendation

That Council accepts the submission and authorises award of contract to Perth Energy Pty Ltd (ABN 39 087 386 445) for the supply of gas to Aqualife Centre under the following contractual arrangements:

a) Contract Term of two (2) years with the option of three, one-year extensions
b) Pricing as contained within Perth Energy Pty Ltd submission, estimated at $225,456 (inc GST) over a two year period.

Purpose

The purpose of the report is to consider and award the contract for gas supply to Aqualife. The acceptance of any tendered offers and the subsequent awarding of such contracts are to be determined by Council.

In brief

- Submissions were invited for the supply of gas to the Aqualife Centre for a two (2) year period through the Western Australian Local Government Association (WALGA) Preferred Supplier Arrangement (eQuotes) reference VPR368382 posted on 17 September 2020 and closed on 5 October 2020.
- A total of three (3) submissions were received from:
  - Alinta Sales Pty Ltd
  - Perth Energy Pty Ltd
  - Synergy
- Suppliers were requested to provide a lump sum cost for the supply and delivery of the requested Gas Energy.
- An evaluation of the tender submissions against the compliance criteria and price has been completed and it is recommended that Council accepts the submission made by Perth Energy Pty Ltd and awards the contract for the supply of gas to Aqualife Centre for estimated cost of $225,456 (inc GST) over a two year period with a commencement date of 1st January 2021.
- Sufficient budget exists within the operating/maintenance budget for this facility, for the gas supply costs under this contract.

Background

1. The Town's Aqualife Centre uses gas supplies to heat the swimming and leisure pools within the Centre.
2. Due to the high volume of gas used at Aqualife it is classed as a "contestable site", and therefore the Town can go to market for gas supply.
3. The value of the total contract over two years with the option of three further one-year extensions is likely to exceed $250,000.

4. The previous contract with Kleenheat gas has expired, however has been extended on a three-month contract extension expiring 31st December 2020.

Compliance criteria

5. The Town went through WALGA e-Quotes preferred supplier's arrangement. All suppliers are pre-qualified against major compliance and qualitative criteria.
6. Suppliers were requested to provide a bundle price per gigajoule.
7. Price should include all applicable fees and charges.

Evaluation process

8. As the tender was submitted through WALGA panel there was no need to do a qualitative assessment as the suppliers are all pre-qualified tenders.
9. All submissions were evaluated against the Town's compliance criteria by the Senior Procurement Officer, and all submissions were deemed compliant.
10. The submissions were assessed against price only as follows:

Price	Weighting 100% The price criterion was assessed based on a lump sum cost for using the estimated 13,000 Gigajoules of gas per year. ▪ A bundle price per gigajoule to supply gas based on the use of 13,000 Gigajoules of natural Gas per year. ▪ Price should include all applicable fees and charges.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL06 - Finances are managed appropriately, sustainably and transparently for the benefit of the community.	The expected costs associated with this contract is within the allocated maintenance and operating budget. The Town is seeking best value for money through tendering for contestable gas supply at the Aqualife Centre.

Environment	
Strategic outcome	Intended public value outcome or impact
EN05 - Appropriate and sustainable facilities for everyone that are well built, well maintained and well managed.	The Aqualife centre provides recreational services to the Town and the wider community. Reliable gas supply ensures the service is maintained at an acceptable level for the community.

Social	
Strategic outcome	Intended public value outcome or impact
S01 - A healthy community.	The Aqualife centre provides a community site for social interaction of various groups and

	demographics, as well as health benefits to patrons utilising the facility.

Engagement

Internal engagement	
Asset Planning	Budget control, tender/specification development
Procurement	Provided advice and acted as a probity advisor throughout the process.
Business Services	Aqualife Manager and team on the operational obligations of the tender.

Legal compliance

Section 3.57 of the Local Government Act 1995

Part 4 Division 2 of the Local Government (Functions and General) Regulations 1996

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Revenue reduction	Moderate	Likely	High	*Low*	Treat – Award Tender
Environmental	Not applicable				*Medium*	
Health and safety	Not applicable				*Low*	
Infrastructure/ ICT systems/ utilities	Not applicable				*Medium*	
Legislative compliance	Not Applicable				*Low*	
Reputation	Community complaints, media exposure	Moderate	Likely	High	*Low*	Treat – Award Tender
Service delivery	Disruption to facility, possible closure	Moderate	Likely	High	*Medium*	Treat – Award Tender

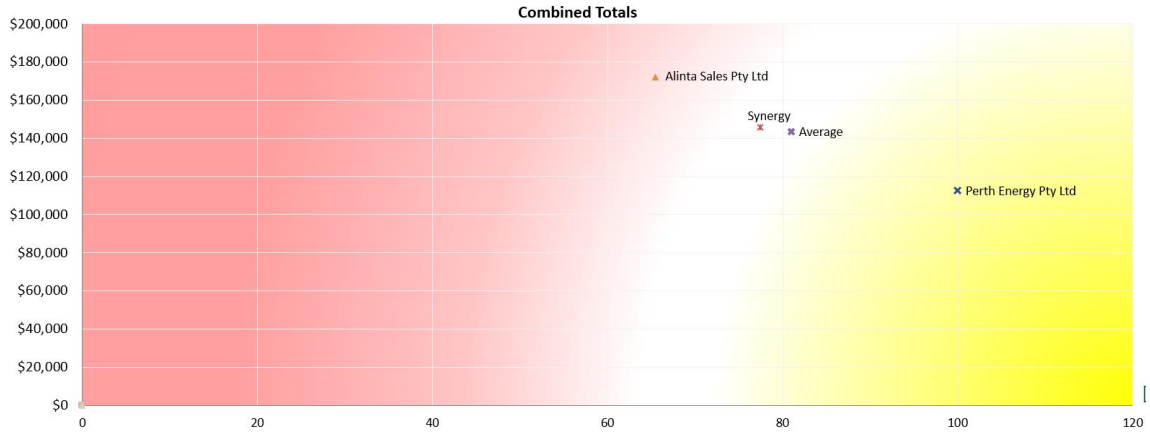
Financial implications

Current budget impact	The provision of QTVP/20/09 Gas Energy Supply for Aqualife Centre is likely to cost $225,456 over a two-year contract term and will exceed the $250,000 should

	an extension be granted, therefore it is deemed necessary to enter into a contract. Sufficient funds exist within the annual budget to address this recommendation.
Future budget impact	Future financial budgeting covering operating and maintenance costs for the Aqualife facility have been included in the long term financial plan.

Analysis

11. The Town received a total of 3 submissions. All 3 submissions were compliant.
12. The assessment of the submissions was undertaken by a panel that included:
    - Building Officer
    - Coordinator Strategic Assets
    - Leisure Facilities Operations Manager
13. The submissions were assessed 100% on price as the suppliers were pre-qualified through the WALGA e-quote panel service.
14. The evaluation of the submissions against the quantitative and qualitative criteria are shown on the graph below.



15. The submissions were ranked overall as below:

Company	Ranking
Alinta Sales Pty Ltd	3
Perth Energy Pty Ltd	1
Synergy	2

Relevant documents

Council Policy 301 Purchasing

Questions and responses

Cr Wilfred Hendriks

1. Has the Town looked at greener options for this?

The Chief Operations Officer advised that it did consider other options and gas was considered as a lower carbon footprint than the grid.

Cr Luana Lisandro

1. Has the Town investigated thermal heating system?

The Chief Operations Officer advised that there were investigation into a thermal heating system however it was cost-prohibitive.

Further consideration to be added to the Ordinary Council Meeting agenda

Nil.

14 Chief Financial Officer reports

14.1 Schedule of Accounts for September 2020

Location	Town-wide
Reporting officer	Bonnie Hutchins
Responsible officer	Stuart Billingham
Voting requirement	Simple majority
Attachments	1. Payment Summary Listing - September 2020 [**14.1.1** - 8 pages]

Recommendation

That Council:

1. Confirms the accounts for 30 September 2020 as included in the attachment, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996.
2. Confirms the direct lodgement of payroll payments to the personal bank accounts of employees, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996.

Purpose

To present the payments made from the municipal fund and the trust fund for the month ended 30 September 2020.

In brief

- Council is required to confirm payments made from the municipal fund and the trust fund each month, under Section 13 of the Local Government (Financial Management) Regulations 1996.
- The information required for Council to confirm the payments made is included in the attachment.

Background

1. Council has delegated 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.

0. 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 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
   d. sufficient information to identify the transaction

1. That payment 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.

2. The payment list and the associated report was previously presented to the Finance and Audit Committee. Given this Committee's scope has changed to focus more on the audit function, the payment listings will be forwarded to the Elected Members ahead of time. Any questions received prior to the

finalisation of the report will be included along with the responses within the Schedule of Accounts report for that month.

3. The list of accounts paid in accordance with Regulation 13 of the Local Government (Financial Management) Regulations 1996 is contained within the attachment and is summarised below.

Fund	Reference	Amounts
Municipal Account		
Automatic Cheques Drawn	608785 – 608793	18,520
Creditors – EFT Payments		6,311,548
Payroll		1,044,009
Bank Fees		6,452
Corporate MasterCard		11,815
		7,392,344

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL06 - Finances are managed appropriately, sustainably and transparently for the benefit of the community.	The monthly payment summary listing of all payments made by the Town during the reporting month from its municipal fund and trust fund provides transparency into the financial operations of the Town.
CL10 - Legislative responsibilities are resourced and managed appropriately, diligently and equitably.	The presentation of the payment listing to Council is a requirement of Regulation 13 of Local Government (Finance Management) Regulation 1996.

Legal compliance

Section 6.10(d) of the Local Government Act 1995
Regulation 13 of the Local Government (Financial Management) Regulation 1996

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Misstatement or significant error in Schedule of accounts.	Moderate Severe	Unlikely Unlikely	Medium High	Low Low	Treat risk by ensuring daily and monthly reconciliations are completed. Internal and external audits.

	Fraud or illegal transactions					Treat risk by ensuring stringent internal controls, and segregation of duties to maintain control and conduct internal and external audits.
Environmental	Not applicable					
Health and safety	Not applicable					
Infrastructure/ICT systems/utilities	Not applicable					
Legislative compliance	Not accepting schedule of accounts will lead to non-compliance.	Major	Unlikely	Medium	Low	Treat risk by providing reasoning and detailed explanations to Council to enable informed decision making. Also provide the Payment summary listing prior to preparation of this report for comments.
Reputation	Not applicable					
Service Delivery	Not applicable					

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation

Future budget impact	Not applicable.

Analysis

4. All accounts paid have been duly incurred and authorised for payment as per approved purchasing and payment procedures. It is, therefore, requested that Council confirm the payments, as included in the attachments.

Relevant documents

Procurement Policy

There were no questions asked or presentations made in relation to this item.

14.2 Financial Statements for the month ending September 2020

Location	Town-wide
Reporting officer	Bonnie Hutchins
Responsible officer	Stuart Billingham
Voting requirement	Absolute majority
Attachments	1. Financial Statements for the month ending September 2020 [**14.2.1** - 48 pages]

Recommendation

That Council:

1. Accepts the Financial Activity Statement Report – 30 September 2020, as attached.
2. Notes that the Town's final opening financial position (1 July 2020) is subject to final audit.

Purpose

To present the statement of financial activity reporting on the revenue and expenditure for the period ended 30 September 2020.

In brief

- The financial activity statement report is presented for the month ending 30 September 2020.
- The report complies with the requirements of Regulation 34 (financial activity statement report) of the Local Government (Financial Management) Regulations 1996.
- The financial information as shown in this report does not include a number of end-of-financial year adjustments that are still yet to occur, 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 2020.

Background

1. Regulation 34 of the Local Government (Financial Management) Regulations 1996 states that each month, officers are required to prepare monthly financial reports covering prescribed information, and present these to Council for acceptance. Number all paragraphs from here on, not including tables.
2. As part of the monthly financial reports, material variances are reported. Thresholds are set by Council and are as follows:
   (s) 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.
   (b) 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.
3. For the purposes of explaining each material variance, a three-part approach has been applied. The parts are:
   (a) Period variation

Relates specifically to the value of the variance between the budget and actual figures for the period of the report.

(b) Primary reason(s)
Explains the primary reason(s) for the period variance. Minor contributing factors are not reported.

(c) 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 and may subsequently change prior to the end of the financial year.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL06 - Finances are managed appropriately, sustainably and transparently for the benefit of the community.	To make available timely and relevant information on the financial position and performance of the Town so that Council and public can make informed decisions for the future.
CL10 - Legislative responsibilities are resourced and managed appropriately, diligently and equitably.	Ensure the Town meets its legislative responsibility in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996.

Engagement

Internal engagement	
Service Area Leaders	All Service Area Leaders have reviewed the monthly management reports and provided commentary on any identified material variance relevant to their service area.

Legal compliance

Regulation 34 of the Local Government (Financial Management) Regulations 1996

Risk management consideration

Risk impact category	**Risk event description**	**Consequence rating**	**Likelihood rating**	**Overall risk level score**	**Council's risk appetite**	**Risk treatment option and rationale for actions**
Financial	Misstatement or significant error in financial statements	Moderate	Unlikely	Medium	Low	Treat risk by ensuring daily and monthly reconciliations are completed. Internal and

	Fraud or illegal transaction	Severe	Unlikely	High	Low	external audits. Treat risk by ensuring stringent internal controls, and segregation of duties to maintain control and conduct internal and external audits.
Environmental	Not applicable					
Health and safety	Not applicable					
Infrastructure/ICT systems/utilities	Not applicable					
Legislative compliance	Council not accepting financial statements will lead to non-compliance	Major	Unlikely	Medium	Low	Treat risk by providing reasoning and detailed explanations to Council to enable informed decision making. Also provide the Payment summary listing prior to preparation of this report for comments.

Financial implications

Current budget impact	Commentary around the current budget impact is outlined in the Statement of Financial Activity, forming part of the attached financial activity statement report.
Future budget impact	Not applicable

Analysis

4. The Financial Activity Statement Report – 30 September 2020 complies with the requirements of Regulation 34 (Financial activity statement report) of the Local Government (Financial Management) Regulations 1996. It is therefore recommended that the Financial Activity Statement Report – 30 September 2020 be accepted.

Relevant documents

Not applicable.

There were no questions asked or presentations made in relation to this item.

14.3 2020-2021 Quarterly Budget Review

Location	Town-wide
Reporting officer	Stuart Billingham
Responsible officer	Michael Cole
Voting requirement	Absolute majority
Attachments	2020/2021 September Quarterly Budget Review 1. 2020-21- Sept 30 Qtrly Budget- Review- Town of Victoria Park V 2 [**14.3.1** - 20 pages]

Recommendation

That Council:

1. Adopts the 2020-2021 September Quarterly Budget Review as contained within the attached.
2. Approves the budget amendments contained in the 2020-2021 September Quarterly Budget Review, detailed below (as listed in note 5 without a Council Resolution, as attached).
   - Increase Cap Inc transfer from Ed Millen Reserve $295,914
   - Decrease Op Exp S&W 13830.1001 Community Development $42,500, 13830.1002 Super $4,500
   - Increase Op Exp S&W 12240.1001 Place Planning -$42,500, 12240.1002 Super ($4,500)
   - Increase Op Exp 12734.1268 COVID Arts Grants Expenditure ($50,000)
   - Increase Op Inc Financial Assistance Grants General Component $57,521
   - Decrease Op Inc Financial Assistance Grants General Component ($479,908) remove advance pmt 2020/21
   - Decrease Cap Exp Library IT Software W1839.25. 88 $15,490
   - Decrease Cap Ex Human Resources Software W3153.25.88 $5,550
   - Decrease Cap Ex AP Workflow IT upgrade W3154.25.88 $24,000
   - Decrease Cap Exp Parking & Ranger relocate IT Hardware W3161.25.88 $26,700
   - Decrease Cap Exp Council Chambers IT Hardware W3268.25.88 $12,400
   - Decrease Cap Exp Hill View Tce & Oats St W1865.25.88 $64,079
   - Decrease Cap Exp Rutland Ave – Oats St to Welshpool Rd W1868.25.88 $39,655
   - Decrease Cap Exp Solar Way – Mercury to Mercury W4335.25.88 $139,552
   - Decrease Cap Exp Carnarvon St –Dane to Somerset W4361.25.88 $95,874
   - Decrease Cap Exp Streatley Rd –Gallipoli to Castle W4363.25.88 $7,820
   - Decrease Cap Exp Sussex St – Devenish to Berwick W4364.25.88 $79,951
   - Decrease Cap Exp John MacMillan Park Redevelop W4538.25.88 $204,062
   - Increase Cap Exp Template St – Washington to Berwick W4538 ($26,000)
   - Decrease Cap Exp Remove Plant #432 W4400.25.88 purchase postponed $45,000
   - Decrease Cap Inc Plant #432 remove trade in value changeover postponed W4400.59.64 ($18,000)
   - Non-Cash item Plant #432 P&L removed ($2,882)

- Increase Cap Inc Plant #399 not listed in budget add in W3254.59.64 $12,000
- Non-Cash item Plant #399 P&L not listed in budget add in ($3,000)
- Increase Cap Inc Plant #445 procced on sale added to budget $24,000
- Decrease Op Inc for Road Sweeper 162VPK disposed in previous yr ($75,000)
- Cap Exp Aqualife Building Renewal savings W3235.25.88 $10,000
- Decrease Cap Exp Clubroom painting Parnham & Fletcher W4442.25.88 $30,000
- Increase Cap Exp Kent St replacement of fencing W4554.25.88 ($30,000)
- Decrease Cap Exp Leisurelife skylights W4445.25.88 $5,000
- Decrease Cap Exp Leisure life HWS replacement savings W4446.25.88 $20,000
- Increase Op Exp Changerooms Refurbishment JA Lee Clubrooms W4524.25.88 ($10,000)
- Decrease Cap Exp Archer St GO Edwards Park Toilet Block painting savings W4523.25.88 $55,000
- Decrease Cap Exp Aqualife C/fwd savings W3245.25.88 $27,296
- Increase Op Exp COO Contract management Training 177570.1007.88 ($2,600)
- Increase Op Exp COO Project Management Training 17780.1007.88 ($3,000)
- Increase Op Exp COO Rewards & Recognition 17574.1285.88 ($1,310)
- Increase Op Exp Future Org Needs W4552.25.88 ($60,000)
- Increase Cap Exp MRRG – Kent St – Albany Hwy to Gloucester nightworks W4406.25.88 ($38,000)
- Increase Cap Exp MRRG – Oats St – Swansea to Rutland night works W4407.25.88 ($45,000)
- Cap Exp Custance St – Goddard to Getting W4405.25.88 ($150,000)
- Cap Exp Norseman St –Carnarvon to end W4409.25.88 ($26,000)
- Cap Exp Lake View St –Carnarvon to end W4411.25.88 ($25,000)
- Cap Exp Tuam St – Washington to Albany Hwy ($24,000)
- Cap Exp Dome Place – VPD to end W4414.25.88 W4414.25.88 ($50,000)
- Cap Exp Anglesea St –Gerard to Carnarvon W4415.25.88 ($20,000)
- Cap Exp Watts Place – Turner to end savings W4429.25.88 $57,500
- Increase Cap Exp Blair Athol St – Carnarvon to Gerard W 4532.25.88 ($23,100)
- Increase Cap Exp Briggs St – Star to Orrong night works W4430.25.88 ($50,000)
- Increase Cap Exp Savill Place – Cohn to end W4434.25.88 ($20,000)
- Decrease Cap Exp Midgley St – Rutland to Gallipoli W4536.25.88 $55,000
- Increase Cap Exp Maude St – Anglesea to Blair W4537.25.88 ($15,000)
- Decrease Cap Exp Baron Hay Crt – George to end deferred this yr dept of Ag W4425.25.88 $165,956
- Decrease Cap Exp Raphael Park Irrigation savings W3220.25.88 $140,485
- Decrease Cap Exp Higgins Park upgrade savings W1725.25.88 $142,239
- Increase Cap Exp ROW 119 profile & resurface W1304.25.88 ($100,000)
- Decrease Cap Exp Pipe Renewal as per AMP deferred W1871.25.88 $100,000

- Decrease Cap Exp Clydesdale St – Teague to Kitchener (West Side) savings W4473.25.88 $15,030
- Decrease Cap Exp Clydesdale St – Sudbury to Kitchener (East Side) savings W4475.25.88 $5,500
- Decrease Cap Exp Hill View Tce – Burlington to Albany Hwy (South side) savings W4476.25.88 $6,400
- Decrease Cap Exp Camberwell St – Archdeacon to Devenish (South side) savings W4479.25.8 $3,800
- Decrease Cap Exp Kitchener Ave – Harper to Clydesdale (West side) savings $5,400
- Increase Cap Exp Harold Rossiter Park Kent to Rathay W4471.25.88 ($50,000)
- Increase Cap Exp Carpark 15 Fletcher Park W4460.25.88 ($50,000)
- Increase Cap Exp Alec Bell Park W1060.25.88 ($10,000)
- Decrease Cap Exp Street Lighting Albany Hwy and Laneways savings W4464.25.88 $39,000
- Increase Cap Exp W1895.25.88 Street Lighting Improvements Various Loc ($66,000)
- Increase Cap Exp Lathlain Redevelopment zone 2 Art Project ($11,000)
- Increase Cap Exp Lathlain Redevelopment zone 2x Art Project ($39,500)
- Increase Cap Exp IT Budget Rutland Ave –Miller to Oats increased scope W3210.25.88 ($250,000)
- Increase Cap Exp purchase more tablets W3266.25.88 ($84,090)
- Decrease Cap Exp Office 365 W3266.25.88 $90,000
- Increase Cap Exp TRIM CM9 W3269.25.88 increase budget by ($90,000)
- Increase Cap Exp AV Equipment upgrades W4555.25.88 ($50,000)

Purpose

The present to Council the Quarterly Budget Review detailing material variances which may impact upon the budget and provide recommendations on how to accommodate these variations.

In brief

- The Quarterly Budget Review is an early assessment by the Town of how it is financially performing to date and is used to identify variations from the budget by the year end. It may include new works and/or services not identified in the adopted budget.
- The Quarterly Budget review, although not a legislative requirement, is however presented to Council as industry best practice to ensure reporting timeliness and organisational agility to respond to changes. Any Budget amendments are to be approved in accordance with section 6.8 of the *Local Government Act 1995*.
- The Quarterly Budget Review does not consider the opening position for the financial year. The main Annual Budget Review to be presented to Council in February 2021, after the Annual Financial Audit is completed, will consider any changes to the opening position.
- Known material variations to the Annual Budget are addressed in this report, including the funding identified to accommodate these variations.

Background

1. A Quarterly Budget Review as of 30 September 2020 has been undertaken by the Financial Services area.

2. The September Quarterly Budget Review has been prepared and is now presented to Council for consideration and approval of the recommended budget amendments.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL06 - Finances are managed appropriately, sustainably and transparently for the benefit of the community.	. To make available timely and relevant information on the financial position and performance of the Town so that Council and public can make informed decisions for the future.
CL10 - Legislative responsibilities are resourced and managed appropriately, diligently and equitably.	. Ensure the Town meets its legislative responsibility in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996.

Engagement

Internal engagement	
Stakeholder	SALT's and Managers
Service Area Leaders	All Service Area Leaders and Managers have reviewed the Quarterly Budget Review report and provided commentary on identified budget amendments requested relevant to their service area.

Legal compliance

Local Government Act 1995 section 6.8.

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Not adopting the Quarterly Budget Review would affect budget allocations required for this year's projects and funding	Moderate	Unlikely	Medium	Low	TREAT risk by Adopting the Quarterly Budget Review and recommended budget amendments.
Environmental	Not applicable	Nil	Nil	Nil	Nil	Not applicable
Health and safety	Not applicable	Nil	Nil	Nil	Nil	Not applicable

Infrastructure/ ICT systems/ utilities	Not applicable	Nil	Nil	Nil	Nil	Not applicable
Legislative compliance	Budget Amendments in accordance with LG Act 1995	Moderate	Possible	Medium	Low	TREAT risk by ensuring Budget amendments in accordance with LG 1995 Act
Reputation	Being transparent with Community	Moderate	Unlikely	Medium	Low	TREAT risk by open reporting to Council and Public.
Service delivery	Best Practice	Low	Possible	Low	Low	TREAT risk by following Industry best practice.

Financial implications

Current budget impact	Sufficient funds do not exist within the annual budget. As per note 5 in the attached quarterly budget review report a list of requested budget amendments is submitted for consideration of Council for approval.
Future budget impact	Not applicable.

Analysis

3. The Quarterly Budget Review has identified several predicted variances to the Adopted Budget. The variances relate to:

   (a) Funding for projects carried over from 2019/2020 no longer required

   (b) Adjustments for known variations this year.

4. The reasons for Budget amendments are summarised in Note 4 and Note 5 of the attachment.

5. The budget amendments are recommended for Council approval.

Relevant documents

Not applicable.

There were no questions asked or presentations made in relation to this item.

15 Committee reports

15.1 Review of Policy 224 Fences Between Town Property and Adjoining Property

Location	Town-wide
Reporting officer	Gregor Wilson
Responsible officer	Ben Killigrew
Voting requirement	Simple majority
Attachments	1. Policy 224 Fences between Town property and adjoining property Final [L5VO] [**15.1.1** - 2 pages] 2. Policy 224 Fences between Town property and adjoining property - Track Changes [**15.1.2** - 3 pages] 3. Policy 224 Fences between Town property and adjoining property - Current [**15.1.3** - 2 pages]

Recommendation from the Policy Committee

That Council, effective from the commencement of the Fencing Local Law 2020:

1. Repeals existing Policy 224 Fences Between Town Property and Adjoining Property as attachment 3.
2. Adopts amended Policy 224 Fences Between Property owned by the Town and Adjoining Property as Attachment 1.

Purpose

To repeal existing Policy 224 Fences Between Town Property and Adjoining Property and present amended Policy 224 Fences Between Property owned by the Town and Adjoining Property to the Policy Committee for a recommendation for Council adoption.

In brief

- Policy 224 Fences Between Town Property and Adjoining Property was last reviewed in August 2015
- At its Council meeting of April 2020, it was resolved to request a review of Policy 224 Fences Between Town Property and Adjoining Property by November 2020. This is part of the broader timetable for review of policies in the 2020/2021 financial year.
- Policy 224 Fences Between Town Property and Adjoining Property guides the principles that the Town will apply relating to contribution to the costs of fencing adjoining Town controlled land.

Background

1. At its meeting on 21 April 2020 Council adopted a works plan to complete a review of a number of policies. Policy 224 Fences Between Town Property and Adjoining Property was one of the policies identified for review.

2. The Town has an extensive list of parks and sumps that are adjoined by privately owned residential and commercial properties.
3. Under certain criteria, and as a responsible neighbour, the Town may contribute up to 50% of the costs of dividing fences.
4. Drainage sumps have the potential to be filled with water, so maintaining the fence integrity in these locations potentially becomes a safety issue.
5. In the case of parkland, a missing fence may create illegal access to the park by vehicles potentially causing damage, so it may be in the Town's interest to contribute to the cost of fencing.
6. The Town receives multiple requests each year for contributions to adjoining fences on Parks and Sumps.
7. Local governments are not exempt from the requirements of the *Dividing Fences Act 1961* however crown land managed by the local government would be.

Strategic alignment

Environment	
Strategic outcome	Intended public value outcome or impact
EN05 - Appropriate and sustainable facilities for everyone that are well built, well maintained and well managed.	Maintaining the integrity of boundary fences, keeps them to a standard, and restricts inappropriate access for safety, and limiting damage to parkland.
EN06 - Appropriate, inviting and sustainable green spaces for everyone that are well maintained and well managed.	Well maintained fence networks help define park boundaries, stop unauthorized vehicle access and maintain the aesthetics of the sites.

Engagement

Internal engagement	
Stakeholder	Comments
Engineering staff	Feedback on maintaining sump fences
Park Staff	Review document relating to Park boundary fencing issues
Planning Department	Approval of changes consistency with planning policies
Governance, and Land and Properties Officer	Review of policy wording

Legal compliance

Section 2.7 of the Local Government Act 1995

Dividing Fences Act 1961

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Not adopting a fencing policy may lead to inconsistency in financial contributions for boundary fencing	Moderate	Likely	High	Low	Adopt a policy that clarifies council contributions,
Environmental	N/A					
Health and safety	Failure to protect residents from issues caused by missing fences	Moderate	Possible	Moderate	Low	Ensure fencing policy is followed.
Infrastructure/ ICT systems/ utilities	Failure to protect public open space and infrastructure	Moderate	Likely	Moderate	Medium	Ensure fences are replaced
Legislative compliance	N/A					
Reputation	Complaint over Town's handling of fencing requests	Low	Possible	Low	Low	Ensure policy is followed, and available on website
Service delivery	N/A					

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation.
Future budget impact	Town needs to maintain current level of budget in parks and drainage sumps to deal with any future requests for contributions to fencing.

Analysis

8. The Town assessed the Dividing Fences Act as part of the research into this policy. The policy is consistent with our requirement under the Act.

9. The Town also sought comparison with other local government policies relating to fencing. Four councils were contacted, with the City of Stirling providing feedback. The City of Stirling indicated that they rarely pay a contribution to dividing fences, and follow guidelines from the Dividing Fences Act.
10. The policy has been reviewed for consistency of application against existing practice. Minor amendments have been made to clarify terminology and other requirements in providing for the Town's contributions to Fences Between Town Property and Adjoining Property, as outlined with the attached Policy 224 Fences Between Town Property and Adjoining Property.

Relevant documents

Policy 224 Fences Between Town Property and Adjoining Property

Western Australian Legislation - Dividing Fences Act 1961

There were no questions asked or presentations made in relation to this item.

15.2 Review of Policy 254 Remnant Native Vegetation

Location	Town-wide
Reporting officer	Gregor Wilson
Responsible officer	Ben Killigrew
Voting requirement	Simple majority
Attachments	1. Policy 254 Remnant native vegetation - Track changes [**15.2.1** - 2 pages] 2. Policy 254 Remnant native vegetation - Current [**15.2.2** - 2 pages] 3. Policy 254 Remnant native vegetation final [U8R7] [**15.2.3** - 2 pages]

Recommendation from the Policy Committee:

That Council:

1. Repeals existing Policy 254 Remnant Native Vegetation as Attachment 3.
2. Adopts amended Policy 254 Remnant Native Vegetation as Attachment 2.

Purpose

To repeal the existing Policy 254 Remnant Native Vegetation and present the amended Policy 254 on Remnant Native Vegetation to the Policy Committee for a recommendation for Council adoption.

In brief

- Policy 254 Remnant Native Vegetation was last reviewed in August 2015.
- At its Council meeting of April 2020 it was resolved to request a review of Policy 254 Remnant Native Vegetation by November 2020. This is part of the broader timetable for review of policies in the 2020/2021 financial year.
- Policy 254 on Remnant Native Vegetation guides the principles that the Town will apply to provide for the management of remnant native vegetation on land under the control or management of the Town.

Background

0. At its meeting on 21 April 2020 Council adopted a work plan to complete the review of a number of policies. Policy 254 Remnant Native Vegetation was one of the policies identified for review.
1. Remnant vegetation or bushland can be defined as those patches of native trees, grasses and shrubs still left. The vegetation can be any shape and size and can include all types of native vegetation communities.
2. Remnant vegetation can provide an area with a distinct character and a link to the past.
3. The Town of Victoria Park has largely been cleared for urbanisation and only contains two bushland reserves (Kensington Bushland and Hillview Bushland), with the remaining sites with indigenous flora largely consisting of individual trees or small stands on roadsides, parks (such George St Reserve and Harold Rossiter Reserve) and sumps.
4. The remaining vegetation is an asset to the Town of Victoria Park and need to be actively managed to retain their aesthetic, cultural, and ecological values.
5. The Town has a dedicated Team Leader Natural Areas as well as other staff and contractors who maintain these areas.

Strategic alignment

Economic	
Strategic outcome	Intended public value outcome or impact
EC02 - A clean, safe and accessible place to visit.	Well maintained track networks and controlled weeds help allow for accessibility and reduced fire hazard.

Environment	
Strategic outcome	Intended public value outcome or impact
EN06 - Appropriate, inviting and sustainable green spaces for everyone that are well maintained and well managed.	Well preserved aesthetically pleasing bushland allows opportunities for passive recreation fauna habitat and education on the value of remnant vegetation.
EN07 - Increased vegetation and tree canopy.	Preservation of existing trees and revegetation works help preserve and increase vegetation within the Town and add to biodiversity.

Engagement

Internal engagement	
Stakeholder	Comments
Parks staff	Provide information on current practices
Environmental Officer	Reviewed policy and provide feedback

Legal compliance

Section 2.7 of the *Local Government Act 1995*

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Failing to fund required preservation works	Moderate	Likely	High	Low	Continue to appropriately fund parks maintenance budgets for remnant vegetation works
Environmental	Failing to properly maintain remnant vegetation	Moderate	Likely	High	Medium	Preserve remnant vegetation and contain weeds

Health and safety	Not applicable				
Infrastructure/ ICT systems/ utilities	Not applicable				
Legislative compliance	Not applicable				
Reputation	Public backlash due to vegetation degradation	High	Likely	Low	Preserve remnant vegetation
Service delivery	Failure to keep up with maintenance requirements	Moderate	Likely	Medium	Continue current level of maintenance works

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation.
Future budget impact	The maintenance and preservation of the remnant bushland areas will continue to require maintenance funding in subsequent future budgets.

Analysis

6. The Town sought comparison with other local government policies relating to remnant native vegetation. Four councils were contacted, with the City of Stirling provided feedback. The City of Stirling manages its bushland guided by the City's Local Biodiversity Plan and Green Plan 2. They do not have a specific individual policy just relating to remnant native vegetation. The Town also obtained a copy of the Town of Kwinana's policy from their website. The policy is similar to the Town of Victoria Park's, with minor differences regarding Phytophthora control (dieback) and milling of removed timber.

7. The policy has been reviewed for consistency of application against existing practice. Minor amendments have been made to clarify terminology and other requirements in providing for the preservation of remnant bushland, as outlined with the attached tracked changes version.

Relevant documents

Policy 254 Remnant Native Vegetation

There were no questions asked or presentations made in relation to this item.

16 Motion of which previous notice has been given

16.1 Mayor Karen Vernon - Support for WAAMH Mental Health Campaign ahead of WA State Election 2021

In accordance with clause 4.3 of the Town of Victoria Park Standing Orders Local Law 2011, Mayor Karen Vernon has submitted the following notice of motion.

Motion
That Council: 1. Supports the WA Association of Mental Health's (WAAMH) Prevent Support Heal campaign prior to the 2021 WA State Election, by advocating for a funding commitment towards an optimal mix of funding for mental health detailed in the State Government's '*Better Choices. Better Lives: Western Australian Mental Health, Alcohol and Other Drug Services Plan 2015-2025'*; 2. Authorises the Mayor to write to the following persons in support of the need for this funding commitment prior to the 2021 election: a. Premier of Western Australia, the Honourable Mark McGowan MLA and the Minister for Health; Mental Health, the Honourable Roger Cook MLA; b. The Honourable Liza Harvey MLA, Leader of the Opposition; and the Shadow Minister for Health; Mental Health, the Honourable Zak Kirkup MLA; c. All candidates who nominate for the WA electoral seats of Victoria Park and Belmont.

Reason

On 29 September 2020, the President of the WA Local Government Association (WALGA) wrote to me seeking our Council's support for a mental health campaign in the following terms:

"Local Governments are at the forefront of their communities' social and emotional wellbeing. From supporting community groups to high level statutory requirements, Local Governments have a significant role to play in the prevention of mental health problems, supporting people to stay well and connected to each other, their families and friends. This has been particularly evident during COVID-19 as Local Governments have adjusted to keep their communities connected while physical distancing.

In August 2020 WALGA's East Metropolitan Zone requested WALGA to encourage Local Governments to support the WA Association of Mental Health's (WAAMH) Prevent Support Heal campaign.

The campaign seeks to advocate to the political parties in the lead up to the 2021 State Election, for a funding commitment towards an optimal mix of funding for mental health. This optimal mix of funding is outlined in the State Government's '*Better Choices. Better Lives: Western Australian Mental Health, Alcohol and Other Drug Services Plan 2015-2025'*. Currently ninety per cent of mental health funding is spent on inpatient hospital services and community treatment, leaving just 1 per cent for prevention and 5 per cent for community support.

The current funding allocation compared to the optimal service mix for the best outcomes in mental health is shown in the table below.

Service	Current allocation	Optimal allocation
Hospital beds	47%	29%
Community treatment	43%	34%
Community beds	4%	9%
Prevention	1%	6%
Community Support	5%	22%

In particular the campaign is seeking increased funding for prevention and community support measures. These are extremely important to support the community during the current COVID-19 pandemic and beyond.

Prevention measures are those which increase awareness, reduce stigma and encourage early intervention. Community supports are non-clinical supports that advance people's personal recovery, rights and opportunities near a person's home, rather than in hospitals and include peer support, personal recovery programs, groups, family and carer support, housing and employment programs.

The campaign's State Election Platform was launched on Tuesday, 15 September with people sharing their experiences in WA's mental health system, demonstrating the importance of funding for the optimal mix of services in mental health.

WALGA encourages Local Governments to support this campaign and consider writing to the Premier, Hon. Mark McGowan MLA and Minister for Health; Mental Health, Hon. Roger Cook MLA to support funding for the optimal mix of services for mental health and detailing the role your Local Government is undertaking to support community wellbeing."

Our Strategic Community Plan has a goal to create a healthy community. One of the roles of Council is to be an effective advocate for our community to receive the resources it needs to support its collective health and well-being. It is also important for us to consider, and where appropriate, support the work of peak industry bodies like WAAMH.

State elections provide an important opportunity for Council to be an advocate for adequate funding for important services that will prevent mental illness and support those living with, and caring for, people in our community who are experiencing mental health issues.

It is appropriate to ensure our advocacy is universal, and includes not only the current WA Government, but the Leader of the Opposition, and in due course, candidates seeking election to represent the electors of the Town of Victoria Park.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL02 - A community that is authentically engaged and informed in a timely manner.	By bringing this item to Council, the community will know what advocacy is being undertaken on their behalf.

Social	
Strategic outcome	Intended public value outcome or impact
S01 - A healthy community.	Appropriate funding for mental health services to support our community will ensure better outcomes for those affected by mental health issues.
S02 - An informed and knowledgeable community.	The community understands the role of Council in advocating for state government funding of adequate mental health services as part of the election process.

Officer response to notice of motion

Location	Town-wide
Reporting officer	Alison Braun
Responsible officer	Natalie Martin Goode
Voting requirement	Simple majority
Attachments	{attachment-list-do-not-remove}

Officer comment

1. The Town actively supports the Elected Members Notice of Motion to advocate to the WA Association of Mental Health's (WAAMH) Prevent Support Health campaign prior to the 2021 WA State Election requesting a funding commitment towards optimal mix of funding for mental health as detailed in the State Government's '*Better Choices. Better Lives: Western Australian Mental Health, Alcohol and Other Drug Services Plan 2015-2025'*.

   The Town will support the Mayor to write to the following persons in support of the request of a funding commitment prior to the 2021 election:
   . Premier of Western Australia, the Honorable Mark McGowan MLA and the Minister for Health; Mental Health, the Honorable Roger Cook MLA;
   a. The Honorable Liza Harvey MLA, Leader of the Opposition; and the Shadow Minister for Health; Mental Health, the Honorable Zak Kirkup MLA;
   b. all candidates who nominate for the WA electoral seats of Victoria Park and Belmont.

   The Town will support the Mayor by providing relevant supporting documentation and avenues to advocate through social and media channels.

2. The Town is committed to advocating for our community to receive the resources it needs to support prevention measures, increase awareness, reduce stigma and encourage early intervention for people in our community who are experiencing mental health issues.

Legal compliance

Not applicable.

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Not applicable					
Environmental	Not applicable					

Health and safety	Not applicable					
Infrastructure/ ICT systems/ utilities	Not applicable					
Legislative compliance	Not applicable					
Reputation	Potential reputational risk if the Town is not seen actively advocating for social issues	Moderate	Unlikely	High	Low	Town to actively advocate on a local and state level. Provide community with overview of advocacy via the Towns social media platforms.
Service delivery	Not applicable					

Financial implications

Current budget impact	Nil budget impact.
Future budget impact	Not applicable.

Relevant documents

Not applicable.

There were no questions asked or presentations made in relation to this item.

16.2 Mayor Karen Vernon - Temporary alteration of paid parking from December 2020 – January 2021

In accordance with clause 23 of the Town of Victoria Park Meeting Procedures Local Law 2019, Mayor Karen Vernon has submitted the following notice of motion.

Motion
That Council: 1. Approves the implementation of one hour free parking in all on-street metered parking along Albany Highway commencing on 1 December 2020 until Sunday 31 January 2021; 2. Requests the Chief Executive Officer to refer the issue of parking incentives for consideration in the next review of the Parking Management Plan.

Reason

In December 2018 and December 2019, Council resolved to approve Sunday free parking over the summer months, typically through December, January and February.

The Christmas and summer holiday period is an important opportunity for our community to eat out and shop local, and for our local businesses to benefit from increased foot traffic that comes with the festive season, fine weather and longer daylight hours.

Continuing to adopt a parking incentive for eight weeks over the holiday period from December 2020 to January 2021 will provide a valuable opportunity to:

1. Acknowledge our local businesses as valuable contributors to our Town;
2. Recognise the Council's role in supporting local businesses to survive and thrive during the current economic environment;
3. Reward and encourage local residents for choosing to patronise local businesses;
4. Encourage visitors to choose the Town as an attractive place to shop and dine out;
5. Compete with neighbouring local councils such as Perth, Vincent and Subiaco who are offering parking incentives to attract customers to their local retail and hospitality businesses.

One hour free parking available at any time along paid parking zones on Albany Highway throughout the Town is more equitable than free Sunday parking incentives from previous years for businesses and parkers alike.

Strategic alignment

Economic	
Strategic outcome	Intended public value outcome or impact
EC1 – A desirable place for commerce and tourism that supports equity, diverse local employment and entrepreneurship.	One hour free parking over the summer holiday period will help to attract more customers to the Town's local businesses, and help the Town to maintain a competitive position in

	relation to the paid parking arrangements of neighbouring local councils.
EC2 – A clean, safe and accessible place to visit.	More opportunities for locals and visitors alike to take advantage of relaxed paid parking and access local businesses.

Civic leadership	
Strategic outcome	Intended public value outcome or impact
CL3 – Well thought out and managed projects that are delivered successfully.	Early adoption of a short term parking incentive allows the initiative to be planned and promoted in sufficient time for the festive/summer holidays.
CL6 – Finances are managed appropriately, sustainably and transparently for the benefit of the community.	Planned increases in free parking will enable the costs to be adequately resourced having regard to lost revenue, reprogramming ticket machines and promotion of the initiative.

Officer response to notice of motion

Location	Town-wide
Reporting officer	Luke Ellis
Responsible officer	Michael Cole
Voting requirement	Simple majority
Attachments	{attachment-list-do-not-remove}

Officer comment

1. To inform potential summer holiday parking incentive Town Staff presented at the first meeting of the Town's Business Advisory Group (BAG) in October to explain the Town's approach to parking management, explore its relationship to business activity and consult on a variety of options for summer parking incentives.

    b. A table of options, shown below, listing the financial impact and relevant considerations were provided to the BAG.

	Options	Estimated Financial Outcome	Considerations
1	Dynamic Parking	Nil	• In action currently in all paid parking areas • 3 month review cycle • Budgeted • Equitable across areas and days of the week • Encourages bay turnover at peaks times • Encourages more parkers at off-peak times • Opportunity for promotion, however may reduce business and visitor sentiment as less is offered than in the previous two years.
2	Free Sundays	$43,800 of revenue reduction and costs	• Opportunity for promotion and improved business and visitor sentiment • No cost for parkers on Sundays • Inequity of provision for businesses that don't operate Sundays • Inequity of provision across the Town • Reduced incentive for parkers to move on providing turnover for new customers to access bays on Sundays • No incentive to park in more distant free bays keeping prime parking available for customers and high turnover on Sundays • Unbudgeted reduction in income
3	Free Weekends	$87,600 of revenue reduction and costs	• Opportunity for promotion and improved business and visitor sentiment • No cost for parkers on weekends • Inequity of provision for businesses that don't operate weekends • Inequity of provision across the Town • Reduced incentive for parkers to move on providing turnover for new customers to access bays on weekends • No incentive to park in more distant free bays keeping prime parking available for customers and high turnover on weekends

			• Unbudgeted reduction in income
4	First Hour Free	$54,000 of revenue reduction and costs	• Opportunity for promotion and improved business and visitor sentiment • Reduced incentive for parkers to move on providing turnover for new customers to access bays • Reduced incentive to park in more distant free bays keeping prime parking available for customers and high turnover on weekends • Unbudgeted reduction in income
5	No Fee's	$180,000 of revenue reduction and costs	• No incentive for parkers to move on limiting access for new customers to access bays • No incentive to park in more distant free bays keeping prime parking free to customers and high turnover • Parkers may not move their vehicle and collect a new free ticket every 2hours reducing equitable access to parking bays • Cost shift of parking from user pay to ratepayer pay • Significant unbudgeted reduction in income • Impact to Town financial position and potential impact on future rates

3. Four responses were received from the BAG, all in support of option 4 - First hour free.

Implementation of one hour free parking.

4. At its meeting held November 2019 Council endorsed a dynamic approach to price and time for parking along Albany hwy.

Approves the implementation of changes to parking price and free time for on-street parking along Albany Highway where hourly measured occupancy is below 50%.

Free 1-hour parking and parking levied at $1.10p/h (half price) concluding when parking occupancy reaches 50% with associated minor amendments to the 2019-2020 Schedule of Fees and Charges and the advertising of the proposed minor amendments be given in accordance with Section 6.19 of the Local Government Act 1995

5. Accordingly, the price to park for the second hour will continue to vary between $2.20 during peak periods to $1.10 during off-peak periods to maintain the Town's Dynamic Parking approach.
6. The implementation of one hour free parking for the two month period will have an anticipated negative financial impact of $54,000 related to:
   a. The $4,000 cost of reprograming and updating information on 80 ticket machines along Albany Highway; and
   b. The estimated $50,000 reduction in revenue.

Economic Development comment

7. The Town has taken a unified approach to the Festive Season and are in the process of delivering a collaborative campaign called 'Unwrap Vic Park'. The campaign incorporates a range of key messages and prompts visitors to find out how they can visit, and get around the Town. These key messages can be adapted to promote the changes outlined in the notice of motion should it be resolved by Council.

8. This combined approach allows the Christmas activities of the Town to form a single encompassing campaign rather than multiple concurrent campaigns. This improves the engagement and reach to the target audience which would otherwise be diluted if multiple campaigns were initiated that compete for the same for advertising space.
9. The Unwrap Vic Park campaign is a budgeted program and would not require additional budget to incorporate parking incentive messaging.

Legal compliance

Not applicable.

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Loss of revenue.	Minor	Almost Certain	Medium	Low	Accepted through endorsement of NoM
Environmental	The proposed incentive will encourage more people to drive instead of active and environmentally friendly transport modes - walking, cycling or taking public transport.	Minor	Likely	Medium		Accepted through endorsement of NoM
Health and safety	Not applicable					
Infrastructure/ ICT systems/ utilities	System outage due to reprograming of ticket machines	Minor	Unlikely	Low	Medium	Accepted through endorsement of NoM
Legislative compliance	Not applicable					
Reputation	Not supporting this NoM could result in businesses being critical of Council in not providing enough support over the Festive Season.	Minor	Likely	Medium	Low	Treat through Endorsement of NoM

Service delivery	Reduced or nil parking availability during peak times due to the reduced incentive for parking turnover	Minor	Almost Certain	Medium	Medium	Accepted through endorsement of NoM

Financial implications

Current budget impact	The change sought within the motion will reduce parking income by approximately $50,000 for the 8 weeks. This will likely result in lower than budgeted parking revenue for 2020/21. Sufficient funds exist within the expenditure budget to undertake the machine reprogramming at a cost of $4,000
Future budget impact	Not applicable.

Relevant documents

Not applicable.

There were no questions asked or presentations made in relation to this item.

17 Public participation time

Vince Maxwell

1. From the quarterly review of the finances, there was an underestimation of the surplus of one and a half million dollars, is that correct?

The Chief Financial Officer advised that it is in the order of that amount but the Town is waiting on auditor's confirmation.

2. Can that money go back into reserves?

The Chief Financial Officer advised that is the likely recommendation that will come to Council around the mid-year review, which would likely be the February OCM.

3. In relation to 13.1, did you Mayor, or the CEO, advise the buyer under section 2.3b that the condition could not be satisfied?

Mayor Karen Vernon advised that she did not.

The Chief Executive Offer advised that he did not.

4. Can I ask why not?

Mayor Karen Vernon advised that the matter has not yet been completed and that no notice from Council has been passed for her to do so.

5. Are staff hours being charged back to the developer?

The Chief Operations Officer advised that the Town is confident they are doing what is required by the contract. The charge for staff is not being charged back to Fabcot.

Yhana Lucas

1. Made a statement about 11.3 thanking elected members for their questions on the item and is looking forward working collaboratively with the Town on this.

Sue Coltrana

1. Made a statement about item 12.1 and her concern on the impact of reduced amenity for parking implications from matches played in this area.

2. Can the Town please explain if it is has an assessment framework or defined methodology to determine what acceptable levels of reduced amenity are for residents across the Town of Victoria Park? And if there isn't an assessment framework how has the determination that residents in close proximity should expect a reduced amenity been made?

The Manager Development Services advised that there is no formal assessment framework or methodology. Assessment is based on a merits-based judgement.

3. Can the Town please advise of the lessee's financial contribution towards the construction of the tennis courts? And the status of preservation of the scoreboard, and when is it going to be reused?

The Manager Development Services advised that the financial contribution was not a condition of the approval, it was an advice note. The contribution amounted to $1 million, excluding GST. It is currently at the Town depot, the WCE are not intending to reuse the old scoreboard.

Vince Maxwell

1. What is the public benefit of Town confiscating private land to give to a private developer?

The Chief Operations Officer advised that the processes undertaken have been indicated by legal advice as the most appropriate process for this private road which has been used as a public ROW for more than 10 years. The ROW will be reallocated so the public still retains the beneficial use of that area with enhanced safety considerations. Another benefit is increased parking in the area.

2. The proposed realignment of the ROW, does that go across Lot 488? And is it owned by the Town?

The Chief Operations Officer advised that it does, and Lot 488 is under the Town's control.

3. From a safety perspective, is there anything that has stopped the Town from realigning over Lot 488?

The Chief Operations Officer advised that Main Roads has advised that it is a non-confirming entry and exit, this is the opportunity to realign it to make it safer. There have been no considerations over the previous years.

4. So there is no need for the Town to take that land on Lot 488?

The Chief Operations Officer advised that the Town is taking the opportunity to improve the safety of the area and moderise it. It also brings revenue to the Town to pay for works such as this.

5. Will the Town provide this level of service to any private developer?

Mayor Karen Vernon advised that every application is assessed case by case on its merit.

6. Do you think it is appropriate that the process around dedicating a public road be used to benefit an individual or an individual company?

Mayor Karen Vernon responded that she is not in the business of answering hypotheticals.

7. Why, if under the sale contract, if the buyer is responsible for paying for the costs of obtaining the closure of the ROW and to have it given to them by the Town, then why is the Town not charging these costs to the developer?

Mayor Karen Vernon advised that the sale of contract has yet to be concluded. These costs will be considered at the finalization of the contract.

18 Questions from members without notice on general matters

Deputy Mayor Ife left the chambers at 9.11pm and returned at 9.13pm.
Manager Governance and Strategy left the chambers at 9.12pm and returned at 9.14pm.

Cr Luana Lisandro

1. When will the trial at Orrong road/Roberts road right hand turn end?

The Chief Operations Officer advised that it will end on the 24 December 2020.

2. Who is the contact for this?

The Chief Operations Officer advised that the contact is Frank Squadrito and can be contacted through the admin email address. More information in on the website.

Mayor Karen Vernon

1. With regards to the basketball court, on the corner of McCartney Crescent and Goddard Street, what arrangements does the Town make to secure the car park afterhours?

The Chief Operations Officer advised from his understanding there is passive security measures like lighting and took the question on notice.

2. Has the Town received complaints on hoon behavior including the doing of burnouts on the surface of the car park which also doubles as a basketball court?

The Chief Operations Officer took the question on notice.

3. Why are the car park lights left on all night, and what is the impact on residents?

The Chief Operations Officer advised that it is for a safety reason, if residents are impacted by the length of time the lights are on for, it can be looked at being reduced.

4. If the lights are being left on for the purposes of safety and/or passive surveillance what areas are being passively surveilled by the leaving of lights on in the car park after business hours at night?

The Chief Operations Officer advised that the lighting assists with initial and quick assessment of safety.

5. In relation to the multiuse courts in Zone 2x, what is the current status of the use of the basketball court facilities, namely the hoops, and when is it likely to be resolved?

The Chief Operations Officer advised that a recent update includes discussions with a specialist providers of basketball backboards. The Town is close to securing these less noise-producing backboards for a trial period.

6. What efforts are being made to try to resolve this matter permanently?

The Chief Operations Officer advised that there have been a lot of work in the background, the issue is nearing a resolution.

7. How many residents complained about originally about the basketball courts use?

The Chief Operations Officer advised that he estimates at around 12 residences.

8. What nearby basketball courts were members of the public were directed to use whilst the Carlisle Zone 2x basketball courts were out of commission?

The Chief Operations Officer advised that the basketball courts closer to Goddard Street were highlighted as an option. As well as the courts at McCallum Taylor Reserve for playing later into the evening and more competitive games.

9. Does the Town have any plans for the old scoreboard?

The Chief Operations Officer advised that there are no current plans so far but discussions will be held to revitalise the old scoreboard.

Cr Luana Lisandro

1. In relation to zone 2x, what arrangements does the Perth Football Club have for the management of the car park there?

The Chief Operations Officer advised that Perth Football Club are responsible for the use and security of that car park.

2. If the backboards trial is successful will that backboard also be replaced at the Goddard and McCartney courts?

The Chief Operations Officer advised that it is one of the factors within the trial. It will inform the Town's future use of backboards.

3. In relation to the design of the multiuse courts, what complaints have been made by tennis players in relation to the basketball hoops when playing?

The Chief Operations Officer advised that there have been more complaints on the poles placement on the court.

4. Would the Town be liability for any injury incurred by the placement of these poles?

The Chief Operations Officer advised that would be determined by the Town's insurance provider.

5. The scoreboard that is at the Depot, was that ever part of the Heritage listing or does it have heritage significance?

The Chief Operations Officer advised that to his understanding the scoreboard does not have any heritage significance.

6. Was it a part of the original opening of the Lathlain Park?

The Chief Operations Officer took the question on notice.

The Chief Financial Officer estimated around the 70's.

The Chief Executive Officer advised that an aerial photo showed that it was not there when the building was first constructed.

Cr Wilfred Hendriks

1. With the road sweepers, is there a time the Town to operating these?

The Chief Operations Officer advised that there are exceptions for rubbish trucks and road sweepers for work before 7am.

19 Confidential matters

The meeting went behind closed doors at 9.23pm and resumed at 9.39pm.

20 Closure

There being no further business, Mayor Karen Vernon closed the meeting at 9.40pm.

I confirm these minutes to be true and accurate record of the proceedings of the Council/Committee.

Signed: ....

.....

Dated this: ..... Day of: 2020

TOWN OF VICTORIA PARK



Mindeera Advisory Group

Notes – 11 November 2020

WE'RE OPEN
VIC PARK

Table of contents

1 Opening 3
2 Attendance 4
4 Items for discussion 5
4.1 Terms of Reference 5
5 General business 6
6 Actions from previous meetings 7
7 Close 7

1 Opening

Meeting opened: 6:30pm

Acknowledgement of country

Ngany kaaditj Noongar moort keny kaadak nidja Wadjak Noongar boodja. Ngany kaaditj nidja Noongar birdiya – koora, ye-ye, boorda, baalapiny moorditj Noongar kaadijtin, moort, wer boodja ye-ye.

I acknowledge the traditional custodians of this land and respect past, present and emerging leaders, their continuing cultural heritage, beliefs and relationship with the land, which continues to be important today.

The Mindeera Advisory Group voted on the Chair and Deputy Chair.

Outcome

The Mindeera Advisory Group endorsed Kelsi Forrest as Chair and Murray Masters as Deputy Chair.

2 Attendance

Mindeera Advisory Group representatives	Dylan Collard Hannah McGlade Flavia Pardini Kelsi Forrest Murray Masters Roni Forrest Wanjie Song Xanthe Shaw
Deputy Mayor	Bronwyn Ife
Councillor	Cr Luana Lisandro
Manager Community	Paul Gravett
A/Coordinator Community Development	Katie Schubert
Community Development Officer (Inclusion)	Lizzie Shepande
Strategic Projects Manager	Kevin Cunningham
Meeting secretary	Christy Neems
Approved leave of absence	Cr Ronhhda Potter
Apologies	Trevor Vaughan

4 Items for discussion

4.1 Terms of Reference

Reporting officer	Lizzie Shepande/Katie Schubert
Origin of request	Council resolution
Attachments	1. Mindeera Advisory Group Draft Terms of Reference [**4.1.1** - 3 pages]

Purpose of the item

All group members were officially appointed by Council at the August or October 2020 Ordinary Council Meetings. As per *Policy 101 Governance of Council Advisory and Working Groups*, the Town is required to report back to Council with an agreed Terms of Reference for the group by December 2020 Ordinary Council Meeting.

Outcome

The outcome being sought is group agreement of the Terms of Reference.

Discussion points

Group to review draft Terms of Reference including meeting frequency, duration and time.

Strategic outcomes

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL08 - Visionary civic leadership with sound and accountable governance that reflects objective decision-making.	Well managed and governed advisory group through group agreement of Terms of Reference.

Next steps

The Town is required to report back to Council with an agreed Terms of Reference for the group by December 2020 Ordinary Council Meeting.

Further information

Nil.

The Mindeera Advisory Group discussed the draft Terms of Reference.

Outcome

The group discussions provided the following recommendations:

- Request for proxies when a member is unable to attend. Governance advice required.
- Request for group term to be 24 months (consideration for Elected Members at 12months in line with elections and Terms of Reference for 12 months). Governance advice required.
- Request to include the ability to have guests at meetings. To be included in memberships (Point 4) and Point 17 allows the groups to invite guests.
- Request to include information on how members exit and enter the group. Ideally the group would have preferred the ability to appoint new members. Governance advice required.
- The group may require more meetings than bi-monthly – 'or as needed' to be included.
- Recommendation for Mindeera Advisory Group meetings to be held bi-monthly between 6pm – 8pm on a Wednesday.
- Request to include contacting Town officer if unable to attend a meeting and agenda items to be raised.
- Request to circulate agendas and minutes to the group directly via email, not just on the website.
- Request to see the Code of Conduct – Document to be sent via email to group.

All recommended changes to be discussed and advice provided from the Town's governance team.

Actions

Town Officer to liaise with Town of Victoria Park Governance team to determine appropriate protocol on resignations, appointments, proxy attendance and proxy voting.

Town Officer to circulate Terms of Reference with amendments via email for Mindeera Advisory Group members to endorse.

Town Officer to submit amended Terms of Reference to December 2020 Ordinary Council Meeting (OCM) for endorsement by Council following Mindeera Advisory Group approval.

5 General business

Outcome

The Mindeera Advisory Group discussed the naming of Lathlain Zone 2x with Strategic Projects Officer.

The Mindeera Advisory Group (formerly named the Aboriginal Engagement Advisory Group) with guidance from Whadjuk Noongar Elders / advisors had previously shortlisted bird names to be

considered as part of engagement for the naming of this park.

After further research, the Group had concerns around the three proposed names currently out for consultation. In particular, there were concerns with the advertised meaning and use of the shortlisted name "Kaarakin."

Following further clarification from Whadjuk Noongar Elders on the place of the Forest Red-tailed Black Cockatoo, the Group would like the shortlisted name "Kaarakin" to be retracted. "Karak" is the word used for the Forest Red-tailed Black Cockatoo. "Karak-ap" is the word used for the place of the Forest Red-tailed Black Cockatoo.

Additional clarification, including spelling and meaning, will be provided to Town officer by Group members outside of the meeting for consideration and refinement of the current engagement process.

Actions

Town Officers to liaise with Group members and Communications team to update all forms of communication following recommendations related to naming of the park and appropriate terms / spelling to be used.

6 Actions from previous meetings

Nil.

7 Close

Meeting closed: 7:48pm

TOWN OF VICTORIA PARK



COVID-19 Response Working Group

Notes – 12 November 2020

WE'RE OPEN
VIC PARK

Table of contents

1 Opening 3
2 Attendance 4
3 Actions from previous meetings 5
4 COVID Action Taskforce update 5
5 Communications update 6
6 Recovery Action Plan update 7
7 Presentations 7
8 Items for discussion 8
8.1 Preparing for a second wave- COVID budget 8
8.2 Additional actions for the CAP 9
9 General business 9
10 Close 9

1 Opening

Meeting open: 1:36pm

Acknowledgement of country

Ngany kaaditj Noongar moort keny kaadak nidja Wadjak Noongar boodja. Ngany kaaditj nidja Noongar birdiya – koora, ye-ye, boorda, baalapiny moorditj Noongar kaadijtin, moort, wer boodja ye-ye.

I acknowledge the traditional custodians of this land and respect past, present and emerging leaders, their continuing cultural heritage, beliefs and relationship with the land, which continues to be important today.

2 Attendance

Mayor	Mayor Karen Vernon
Deputy Mayor	Deputy Mayor Bronwyn Ife
Councillor	Cr Claire Anderson
Chief Executive Officer	Anthony Vuleta
Chief Operations Officer	Ben Killigrew
Minute Secretary	Christy Neems
Manager, Community	Paul Gravett
Presenters	Lisa Tidy – Place Leader, Economic Development Tracy McQue – Place Leader, Strategic Projects David Doy – Manager, Place Planning
Observers	Nil
Apologies	Natalie Martin-Goode – Chief Community Planner Michael Cole – Chief Financial Officer Rebecca Waghorne – Senior Communications and Engagement Advisor

3 Actions from previous meetings

Action	Responsible Officer	Status
COVID Action Taskforce to develop a Project Matrix which can be used to determine the level of risk with a project with the intention that 'high risk' project proposals go to CRWG for approval.	COVID Action Taskforce	In progress

4 COVID Action Taskforce update

The CRWG are provided with an update on consumer spending and economic development across the Town.

Outcome

Job Keeper applications may decrease September, October and November. The Town will continue to monitor the impact of job keeper applications on spending in the town.

Online shopping is holding steady and local spending is up with an increase in the amounts (A$) per transaction and transaction volume up.

Pedestrian footfall trends indicate similar levels to those experienced within the same time period in 2019. There is a recommendation for additional pedestrian counters to be installed across the Town. Current pedestrian counter locations will be reviewed and additional pedestrian counters will be allocated as part of the Town's ICT strategy.

Property market analysis indicates that Perth's listing and selling days for rental and sales has decreased. REIWA data shows housing prices continue to increase.

Building approvals and development for median value builds and developments has increased.

A community think tank was held in October with 19 community members and service providers attending. Three concerns highlighted in discussions were housing stress, youth unemployment and access to the provision of mental health and counselling services.

Agencies and service providers will continue to monitor the impact of changes to the provision of job seeker and job keeper on the community.

Burglaries and theft is down compared to this time in 2019.

Kensington Police are looking to increase officer numbers and visual presence within the Town over the Christmas period and 114 new CCTV's have been installed across the Town.

The Town's 'Street Meet and Greet' program will continue with additional operational funds being made available. This includes;

- the distribution of an updated flyer with new funding amounts to all households in the Town;
- Social media post, VIBE article, and newspaper ad specifically about Social Recovery funding promoting the new funding amounts
- Email to past hosts promoting the new funding amount, to be sent when the above goes out

The Town has engaged RooForce following positive community engagement results as part of the pilot program.

5 Communications update

The CRWG are provided with a communications update.

Outcome

Communication for the COVID-19 Action Plan continues to be rolled out including;

- website: victoriapark.wa.gov.au/RestartVicPark which includes the Strategy, the Plan and a range of support information
- digital advertising including Facebook, Google and e-News
- social media: good news stories continue to be released fortnightly on a Wednesday
- traditional media including slide screens and newspaper advertising
- A COVID-19 Recovery Grant recipient will be featured on the cover of December VIBE Magazine

Upcoming communications include;

- Christmas; this year many service areas have come together to form a working group to present a Town-wide approach to celebrating the festive season in Vic Park.
- It aims to promote the many activities and offerings available in the Town via an online Christmas Hub. The platform will encourage involvement from community and local businesses.

6 Recovery Action Plan update

The CRWG are provided with an update on COVID Recovery initiatives being rolled out by the Town.

Outcome

The Town's Industry Roundtables were a success with attendance from local hospitality, retail and allied health businesses. Key themes highlighted from discussions included;

- the impact of COVID on business and factoring the 'new' normal into business planning
- communicating with local business owners and recommendations on how the Town can effectively engage with local businesses on economic development initiatives
- recommendation for the Town to initiate informal networking sessions for local businesses

The Town will commission an Economic Impact and Opportunity Assessment to realise the impact of COVID on the Town's economic landscape and capitalise on economic development opportunities.

The Town have received 10 applications for the $1,000 grants with four approved and 4 rejected.

A progress update on the allocation of the $8,000 Restart Vic Park grants is to be communicated in the COVID Action Plan quarterly report.

Business have been utilising the $1,000 grants to apply for assistance in developing websites and phone applications to enhance their online presence.

The City of Perth have implemented a grants program and have approved grants requesting monetary assistance to enhance the visual aesthetics of shop fronts, facades and lighting.

The Town's Business Packs have arrived and will be distributed to local businesses.

Actions

Economic Impact and Opportunity Assessment to be brought to February OCM for noting.

Lisa Tidy to liaise with Natasha Horner and/or Governance to set aside time for elected members to deliver Business Packs to local businesses.

7 Presentations

Nil

8 Items for discussion

8.1 Preparing for a second wave- COVID budget

Reporting officer	Lisa Tidy

Purpose of the item

To discuss using the COVID-19 Action Plan budget for implementing initiatives in the case of a second wave in WA.

Outcome

Agreement on the use of the budget.

Discussion points

- Work is underway in preparing a plan for how the Town will engage with businesses and the community in the event of a second wave.
- There is likely to be a number of initiatives that are implemented if there is a second lockdown, however there won't be budget to deliver these.

Next steps

Budget will be set aside in the case that it does need to be expended.

The CRWG discuss COVID operational expenditure and operating scenarios if Western Australia experiences a second wave of COVID.

Outcome

Recommendation that operating funds are made available by Council if required immediately if a second wave of COVID was announced.

A second wave is defined when restrictions detailing a complete lock-down are announced by the state government.

Actions

Lisa Tidy to liaise with the communications team to discuss re-launching the narrative to reflect the current COVID phase - Revive.

8.2 Additional actions for the CAP

Reporting officer	Lisa Tidy

Purpose of the item

To provide an update on the additional items for inclusion in the CAP.

Outcome

CRWG are made aware of the additional actions to be included in the CAP.

Discussion points

There are three additional items which have been judged as low risk actions for inclusion in the CAP:

- Shop local campaign
- COVID-19 event costs
- Maker-spaces exploration project

Next steps

These actions will be included in the next version of the CAP that goes to an OCM. As they have been judged as low risk items, expenditure on these projects may occur before they go to OCM.

The CRWG are provided with a presentation on the Maker-spaces exploration project.

Outcome

The exploration project will assess the feasibility of co-locating local artists/creatives/innovators in an artist and creative production space where they can produce their work. The study will look at potential locations across the Town, source potential tenants and the economic and social impacts on the community.

The CRWG endorse the Maker-spaces exploration project, the shop local campaign and COVID-19 event costs with reporting on the projects to be provided in the COVID Action Plan.

9 General business

Nil

10 Close

Meeting close: 2:42pm

TOWN OF VICTORIA PARK



Access and Inclusion Advisory Group

Notes – 13 November 2020

WE'RE OPEN
VIC PARK

Table of contents

1 Opening 3
2 Attendance 5
4 Items for discussion 6
4.1 Terms of Reference 6
5 General business 8
6 Actions from previous meetings 8
7 Close 8

1 Opening

Meeting opened: 1pm

Acknowledgement of country

Ngany kaaditj Noongar moort keny kaadak nidja Wadjak Noongar boodja. Ngany kaaditj nidja Noongar birdiya – koora, ye-ye, boorda, baalapiny moorditj Noongar kaadijtin, moort, wer boodja ye-ye.

I acknowledge the traditional custodians of this land and respect past, present and emerging leaders, their continuing cultural heritage, beliefs and relationship with the land, which continues to be important today.

The Access and Inclusion Advisory Group voted on the Chair and Deputy Chair.

Outcome

The Access and Inclusion Advisory Group endorsed David Vosnacos as Chair and Petrina Scott as Deputy Chair.

2 Attendance

Access and Inclusion Advisory Group Members	Asile Wong David Vosnacos Pauline Wettenhall Petrina Scott Shirley Barnes
Councillor	Cr Claire Anderson
Councillor	Cr Luana Lisandro
Manager Community	Paul Gravett
A/Coordinator Community Development	Katie Schubert
Community Development Officer	Lizzie Shepande
Meeting secretary	Christy Neems
Presenters	Nil
Observers	Nil
Apologies	Merilyn Adamson Kim Elis

4 Items for discussion

4.1 Terms of Reference

Reporting officer	Lizzie Shepande/Katie Schubert
Origin of request	Council resolution
Attachments	1. Access and Inclusion Advisory Group Draft Terms of Reference [**4.1.1** - 3 pages]

Purpose of the item

All group members were officially appointed by Council at the August or October 2020 Ordinary Council Meetings. As per *Policy 101 Governance of Council Advisory and Working Groups*, the Town is required to report back to Council with an agreed Terms of Reference for the group by December 2020 Ordinary Council Meeting.

Outcome

The outcome being sought is group agreement of the Terms of Reference.

Discussion points

Group to review draft Terms of Reference including meeting frequency, duration and time.

Strategic outcomes

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL08 - Visionary civic leadership with sound and accountable governance that reflects objective decision-making.	Well managed and governed advisory group through group agreement of Terms of Reference.

Next steps

The Town is required to report back to Council with an agreed Terms of Reference for the group by December 2020 Ordinary Council Meeting.

Further information

Nil.

The Access and Inclusion Advisory Group discuss the draft Terms of Reference.

Outcome

Membership – Term

The Access and Inclusion Advisory Group recommend a 24 month membership term (consideration for Elected Members at 12months in line with elections and Terms of Reference for 12 months)

Recommendation for the group to comprise of three (3) elected members (an increase from two (2) elected members).

Meeting Procedure

The Access and Inclusion Advisory Group recommend adding a clause that allows the group to meet remotely if required. Feedback on this recommendation suggests that meeting remotely is allowable under the current Terms of Reference, as the meeting location has not been specified.

Recommendation for Access and Inclusion Advisory Group meetings to be held quarterly between 4pm-6pm on Monday or Wednesday.

Actions

Town Officer to amend terms of reference from "group member appointment of 12 month term" to "group member appointment of 24 month term".

After making two requested amendments, the Town Officer to submit amended terms of reference to December 2020 Ordinary Council Meeting (OCM) for endorsement by Council.

5 General business

Outcome

The Access and Inclusion Plan is current to 2022. The Town will commence reviewing the current plan mid-2021.

ACROD Parking - Recommendation made to investigate the re-spraying of the ACROD parking bays located in the Balmoral Hotel.

The Town are participating in the national ACROD awareness campaign – "This Bay is someone's Day".

The Town is collaborating with Mission Australia and Vic Park Collective for International Day of Persons with Disabilities to raise awareness by screening eight short films presented by Wide Angle Film Festival that reflect the lived experiences of people living with disabilities.

The Town's CEO has signed the Lighthouse Project agreement to increase the employment of people with disability in local government.

Next meeting to be scheduled Monday 8 February 2021 at 4:30pm.

Actions

Town Officer to liaise with Operations Team to determine who is responsible for the upkeep of the two ACROD parking bays located in the Balmoral Hotel.

Town Officer to find out when the Town's parking bays are audited and relay information back to the Access and Inclusion Advisory Group.

6 Actions from previous meetings

Nil.

7 Close

Meeting closed 1:50pm

TOWN OF VICTORIA PARK



Urban Forest Strategy Implementation Working Group

Notes – 23 November 2020

WE'RE OPEN
VIC PARK

Table of contents

1 Opening 3
2 Attendance 4
3 Presentations 5
4 Items for discussion 5
4.1.1 UFS Project Proposal - Raphael Park 5
5 General business 7
6 Actions from previous meetings 8
7 Close 8

1 Opening

Meeting open: 8am

Acknowledgement of country

Ngany kaaditj Noongar moort keny kaadak nidja Wadjak Noongar boodja. Ngany kaaditj nidja Noongar birdiya – koora, ye-ye, boorda, baalapiny moorditj Noongar kaadijtin, moort, wer boodja ye-ye.

I acknowledge the traditional custodians of this land and respect past, present and emerging leaders, their continuing cultural heritage, beliefs and relationship with the land, which continues to be important today.

2 Attendance

UFS Implementation Group Members	Eric Denholm Heather Johnstone Rowena Skinner Jason Wicktorowicz Emma Monk Ben Whitehouse
ToVP Representatives	Pierre Quesnel (Senior Place Leader, Urban Forest)
Meeting secretary	Christy Neems
Presenters	Nil
Observers	Nil
Apologies	David Doy (Manager Place Planning) Penny Fletcher (Parks Technical Officer) Gregor Wilson (Manager Infrastructure Operations)

3 Presentations

Nil

4 Items for discussion

4.1.1UFS Project Proposal - Raphael Park

Reporting officer	
Attachments	1. Urban forest project proposal - Raphael Park [**4.1.1.1** - 2 pages]

Purpose of the item

UFS Implementation project proposals are received from the community and Town staff via online form. The proposals are collated and presented to the UFS Implementation Working Group who will provide advice and recommendations to inform prioritisation and implementation of UFS implementation projects.

Outcome

UFS IWG recommend implementing the project with the following recommendations:

- Expand to potential opportunities in other "gaps" to the perimeter tree planting.
- Opportunity to plant trees roadside of the bollards, allowing spacing for car parking to continue. Effectively this will act as street trees to Washington Street.
- The group acknowledged the great age and heritage value of the ficus trees. Some are now dying and suggested succession planting of the same species.
- The group commented that this would be a relatively cheap and easy project due to the nature of the tree planting in existing lawn space and on an irrigated park.

Discussion points

Project costs

- It is the opinion of the IWG that this project will provide good value for money given no modifications are required to the surrounding ground surface prior to planting and the fact the site is irrigated.

Community support

- The project is likely to be well supported by surrounding residents given it improves the amenity of their street and outlook from their properties.
- Tree planting must not restrict the formal sporting opportunities on the park. Provided this it is likely to be well supported by the sporting clubs as it improves the amount of shade for spectators and general amenity of the park.

Place impact

- The project has an opportunity to improve the experience of the park and of the surrounding streets.
- Washington Street in particular is lacking in canopy cover and given the context large tree species can be selected that will enhance the experience of the street.
- Given a large number of the trees on Raphael Park are of a significant age the group recognised the heritage value of the park's trees. Therefore the group has recommended the exploration of succession planning of the existing trees particularly the ones in poor health. This has led to a suggestion that Ficus be planted near some of the old Ficus trees that are of poor health.

UFS targets

- Potential exists for large canopy species to be utilised which will help the Town's progress towards its canopy coverage targets.

Health outcomes

- Increasing the amount of shade to the perimeter of the park will be of benefit to park users particularly sports spectators.
- Any enhancement to the amenity of active reserves that improve the experience and encourage their use is of health benefit to the local community.

Next steps

It is recommended this project be implemented in the planting season 2021 (June to September).

Town officers will locate trees and select species for planting.

5 General business

Outcomes

Green Tour 2020 discussion - Elected Members and IWG are invited to a tour of the urban forest initiatives locations around Town on Saturday 28 Nov. An invitation has been sent.

Albany Highway presentation – the UFS IWG discuss the Albany Hwy Tree Planting Location Review presentation and potential planting opportunities for key sites along Albany including:

- the empty car yard opposite Boston Brewery;
- long term design plans for the peanut shaped round-about and Isaia Corner;
- 915 Albany Highway
- The Balmoral Hotel– streetscape
- 708/9 – 726 Albany Highway, recommendation to plant in partnership with the development

Recommendation to plan and implement multiple projects next planting season and apply for funding grants including WaterCorp grants, where possible.

Significant tree progress – Information on how other local governments are managing their significant tree register has been circulated to the UFSIWG. Residents living in the City of Vincent require planning approval to remove or modify a significant tree. Residents in the City of Bayside are required to obtain a permit to remove a tree.

Recommendation to seek advice from Town Officers on the best way to administer a significant tree procedure.
The main questions regarding the significant tree register are: How does a tree get on the list (what criteria, who nominates)? and how are they protected?

The Town are in the process of drafting a new town planning scheme. This provides an opportune time to include a clause referring to the preservation of significant trees in the Town.

Recommendation for the Urban Forest Grants application proposal template to have the functionality for the owner of the document to share it with other contributors easier that what the current version allows (eg. a word version).

Actions

Ben Whitehouse to provide Pierre with the preferred location for the second IBC.

6 Actions from previous meetings

Action	Responsible Officer	Status / Comments	Closed Date
UFSIWG to review the current significant tree register in the October UFSIWG	UFSIWP	Research Presentation sent to members	19/10/2020
PQ to talk to Terry regarding the rollout of underground power	PQ	Terry engaged and has plans received. He will be consulted when planting locations are finalised.	19/10/2020
PQ to go through the tree selection list in the October UFS meeting	PQ	Tree selection lists sent to members	23/11/2020
PQ to investigate volunteer grove as recognition of service and volunteering associated with the UFS.	PQ		Open
PQ to provide an update on the WaterCorp partnership for the next meeting.	PQ/CM	Meeting with Caden, agree to pursue for 2021 planting season.	Open
8 and 28 Mars Street sumps - Pierre to review work completed on infiltration cells, similar to those works completed by Town of Mosman Park and City of Mandurah.	PQ	To be pursued following 2020 planting season. Following NoM report investigating Atlantis cells and similar is due to council March 2021	Open
PQ to contact Heather and Ben regarding IBC locations	PQ	Locations determined	23/11/2020
PQ and AH to organise tour of key sites from the 2020 planting season for UFSIWG and EM's	PQ	The Green tour organised for the 28th of November	11/11/2020
PQ to email Albany Hwy Planting site review ti UFS IWG members	PQ	Completed and shortlist of sites determined	23/11/2020

7 Close

Meeting close: 9am

TOWN OF VICTORIA PARK



Lathlain Precinct Advisory Group

Notes – 7 December 2020

WE'RE OPEN
VIC PARK

Table of contents

1 Opening 3
2 Attendance 4
3 Presentations 5
4 Items for discussion 6
4.1 Introduction - Strategic Projects Manager Andrew Dawe - Project Manager Lathlain Precinct Zone 1 6
4.2 Project Funding - Nov 2020 OCM Item 17.5 ...Zone 1 Lathlain Park in Long Term Financial Plan 8
4.3 Project Funding - Advocacy to State Government, Local Member Ben Wyatt, Minister Mick Murray 9
4.4 Project Finance - Progress for the documentation of the Commonwealth CDG grant 10
4.5 Engagement of design consultant team - procurement process 12
5 General business 14
6 Actions from previous meetings 15
7 Close 16

1 Opening

Acknowledgement of country

Ngany kaaditj Noongar moort keny kaadak nidja Wadjak Noongar boodja. Ngany kaaditj nidja Noongar birdiya – koora, ye-ye, boorda, baalapiny moorditj Noongar kaadijtin, moort, wer boodja ye-ye.

I acknowledge the traditional custodians of this land and respect past, present and emerging leaders, their continuing cultural heritage, beliefs and relationship with the land, which continues to be important today.

Cr Brian Oliver opened the meeting at 6.01pm

2 Attendance

Jarrah Ward	Cr Brian Oliver *(Presiding Member)*
Town Representative	Paul Kellick *(Deputy Presiding Member)*
Mayor	Mayor Karen Vernon
Perth Football Club	Russ Clark
West Australian Football Commission	Josh Bowler
Lathlain/Carlisle representative	Timothy Botica
Chief Operations Officer	Mr Ben Killigrew
Strategic Projects Manager	Mr Andrew Dawe
Strategic Projects Manager	Mr Kevin Cunningham
Meeting secretary	Ms Alex Louise

Presenters

Observers

Apologies

3 Presentations

Nil

4 Items for discussion

4.1 Introduction - Strategic Projects Manager Andrew Dawe - Project Manager Lathlain Precinct Zone 1

Reporting officer	*Ben Killigrew/ Andrew Dawe*
Origin of request	*New Town appointment, allocated Strategic Project Manager for the Lathlain Precinct Zone 1 strategic project*
Attachments	Nil

Purpose of the item

As the Strategic Projects Manager appointed to this project, Andrew Dawe, will be the primary Town Officer for interaction with the Lathlain Park Advisory Group, for its advice in accordance with its Terms of Reference.

Outcome

That the members of the Lathlain Park Advisory Group are aware of Andrew's appointment and become familiar with him as the Project Manager.

Discussion points

COO and Project Executive Ben Killigrew will provide some background on the appointment and introduce Andrew Dawe as the new Project Manager for this project.

Andrew will briefly describe his background, experience, expertise and what he anticipates he will bring to the project.

Members of the Advisory Group will briefly introduce themselves to Andrew and be able to ask questions of him.

Strategic outcomes

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL03 - Well thought out and managed projects that are delivered successfully.	Andrew Dawe is an experienced Project Manager with a relevant background and capability to manage this project.

Next steps

Town Officer Andrew Dawe will be dedicated to the delivery of this project and will be a participant in the Advisory Group meetings to receive and consider Advisory Group feedback and provide updates in the creation of the concept plan.

Further information

Nil

Outcome

Andrew Dawe the newly appointed Strategic Projects Manager for this project was introduced to the

group.

Actions

Nil

4.2 Project Funding - Nov 2020 OCM Item 17.5 ...Zone 1 Lathlain Park in Long Term Financial Plan

Reporting officer	*Kevin Cunningham*
Origin of request	*Council resolution.*
Attachments	1. item 17.5 Ordinary- Council- Meeting-minutes-17- November-2020 1 [**4.2.1** - 4 pages]

Purpose of the item

For the Advisory Group to be aware of actions that Council has taken in identifying a funding commitment within the Town's Long Term Financial Plan toward the project.

Outcome

That the Advisory Group are aware that Council has determined that the Town recognise an indicative funding commitment of $5m to the project as per the attached Council minutes from November OCM.

Discussion points

The November 2020 OCM item 17.5 is an attachment to his agenda item, so that queries or clarification can be made. The relevant passage being that within the Long-Term Financial Plan:

"An indicative amount of $5 million, which is approximately one third of the estimated project cost of the redevelopment of Zone 1 Lathlain Park (Perth Football Club grandstand and community sport and recreation facility) as per the 2020 Business Case for this project."

Strategic outcomes

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL06 - Finances are managed appropriately, sustainably and transparently for the benefit of the community.	

Next steps

This is provided to the Advisory Group for its information, and no further action is required of the Group in this regard.

Further information

Nil

Outcome

The Group were made aware that Council has determined that the Town recognise an indicative funding commitment of $5m to the project as per the November Ordinary Council Meeting.
The Town's Long Term Financial Planning (LTFP) was discussed.

Actions

Nil

4.3 Project Funding - Advocacy to State Government, Local Member Ben Wyatt, Minister Mick Murray

Reporting officer	*Ben Killigrew*
Origin of request	*Strategic project.*
Attachments	1. 2011202 LP Zone 1 advocacy two pager [**4.3.1** - 2 pages]

Purpose of the item

To provide the Lathlain Park Advisory Group with an update on activities the Town Executive have taken in advocating for state government funding for the project.

Outcome

The ensure the Lathlain Park Advisory Group are made aware of activities the Town have taken to advocate for State Government funding.

Discussion points

Project Executive, Ben Killigrew, will update the Advisory group on the meetings that have taken place with State Government members and their staff, with respect to advocating for funding support for the project. In addition to the Project Business Case Update V5, an executive one-page summary has been prepared and shared. A copy is attached to this discussion item.

Strategic outcomes

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL06 - Finances are managed appropriately, sustainably and transparently for the benefit of the community.	For the full project to proceed, in addition to the committed funds from the Federal Government and from the WCE Lease contribution, a third of the anticipated cost is needed to be funded by the State Government.

Next steps

This is provided for the information of the Advisory Group members only, and they need take no further action in its regard.

Further information

Advocacy "two-pager" information sheet attached.

Outcome

The Group were made aware of the activities the Town has taken to advocate for State Government funding.

Actions

4.4 Project Finance - Progress for the documentation of the Commonwealth CDG grant

Reporting officer	*Kevin Cunningham*
Origin of request	*Strategic project.*
Attachments	Nil

Purpose of the item

To inform the Lathlain Park Advisory Group of the status of the documentation for the Commonwealth CDG funding Grant.

Outcome

That the Lathlain Park Advisory group are aware of the current status of the Commonwealth CDG funding Grant.

Discussion points

The Town have had the draft funding deed reviewed by solicitors. The draft is considered by the Commonwealth to be boiler plate. They have requested additional information to be included in the schedule.

Strategic outcomes

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL06 - Finances are managed appropriately, sustainably and transparently for the benefit of the community.	The project requires funding from external sources to be able to proceed.

Next steps

For information only.

Further information

nil

Outcome

The Advisory Group were made aware of the current status of the Commonwealth CDG funding Grant. The document still requires a quantity surveyor review.

Josh Bowler requested the ability to vet the document prior to submission.

Ben Killigrew requested that Josh Bowler share the current standard AFL Preferred Facility Guideline specifications.

Actions

Kevin Cunningham to provide the Commonwealth CDG funding Grant document to Josh Bowler prior to submission for vetting.

Josh Bowler to provide the current standard AFL Preferred Facility Guideline specifications to Andrew Dawe.

4.5 Engagement of design consultant team - procurement process

Reporting officer	*Kevin Cunningham*
Origin of request	*Strategic project.*
Attachments	Nil

Purpose of the item

To inform the group on the engagement of a consultant team as the next step in the preparation of the concept plan.

Outcome

For the Group to be informed on the process for the engagement of the consultant team.

Discussion points

The Request for Tender invitation methodology (lead consultant (Architect), with them being responsible for the required sub consultants (engineers)).

Anticipated total value of the consultancy engagement - for a project with total funding of $15 million the consultant fees are anticipated to exceed $1 million.

Engagement contract - for continuity of consultant services, the engagement will be for the whole of the project through to Practical Completion and defects period, but separable into milestone stages, the first being the concept plan.

Timing – the invitation for the Tender is intended to go out in the second half of January 2021, when consultants are back from their break, and to be open for 4 weeks. An evaluation will then follow, after which a report will go to OCM with a recommendation.

Strategic outcomes

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL03 - Well thought out and managed projects that are delivered successfully.	The project is required to follow the procurement process for the Request for Tender, with the involvement of the Procurement Officer.

Next steps

The Group will be provided with further updates on progress.

Further information

Nil

Outcome

The Advisory Group were informed on the process for the engagement of the consultant team. It was noted that the engagement was not as progressed as desired and it was intended to go out to market

mid-January. It was noted that this may require an extension to the group timeline via a report to Council.

Actions

Nil

5 General business

Concerns regarding advocacy and funding

As the Western Australian Treasurer and Minister for Aboriginal Affairs, Ben Wyatt, has reaffirmed he will retire at the 2021 State election the Advisory Group discussed concerns with the timing of advocacy and funding. The Advisory Group decided that the best outcome would be to achieve a pre-election commitment from the incoming candidates. Mayor Vernon requested that Russ Clark and PFC attempt to make contact with the Premier. Russ Clark agreed to investigate.

Josh Bowler stated that the Football Commission will be asking for an election commitment in respect of Critical and Major projects. Andrew Dawe and Josh Bowler to liaise further.

Thank you

Kevin Cunningham expressed his thanks to the group. Ben Killigrew thanked Kevin Cunningham for his time and efforts on behalf of the group for all the past work on the Lathlain projects.

6 Actions from previous meetings

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken	Due Date	Completed (Overdue)
03/09/2020	LPRP Zone 1 Community and Sport Club Facility Project Advisory Group - 3 September 2020	3.1	Project Background and Scope	Report to be provided at later date	Rob Cruickshank has arranged for Planning Officer Michael Hancock to participate in the next Advisory Group Meeting and to provide advice in this regard.	Kevin Cunningham, Michael Hancock, Robert Cruickshank	**10/09/2020 Kevin Cunningham** Rob Cruickshank was advised by email of the need at the next Group meeting to inform them of the planning requirements, which will include addressing this specific query.	30/09/2020	05/10/2020
05/10/2020	LPRP Zone 1 Advisory Group Agenda 5 October 2020	3.1	Planning Processes Lathlain Park	Report to be provided at later date	Supply copy of presentation and management plan to members post-meeting.	Michael Hancock	**8/12/2020 Alex Louise** Forwarded to group on 6 October 2020	06/10/2020	08/12/2020

7 Close

There being no further business, Cr Brian Oliver closed the meeting at 6:38pm.

Next Meeting Date: Monday 1 February 2021 6:00pm

TAMALA PARK REGIONAL COUNCIL
Building a sustainable community

Ordinary Meeting of Council

MINUTES

Thursday 8 October 2020, 6:00pm
City of Wanneroo
23 Dundebar Road, Wanneroo

Constituent Members: Cities of Perth, Joondalup, Stirling, Vincent and Wanneroo
Towns of Cambridge and Victoria Park

TABLE OF CONTENTS

MEMBERSHIP 4
1. OFFICIAL OPENING....6
DISCLOSURE OF INTERESTS 6
2. PUBLIC STATEMENT/QUESTION TIME....6
3. APOLOGIES AND LEAVE OF ABSENCE....6
4. PETITIONS 6
5. CONFIRMATION OF MINUTES....6
5A BUSINESS ARISING FROM MINUTES 6
6. ANNOUNCEMENTS BY CHAIR (WITHOUT DISCUSSION)....6
7. MATTERS FOR WHICH MEETING MAY BE CLOSED....7
8. COUNCIL REPORTS 8.1 – 8.6 7
8.1 BUSINESS REPORT – PERIOD ENDING 24 SEPTEMBER 2020....7
8.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 1 OCTOBER 2020....7
8.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTHS OF JULY & AUGUST 2020 7
8.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTHS OF JULY & AUGUST 2020 8
8.4 PROJECT FINANCIAL REPORT – AUGUST 2020....8
8.6 COUNCIL MEETING SCHEDULE 2021....8
9. COMMITTEE REPORTS 9.1 - 9.7....9
AUDIT COMMITTEE (17 SEPTEMBER 2020) 9
9.1 REVIEW OF THE AUDITOR'S REPORT FOR THE FINANCIAL YEAR ENDED 30 JUNE 2020....9
9.2 TPRC ANNUAL FINANCIAL REPORT FOR THE YEAR 1 JULY 2019 TO 30 JUNE 2020 9
9.3 FINANCIAL MANAGEMENT – SIGNIFICANT ACCOUNTING POLICIES REVIEW 2020 9
MANAGEMENT COMMITTEE (17 SEPTEMBER 2020)....9
9.4 CATALINA PROJECT WEBSITE 9
9.5 REVIEW OF DELIVERABLES - DEVELOPMENT MANAGER'S KEY PERFORMANCE INDICATORS – CONFIDENTIAL 10
9.6 KEY PERSONNEL – DEVELOPMENT MANAGER / PROJECT RESOURCING – CONFIDENTIAL....10
9.7 MINDARIE REGIONAL COUNCIL LANDFILL BUFFER – GROUNDWATER MONITORING UPDATE - CONFIDENTIAL....10
10.1 BUILT FORM PARTNERSHIP – STAGE 18 – UPDATE - CONFIDENTIAL 11
10.2 CATALINA CENTRAL LOCAL CENTRE SITE – CHANGE OF OWNERSHIP AND AMENDED CONTRACTUAL TERMS – CONFIDENTIAL....12
11. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN 12

12. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN 12
13. URGENT BUSINESS APPROVED BY THE CHAIR 12
14. MATTERS BEHIND CLOSED DOORS 13
15. GENERAL BUSINESS 13
16. FORMAL CLOSURE OF MEETING 13

TAMALA PARK REGIONAL COUNCIL

MEMBERSHIP

OWNER COUNCIL	MEMBER	ALTERNATE MEMBER
Town of Cambridge	Cr Andres Timmermanis (DEPUTY CHAIR)	Cr Gary Mack
City of Joondalup	Cr John Chester Cr Phillipa Taylor	Cr Christopher May Cr Suzanne Thompson
City of Perth	Cmr Andrew Hammond	Cmr Gaye McMath
City of Stirling	Cr Karen Caddy (CHAIR) Cr David Lagan Cr Suzanne Migdale Cr Bianca Sandri	Cr Karlo Perkov
Town of Victoria Park	Cr Claire Anderson	
City of Vincent	Mayor Emma Cole	Cr Joanne Fotakis
City of Wanneroo	Cr Brett Treby Cr Domenic Zappa	Cr Natalie Sangalli Cr Vinh Nguyen

PRESENT

Chair	Cr Karen Caddy
Councillors	Cr Claire Anderson Cr John Chester Cmr Andrew Hammond Cr Bianca Sandri Cr Brett Treby
Alternate Members	Cr Joanne Fotakis
Staff	Mr Michael Quirk (Acting Chief Executive Officer) Mr Simon O'Sullivan (Manager Project Coordination) Ms Vickie Wesolowski (Executive Assistant)
Apologies Councillors	Mayor Emma Cole Cr David Lagan Cr Suzanne Migdale Cr Philippa Taylor Cr Andres Timmermanis Cr Domenic Zappa
Leave of Absence	Mr Tony Arias (Chief Executive Officer)
Absent	Nil
Consultants	Mr Alan Abel (Satterley Property Group) Mr Carl Buckley (Satterley Property Group) Ms Renata Steenland (Satterley Property Group) Ms Bryony Yuill (Satterley Property Group)
Apologies Participant Councils' Advisers	Mr Stuart Jardine (City of Stirling) Mr John Giorgi (Town of Cambridge) Mr Anthony Vuleta (Town of Victoria Park) Ms Michelle Reynolds (City of Perth) Mr Daniel Simms (City of Wanneroo) Mr David MacLennan (City of Vincent)
In Attendance Participant Councils' Advisers	Mr Garry Hunt (City of Joondalup) Mr Mat Humfrey (City of Joondalup) Mr Stevan Rodic (City of Stirling) Ms Noelene Jennings (City of Wanneroo)
Members of the Public	Nil
Press	Nil

1. OFFICIAL OPENING

The Chair declared the meeting open at 6:13pm and welcomed Cr Fotakis to the Tamala Park Regional Council Meeting.

DISCLOSURE OF INTERESTS

Cr Fotakis advised a Disclosure of Interest – Impartial Interest in relation to Item 10.1 (there has been an association with one of the consultants under the tender).

2. PUBLIC STATEMENT/QUESTION TIME

Nil

3. APOLOGIES AND LEAVE OF ABSENCE

Apologies: Mayor Cole
Cr Lagan
Cr Migdale
Cr Taylor
Cr Timmermanis
Cr Zappa

Leave of Absence: Mr Arias

4. PETITIONS

Nil

5. CONFIRMATION OF MINUTES

Ordinary Meeting of Council – 20 August 2020

Moved Cr Treby, Seconded Cr Sandri.

That the minutes of the Ordinary Meeting of Council of 8 August 2020 be confirmed, and signed by the Chair, as a true and correct record of proceedings.

The Motion was put and declared CARRIED (7/0).

5A BUSINESS ARISING FROM MINUTES

Nil

6. ANNOUNCEMENTS BY CHAIR (WITHOUT DISCUSSION)

Nil

7. MATTERS FOR WHICH MEETING MAY BE CLOSED

9.5 Review of Deliverables – Development Manager's Key Performance Indicators - Confidential
9.6 Key Personnel – Development Manager / Project Resourcing – Confidential
9.7 Mindarie Regional Council Landfill Buffer – Groundwater Monitoring Update - Confidential
10.1 Built Form Partnership – Stage 18 – Confidential
10.2 Catalina Central Local Centre Site – Change of Ownership - Confidential

8. COUNCIL REPORTS 8.1 – 8.6

8.1 BUSINESS REPORT – PERIOD ENDING 24 SEPTEMBER 2020

Moved Cr Treby, Seconded Cr Chester.

[The recommendation in the agenda]

That the Council RECEIVES the Business Report to 24 September 2020.

The Motion was put and declared CARRIED (7/0).

8.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 1 OCTOBER 2020

Moved Cr Sandri, Seconded Cr Treby.

[The recommendation in the agenda]

That the Council RECEIVES the Sales and Settlement Report to 1 October 2020.

The Motion was put and declared CARRIED (7/0).

The recommendations for Items 8.2, 8.3, 8.4 and 8.6 were moved and seconded en bloc.

Moved Cr Treby, Seconded Cr Chester.

8.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTHS OF JULY & AUGUST 2020

[The recommendation in the agenda]

That the Council RECEIVES and NOTES the Statements of Financial Activity for the months ending:

- **31 July 2020; and**
- **31 August 2020.**

8.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTHS OF JULY & AUGUST 2020

[The recommendation in the agenda]

That the Council RECEIVES and NOTES the list of accounts paid under Delegated Authority by the CEO for the months of July and August 2020:

- **Month ending 31 July 2020 (Total $274,849.97)**
- **Month ending 31 August 2020 (Total $200,189.45)**
- **Total Paid - $475,039.42**

8.4 PROJECT FINANCIAL REPORT – AUGUST 2020

[The recommendation in the agenda]

That the Council RECEIVES the Project Financial Report (August 2020) submitted by the Satterley Property Group.

8.6 COUNCIL MEETING SCHEDULE 2021

[The recommendation in the agenda]

1. **That the schedule of Ordinary Council meetings dates be APPROVED for 2021 as follows:**
    - **18 February 2021 (Town of Cambridge)**
    - **15 April 2021 (City of Joondalup)**
    - **17 June 2021 (City of Perth)**
    - **19 August 2021 (City of Stirling)**
    - **14 October 2021 (City of Wanneroo)**
    - **9 December 2021 (City of Vincent)**
2. **That the commencement time for Council meetings be 6:00pm.**
3. **That Council meetings be held on a rotational basis at participant Council premises.**
4. **That the schedule of Management Committee meetings dates be APPROVED for 2021 as follows:**
    - **18 March 2021**
    - **20 May 2021**
    - **15 July 2021**
    - **16 September 2021**
    - **18 November 2021**
5. **That the Management Committee meetings be held at the City of Stirling and the commencement time be 6:00pm.**
6. **That the schedule of meeting dates be advertised as required by the *Local Government Act 1995*.**

The Motions were put and declared CARRIED en bloc (7/0).

The recommendations for Items 9.1, 9.2, 9.3 and 9.4 were moved and seconded en bloc.

Moved Cr Sandri, Seconded Cr Fotakis.

9. COMMITTEE REPORTS 9.1 - 9.7

AUDIT COMMITTEE (17 SEPTEMBER 2020)

9.1 REVIEW OF THE AUDITOR'S REPORT FOR THE FINANCIAL YEAR ENDED 30 JUNE 2020

[The recommendation in the agenda]

That the Council:

1. **RECEIVES the Auditor's Report for the financial year ended 30 June 2020.**

2. **In relation to Item 2 - Presentation of Financial Activity Statement of the Audit Report APPROVE the Audit Committee meeting on a bi-monthly basis, on alternative months to Council meetings, to consider Statements of Financial Activity; and that the monthly Statements of Financial Activity be circulated to Council members on a monthly basis.**

3. **NOTES that the Council's Auditor (Butler Settineri) met with the Audit Committee at its meeting of 17 September 2020 to discharge the statutory obligation to meet with the Local Government at least once per annum.**

9.2 TPRC ANNUAL FINANCIAL REPORT FOR THE YEAR 1 JULY 2019 TO 30 JUNE 2020

[The recommendation in the agenda]

That the Council RECEIVES the Annual Financial Report for the year ended 30 June 2020 and that it be INCLUDED in the Annual Report.

9.3 FINANCIAL MANAGEMENT – SIGNIFICANT ACCOUNTING POLICIES REVIEW 2020

[The recommendation in the agenda]

That the Council APPROVES the Financial Management – Significant Accounting Policies (September 2020).

MANAGEMENT COMMITTEE (17 SEPTEMBER 2020)

9.4 CATALINA PROJECT WEBSITE

[The recommendation in the agenda]

That the Council NOTES the Satterley Property Group advice dated 20 July 2020 in relation to the Catalina Project website.

The Motions were put and CARRIED en bloc (7/0).

Moved Cr Sandri, Seconded Cr Treby.

That the Meeting be CLOSED to the public.

The Motion was put and declared CARRIED (7/0).

9.5 REVIEW OF DELIVERABLES - DEVELOPMENT MANAGER'S KEY PERFORMANCE INDICATORS – CONFIDENTIAL

Moved Cr Sandri, Seconded Cr Chester.

[The recommendation in the Agenda]

That the Item be held over to the Management Committee meeting of 12 November 2020 and that the Satterley Property group be requested to provide information on the achievement of the measures as required by the revised Development Manager's KPIs, approved 20 February 2020.

The Motion was put and declared CARRIED (7/0).

9.6 KEY PERSONNEL – DEVELOPMENT MANAGER / PROJECT RESOURCING – CONFIDENTIAL

Moved Cr Sandri, Seconded Cr Treby.

[The recommendation in the Agenda]

That the Council APPROVES the appointment of the following key personnel pursuant to Clause 4.5 of the Development Management Agreement:

Name of Replacement Person	Position
Julia Nelson	Development Manager

9.7 MINDARIE REGIONAL COUNCIL LANDFILL BUFFER – GROUNDWATER MONITORING UPDATE - CONFIDENTIAL

Moved Cr Treby, Seconded Cr Anderson.

That the Council RECEIVES the update on groundwater monitoring.

The Motion was put and declared CARRIED (7/0).

Moved Cr Sandri, Seconded Cr Treby.

That Standing Orders be suspended to allow Confidential Item 10.1 to be discussed.

The Motion was put and CARRIED (7/0).

10.1 BUILT FORM PARTNERSHIP – STAGE 18 – UPDATE - CONFIDENTIAL

Moved Cr Sandri, Seconded Cr Treby.

That Standing Orders be resumed.

The Motion was put and CARRIED (7/0).

[The recommendation in the agenda]

That the Council:

1. NOTES that negotiations with Schlager Group/David Barr Architects/Josh Burns and Associates as the preferred tenderer on Tender 05/19 have failed to reach agreement on satisfactory project management and development arrangements for the Stage 18 grouped housing site.

2. AGREES to cease negotiations with Schlager Group/David Barr Architects/Josh Burns and Associates.

3. ADVISES Schlager Group/David Barr Architects/Josh Burns and Associates of the Council's decision to cease negotiations and EXPRESSES its thanks for their effort in attempting to negotiate a suitable development outcome.

4. REQUIRES the Satterley Property Group to prepare an appropriate subdivision and development option, consistent with the Council's objectives for the Stage 18 site and cognisant of market conditions.

Moved Cr Chester, Seconded Cmr Hammond.

[An Alternative Motion]

That the Council:

1. **AGREES to provide Schlager Group/David Barr Architects/Josh Burns and Associates an additional 14 days to provide the following information to inform the preparation of a Project Plan and Project Budget that sets out satisfactory project management and development arrangements for the Stage 18 grouped housing site including:**

   i) **Details and pricing of the proposed sustainability initiatives to be incorporated into the development;**

   ii) **Dwelling design plans that comply with the Catalina Central Design Guidelines; and**

   iii) **Detailed dwelling construction costs and included specifications.**

2. **In the event that satisfactory information set out in 1. above is not provided CEASES negotiations with Schlager Group/David Barr Architects/Josh Burns and Associates:**

i) **expresses its thanks for their effort in attempting to negotiate a suitable development outcome;**

ii) **requires the Satterley Property Group to prepare an appropriate subdivision and development option for the Stage 18 site that is consistent with the Council's objectives, is cognisant of market conditions and provides opportunities to achieve sustainable and innovative built form within the development.**

The Motion was put and declared CARRIED (7/0).

10.2 CATALINA CENTRAL LOCAL CENTRE SITE – CHANGE OF OWNERSHIP AND AMENDED CONTRACTUAL TERMS – CONFIDENTIAL

Moved Cr Treby, Seconded Cr Chester.

[The recommendation in the agenda]

That the Council:

1. **AGREES to the proposed sale of Lot 646 Aviator Boulevard, Clarkson from Catalina Gateway Site Pty Ltd as trustee for the Catalina Gateway Site Trust to Auswide International Investments (Cardup) Pty Ltd, subject to the latter preparing a deed of agreement setting out suitable development terms including the following construction milestones:**

   i) **Amended development application to be submitted by 31 October 2020.**

   ii) **Construction of the child care centre to be substantially commenced by 1 May 2021.**

   iii) **Practical completion of the entire development within 30 months from 30 November 2020 or the date of settlement of the sale, whichever occurs sooner.**

2. **AUTHORISES the CEO to sign a deed of agreement with Auswide International Investments (Cardup) Pty Ltd to establish suitable contractual terms for the development of Lot 646 Aviator Boulevard, Clarkson.**

The Motion was put and declared CARRIED (7/0).

11. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

12. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

13. URGENT BUSINESS APPROVED BY THE CHAIR

Nil

14. MATTERS BEHIND CLOSED DOORS

9.5 Review of Deliverables – Development Manager's Key Performance Indicators - Confidential
9.6 Key Personnel – Development Manager / Project Resourcing – Confidential
9.7 Mindarie Regional Council Landfill Buffer – Groundwater Monitoring Update - Confidential
10.1 Built Form Partnership – Stage 18 – Confidential
10.2 Catalina Central Local Centre Site – Change of Ownership - Confidential

15. GENERAL BUSINESS

Nil

16. FORMAL CLOSURE OF MEETING

The Chair declared the meeting closed at 7:33pm.

These minutes were confirmed at a meeting on ……..……..

SIGNED this ……. day of ……..……..……..…… 2020

as a true record of proceedings.

CHAIR

TOWN OF VICTORIA PARK



WORKFORCE PLAN

2020-2035

WE'RE OPEN
VIC PARK

Contents

1.	Introduction	2
	1.1 Purpose of the Workforce Plan 2020-2035	2
	1.2 Integrated Planning and Reporting Framework	2
	1.3 Aim of the Workforce Plan 2020-2035	2
	1.4 Organisational Values	3
2.	The Current Organisation	3
	2.1 Town of Victoria Park Today	3
	2.2 Organisational Profile	4
	2.3 Organisational Structure	4
	2.4 Financial Expenditure	6
3.	Trends and Drivers	7
	3.1 Internal Drivers for Workforce Planning	7
	3.2 External Drivers for Workforce Planning	10
4.	Developing the Plan	11
	4.1 Process for Development	11
	4.2 Forecast FTE Requirements	12
	4.3 Risk Assessment	16
5.	Key Focus Areas	17
	5.1 Identified Priorities	17
	Table below	17
	Key Focus Area 1 – Leadership Effectiveness Strategy	17
	Key Focus Area 2 – Cultural Optimisation Strategy	18
	Key Focus Area 3 – Communication	18
	Key Focus Area 4 –Investing in our People /Employee Recognition	18
	Key Focus Area 5 – Innovation	18
	Key Focus Area 5 – Disability Access & Inclusion	19
6.	Financial Forecasts	19
	6.1 Employment Cost Forecasts	19
	6.2 Training and Development Forecasts	20
7.	Monitoring Performance	20
	7.1 Measures of Success	20
	7.2 Reviewing the Plan	21
8.	References	21

1. Introduction

1.1 Purpose of the Workforce Plan 2020-2035

The Workforce Plan 2020-2035 is an informing strategy within the Integrated Planning Framework. The purpose of this plan is to identify and determine the workforce needs for the Town in regards to capacity and capability needs to deliver the outcomes of the Corporate Business Plan 2017-2022.

The Workforce Plan 2020-2035 is based on a review of the past workforce initiatives; re-alignment of workforce needs around the Town's service delivery framework; and future workforce initiatives that will ensure projected workforce needs are met as service and project requirements change.

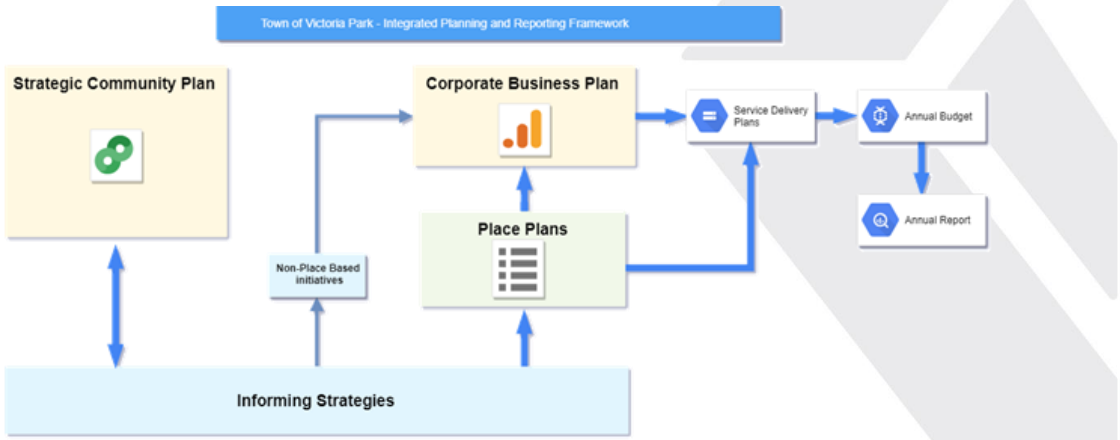
To do this successfully, the Town must:

- Develop an understanding of the current workforce and also the future needs.
- Identify the emerging skills gaps in the capability of the workforce.
- Capture the emerging challenges facing the business that may affect the workforce.

1.2 Integrated Planning and Reporting Framework

The Town has been guided by the workforce plan since the Town's inaugural *Workforce Plan 2017-2021* was developed in 2017. This Workforce Plan will be the second developed under the Department of Local Government's Integrated Planning and Reporting Framework.

The Workforce Plan is an informing strategy within the Integrated Planning and Reporting Framework.



1.3 Aim of the Workforce Plan 2020-2035

The Town's workforce is the most important asset we have. It is critical the workforce is competent, engaged and highly productive. The Workforce Plan will assist in delivering the vision of the Town:

- We are Perth's most empowered and engaged community.
- We are Perth's premier place for entertainment and entrepreneurship.
- We lead in sustainability.
- We put people first in urban design and safety.
- We are inclusive and connected with a thriving community.

The Workforce Plan will allow the Town to set its priorities within its resourcing capacity and deliver short, medium and long term community priorities and aspirations. It is a plan that is continually evolving to ensure the Town has the right people in the right place at the right time.

Throughout the life of the plan the Town will undertake regular reviews to ensure the Workforce Plan actions are implemented, monitored and reported against.

Unless otherwise stated figures and statistics stated in this plan are taken from The Australasian Local Government Performance Excellence Program FY19 – Town of Victoria Park (LGPEP19) or the Town's own payroll data.

1.4 Organisational Values

The Towns values underpin everything we do. We believe that a workforce that is operating in accordance with our values will be able to deliver great outcomes and services for the community.

The Town values will be further embedded into the organisation, designing them into how we work and reinforced in all our workforce processes.

WE WILL BE PROACTIVE – We will look to cause positive things to happen rather than waiting to respond
WE WILL HAVE INTEGRITY – We will be honest, accountable and transparent in how we do things
WE WILL BE INNOVATIVE – We will be courageous in introducing new ideas to meet community need and improve our services and projects
WE WILL BE CARING – We will display kindness and concern

2. The Current Organisation

2.1 Town of Victoria Park Today

The Town's current population is 36,962 (note this is the Australian Bureau of Stat's estimate and an 'official' population figure). By 2036, it is estimated that the Town's population will be 54,713.

The Town of Victoria Park is an inner-city community located just 10 minutes from Perth's CBD, across the Causeway on the south side of the Swan River. The Town is centred around the vibrant and bustling Albany Highway, famed for its culinary smorgasbord, buzzing café strip and unique retail stores, including the Burswood Peninsula which is home to Crown Perth, Optus Stadium and Perth Racing.

The Town promotes a dynamic place for everyone and our mission is to foster a creative, attractive, friendly, environmentally sustainable and inclusive place to visit, eat, shop, work, play, learn and live.

In recent years there has been a transformation from being traditionally seen as a diverse working class suburb of Perth, into an increasingly sought after destination for residential, commercial and leisure pursuits with a thriving café culture and increasing investment in mixed-use developments.

There is a multitude of offerings that attracts residents and visitors including our proximity to the CBD, the Swan River foreshore and access to the entertainment precinct of Burswood, as well as significant public transport and education facilities with the Causeway bus interchange, Armadale train line and Curtin University.

2.2 Organisational Profile

- **56%** of all employees (including casual workforce) are female.
- **19.7%** of all employees (including casual workforce) are 41-50 years of age and **26.8%** of all employees are 51 years or older.
- **45%** of the workforce are permanent, **8.1%** are on fixed term contracts and **46.5%** are casual.
- **54.4%** of employees have been with the Town for less than five years and **45.3%** have been with the Town for more than five years.

As at 1 July 2020 the Town of Victoria Park had a permanent workforce of 216 employees in the following capacity:

- 158 – Full time employees
- 58 – Part time employees

A fluctuating number of casual employees (189 at 1 July 2020) are also employed by the Town to meet operational requirements, such as the delivery of services including parking, Aqua and Leisure Life centres and library services.

With recent legislative changes casuals who meet certain criteria may be eligible to request to convert to part-time or full-time. This may have an impact on the FTE figure for the Town causing the number of FTE to increase. There will be no impact on the employment costs.

In terms of workforce demographics, the Town's permanent workforce (excluding casuals) has a gender distribution of 53.3% female and 46.7% males with 32.8% of employees aged 51-60 years and 17% aged +61 years.

By comparison to other local governments, the Town does not have a high proportion of baby boomers, so transition to retirement strategies is not seen as a workforce priority in the short-term. Although this is the case the Town has developed a Transition to Retirement policy for the small percentage of staff reaching retirement age.

2.3 Organisational Structure

The Towns organisational structure comprises four functional areas with an endorsed establishment of 213 FTE as of 1 July 2020. Note FTE (full time equivalent) refers to the number of established positions, rather than a headcount of individual employees.

Of those FTE, as of July 2020 there were 187.31 FTE occupied by either "ongoing", "fixed term" or "temporary" employees.

From an industry perspective as outlined in the LGPEP19, the Town's FTE per 1000 residents was 5.7 FTE in 2019. This was slightly above the average for medium metropolitan councils in Western Australia, which was 5.2 FTE per 1000 residents. From a budget perspective, in 2019 remuneration as a percentage of operating expenses has increased slightly to 35%, from 33% in the 2018 financial year. In comparison, this is below average for medium metropolitan Councils in WA.

The Town is broken down into four Functional Areas with eleven Lines of Business and twenty nine Service Delivery Areas. The areas are aligned as similar, complementary or co-dependent services, this allows for a streamlined approach to planning, budgeting and communicating the needs from the C-Suite and the Management Teams.

Office of the CEO
The CEO Functional Area acts as the conduit between all facets of the Town in relaying communications to employees, elected members and the community, advising and embedding the culture and expectations of employee behaviour.

The CEO Functional Areas comprises of three Lines of Business being People and Culture, Stakeholder Relations and Governance. The Area is responsible for industrial relations advice, organisational and cultural development, occupational health and safety, customer services, stakeholder relations, community engagement, internal continuous improvement and elected member support.

Finance
The Finance Functional Area enables and supports the successful delivery of the Town's internal and external business activities.

The Finance Functional Area comprises of two Lines of Business being Corporate Support and Business Services. The area is responsible for the leadership and delivery of the financial management, IT infrastructure and internal support, records management, and management of services and facilities including Aqaulife, Leisurelife, Parking and Rangers.

Community Planning

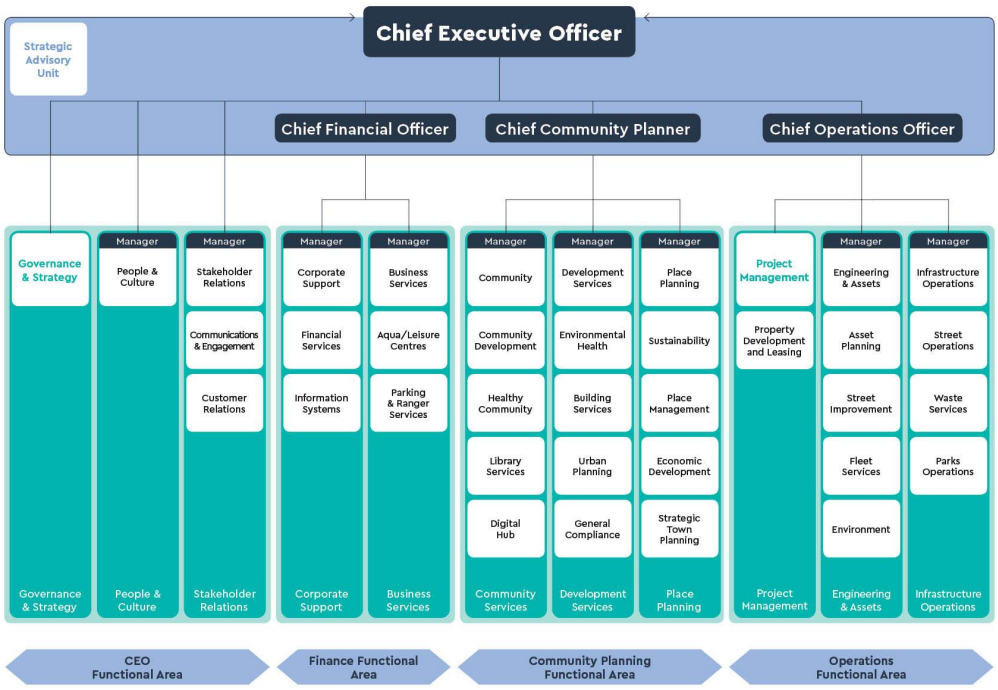
The Community Planning Functional Area directly supports businesses and families throughout the Town to work and/or live in safe buildings, build lasting infrastructure that meets the community's needs and expectations and participate in community programs to create happy and healthy citizens.

The Community Planning Functional Area comprises of three Lines of Business being Community Services, Development Services and Place Planning.

Operations

The Operations Functional Area is the backbone of the organisation. Infrastructure including roads, parks, waterways as well as waste management is seamlessly managed and delivered to allow the community to enjoy the Town.

The Operations Functional Area comprises of three Lines of Business being Project Management, Property Development and Leasing, Engineering and Assets and Infrastructure Operations. The area is responsible for maintaining roads, parks, and waste, maintaining infrastructure, delivering key strategic projects for the Town and management of assets owned by the Town.



2.4 Financial Expenditure

Employment costs represents the largest percentage of annual expenditure for the Town. In the 2020/21 budget employment costs account for 36.5% of the Town's operating expenditure, amounting to $22,648,251

The median total employee cost as a proportion of operating expenses for similar jurisdiction Councils to the Town is 39%, therefore higher than the Town's employment costs.

The overtime spend for the 2019 financial year at the Town was $1,002 per FTE, in comparison, the WA Councils' median spend per FTE was $1,149 per FTE and $1,135 per FTE for similar jurisdiction local governments.

The annual local government industry surveys allow the Town to gauge how it compares to other councils in regard to employment costs. By assessing a range of factors such as the following, the Town can monitor its employment costs to ensure its costs and service demands are comparative to industry standards.

- Population growth
- Budget constraints
- Industrial issues
- Turnover rates and recruitment costs
- CPI movements; and
- Benchmarking to other like sized local governments

The aim for the Town is to maintain the level of skilled staff needed to effectively deliver the services of the Town at an industry benchmarked level.

3. Trends and Drivers

3.1 Internal Drivers for Workforce Planning

3.1.1 Surveys and KPIs

The Town continues to monitor factors that influence workforce outcomes. These are interrogated to inform and identify where the Town can improve its existing workforce programs and processes or develop new approaches to emerging issues. The most significant methods used by the Town include:

- Employee Engagement Surveys
- Customer Satisfaction Surveys
- Corporate KPI's

The Town has continued to carry out its biennial staff engagement survey, with the last held in April 2019. This is a critical source of information for the development of workforce plan strategies and initiatives as it helps direct the available resources needed to address any major issues that arise.

Overall satisfaction with working at the Town of Victoria Park is very high with the majority (84%) of all employees being satisfied with working for the Town. In comparison to the previous study, overall satisfaction has fallen marginally – down 3% points from 87% in 2017. However, overall satisfaction remains significantly higher than the results recorded in both 2012 (76%) and 2010 (58%) in 2010.

The Town as a whole consistently works towards meeting targets against corporate KPI's at an organisation level and recent customer satisfaction results indicate high levels of satisfaction with Town services by the community. The Town currently has a 73.8% positive customer satisfaction rate since the Town began surveying the Community in 2018.

3.1.2 Exit Interviews

The Town is continuously analysing reasons employees are coming and going from the organisation. This allows the Town to be agile and adapt to wider workforce needs, to continue to be an employer of choice in the West Australian workforce.

During the 2019 financial year, there were 40 resignations from the Town, the table below links exit numbers to the reason of resignation that was recorded through the Town's exit interview process.

Year 2019	Employee Numbers	Reason for Resignation
	13	Career progression/opportunity
	5	End of contract
	12	Personal/family
	4	Not stated
	6	Retirement
Totals	40	5

The Town uses the information collected through the Exit interview for continuous improvement of our Employee Lifecycle. The information gives direction to how the Town attracts and retains industry leading employees.

To address the some of the reasons for resignation the Town has implemented the following strategies to increase job satisfaction and enabling employees to pursue a better career path and meet family/lifestyle needs.

- Phased retirement options
- Flexible work arrangements
- Training and study assistance
- Acting/secondment opportunities

Data from the LGPEP19 highlighted the Town's turnover of 17.6%, compared slightly higher to the Western Australian local government average of 15%. The report did highlight turnover challenges for the organisation with Gen Y turnover rate of 21.5% (sector average 23%) and employees in their first year turnover rate of 19% (sector average 19%). Looking into the next 5 years the Town will need to work on retaining the younger generation and new employees to reduce the staff turnover and transition older employees into phased retirement.

3.1.3 Workforce Demographics

Town of Victoria Park Headcount 2020	
Type of Head Count	**Percentage**
Baby boomer	28
Gen X	33
Gen Y	37
Gen Z	2

Male	47
Female	53
Female Manager and above	28
Male Manager and above	72

With regard to recruitment, the Town's challenge is to approach recruitment and staff development in a way that recognises the value of diversity.

In addition to strategies previously implemented the Town has continued to provide career development for Gen X and Gen Y employees by introducing a number of initiatives including a leadership program, reward and recognition program, continued study assistance, acting/secondment arrangements.

Female employees make up approximately 53% of the total of the Town's FTE although only 28% of the senior leadership team. The People and Culture team is developing a range of initiatives aimed at improving the diversity and inclusiveness across the Town with one of the objectives being to improve representation of females in the senior leadership levels. To assist in increasing representation of females, the Town will focus on succession planning for females, commit to inclusion and be aware of the changing employment landscape and technology.

3.1.4 Leave Balances

As at 30 June 2019 the Town had 19% of its employees with more than 8 weeks of accrued annual leave, in comparison, the WA Councils' median percentage is 10%.
As at 1 July 2020, the percentage has dropped to 13%. This is due to the Town having an active leave management strategy and tailored leave management plans for individuals with excessive leave.
The Town has established a process to report on leave balances to C-Suite and Management and this process will continue to assist in reducing the Town's leave liability balance further. By introducing the leave management strategy this has not only reduced the leave liability but has promoted employee wellbeing and a more positive culture with regards to employees taking leave.
The Town will continue to work on creating a culture where the taking of leave is promoted as a way to maintain good health and wellbeing and managers will continue to be made accountable for managing leave balances for their staff.
Having an active leave management strategy in place will promote employee well-being and assist in promoting the Town as an employer of choice.

3.1.5 Strategic Planning and Major Projects

As previously stated commitment to deliver major projects as a result of strategic planning processes can influence future workforce numbers, organisational structures and skill development programs.

- Some of the major projects as outlined in the Corporate Business Plan that will affect the first five years of this plan will be:
  - Urban Forest Strategy

- Edward Millen Heritage Precinct Redevelopment
- GO Edwards Park Masterplan
- Lathlain Redevelopment (various zones)
- State Underground Power Projects (SUPP6)
- McMillan Masterplan
- McCallum Park

This plan provides an opportunity to identify in advance, where potential workforce gaps may arise and enables the Town to respond in an appropriate manner.

3.1.6 Industry Benchmarking

The Town participates in the annual Australasian Local Government Performance Excellence Program. The program provides valuable workforce benchmarking and trend data of the Town's workforce shape and performance against other Australia and New Zealand Local Governments. In particular the Town is able to drill down to comparing similar size and location local governments and this contributes to the Town making informed decisions about its workforce planning.

The Town is also collaborating with other local governments to improve efficiencies and to develop cooperative approaches to common service needs.

Examples of this include:

- MOU with Morowa – the Town has developed a MOU with the Shire of Morowa and works collaboratively in sharing skills and experience on matters related to service delivery.
- CEO South East Corridor group- a traineeship and apprenticeship program is currently under development with three other local governments
- Inner City Group and MOU comprising of Town of Victoria Park, City of Perth, City of South Perth, City of Vincent and the City of Subiaco– currently working together on sharing initiatives and resources

3.2 External Drivers for Workforce Planning

3.2.1 Labour Market Indicators – Western Australia

Impact of COVID 19

The consumer price index (CPI), dropped 1.9 per cent over the June quarter in 2020 - the biggest quarterly drop in the 72-year history of CPI.

CPI fell across all capital cities, Perth saw a decline of -1.2, which took the annual inflation rate to 0.1 per cent in the year to June 2020.

WA appears to have successfully mitigated the immediate health impacts of COVID-19 and the main focus for WA is the State's economic recovery.

April 2020 marked the largest month-on-month reduction in WA employment since records began, with more than 62,300 jobs lost in the State. Deloitte have published that they don't see employment returning to its pre-crisis levels in WA until 2024, a sign that the economic recovery from COVID-19 will be long and slow.

With the high number of people unemployed and looking for work, this means the Town are receiving a record number of applications for roles.

The key factors driving the recently adopted Town's annual budget is the importance of ensuring the Town continues to deliver the services to the community and commits to a significant capital works program to stimulate the local economy due to the impact of COVID. This in turn will have an impact on staff resources and staff projections.

3.2.2 The Changing Employment Landscape and Technology

It is well established that there have been major changes throughout the employment landscape in the last decade, this has not just occurred in the Local Government industry but also at the public sector and private industries.

According to the World Economic Forum in January 2020, technical skills continue to dominate the jobs of tomorrow. Emerging jobs require basic technical skills such as digital literacy, web development or graphic design. Other technical roles require disruptive technical skills like artificial intelligence and robotics. Whilst they aren't growing as quickly as technical dominated roles, roles requiring more diverse skills sets, especially soft skills are among the fastest growing skill requirements. Demand for soft skills is likely to continue to increase as automation becomes more prevalent.

To fill these emerging skills and ensure the Town doesn't have gaps in these skill areas the Town will take advantage of existing talent with training and upskilling.

Another trend that is emerging is that there has been a clear push through the prominence of generations (Y and Z) entering the workplace market with regards to 'work life balance'.

The career span of a typical employee has dramatically dropped with less loyalty connected to staying with a singular organisation. Employees now consider the ability to grow and change positions multiple times internally as a driver for long term employment with the Town.

The Town is combating this change in the employment landscape by creating a higher focus on internal opportunities of development and growth of all staff.

With the geographical barrier of having multiple locations across the Town, there has been a more prominent push into making sure there is accessibility to technology and transport to promote a more agile workforce.

4. Developing the Plan

4.1 Process for Development

The methodology used in developing the Workforce Plan focused on gathering information from various sources, engaging key stakeholders and analysis of external strategic reports and information including;

- Extensive organisational consultation with Chiefs, Managers and SALTS including two dedicated workshops with all Managers to analyse staff projections
- Review of the Employee Engagement Surveys (2017 and 2019) data and recommendations.
- Review and analysis of the Town of Victoria Parks' minimum obligatory information requirements, demographic statistics and data.

- Review of Town of Victoria Park's IPRF 2017-2032.
- Review of Town of Victoria Park's Annual Report
- Town of Victoria Park's Annual budget 2019/20 and 2020/21
- Review of Place Plans
- Review and analysis of Pricewaterhouse Coopers (PwC) The Australasian Local Government Performance Excellence Program **2019.(LGPEP19)**
- Review of the Department of Local Government Workforce Planning, The Essentials – Toolkit for WA local governments.

4.2 Forecast FTE Requirements

The Workforce Plan is focused on responding to changes in the demand for services and the way services are delivered, and identifying the workforce needs that will support those changing needs.

To do this effectively it is essential to have a process of identifying how services are changing over time. This includes increased demand through population growth, as well as the impact of other factors such as service delivery changes through technology, and changing demands being placed on local governments.

The following factors were considered when looking at staff projections:

- Future developments in the Town
- The Town's Place Plans
- Strategic planning and major projects
- SCP alignment
- Population growth
- Economic climate
- The Town's financial trends including rates revenue and fees and charges
- Employee cost trends
- COVID
- Benchmarking data
- Changing employment landscape and technology
- The use of consultants vs employees
- The potential of less staff doing things differently and offering different programs
- Not always replacing like for like
- The possibility that future positions don't have to look like what has been done previously
- Is a role better suited to another service area?
- Increase or decrease on demand for a particular service

To address this, the Workforce Plan will focus on identifying service changes that impact on the current focus of the workforce, and make changes where needed.

4.2.1. Monitoring service needs & workforce planning

Workforce monitoring and planning will form part of the Town's annual budget process. Service delivery issues and outcomes identified through the Corporate Business Planning reporting framework will include an analysis of the workforce profile for each service area.

The focus of this review will be to identify the impact of services delivery changes on the existing workforce. Identifying trends in service delivery will provide early indicators of

potential service changes that may require additional staffing.

4.2.2. Proactive workforce changes

Regular workforce reviews will also provide the Town with indicators of where to move staff within the existing workforce to assist in areas where changing service demands have occurred. Vacant position FTE may also be reallocated to other service areas to address any workforce needs identified.

4.2.3 Population Forecasting

Population growth will impact on the demand for the services currently being provided by the Town. By monitoring population growth as well as identifying service delivery changes, the Town will be able to more accurately forecast and plan for future workforce needs.

Comparing population growth estimates with other local government FTE per population figures also provides the Town with a workforce benchmark indicator to assist in forecasting potential workforce needs.

The annual Australasian Local Government industry survey (ALGIS) allows the Town to monitor how it compares to other councils in regard to approved FTE to population.

The ALGIS 2019 survey identified an industry average of 5.2 FTE per 1000 residents. As at July 2020 the Town's ratio was 5.3 FTE per 1000 residents.

4.2.4. Identifying service needs

Local government is a changing industry with new approaches to the way services can be delivered, as well as new service demands being placed on it. The corporate business plan includes known service changes, but will respond to the findings of the annual workforce reviews, and be updated to respond to any other changes.

New service initiatives will require a workforce impact statement to be included in the project plan proposal prior to submission to Council for approval. This will include budget implications to the existing corporate business plan.

4.2.5. Service Variations

To determine a range of potential workforce growth for the duration of the Workforce Plan, service area leaders assessed their perceived needs for the duration of the plan and have identified the following forecasts.

FTE projections were based on but not limited to the following changes within the Town over the next 15 years:

- Population growth
- Increased communications and engagement requirements
- The need for systems to be implemented to limit manual processes
- Increase in demand for procurement contract management
- Increase in population and attendances at Aqualife and Leisurelife
- Predicted gazettal of Local Planning Scheme No.2.

- Increasing complexity and considerations (i.e. more multi-disciplinary) in assessing development proposals
- Projected uptake / boom in development industry
- Potential introduction State-wide of third party appeals on planning decisions
- Volatility of the building surveying industry and increase in population will impact development and redevelopment demands
- Possible introduction of state wide mandatory building inspections
- Implementation of the 3 bin system
- Possible dissolving of MRC will require Town to undertake its own waste strategic options and waste education program
- Increase in parks operations development and maintenance demands
- Increase in environmental focus led by community and elected members
- Expansion of library services to the community
- Demand for increase in administration support – possibility to be shared across the business
- Operational reviews
- Graduate/Traineeship program and management of program
- Volunteer management
- Increase in capital works and major projects
- Place Plans
- Demand for Grants Co-ordinator across the Town
- Demand for standardised services
- Demand for Business Systems Analyst requirement across the Town
- Revenue diversification

Any forecasted increase in FTE has been aligned to the Strategic Community Plan and Corporate Business Plan Strategic Outcomes.

FTE Projections					
Functional Area	**Line of Business**	**Service Delivery Area**	**Current FTE**	**2020-2025**	**2025-2035**
CEO	People and Culture	HR & OD	5.3	6.3	7.3
	Stakeholder Relations	Communications and Engagement & Customer Relations	15.2	16.6	18.6
	CEO area		6	6	6
	Governance	Leadership and Governance	3	4	5
Financial Services	Corporate Support	Financial Services	11.6	12.6	13.6
		Information Systems	10	10	10
	Business Services	Leisurelife (excluding casuals)	13	12.8	12.8
		Aqualife (excluding casuals)	16.8	16.9	17.6
		Ranger Services (excluding casuals)	5.5	5.5	7
		Parking (excluding casuals)	11	11	11
Community Planning	Community Services	Community Development Healthy Community Library Services Digital Hub	25	25	25
	Community Office		5	5	5
	Development Services	Environmental Health	5	6.4	7.4
		Building Services	4.2	5	6
		Urban Planning	8	9	10
		General Compliance	1	1.5	2
	Place Planning	Place Planning Strategic planning, UFS, Economic Development, Transport Planning, Landscape Architecture	8.5	10.1	11.1
Operations		Waste	6	6	6
		Fleet	2	2	2
		Engineering	10	10	10
		Environment	1	2	2
		Parks	16	18	25
		Asset Planning	6	7	7
		Operations Office	4	4	4
		Project Management	4	4	4
		Property Development & Leasing	1	3	3
		Street Improvement	9	9	9
Proposed		Waste & Environment	0	1	1
Total			**213.1**	**229.7**	**248.4**

** Estimated projections only, endorsement from Elected Members will be sought prior to any actual increase in FTE*

4.2.6. Summary

To determine future workforce needs the Town took into account data such as future gaps and surpluses in the work force, diversity statistics, population demographics, turnover rates

and causes and employee-opinion survey results. The Town's vision, values and strategic goals was also considered.

Based on the service projections above, population growth, the current forecasting for the workforce plan is approximately 230 FTE during the initial 5 years and up to 248 for the duration of the workforce plan. The Leisure facilities and Parking and Rangers also have several casual positions and it forecasted there will be a slight increase in casual positions required over the next 15 years in these areas as well.

Annual review of the workforce needs as part of the budget process will provide clarity in regard to ongoing service needs and workforce support. Any increase in FTE past the approved current FTE of 213 will require a business case to C-Suite and the appropriate Budget amendment to be endorsed by Elected Members.

4.3 Risk Assessment

Workforce risk is any workforce issue that could pose risk to delivery of business outcomes and outputs. They arise where there is a misalignment between the Town's existing workforce and the workforce needed to successfully deliver its strategic objectives.

A major risk to the Town would be a lack of workforce planning. It obstructs the Town to be agile to workforce issues and trends that may cause major impacts on effectively dealing with issues within the Community. The Workforce Plan 2020-2035 has therefore been developed to meet this overall risk.

5. Key Focus Areas for People & Culture

5.1 Identified Priorities (sourced from staff surveys and OEI/OCI) Table below

Key Focus Area	Strategy	Actions – 2020/2021	Accountability
Key Focus Area 1 – Leadership Effectiveness Strategy Our leaders reflect our culture. The Town is committed to equipping and empowering leaders so that they can effectively create and lead change In 2019 selected leaders of the Town completed a Leadership Development program with the Australian Institute of Management WA (AIMWA) to their team and the Town.	We will advance effective leadership across the organisation to improve accountability and people management in all areas	The leaders will use the learnings from the Leadership program to assist in developing their team New leaders that join the Town will be given the same opportunity to attend a leadership program Improve development of females and put systems in place to coach and encourage them into leadership roles in the workplace The executive team (C-Suite) have embarked on their own leadership program specifically tailored at an executive level. Develop and review Human Resources policies and practices to ensure support is provided to managers for effective people management.	Managers, C-Suite and Human Resources

Key Focus Area 2 – Cultural Optimisation Strategy The Town has maintained a cultural optimisation program since 2010 based on the application of the Human Synergistic's model. Using this model, the Town has periodically administered the Organisational Culture Inventory (OCI) and the Organisational Effectiveness Inventory (OEI) to assess the Town's preferred culture in terms of espoused values and its operating culture in terms of behavioural norms.	We will enhance our culture with a goal to boosting employee morale	• Bespoke team value statements • Signature behaviours • Performance Development System (PDS) • Team pulse checks • Culture Club • Team development sessions	Human Resources Culture Club Managers/C-Suite
Key Focus Area 3 – Communication The Town wants to empower its employees to know information in a timely manner as to effect positive change and outputs.	We will improve the distribution and quality of information to employees. We will improve communication between leaders and employees	Improve internal communication by developing and implementing an Internal Communication strategy	Human Resources / Stakeholder Relations
Key Focus Area 4 –Investing in our People /Employee Recognition Recruitment and retention of excellent employees that love and breathe the Town's vision and values Employee recognition is another focus at the Town to strengthen the culture of the entire workforce.	We will invest in our people by providing them with the right training, encouragement and development opportunities to make a real contribution and make them feel valued Showing employees that they are valued for what they do and how they contribute to the Town's corporate KPI"s	Continue effective management practices to support career development and career progression opportunities and will continue to run programs already developed including mentoring, internal secondments and training and development to undertake future higher duties Continue to promote staff recognition program	Human Resources Human Resources Managers / C-Suite
Key Focus Area 5 – Innovation Empowering employees to think outside the box and develop new and exciting ways to better the community.	Empowering employees to think outside the box and develop new and exciting ways to better the community.	• Framework • Launch of program to internal staff – Training included • Refresh of Innovation room at Digital Hub	Human Resources / Governance

Key Focus Area 5 – Disability Access & Inclusion People with a disability have the same employment opportunities as other people, to obtain and maintain employment with the Town Of Victoria Park.	In line with the State Governments disability target of 5% the Town has implemented a 5% target for employment of people with a disability by 31 December 2025.	The Town has developed strategies and initiatives to achieve the target by December 2025. Promote the Town as an Equal Opportunity Employer. The Town's Employment Policy and Procedures incorporates processes that instil confidence of people with a disability to seek and secure employment with the Town. The Town will work in partnership with disability employment services providers and institutional bodies to develop processes that create pathways to meaningful employment for people with disability. The Town will conduct an annual staff survey that captures experiences of all employees and include information around assess and inclusion. Local Business engagement Plan to increase the awareness of the benefits of employing people with disability.	Human Resources / Community Development
Key Focus Area 6 – Employer of Choice /Diversity Females, youth, indigenous and people with a disability are focus employment areas and specific targeted employment of these categories is undertaken		The Town will develop an overarching strategy to ensure we have a structured approach to diversity and develop a targeted approach with regard to employment of females, young people, indigenous and people with disabilities in the workplace	

6. Financial Forecasts

6.1 Employment Cost Forecasts

In order to determine cost implications of implementing the Workforce Plan 2020 – 2035, FTE forecasts have been estimated by Managers and endorsed by the Chiefs. This will be

considered as part of the annual budgeting process through business cases supporting FTE changes.
Any changes to the FTE are not factored into the long term financial plan and the viability of these would need to be assessed as part of each business case.

6.2 Training and Development Forecasts

Developing the workforce is key to the Town being agile to meet the needs of the community. Training and development is a key factor in attracting and retaining key staff and has helped turn the Town into an employer of choice amongst the Western Australian workforce. Several key training and development strategies that will require future funding include:

- Study assistance
- Industry specific conferences
- Industry aligned peak body memberships
- Leadership programs
- Adhoc work related upskill courses
- Mentoring

In 2019 the Town spent $1,039 per FTE. Due to the communities needs and employee expectations, as well as the increasing need to innovate and digitise existing business processes, the Town will focus on equipping employees with the right technical skills to meet the ever changing landscape. Therefore it is anticipated that training and development costs will stay the same for the next 5 years.

7. Monitoring Performance

7.1 Measures of Success

The ultimate measure of success of the Town of Victoria Park Strategic Workforce Plan 2020-2035 is an efficient and reliable workforce achieving the Town's goals.

The following targets have been developed to track and monitor the effectiveness of the plan in terms of people and workforce capacity.

Strategic Workforce Plan Measurement Register			
Area of Focus	Service Area Responsible	Report Frequency	KPI target
Staff costs (salary and wages as % of operating costs	P&C and Finance	Annually	<40%
Employee separation rates up to 5 years' service	P&C	Annually	<15%
Employee separation rates over 5 years' service	P&C	Annually	<13%
Gender Balance (Female to Male ratio)	P&C	Annually	55:45
Age Profiles – generational ratio – older staff (45 years and over)	P&C	Annually	<45%
Age Profiles – generational ratio – younger staff (45 years and under)	P&C	Annually	<55%
FTE compliance	C-Suite & P&C	Ongoing	100%
Employees with a disability	P&C	Annually	2.3% up to 5% in 2025
Recruitment – Turnaround time from and advertising to contract signing	P&C	Quarterly	<42 days
Staff Engagement Survey (% engagement)	P&C	Biennial	84%
% of Performance Development Review Completions	P&C	Bi-annual	100%

7.2 Reviewing the Plan

As stated previously the, the Workforce Plan 2020 – 2035 will provide essential forecast data for the Long Term Financial Plan that will be informed by the projects and services identified within the Corporate Business Plan 2017 – 2022.

Throughout the life of the plan the Town will undertake regular reviews to ensure the workforce plan actions are implemented, monitored and reported against. The Plan will be also be reviewed and amended to incorporate new and revised FTE forecasts.

8. References

- The Australasian Local Government Performance Excellence Program FY19 – Town of Victoria Park;
- Department of Treasury - (Source: Small Area Labour Markets publication, for Local Government Areas)
- World economic forum, 5 things we know about jobs of the future Written by Allen Blue, Co-Founder and Vice President, Product Management, LinkedIn
- State Government Target for employment of people with a disability Council report December 2019
- Extract from Deloitte

SOUTH EAST CORRIDOR COUNCILS ALLIANCE

MEMORANDUM OF UNDERSTANDING

between

CITY OF ARMADALE

and

CITY OF CANNING

and

CITY OF GOSNELLS

and

TOWN OF VICTORIA PARK

Dated: 29 June 2020

MEMORANDUM OF UNDERSTANDING

PARTIES TO THE MEMORANDUM OF UNDERSTANDING:

CITY OF ARMADALE, [ABN 79 8632 69 538] of 7 Orchard Avenue, Armadale, Western Australia 6112 **("Armadale")**

and

CITY OF CANNING, [ABN 80 227 965 466] of 1317 Albany Highway, Cannington, Western Australia 6107 **("Canning")**

and

CITY OF GOSNELLS, [ABN 18 374 412 891] of 2120 Albany Highway, Gosnells, Western Australia 6110 **("Gosnells")**

and

TOWN OF VICTORIA PARK, [ABN 77 2848 597 39] of 99 Shepperton Road, Victoria Park, Western Australia 6100 **("Victoria Park")**

DRAFT

1. PURPOSE

To transform the South East Corridor (Corridor) by advancing social, economic and environmental sustainability through collective action.

1.1 This Memorandum of Understanding (MoU) sets out the framework for the establishment of a co-operative relationship between the parties.

2. NAME OF THE GROUP

The name of the group shall be South East Corridor Councils Alliance (SECCA).

3. COLLABORATION AND OBJECTIVES

3.1 The Parties' strategic objective is to collaborate on issues of mutual interest to enhance the outcomes of each organisation.

3.3 The Parties will discuss and explore opportunities and proposals to cooperate and collaborate in one or more of the following strategic priority areas of the SECCA:

Advocacy

Increase the sense of urgency and level of government investment in the strategic priorities through detailed analysis of issues, political policies and positioning of each party in order to inform the unified election cycle activities of the SECCA.

Transport

Ensure that the opportunities created by investment in transport infrastructure are maximised to facilitate job creation, private investment and a diversity of land use opportunities such as transit orientated developments.

Infrastructure

Realise the potential of the Corridor's strategic activity centres through facilitating and advocating for the provision of essential infrastructure in order that a diversity of functionality, employment and educational opportunities are accessible to the community.

Economy and Employment

Through collaborative research understand the drivers and opportunities to facilitate the economic growth of the region and develop strategies to nurture and incubate entrepreneurship and regional employment self-sufficiency.

Tourism

Actively promote the Corridor's tourism assets, investment potential and partnerships.

Environment

Retain and expand the urban forest canopies throughout the Corridor as well as the conservation and enhancement of the natural environment.

Education and Training

Increase employment through enhanced education and training access throughout the Corridor, promoting self-sufficiency.

Planning and Built Form

Improve the diversity, built form outcomes and timely delivery of housing, industrial, office, retail, health, entertainment and public open spaces throughout the Corridor.

Local Government Collaboration

Seek opportunities for major events, resource sharing, sub-regional planning, policy alignment and red tape reduction.

Heritage and Culture

Preserve and promote the heritage and culture of the Corridor and its contribution to sense of place.

4. AGREEMENT NOT BINDING

DRAFT

4.1 Except for clause 10 (Confidentiality), this MoU is being signed by the Parties to evidence in principle non-binding intentions. The Parties acknowledge that no legally binding obligations are intended to arise between them as a result of the signing of this document. Binding obligations are only intended to arise upon signing by the Parties of a formal written agreement in accordance with Clause 7.

4.2 Any action taken by any Party in anticipation of approvals will be at the sole risk of that Party.

4.3 No partnership or joint venture is created by this MoU, and neither Party can commit another Party financially or otherwise to third parties.

5. RESPONSIBILITIES OF THE PARTIES

5.1 The Parties will meet regularly, represented by the Mayors and Chief Executive Officers and any other relevant person as required from time to time;

5.2 SECCA will establish working groups and/or forums as needed

6. INTELLECTUAL PROPERTY

6.1 Intellectual property will be acquired by SECCA as needed.

6.2 Unless otherwise agreed by SECCA, the cost of acquiring and maintaining the Intellectual Property will be borne equally by the Parties.

6.3 This MoU does not transfer any interest in Intellectual Property to the Parties. All issues relevant to the ownership of Intellectual Property, including Background Intellectual Property and Project Intellectual Property will be determined in the respective written agreement covering the specific collaboration program that the Parties have decided to proceed with and subject to clause 6.

7. STRATEGIC FRAMEWORK

7.1 Decisions under this MOU will be made by consensus;

7.2 SECCA will establish protocols for communication, reviewing and reporting the progress of collaborative activities and projects initiated under this MoU and agreed procedures for when there is no consensus.

8. TERM AND TERMINATION

DRAFT

8.1 The term of this MoU will commence on the date of execution and will continue for a term of 3 years, unless terminated by the mutual parties sooner.

8.2 A Party may terminate their involvement in the MoU at any time by written notice of termination to the other Parties.

8.3 The termination of this MoU will not affect any activity or project that is the subject of a further agreement between the Parties unless the relevant agreement provides otherwise.

9. CONFIDENTIALITY

9.1 SECCA will determine what information is to be dealt with confidentially by the Parties.

9.2 This provision shall survive the termination or expiration of this MoU.

10. USE OF NAME AND LOGO

No Party shall use the name or logo, or any variation thereof, of any other Party without first obtaining its written consent and subject to any directives which may apply to that written consent including compliance with a Party's brand policies and style guidelines.

11. VARIATION

A provision of this MoU may not be varied or modified except by a separate written instrument which is signed by a duly authorised signatory of each Party.

Signed for and on behalf of **CITY OF ARMADALE** by:

_____ _____

Signature Name (*please print*)

_____

Title (*please print*)

DRAFT

Date: _____/_____/_____

In the Presence of:

_____ _____

Signature of Witness Name of Witness (*please print*)

Signed for and on behalf **of CITY OF CANNING** by:

_____ _____

Signature Name (*please print*)

_____

Title (*please print*)

Date: _____/_____/_____

In the Presence of:

_____ _____

Signature of Witness Name of Witness (*please print*)

Signed for and on behalf **of CITY OF GOSNELLS** by:

_____ _____

Signature Name (*please print*)

_____

DRAFT

Title (*please print*)

Date: _____/_____/_____

In the Presence of:

_____ _____

Signature of Witness Name of Witness (*please print*)

Signed for and on behalf of **TOWN OF VICTORIA PARK** by:

_____ _____

Signature Name (*please print*)

_____

Title (*please print*)

Date: _____/_____/_____

In the Presence of:

_____ _____

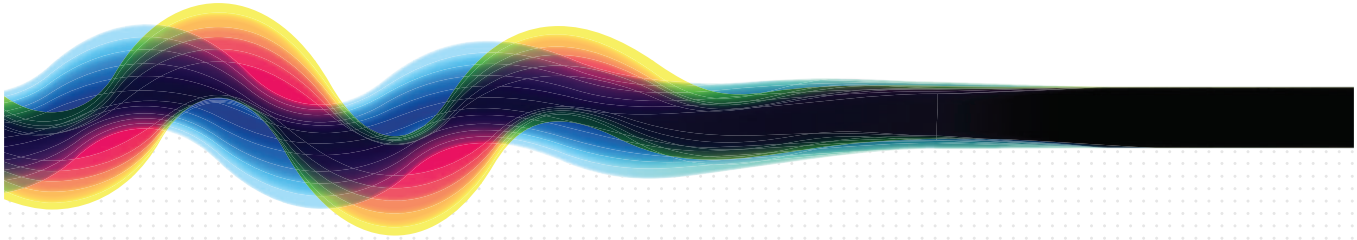
Signature of Witness Name of Witness (*please print*)

DRAFT

Review of Residential Character Study Area and Local Planning Policy 25 'Streetscape'

Stage 4: Final Conclusions and Recommendations Report

April 2020 | 18-287



element.
the art and science of place

We acknowledge the custodians of this land, the Whadjuk Noongar and their Elders past, present and emerging. We wish to acknowledge and respect their continuing culture and the contribution they make to the life of this city and this region.

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Issue	Date	Status	Prepared by	Approved by
1	04/11/2019	Draft	Alison Healey	Andrew Howe
2	23/04/20	Final	Alison Healey	Andrew Howe

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Contents

Introduction 1
Project Milestones 1
Purpose and Scope of Works of Independent Review 1
Review Principles 2
Review Process 2
Background 2

Planning Framework Context 5
Planning and Development (Local Planning Schemes) Regulations 2015: Deemed Provisions 5
Town of Victoria Park Local Planning Scheme No. 15
Local Planning Policy 25 'Streetscape' 5
State Planning Policies No. 3.1 Residential Design Codes and No. 7 Design of the Built Environment 5
State Planning Policy 3.5 Historic Heritage Conservation 6

Heritage and Character 7
Heritage in WA 7
Difference in Terminology 7
Overview of Difference in Statutory Application 7
Relevance to this Review 7

Insights and Influences 9
Original Dwellings and Change Over Time 9
Town of Victoria Park Planning Officer Insight 9
Contextual Shifts 9
Community Sentiment 10
Elements Which Negatively Impact the Character of the Area 10

Analysis and Rationale for Change to Planning Framework 11

Final Recommendations 15
Extent of Residential Character Study Area 15
Planning Mechanisms and Tools 15
Further Research 20

Summary of Final Recommendations and Next Steps 21

Appendix 1 23
Stage 1 Community Awareness and Aspirations Consultation Outcomes Report 23

Appendix 2 25
Tools Available for Implementation 25

Appendix 3 29
Benchmarking of how other inner metropolitan local governments manage heritage and character protection 29

Appendix 4 35
Stage 3 Draft Recommendations Consultation Summary Posters and Consultation Summary 35

Appendix 5 39
Draft Special Control Area 'Character Retention Area' Scheme Amendment provisions 39

Appendix 6 43
LPP25 Summary of Key Policy Elements and Review 43

Appendix 7 47
Draft Local Planning Policy 'Character Retention Guidelines' 47

Introduction

The recognition and protection of an area's local character and distinctiveness is becoming an increasingly important part of the planning agenda. In areas such as the Town of Victoria Park (the Town)'s Residential Character Study Area (RCSA) whose residential character could be described as largely mixed with pockets of intact streetscapes - yet with a sense of cohesion due to the number of 'Original dwellings' still present- the recognition of character in the statutory planning realm can be seen by some as inconsequential. Certain building types can be seen as an impediment to contemporary (re)development. It is, however, areas such as these that create a sense of place among the community and a tangible reminder of their history and heritage.

Planning plays an important role in maintaining urban and environmental amenity. In the case of Victoria Park's RCSA, previous studies and recent community sentiment have confirmed that the presence of original dwellings contributes positively to the character, and therefore amenity, of the area.

This report has been prepared by **element** for the Town of Victoria Park as an independent review of the RCSA and Local Planning Policy 25 (LPP 25) 'Streetscape'. It examines community awareness and aspirations with respect to the contribution of original dwellings to the streetscape character and the extent and type of development controls that should continue to be applied to development within the RCSA; an area with over 5,000 dwellings. The review is also informed by Officer insight into the day-to-day administration of LPP 25 and an appreciation of best practice planning for character retention. The report then recommends a series of measures that can respond to the values of the community.

Project Milestones

The project milestones relevant to the project are summarised below:

- **February 2017:** The town sought comment on Scheme Amendment No. 73, with strong opinions being expressed.
- **September 2017:** Council resolved to adopt a modified version of Amendment 73 (refused by Minister May 2018) and seek expressions of interest for an independent review of the RCSA including community consultation.
- **May 2018:** Expressions of interest closed.
- **September 2018:** Council appointed element to undertake the independent review.
- **October 2018:** The Town undertook initial community consultation (Stage 1) to understand the community's awareness and aspirations with regard to Original dwellings and character in the area.
- **August 2019:** The Town sought comment on the Stage 2 Draft Recommendations Report (including summary posters).
- **November 2019:** Final conclusions and recommendations to be presented to Council.

Purpose and Scope of Works of Independent Review

The purpose of the independent review is to obtain a clear, broad level of understanding of the community's desires with respect to the retention and demolition of original dwellings and of the extent and type of development controls that should continue to be applied to development within the Residential Character Study Area. Our work aims to enhance the effectiveness and efficiency of the local planning framework in achieving character retention in line with community aspirations, whilst not stifling creatively innovative and sustainable development solutions.

The scope of works includes the following key stages:

Stage 1: Community Awareness and Aspirations Consultation – a survey receiving over 350 submissions supported by a consultation outcomes summary report.

Stage 2: Draft Recommendations – a comprehensive report detailing review purpose, principles and process, project background, planning framework analysis, heritage and character discussion, insights and influences, rationale for change and draft recommendations.

Stage 3: Community Consultation on Draft Recommendations – feedback received has informed the final conclusions and recommendations.

Stage 4: Final Conclusions and Recommendations - this report, including draft planning instruments and tools prepared in a manner and form suitable for Council progression.

Review Principles

- Following the outcomes of Stage 1 community consultation, this review has adopted the following key principles:
- Encourage the retention of original dwellings;
- Conserve and enhance the established streetscape character;
- Recognise the area's mixed character;
- Be more user friendly - simpler to read, understand and navigate; and
- Change the way planning decisions are made - facilitate good design outcomes rather than impose 'deemed to comply' regulatory controls.

Review Process

This review has been guided by the project brief provided by the Town and adapted by the consultant team as follows:

1. **Look and listen** – review relevant background information including previous studies, outcomes of Amendment 73, and consult the community regarding their awareness and aspirations for the RCSA's existing and future character;
2. **Change over time** – evaluate those elements of physical and social change and shift in planning focus;
3. **Officer insight** – spend time to listen to the day-to-day administration of LPP 25 and discuss key elements of character;
4. **Statutory framework** – research existing local controls and State regulatory frameworks to understand the planning mechanisms and tools available for use;
5. **Recommendations** – develop recommendations based on sound planning principles; and
6. **Reflect** – consider the implication and potential consequences for recommended changes to the existing planning framework.

Background

Residential Character Study 2003 (Hocking Planning & Architecture)

The RCSA was first introduced following a Study undertaken in 2003. The Study recommended that the Town "give priority to, and actively encourage, the retention and conservation of residential character for the longer term benefit of the community and the owners of properties." It identified that the 'original dwellings' located within the older established areas of the Town (located generally between Berwick Street and the railway line) contribute to a unique, identifiable 'streetscape character' that should be protected and maintained.

The Study defined an 'original dwelling' as an existing dwelling on a site, generally constructed prior to 1945:

> *the first dwelling to be constructed on the site that's considered to make a positive contribution to the streetscape due to its period of construction, architectural style and inherent character.*

The elements that collectively form the area's character, as set out in the 2003 Study, continue to apply today. This review focuses on how those elements can be retained in light of community aspirations, contemporary development standards and changes to the regulatory frameworks that govern development in the area.

Residential Character Study Review 2010 (Town of Victoria Park)

The Town undertook a review of the RCSA in 2010 in response to conflicts arising between the current residential densities and Council's intention to retain original dwellings. The 2010 review focused on selecting appropriate split residential densities to ensure development potential is not lost when compared to demolishing original dwellings. This work, including proposed split density codings, encouraging retention of existing dwellings and infill development at the rear, was then incorporated into the Town's draft Local Planning Scheme No. 2, which was forwarded to the WAPC for consent to advertise. For various reasons, draft LPS No. 2 did not proceed.

Amendment 73 to Town of Victoria Park Town Planning Scheme No. 1

The original intent of Amendment 73 was to re-instate the requirement for development approval that existed prior to October 2015 (refer below for detail), through the designation of the RCSA as a 'Special Control Area' (SCA).

During the referral period of Amendment 73, the State Heritage Office provided the following advice that is considered important to this review:

a) *State Planning Policy 3.5, Historic Heritage Conservation (SPP 3.5) details the importance of distinguishing between heritage areas and urban character areas. It explains that heritage is retained through conservation and preservation of identified heritage places, while character may be maintained through replication of design and landscape elements.*

b) *Where a place has been identified as having heritage value, the WA planning framework allows for it to be subject to additional controls to support retention and conservation. Heritage values are associated with the fabric of a place and cannot be replicated by new development.*

c) *Elements that contribute to an area's character simply through their form and design may be replaced by new development, which has the potential to make similar or greater contribution to the character of an area by following design guidelines and related policies.*

d) *The scheme amendment proposes to designate the Residential Character Study Area as a Special Control Area, which will result in the need for approval to demolish 'original dwellings'.*

e) *Given the intention to retain these 'original dwellings' we would suggest that they are places of heritage significance, and should be managed through the declaration of a heritage area under the local planning scheme.*

f) *Heritage areas should be designated on the basis of a clear statement of significance and are likely to be rare in any given location. However, the extent and concentration of 'original' dwellings suggests that there are a number of potential heritage areas within the Town, some of substantial size.*

g) *The research, consultation and drafting required to adopt a heritage area and associated local planning policy may take some time, and may be a medium – to long-term objective of the Town.*

h) *Whilst the use of a special control area is not the preferred approach, we recognise that it could provide some benefits in retaining significant fabric that, with further assessment, may be identified as forming a heritage area. We therefore have no objection to this proposal.*

i) *Noting the difficulties experienced in similar situations in determining which buildings contribute to the significance of a 'character' area, the Town may wish to review its definition of 'original' to ensure that it provides sufficient clarity and direction to support the Council's intended outcomes.*

Amendment 73 attracted 69 public submissions from over 5,000 letters delivered to residents (note: Stage 1 consultation of this review attracted over 350 public submissions). Community feedback on Amendment 73 can be summarised as follows:

a) *Property owners and residents do not want to feel dictated to by the Council or have their perceived freedoms/rights reduced or curtailed;*

b) *A majority of those who made submissions feel restrictions on the ability to demolish is an onerous, 'big brother' approach that unreasonably impinges upon their property rights;*

c) *The proposed ability of the Council to serve Conservation Notices is a draconian, heavy-handed measure and one that unfairly considers property owners who may be in poor financial circumstances;*

d) *A large number of objectors felt that the mandated retention of original timber weatherboard dwellings is unreasonable as they believe they are of poor structural quality, poor environmental performance and were built as inexpensive worker and post-war accommodation rather than permanent, high quality (e.g. brick and tile) residential homes;*

e) *The Local Planning Policy – Streetscape is in need of significant review and further efforts should be made to incentivise and promote environmentally sustainable design and innovative, contemporary architecture;*

f) *The Town's planning department does not encourage design innovation and is overly restrictive and narrowly focused in its application of the Local Planning Policy – Streetscape;*

g) *Any new or revised planning controls via a Scheme Amendment or Local Planning Policies should be crafted and designed with the input and feedback of community members before being progressed by Council; and*

h) *The Council should consider an independent review of its current planning policy framework and design controls, that focuses on best practice solutions and looks beyond a 'business as usual' approach or maintaining the status quo.*

Council, in finally adopting Amendment 73, modified its provisions to include only definitions and objectives for the SCA, deferring more detail to an independent review of the RCSA and LPP 25 (refer below). Amendment 73 was subsequently refused by the Minister for Planning in May 2018 on the basis that:

a) *The amendment does not include any planning controls to implement the objectives proposed to be inserted;*

b) *Local planning policies are considered the appropriate planning mechanism to control streetscape design to protect local character; and*

c) *The Regulations provide appropriate heritage controls.*

This review acknowledges the intent behind both the Council's and Minister's decisions on Amendment 73, as well as the submissions received from residents and referral agencies.

Council Direction

At its Ordinary Meeting on 12 September 2017, Council resolved to:

"Review and provide a list of recommendations to the Council to amend Town Planning Scheme No. 1 and/or amend Local Planning Policy 25 'Streetscape', having regard to the outcomes of the community engagement process, and arriving at a recommended series of statutory and/or policy framework measures that:

a) *Is aligned with the values of the community and the Council;*

b) *Can be easily understand by the community;*

c) *Is relatively simple to administer; and*

d) *Minimises the need to impose additional levels of regulation contrary to the intent of the Planning and Development (Local Planning Schemes) Regulations 2015".*

This independent review responds to the above Council directive.

Planning Framework Context

Planning and Development (Local Planning Schemes) Regulations 2015: Deemed Provisions

The *Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations)* contain Deemed Provisions 'read in' to all local planning schemes, meaning their provisions automatically apply and prevail over any inconsistency with a local planning scheme.

Upon their gazettal in October 2015, the Deemed Provisions exempt certain types of 'works' (and uses) from the need to obtain development approval from the local government, including the demolition and the erection of single dwellings where a proposal complies with the Residential Design Codes (R-Codes) or any adopted local planning policy that replaces provisions of the R-Codes. That exemption does not, however, extend to dwellings or areas with heritage value or located within a special control area that states otherwise.

This review considers what planning tools and mechanisms are available to implement the recommendations at a local regulatory level as well as the implications of their use.

In particular it should be noted that the Regulations mandate the preparation of a statutory Heritage List to be protected under the provisions of a local planning scheme and offer the ability for Heritage Areas to be identified and predicted in the same manner (refer below).

Town of Victoria Park Local Planning Scheme No. 1

TPS 1 is the overarching statutory planning framework controlling land use and development within the Town of Victoria Park. It is supported by a number of local planning policies, including LPP 25 'Streetscape'. Provisions contained within TPS 1, where not inconsistent with the Deemed Provisions, have statutory effect and those contained within local planning policies, given 'due regard'. The RCSA is not identified under the TPS 1 Text or Maps and is instead identified within LPP 25.

This Review considers how TPS 1 could be amended to achieve the intent of character retention from a statutory perspective, while deferring character interpretation and encouragement to retain original dwellings to local planning policy.

Local Planning Policy 25 'Streetscape'

LPP 25 was first adopted by Council in 2003. LPP 25 focuses on the built form of new dwellings and additions and seeks to ensure new works are in keeping with the streetscape character of the area. The policy outlines a number of precincts, defined by a particular residential character. Different controls are then given to the different precincts (coloured pages) as well as general controls to the whole of the policy area (white pages).

State Planning Policies No. 3.1 Residential Design Codes and No. 7 Design of the Built Environment

The Residential Design Codes (R-Codes) apply to all residential development within the Town. The Deemed Provisions state that a single dwelling is exempt from requiring development approval if it satisfies the deemed-to-comply requirements of the R-Codes or any local planning framework that amends or replaces the deemed-to-comply requirements. LPP 25 contains matters that amend deemed-to-comply requirements of the R-Codes as well as addressing other matters not covered by the R-Codes. This notwithstanding, the Deemed Provisions stipulate a decision maker must give due regard to any local planning policy when determining an application for development approval.

The State Government has recently released State Planning Policy 7 'Design of the Built Environment' which applies to the whole built environment through detailing 10 principles of good design. Part 5 of the R-Codes (single, grouped and multiple dwellings in areas coded less than R40) is set to be replaced by Volume 1 of SPP 7.3 Residential Design Codes in the near future. This review should be re-evaluated following the release of SPP 7.3 Volume 1.

State Planning Policy 3.5 Historic Heritage Conservation

SPP 3.5 seeks to guide the conservation of places and areas of historic heritage significance and ensure that development does not adversely affect the significance of those places. It sets out how and why heritage significance at both the State and local levels is given due weight in planning decision-making and provides a level of certainty to landowners and the community about the planning processes for heritage identification, conservation and protection. This review puts the qualities of heritage value and protection into perspective for the future of the RCSA.

Heritage and Character

Heritage in WA

The Heritage of Western Australia Act 1990 requires each local government to identify buildings of cultural heritage significance in its district through a Municipal Heritage Inventory (MHI) (soon to be termed Local Heritage Surveys under the new Heritage Act, 2018). An MHI is an information source (a list) of places of local heritage value, grouped into management category classifications, however inclusion on the MHI has no statutory implications/protection requirements. For a local government to have statutory authority and the ability to influence or manage the development of a heritage place, the property needs to be included in the 'Heritage List', which sits under the local planning scheme. There is a general presumption against the demolition of places on a Heritage List therefore it is expected that new work will incorporate and integrate sensitively with, and adjacent to, heritage listed buildings.

The Town does not currently have a Heritage List adopted under TPS 1 and as such no statutory protection is afforded to dwellings within the study area from a heritage perspective.

Difference in Terminology

As noted in State Planning Policy 3.5 Historic Heritage Conservation it is important to distinguish between 'historic heritage significance' and 'urban character'. Areas of 'historic heritage significance' are select areas with special qualities embodied in the built form, will generally be quite rare within a locality and will have some form of underlying aesthetic, social, scientific or historic cultural heritage value. The retention (i.e. prohibition of demolition) of contributory buildings is important to protect areas of historic heritage significance.

Urban character can essentially be identified by the built form and age of an area and its relationship with the surrounding streetscape, open space, land use and activity. Different combinations of these factors help create local distinctiveness and character.

Overview of Difference in Statutory Application

It is widely accepted that places assessed as being of cultural heritage value are given 'protection' under the statutory framework where development must manage the cultural heritage value of the place. Character on the other hand is best 'protected' through the local planning policy framework, where details surrounding built form can be guided for a specific area. This has been recognised by the decision of the Minister for Planning on Amendment 73.

Generally speaking, a heritage assessment or review of the Municipal Heritage Inventory may look at prioritising the more highly intact or landmark buildings for inclusion on the Town's Heritage List.

Relevance to this Review

Some feedback received by the Town on Amendment 73 suggested the quality of original dwellings in the locality is poor and not same as other localities where higher quality character and heritage homes exit (e.g. Subiaco) and therefore should not be retained. However, local community responses as part of Stage 1 of this Review indicate the streetscape character is seen to play an important role in telling the story of the local area in which original dwellings were seen as integral, regardless of the uniqueness or relative quality of these dwellings within the wider Perth Metropolitan area. Incentives can be used to encourage owners to retain and conserve original dwellings, and therefore help improve their perceived quality in the local area.

Insights and Influences

Original Dwellings and Change Over Time

LPP 25 'Streetscape' includes a map of the RCSA identifying those lots containing original dwellings, as prepared in 2010. This review sought to update this graphic to understand change in the area over time by mapping data of applications involving demolition since. The updated map is shown in Figure 1.

The updated map could be said to reflect the community's feedback that change in the character of the area, either positive or negative, has not been widely perceived. Change is also noted to be spread throughout the Study Area and not confined or concentrated on any particular street or smaller precinct. The updated map together with general observations and the majority of community feedback infer that the presence of Original dwellings not only contribute to the collective character of the area as a whole but are also a defining element of some more intact streetscapes.

Town of Victoria Park Planning Officer Insight

As part of Stage 2's early analysis, a working session was held between the Town's Statutory Planning officers and element staff on 12 February 2019. The session aimed to gain clarity on project background and work completed to date and gather insights from officer day-to-day administration of LPP 25 'Streetscape'. The session explored what's working and not working with the current policy from an application and end-user point of view, with a number of case studies discussed.

a) Key areas of discussion included:
b) Project and policy objectives;
c) Managing character through retention and desired future character;
d) Community and stakeholder communication and consultation; and
e) Officer negotiation with applicants and associated outcomes using the prescriptive nature of LPP 25 (what's working well and not as well).

Knowledge shared at the working session has been considered independently in the context of the Stage 2 review recommendations, detailed further below.

Contextual Shifts

Since the original preparation of LPP 25 in 2003, there have been numerous shifts in the way we plan for, regulate, design and construct dwellings as well as how character fits within that context. These changes can be summarised as follows:

a) The introduction of the Deemed Provisions regarding works exempt from requiring development approval and heritage 'protection' (as above), as well as a modified Model Scheme Text;
b) The introduction of the State Government's 'Design WA' suite of documents and the 10 Principles of Good Design;
c) A focus on sustainability, climate sensitive design and improved building quality, residential amenity and liveability;
d) An increased value placed on 'urban forests' and the role of street trees and landscaping;
e) The endorsement of the State Government's Sub-Regional Planning Frameworks which focus infill in strategic locations in order to 'protect' the lower density established neighbourhoods;
f) The extent of demolitions of original and non-original dwellings across the study area;
g) The Council and the Minister for Planning's decisions on Amendment 73; and
h) A shift to facilitative rather than regulative approaches to some planning decision-making.

Community Sentiment

As part of Stage 1, a community survey was undertaken to capture community awareness and aspirations as it relates to the existing and future character of the Residential Character Study Area. The survey returned over 350 public submissions. Key consultation outcomes can be summarised as follows (see Appendix 1 for full report):

a) Streetscape character is seen to play an important role in telling the story of the Victoria Park area;
b) While there are pockets of 'intact' streetscapes, the overwhelming description respondents used for the character of the area they live in is 'mixed';
c) The majority of respondents recognised that the character of the area deserves protection;
d) There is a clear desire from respondents to retain original dwellings;
e) There is no clear perception of either positive or negative change in character over time;
f) A flexible approach to policy administration is desired to encourage the retention of original dwellings as well as new development within character, rather than enforcing it; and
g) There is seen to be a need for an equal effort in protecting and enhancing the natural beauty of the area.

As part of Stage 3, the community was invited to comment upon the Stage 2 draft recommendations report, supplemented by summary posters. At the close of advertising, 12 submissions were received, of which eight were generally in support and four provided comment or concerns.

Refer to Appendix 4 Draft Recommendations Consultation Summary Posters and Consultation Summary

The feedback received as part of Stages 1 and 3 has informed the review recommendations, detailed further below.

Elements Which Negatively Impact the Character of the Area

Over time changes have occurred which have a negative effect on the traditional character of the area, including:

a) Demolition of original dwellings that make a positive contribution to the streetscape character;
b) Large or solid fences and walls to front and side boundaries within the street setback. These obscure the original dwellings and remove the contribution they make to the streetscape character;
c) Garages and large carports within front setback. Any large roofed structure within the front setback may obscure the original dwelling behind and result in the diminishing of the contribution that dwelling makes to the streetscape character of the area;
d) Second storey additions to original dwellings which are built in front of the primary ridge line and overwhelm the traditional scale and character of the original;
e) New development that does not relate to the traditional established setbacks to the street and side boundaries;
f) New development that does not draw influence from the traditional materiality and streetscape character of the immediate area; and
g) New development which mimics historic styles of architecture. This can diminish the authentic character of the area.

Analysis and Rationale for Change to Planning Framework

The following table provides an analysis of the planning framework and illustrates the rationale and rigour behind the recommendations of the RCSA review. The table functions as a 'Dynamic Implementation Matrix' and has been updated through this review.

Existing Context		**Opportunities for Change**			**Planning Response**		
TPS 1	**LPP25/ R-Codes/ Previous Study Reports**	**Community Sentiment (Stage 1 Awareness and Aspirations)**	**Planning Officer Insight**	**Tools available/ Best Practice**	**Draft Recommendations**	**Community Sentiment (Stage 3 Testing and Evaluation)**	**Final Conclusions and Recommendations**
Theme 1: Area of Application							
RCSA not identified on Scheme Maps or Text.	Identifies RCSA and individual precincts of differing character and lot size. Study area adjusted through 2010 Review to exclude St James, areas around Carnarvon Street, Hampton to Teague Streets and to include area southwest of Berwick and Oats Streets. Opportunity to retain larger residential lots.	The history of Victoria Park and East Victoria Park contribute to the character of the overall area and Council have a role to protect it. Some believe Council should focus effort elsewhere or on the more intact streetscapes.	Infill development focussed in strategic locations away from established residential neighbourhoods.	The endorsement of the State Government's Sub-Regional Planning Frameworks which focus infill in strategic locations in order to 'protect' the lower density established neighbourhoods such as the RCSA. Ability to target a single issue or related set of issues overlapping zone and reserve boundaries and to set out specific development requirements, referral process and matters to be taken into account in determining development proposals – such as the RCSA.	The extent of demolition of Original dwellings across the RCSA since the 2010 Review is modest and does not appear concentrated in any specific areas. Accordingly, the existing boundary of the RCSA is considered to remain valid and should be formally recognised in TPS 1. Consider facilitating community-nominated Heritage Areas for streets/areas where people feel particularly passionate about its aesthetic, social, and historic value.	Agree with extent of area and support context. Vast scale. Should be confined to streets which have significant number of original dwellings, example streetscape too mixed in East Victoria Park.	Special Control Area to cover RSCA to require development approval for original dwelling demolition and for development visible from the street. Local planning policy Character Retention Guidelines with general provisions applicable to entirety of RCSA (based on key deign elements that define the locality's streetscape character) with specific provisions relating to repairs or additions to original dwellings (remove Weatherboard and Raphael Precincts).
Theme 2: Demolition (of Single Dwellings)							
No demolition controls. Objectives and Intentions include promoting and safeguarding the cultural heritage of the Town, however - with the exception of those provisions contained within Part 3 Heritage protection of the Deemed Provisions - TPS 1 does not include any further mention of heritage controls, a Heritage List or specific areas of cultural heritage value worthy of scheme recognition.	The presence of original dwellings contributes to the streetscape character of the area. Original dwellings are those houses generally constructed prior to 1945. Objective to retain original dwellings. Clause 8 of LPP 25 seeks to 'require' retention of dwellings with heritage value, original dwellings (as identified on Map) except where structurally unsound or wholly clad in fibro or asbestos, and 'weatherboard houses' in respective precincts. In all other instances, demolition of an existing dwelling is acceptable. Density bonuses explored to ensure development potential is not lost when compared to demolishing original dwellings.	There is a clear desire to retain original dwellings with the majority of community believing Council should play a role in regulating or encouraging the retention of original dwellings. The demolition of 'original' and non-original dwellings across the study area is not concentrated and change in the character of the area has not been widely perceived. The majority of respondents recognised that the character of the area deserves protection. Some property owners and residents do not want to feel dictated to by the Council or have their perceived freedoms/rights reduced or curtailed.	Desire to facilitate good outcomes that retain streetscape character. MHI in need of review.	Ability to require development approval for certain works that would otherwise be permitted 'as of right', for example demolition. There is a general presumption against the demolition of places on a Heritage List or Heritage Area therefore it is expected that new work will incorporate and integrate sensitively with, and adjacent to, heritage listed buildings.	Introduce a SCA in TPS 1 requiring development approval for demolition of buildings dated pre-1945. Consider facilitating community-nominated Heritage Areas for additional protection. Consider further specialist heritage investigations.	Agree with retention of original dwellings. Trigger date needs more justification. Risk of reducing property values, adding costs and to challenge of living in original dwellings/ keeping original dwellings is cost prohibitive. Some houses are run down and should not be retained.	As above. Local planning policy Character Retention Guidelines to include guidance regarding the consideration of demolition of original dwellings.

Existing Context		Opportunities for Change			Planning Response		
TPS 1	LPP25/ R-Codes/ Previous Study Reports	Community Sentiment (Stage 1 Awareness and Aspirations)	Planning Officer Insight	Tools available/ Best Practice	Draft Recommendations	Community Sentiment (Stage 3 Testing and Evaluation)	Final Conclusions and Recommendations
Theme 3: Alterations and Additions (to Single Dwellings)							
Addressed as 'development', where if the deemed-to-comply requirements of the R-Codes are satisfied, then development approval is not required.	Second storey additions designed to reduce scale and bulk of the building on the streetscape. New materials to match existing dwelling.	Council should play a part in ensuring the street scape is maintained to reflect "original dwellings", but that does not mean there should be a need to retain original dwellings in their entirety. There needs to be scope for homeowners to be able to develop/ renovate their properties and bring them into the 21st century. This includes the capacity to add a second story. Streetscape character can be maintained through keeping the front of "original dwellings" and allow for interesting and modern extensions behind.	Agree with community sentiment.	Generally speaking, if the alteration or addition is not visible from the primary street (or public realm), then its potential to contribute to the desired future streetscape character is limited.	Introduce a SCA in TPS 1 requiring development approval for development but excluding alteration and additions not visible from the street (unless otherwise requiring approval). Provide guidance on how and what does not cause impact on the streetscape in LPP (e.g. street cross-section to define upper setback).	Any alterations or additions should be contemporary in nature and distinctly different. Would like more detail and examples.	Local planning policy Character Retention Guidelines with general provisions applicable to entirety of RCSA (based on key deign elements that define the locality's streetscape character) with specific provisions relating to repairs or additions to original dwellings (remove Weatherboard and Raphael Precincts). Special control area and Local planning policy Character Retention Guidelines do not apply to development not visible from the street.
Theme 4: New Development (of Single Dwellings)							
If the deemed-to-comply requirements of the R-Codes are satisfied, then development approval is not required.	Requires upgrading of retained dwellings in grouped dwelling developments. Key provisions relating to: • Street setbacks and orientation; • Form, Mass and Proportion; • Design of front fencing, planting, garages and carports; and • Access from rights-of-way.	Streetscape character is seen to play an important role in telling the story of the Victoria Park area. While there are pockets of 'intact' streetscapes, the overwhelming description respondents used for the character of the area they live in is 'mixed'.	Modern housing design and apartments definitely have a place and an important role to play within the Town but we would/ will lose valuable character if we simply rely on the R-Codes to guide development in our residential areas.	Ability to require development approval for certain works that would other be permitted 'as of right', for example single dwellings and their extensions that satisfy the deemed-to-comply requirements of the R-Codes and LPP that amends or replaces R-Code requirements.	Introduce a SCA in TPS 1 requiring development approval for development. Provide guidance in supporting LPP.	Should allow new modern, character replication or like for like houses (within reason) without a DA/demolition approval	As above.

Existing Context		Opportunities for Change			Planning Response		
TPS 1	LPP25/ R-Codes/ Previous Study Reports	Community Sentiment (Stage 1 Awareness and Aspirations)	Planning Officer Insight	Tools available/ Best Practice	Draft Recommendations	Community Sentiment (Stage 3 Testing and Evaluation)	Final Conclusions and Recommendations
Theme 5: Streetscape Character							
No specific character retention provisions.	As above.	Top five elements thought to create the character in the area: • Presence of original dwellings; • Traditional materials; • Verge trees; • Pitched roofs; and • Consistent primary street setbacks. • There is seen to be a need for an equal effort in protecting and enhancing the natural beauty of the area. • New and old architecture can blend together under an evolving streetscape.	As above. Key elements of focus are: • Street setback; • Roof pitch; • Eaves; • Front fencing; • Traditionally proportioned windows; and • Vehicle parking not detracting from streetscape character.	Local planning policies are considered the appropriate planning mechanism to control streetscape design to protect local character. SPP 7 10 principles of good design seek to have development consider the character and context of its surroundings. Contemporary development can coexist with the established character of the area, by making an effort to: Avoid direct mimicry of previous architectural styles in full, or that are not appropriate to the context or building; Exemplify qualities of the existing character, whilst being mindful not to contest these qualities; and Respect qualities of the existing character or provide a point of difference that creates a positive impact and enhances the amenity or character of the area. Guidance places an emphasis on demonstrating contextual considerations. An increased value placed on 'urban forests' and the role of street trees and landscaping in reducing the urban heat island effect and providing general amenity.	As above. Adapt LPP 25 'Streetscape' into a performance-based guideline that echoes the structure of Design WA.	It is near impossible to come up with "one size fits all" regulations for such a variety of aesthetics and streetscapes. Do not oppose overall aim of requiring homeowners to consider the streetscape character and impact in development proposals, but this affects all development not just original dwellings. Street canopy trees and natural beauty vital.	As above. Considered public realm upgrades as detailed in the recommendations section.
Theme 6: Sustainability							
Objective and intent to ensure development is carried out in an efficient and environmentally responsible manner.	Nil. R-Codes require solar access for adjoining sites only.	The Local Planning Policy – Streetscape is in need of significant review and further efforts should be made to incentivise and promote environmentally sustainable design and innovative, contemporary architecture.	Recognise that houses built in the early to mid 20th Century do not necessarily meet contemporary standards of living and environmentally sustainable design.	SPP 7 10 principles of good design capturing environmentally sustainable design. A focus on sustainability, climate sensitive design and improved building quality, residential amenity and liveability.	Incorporate into LPP sustainability objectives and principles of good design from Design WA, allowing innovative designs to meet objectives relating to character where exceptional sustainable outcomes are achieved.	Solar panels should be shielded from street view. Promote advantages of modern design principles, energy efficiency and structurally sound buildings.	As above. Sustainability considerations included within relevant local housing objectives, particularly for the restoration of, or additions to, original dwellings, plus an incentive including a sustainability retrofit package for retaining and restoring an original dwelling.

Existing Context		Opportunities for Change			Planning Response		
TPS 1	LPP25/ R-Codes/ Previous Study Reports	Community Sentiment (Stage 1 Awareness and Aspirations)	Planning Officer Insight	Tools available/ Best Practice	Draft Recommendations	Community Sentiment (Stage 3 Testing and Evaluation)	Final Conclusions and Recommendations
Theme 7: Governance							
An overarching statutory framework for land use and development. Objective and intent to recognise the right of the community to participate in the evolution of localities	Structured into 'Performance Criteria' ("new developments should meet these criteria") and 'Acceptable Development' ("illustrate possible ways of meeting the associated Performance Criteria"). There are over 200 provisions contained within the 65-page policy.	A flexible approach to policy administration is desired to encourage the retention of original dwellings as well as new development within character, rather than enforcing it. The Town's planning department does not encourage design innovation and is overly restrictive and narrowly focused in its application of the Local Planning Policy – Streetscape. Council should work with property owners to ensure best possible character retention outcomes while not being restrictive and difficult. Need to assess character responses based on merit and allow for quality new development. Be more user friendly - simpler to read, understand and navigate.	Be relatively simple to administer. In terms of maintaining a recognisable character, having a relatively detailed and specific policy can help in establishing a good starting point for Officer/ applicant negotiations. Want to be seen as collaborative, consistent and approachable. Want the ability to negotiate and achieve good design outcomes.	A shift to facilitative rather than regulative approaches to some planning decision-making. The State planning direction for policy implementation (via release of Design WA) is one of a performance-based approach. It seeks to facilitate negotiated outcomes between local government and applicants while maintaining a focus on element objectives. While guided by 'acceptable outcomes' there is no deemed-to-comply pathway. Meeting acceptable outcomes also does not guarantee meeting the objective. The Council's adoption of revised final Amendment 73 that sought to remove any 'heavy handed' provisions. The Minister for Planning's decisions on Amendment 73 that clarifies character can be dealt with a guiding planning policy.	Adapt LPP 25 'Streetscape' into an outcomes-based guideline that echoes the structure of Design WA. Consider facilitating community-nominated Heritage Areas and working with community to develop up tailored guidelines for a unique street/area. Consider providing subsidised technical design advice to applicants proposing to retain Original dwellings. Consider design skills workshops for Officers to assist with more efficient merit-based assessments of proposals and to foster a culture of facilitation.	Sensible. Simple, easy to understand policy and a facilitation culture. Should upskill officers to understand good design. Support bottom-up approach and partnerships; enable facilitation of a platform of respect. Support technical advice incentive.	Draft local planning policy Character Retention Guidelines: Design outcomes facilitated through local housing objectives which supplement the relevant R-Codes provisions. Investigate community-nominated heritage areas. Consider investigating the implementation of incentives to retain original dwellings as detailed in the recommendations section.

Final Recommendations

Extent of Residential Character Study Area

The extent of demolition of original dwellings across the RCSA since the 2010 review is modest and does not appear concentrated in any specific areas. Accordingly, the existing boundary of the RCSA is considered to remain valid (i.e. the presence of original dwellings provides a cohesive streetscape character across the RCSA).

Refer to Figure 1 – RCSA Change Over Time

Planning Mechanisms and Tools

Dual Density Code

The 2010 RCSA review contained recommendation to introduce dual density coding within the RCSA in an effort to provide equitable development rights and incentivise the retention of original dwellings. In 2015 the State Government endorsed the Perth and Peel @ 3.5 Million suite of documents, including the Metro Central Sub-Regional Planning Framework (the Framework). Under the Framework, infill residential development is encouraged within strategic locations (activity centres and activity corridors) in order to 'protect' lower density established neighbourhoods such as the RCSA.

Accordingly, it is not recommended to pursue dual density coding within the RCSA.

In light of the information presented earlier in this report, it is recommended the following planning mechanisms and tools be pursued (refer to Appendix 2 and Appendix 3 for more information).

Scheme Amendment – 'Character Retention Area Special Control Area'

Aims and Rationale

As previously detailed, the SCA proposed as part of Amendment 73 comprised three main aspects:

1. Required development approval for demolition of original dwellings and all other forms of a development within the RCSA except where exempt under an LPP (not drafted at the time);
2. Prohibited demolition of original dwellings except where structurally unsound, clad in asbestos or having had extensive external alterations; and
3. Introduced the ability for the Town to issue a conservation notice to owners requiring maintenance of an original dwelling (demolition by neglect).

Subsequent feedback received during the public advertising period of Amendment 73 indicated a non-acceptance of the above, particularly in response to the potential for a conservation notice to be served on owners as this was perceived as being heavy-handed.

While Town Officers recommended Council modify Amendment 73 to primarily deal with demolition of original dwellings supported by a two year sunset clause (and removed the demolition by neglect provisions), Council resolved to adopt Amendment 73 subject to different modifications that removed all development provisions applying to the proposed SCA and to include definitions and objectives only.

As mentioned previously, the Minister for Planning refused Amendment 73 on the basis that it did not include any planning controls to implement the SCA objectives, character is best addressed through an LPP, and the Regulations provide appropriate heritage controls.

This review maintains that a SCA is the most appropriate planning tool in accordance with Schedule 2, Clause 61(3) of the *Regulations* to:

1. To the likelihood of retaining the positive contribution that original dwellings make to the streetscape character by requiring development approval for the demolition of any dwelling constructed prior to 1945 independently of a subdivision or development application for redevelopment of that site; and
2. To ensure all development contributes positively towards the desired future streetscape character of the area by requiring development approval for all works visible from the street, guided by Character Retention Guidelines (discussed below).

Implementation

The introduction of a Special Control Area over the RCSA is recommended as per the draft provisions contained within Appendix 5 Draft Special Control Area 'Character Retention Area' Scheme Amendment provisions. It is further recommended that the draft final amendment be reviewed by a planning lawyer.

Defining original dwellings as single dwellings constructed prior to 1January 1946 (pre-1945 date taken from RCSA Study) provides clarity on what is and what is not considered 'original' as it removes any subjectivity. This also responds to the State Heritage Office's advice on Amendment 73 (discussed earlier).

Refer to Appendix 5 Draft Special Control Area 'Character Retention Area' Scheme Amendment provisions

Potential Implications

Positive

Ensures the contribution that original dwellings make to the streetscape character will be considered as part of an application to demolish. Similarly, new development must demonstrate that streetscape character has been given due regard. Guidance is then provided through local planning policy (Character Retention Guidelines).

Negative

The provisions of the SCA would apply to all development proposals within the SCA visible from the street irrespective of the scale or level of compliance of a proposal with local planning policy requirements. This has the potential to increase not only the work loads of Town officers but the timeframes for projects which may cause frustration for landowners, however with time and familiarity this will ease.

Strictly speaking, while not a planning consideration, landowners may perceive that the need to obtain development approval may consequently reduce the value of a property, given the inherent uncertainty and process that it involves; a quasi 'heritage listing'. However, there is no evidence of this in other like LG's. Furthermore, the Town would be reinstating similar provisions that applied to land prior to October 2015.

Defining original dwellings as single dwellings dating pre-1945 can also bring its own difficulties given it relies upon accuracy of Council's records and/or requires landowners to demonstrated the year of construction. It may also involve disputes when construction is a month or so either side of 1945, particularly for different houses is in the same street. Discretion is therefore proposed within the local planning policy to consider development applications for demolition where the date of construction is not clearly established.

Other

The draft scheme amendment provisions do not take into consideration traditional corner stores (note an 'original dwelling'). As this review focussed on residential streetscape character it did not pursue mechanisms to similarly encourage the retention of traditional corner stores, however their contribution to the locality's character is considered to be a positive one and should be investigated further to aid their adaption to suit modern living requirements.

Local Planning Policy - 'Character Retention Guidelines' and Governance

Aims and Rationale

The Minister for Planning determined that LPPs are considered the appropriate planning mechanism to control streetscape design to protect local character. Existing LPP 25 Streetscape is considered to contain provisions that largely remain relevant today; it is a policy which by and large details the character of the area well and provides standards to protect that character, albeit it with little in-built flexibility.

Some standards are, anecdotally, working well to provide good design outcomes, for example street setbacks, roof pith, eaves, front fencing, traditionally proportioned windows, and vehicle parking. The policy is, however, quite unwieldy and not overly accessible to the average end user.

The State planning direction for policy implementation is also one of a performance-based approach that facilitates negotiated outcomes between local government and applicants while maintaining a focus on element objectives.

In response to the above, a comprehensive review of the City's existing LPP 25 Streetscape was undertaken, which largely informed the content and structure of the new draft Character Retention Guidelines LPP (the Guidelines) – refer to Appendix 7.

The Guidelines have been developed using relevant built form controls from LPP 25 and seek to remove unnecessary duplication from within the existing Policy and with content already contained within the R-Codes. Provisions which have not been carried over have either been replaced with more appropriate built form controls elsewhere within the Guidelines (focussing on the three areas of key design as discussed below), or were not required in order for development to make a positive contribution to the streetscape character.

The Guidelines represent a condensed version of LPP 25 which provides for ease of implementation both in assessment by Town officers and understanding by the community. The provisions have been tailored from community feedback and aim to provide a clear set of development controls which protect streetscapes within character areas of the Town of Victoria Park while having imbedded flexibility through a guided design principle approach.

Importantly, the document has been prepared in a format consistent with the requirements of the current version of the R-Codes (2019). This format ensures the policy can be properly adopted and the provisions can be given due-regard in the determination of development applications and does not require Western Australian Planning Commission approval. In this respect the Policy augments, replaces or provides supplementary deemed-to-comply provisions to the R-Codes or provides local housing objectives (as required by the R-Codes) to address matters not contained within the R-Codes.

Refer to Appendix 7 – Summary of LPP25 Key Elements and Review

Implementation

It is recommended that LPP 25 Streetscape be revoked and new draft LPP, Character Retention Guidelines, be adopted that seek to:

a) Confirm the contribution that original dwellings make to the streetscape character;
b) Retain the traditional streetscape pattern in particular the existing rhythm of front and side setbacks;
c) Ensure development reflects the prevailing form, scale and materiality of the streetscape in which it is located, with particular reference to roof pitch, traditionally proportioned windows and the grain of existing building materials;
d) Avoid development that mimics styles of architecture from the past and instead uses the design of the original dwellings to influence and inspire new design;
e) Ensure additions and extensions to original dwellings do not visually dominate the streetscape presence of the original dwelling;
f) Minimise the visual impact of car parking structures on the streetscape and in particular original dwellings;
g) Retain the open nature of front gardens within the streetscape, with particular reference to low fencing to front and side boundaries within the street setback area; and
h) Encourage the retention of mature trees wherever practical.

Refer to Appendix 6: Draft Local Planning Policy 'Character Retention Guidelines'

It is important to note that the LPP relates the management of a Character Retention Area not a Heritage Protection Area. State Planning Policy 3.5 Historic Heritage Conservation notes that it is important to distinguish between 'historic heritage significance' and 'urban character':

a) Areas of historic heritage significance are select areas with special qualities embodied in the built form, will generally be quite rare within a locality and will have some form of underlying aesthetic, social, scientific or historic cultural heritage value assessed using the principles established by the ICOMOS Burra Charter.

b) Urban character can essentially be identified by the built form and age of an area and the relationships between buildings, the surrounding streetscape, open space, land use and activity. Different combinations of these factors help create local distinctiveness and character.

With a shift in direction to an outcomes-based policy, the different precincts of the RCSA can be condensed into one, with any elements of particular design importance included as necessary for original dwellings.

The key design elements that respond to the identified character of the area include:

a) **Siting and scale** – primary street and lot boundary setbacks, mass and proportions;
b) **Form and Materiality** – roof pitch, window style, the use of traditional materials to repair original dwellings and to inform materials on new development; and
c) **Connection to the street** – front fencing, verandahs, front gardens and vehicle parking.

Criteria for demolition has been proposed, including the liveability, feasibility of restoration or adaptation/ incorporation into new development and requiring a redevelopment proposal accompanying the demolition application.

An element that has not been included in the draft Guidelines but could have an influence on future development through separate investigation is a relaxation on car parking requirements where the incorporation of new vehicle parking is likely to make a negative contribution to the streetscape character.

Potential Implications

Positive

A policy that responds to the community's desire and values for having a flexible approach to policy administration that encourages design innovation (through key design elements and guided local housing objectives). A policy that is reduced in length and complexity and is arguably simpler to administer.

Negative

Guidance places an emphasis on demonstrating contextual considerations and as such can be subjective. Council could consider investing in design skill workshops for officers to assist with more efficient merit-based assessments of proposals and to foster a culture of facilitation under the new Guidelines.

Community Nomination of 'Heritage Area(s)'

Aims and Rationale

Given the community sentiment to retain original dwellings and acknowledging other feedback to the contrary, the Town could consider community-nominated character streets as smaller Heritage Areas, in place of Town-led Heritage Areas (refer below).

Implementation

Similar to the process adopted by the City of Vincent, residents would have the opportunity to gather neighbour support for nominating their street for character protection (Vincent use a nominal 40 per cent of landowners of a street or portion of a street being happy to proceed). Once nominated, the Town would then work with the landowners of the nominated area to develop draft 'guidelines' (LPP) on character retention from a heritage perspective prior to following the due planning process of advertising and adoption. The guidelines would apply in addition to any policy covering the RCSA and prevail in the event of inconsistency.

Potential Implications

Positive:

Is a bottom-up partnership in influencing built form and character outcomes. It has the opportunity to create policy that has 'shared ownership' of both the local government and select residents that take great pride in, and respect, their character homes and streetscape.

Negative

The possible negative implications of this approach include:

- The potential for there be no statutory protection of valued character or heritage should no streets be nominated;
- The preparation of potentially vastly different or conflicting guidelines for streets within an area considered to share a collective character; and
- The sheer number of guidelines all focusing on similar intents and objectives and the time lag it may take for all to come into operation.

It is recommended that a draft revised streetscape policy be advertised for both wider community comment and targeted consultation to those residents that have expressed a genuine desire for the original dwellings in their street to be retained (garnered from confidential street address information in the survey). The idea of community-nominated Heritage Areas can then be explained further to these residents. Seeking assistance from a specialist heritage consultant and community engagement facilitator could help bring residents and the Town together to work constructively on the task at hand.

Incentives to Encourage the Retention of Original Dwellings

Aims and Rationale

Incentives for retaining an original dwelling can often help overcome the impediments of why an owner would opt to demolish one; the obvious reasons being financial disincentive to retain, structural inadequacy, their construction not being up to contemporary lifestyle or sustainability standards and a disinclination to engage professional services to address character.

Implementation

The following optional incentives could be introduced to encourage the retention of original dwellings in an attempt to combat these common reasons for demolition:

- **Waiver/refund of development application fees** – either or both planning and building fees where the streetscape contribution Original dwellings is retained and appropriately managed through development;
- **Maintenance grants** - local government financial assistance for maintenance of original dwellings (e.g. dollar for dollar up to an agreed cap) (typically used for places on a Heritage List);
- **Rates concessions** – owners of properties containing original dwellings could apply for a conditional rates concession to assist with the maintenance of their property (typically used for places on a Heritage List);
- **Sustainability retrofit package** – a number of environmentally sustainable products offered at discounted value (e.g. solar panels, rain water tanks, high performance glazing) where an application retains an original dwelling and demonstrates it achieves exceptional character contribution in line with policy objectives (potential inequality);
- **Relaxation provision** – the express ability for the local government to relax any standard within the policy where an Original dwelling is retained (similar to existing heritage provision within the Regulations);
- **Transferrable development rights** – bonuses in density or similar to other property within the Town for proposals that retain Original dwellings;
- **Technical advice** – the provision of subsidised pre-lodgement professional advice for properties containing Original dwellings to assist with the design solutions; and/or
- **Smaller infill development** – similar to City of Fremantle's recent Amendment 63 where smaller site areas are permitted for certain lots, in return for retaining an Original dwelling (can be further investigated following community consultation).

Some incentives have included as a list within the draft Guidelines, which are recommended to be supported by a separate council policy or stand-alone actions/ further research. Any incentives should be advertised, and their interest should be monitored and reviewed with the cyclical review of the policy.

Potential Implications

Positive

Encourages landowners to think about the benefits of retaining an original dwelling and increases the likelihood of their retention.

Negative

Incentives alone may not be sufficient enough to encourage retention of original dwellings based on market value of land and what is achievable under current density codings, specifically in the larger lot areas of the Raphael Precinct. As 'down-coding' areas to disincentivise demolition for infill development would not typically be supported by the Western Australian Planning Commission, a coordinated approach of both incentives to retain original dwellings and statutory requirements to apply for demolition is preferred.

Public Domain Improvements

With regard to the public domain, the recommendations above have focussed on maintain the streetscape character as influenced by residential built form on private property. Parallel consideration should also be given to public domain improvements that complement the desired streetscape character.

The integration of new development in the RCSA under evolving streetscapes can be enhanced by Council investing in public domain upgrades, which would also help respond to the community's desire for Council to provide an equal effort in enhancing the natural beauty of the area including maintaining Council-owned land. In this regard, Council could enhance the identified character of the area through street tree planting, themed street furniture and public art installations.

Further Research

Specialist Heritage Investigations for Future Heritage Area(s) and/or Heritage Listings

Based on a preliminary review of the study area, we believe there may be scope for the more intact streetscapes to be designated as 'Heritage Areas' (such as the weatherboard housing in around Westminster Street). Some individual dwellings may also meet the threshold to be included on the Town's Heritage List, which would provide sufficient protection for buildings in their own right. Such designation or listing would give weight to the cultural significance of the area and/or dwelling and trigger further assessment of demolition and development proposals against the principles of the Burra Charter (and any locally adopted heritage guidelines). Refer to Appendix 3 for further information on how other inner metropolitan local governments manage heritage.

Investigations into potential Heritage Area(s) and Heritage Listing are a lengthy and in-depth due-process, as set out in State Planning Policy 3.5 and Part 3 of the Deemed Provisions of the Regulations. In the absence of specialist heritage investigations, it is our opinion that a SCA can still achieve the long-term protection of streetscape character by requiring development approval for works within the character retention area, guided by an objective to conserve and retain buildings generally dating prior to 1945 where the architectural style of the building is largely intact.

Summary of Final Recommendations and Next Steps

Based on the analysis and rationale detailed within this report, we make the following final conclusions and recommendations:

1. Introduce a Special Control Area Character Retention Area over the RCSA requiring development approval for demolition of original dwellings and development visible from the street (recommend review by a planning lawyer to ensure no unintended consequences);
2. Revoke existing LPP 25 'Streetscape' and adopt new draft Character Retention Guidelines applicable to development within the SCA; a condensed version of LPP 25 focusing only on key design elements that affect streetscape character and encouraging sustainable and innovative design outcomes with an element of character education;
3. Further investigate and facilitate a discussion regarding community-nominated Heritage Areas;
4. Consider implementing incentives to encourage the retention of original dwellings; and
5. Invest in public domain improvements to enhance the natural beauty and character of the area.

Priorities for further consideration include the review of the Town's MHI and update to statements of significance by a specialist heritage consultant.

The next steps in this project are:

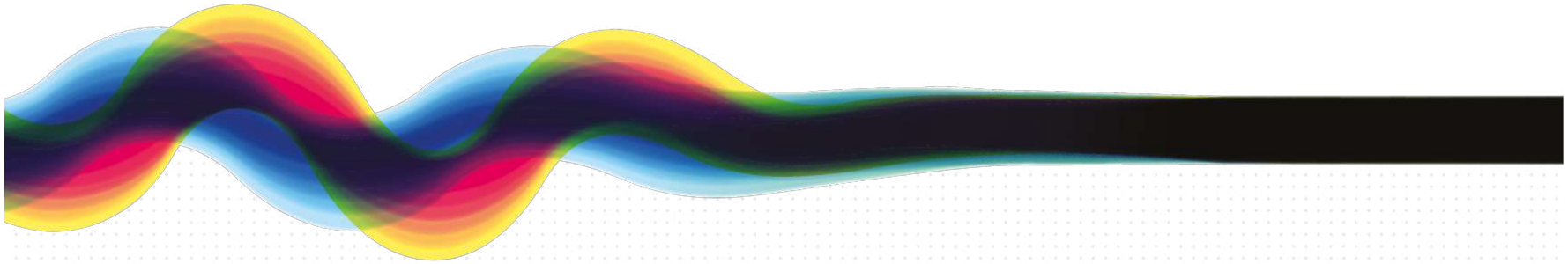
1. Report to Council to adopt draft scheme amendment provisions and Character Retention Guidelines for the purpose of advertising (including consent to advertise the scheme amendment from the Western Australian Planning Commission and comment from the Environmental Protection Authority);
2. Call for public submissions on the draft scheme amendment provisions and Character Retention Guidelines concurrently; and
3. Review public submissions and follow the relevant statutory processes to finalise and effect the documents if and as required.

Appendix 1

Stage 1 Community Awareness and Aspirations Consultation Outcomes Report

Review of Residential Character Study Area and Local Planning Policy 25 'Streetscape'

Stage 1 Consultation Summary Report



Prepared for Town of Victoria Park | January 2019 (updated July 2019)

element.
the art and science of place

Contents

1. Introduction 2
2. The Survey 4
3. Response Summary 7
    1. Participation and Respondent Information 8
    2. Defining Character 9
    3. Planning Awareness and Change Over Time 11
    4. Council Role In Planning for Character Protection 13
    5. Character Protection 15
    6. General Commentary 16
4. Conclusion 17
5. Next Steps 20

Appendix 1 – Copy of Survey
Appendix 2 – Summary Graphs
Appendix 3 – All Submissions Received



Introduction

Introduction

Consultation Purpose and Methodology

- The purpose of Stage 1 consultation was to capture community awareness and aspirations as it relates to the existing and future character of the Residential Character Study Area (RCSA).
- Consultation was undertaken in the form an online survey, with hard copy alternative.
- The survey was promoted via:
    - The Town's 'Your Thoughts' webpage and eNewsletters;
    - The Town's 'Life in the Park' eNewsletters;
    - Southern Gazette Newspaper notice;
    - Letters to residents and landowners within the RCSA (5,524 consultation letters sent);
    - Email to all Amendment 73 submitters; and
    - The Town's social media page.
- The survey was active from 22 October to 19 November 2018.



The Survey

The Survey

Content and Accompanying Information

- The survey involved 12 questions structured to understand the views of residents and landowners within the Study Area regarding:
  - How streetscape character is valued;
  - How change in character over time is observed; and
  - How the role that town planning plays in character protection/enhancement and development potential is perceived.
- The Survey was accompanied by:
  - A Map of the RCSA and 'Original Dwellings' (2010);
  - Ordinary Council Meeting Minutes 12 September 2017;
  - Local Planning Policy 25 'Streetscape'; and
  - Project-based Frequently Asked Questions.
- A copy of the Survey is attached as Appendix 1.

The Survey

Acknowledgements

- The project team acknowledges the following limitations with the survey:
  - 'Original Dwellings' incorrectly described as pre-1960. This should have read pre-1945 as per the RCSA Report 2003 and project FAQs;
  - Question 5 (defining character) was updated shortly after survey launch to include selections of 'other' and 'not applicable';
  - Question 10 (Council role) selection options were restricted in error in the online survey; and
  - The online survey unintentionally and temporarily closed on 9 November, and reopened on 10 November 2018.
- The limitations above are not considered to detrimentally affect the outcomes of consultation.
- The project team acknowledges that the responses received on the survey may not be representative of the wider community, being a 6.4% response rate. The responses do, however, provide an indication of common issues and opportunities.
- State Planning Policy 7.3 Residential Design Codes: Volume 2- Apartments was gazetted in May 2019.



Response Summary

Response Summary

Participation and Respondent Information



- The survey returned 357 responses (343 online; 12 hard copy; and 2 written submissions).
- The majority of respondents were owner-occupiers within the RCSA and resided within the suburbs of Victoria Park and East Victoria Park.
- Just over half of all respondents had lived or owned property within the RCSA for more than 10 years.
- Residents/owners of 'Original Dwellings' represented two-thirds of all respondents.

Response summary graphs are attached as Appendix 2.

A copy of all responses is attached as Appendix 3.

Response Summary

Defining Character

Q: Which elements do you think create the character in the area in which you live or own property? (choose three)

A: The top five aggregated selections were:



- Presence of 'original dwelling' (67%). All respondents selected this as no. 1.
- Traditional materials and colours (e.g. brick, galvanised iron, timber verandahs, weatherboards) (61%).
- Verge trees (48%).
- Pitch roofs (21%).
- Consistent primary street set backs (spatial separation from soft landscaped front gardens to the street) (15%).

The least nominated elements from respondents was Uniform pattern of buildings and the spaces between them; medium height front fencing; and presence of carports (<4%).

Response Summary



Defining Character

Q: What one word would best describe the character of the street in which you live or own property?

A: In order of popularity:

Top Themes	Key words
A melting pot	Mixed, diverse, varied, eclectic, mismash.
Simpler times	Quaint, traditional, character, charming, original, Federation, weatherboard, established, heritage, historical, old.
Aesthetics	Beautiful, attractive, leafy, tranquil.
User groups	Family, friendly, community.
Activity	Vibrant, busy.
Negative	Boring, dump, confused, run down.

Response Summary

Planning Awareness and Change Over Time

Q: How did the character of your street change during 2003-2015 (policy period)?



A: Almost half of respondents believed character remained the same (47%). Key themes identified were:

- Emphasising the value of character retention (18%) or there being little to none, or a neutral, observation of new development (15%).



Those respondents who believed character eroded (21.5%) commonly explained:

- New construction or subdivision had detracted from character (10.6%) and maintenance had become an issue (4%).



Those respondents who believed character improved (21.5%) commonly explained:

- Emphasising the value of character retention (18%), that development in character had even fostered sense of community (4.3%).

Response Summary



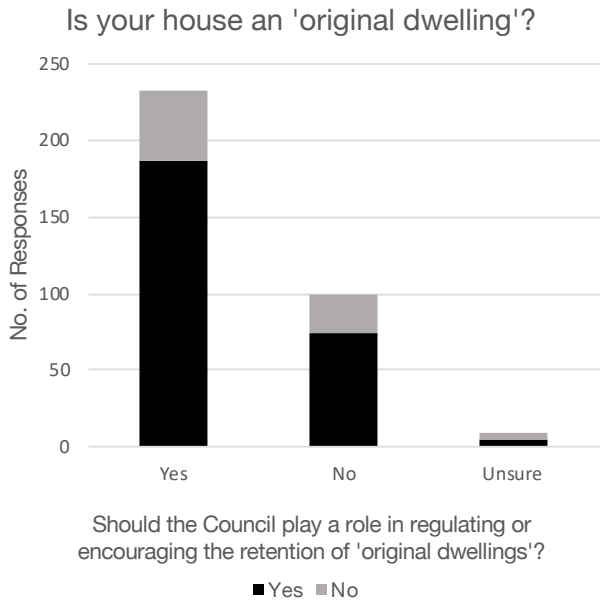
Planning Awareness and Change Over Time

Q: How did the character of your street change since 2015 (new planning regulations introduced)?

A: Almost an equal proportion of respondents believed character either remained the same (42.6%) or eroded (40.9%). Key themes identified were:

- New development being poor quality/out of character/contributing to the loss of character (30.6%).
- No real notable change or little to no development (17.5%).
- New development had improved the quality and character of the area (14%).
- The need to maintain the streetscape (11.2%) and have stricter planning controls (6.3%).
- Owners should have the ability to develop at their discretion and buildings should be assessed on their merits (6.3%).

Response Summary



Council Role In Planning for Character Protection

Q: Should the Council play a role in regulating or encouraging the retention of 'original dwellings'?

A: Over three quarters of respondents answered in the affirmative (77%), including 80% of those who live in or own an original dwelling. Key themes identified were:

- Council needs to take the lead and manage the retention of the existing character and streetscape (55.4%).
- Need for balance in ensuring character retention while allowing for new development (17%), guidelines should facilitate character retention rather than enforce it (6%), and developing in character should be subsidised (5.6%).
- Property owners should be able to develop at their discretion (4.6%) or the Town needs to modernise and offer flexible solutions (4.2%).
- Council should focus its energy elsewhere (3.9%) or its too late for meaningful character retention (2.5%).

Response Summary

Council Role In Planning for Character Protection

Q: Do you support Council having Local Planning Polices that restrict the design and appearance of new development in your neighbourhood?

A: Almost two thirds of respondents answered in the affirmative (65.9%).

Some interesting anecdotes amongst responses regarding the Council's role in planning for original dwelling retention included:

- *"Definitely! As a council you have a responsibility to maintain and enhance this unique area, which is so close to the city and other major attractions which draws numerous people and families who want to live here and be amongst these character homes not to be just the same as every where else."*
- *"…character in many instances protects itself where there is limited economic incentive to do otherwise..."*
- *"The perceived inflexibility of the council in regard to retaining seemingly unrepairable buildings does not result in an improved streetscape, but rather one where people build to keep with council requirements rather than improving the streetscape."*
- *Original dwellings are the history of the area, they tell a story about the character of the town. They set our town apart from suburbs in urban sprawl…"*

Response Summary

Character Protection

Q: Do you believe the character within the area that you live deserves protection?

A: Almost three quarters of respondents answered in the affirmative (74.6%). Key themes and interesting anecdotes identified were:



- Simply put, original character must be kept (57.1%).
  - *"Original character is irreplaceable", "protected to … retain uniqueness".*



- New development needs to be sensitive to character and interpret it, not mimic it (17.5%). Such design should be assessed on its merits.
  - *"Character can change within time", "new and old architecture can blend together under an evolving Streetscape", "It deserves enhancement, not protection. You don't necessarily enhance by protecting…".*



- Too late for meaningful character retention (8.2%) and character comes from diversity (2.8%).
- Interestingly, 67% of respondents who described the character of their area as 'mixed' wanted it protected.

Response Summary

General Commentary

Respondents were given the opportunity to make any further comments. Key themes identified were:

- Emphasising the need for character protection.
- Council should work with property owners to ensure best possible character retention outcomes while not being restrictive and difficult.
- Council needs to maintain its own land to a higher standard and the street trees and natural beauty of the area needs to be protected and enhanced (street greening).
- Subdivision is diminishing the character and streetscape.
- Need to assess character responses based on merit and allow for quality new development.



Conclusion

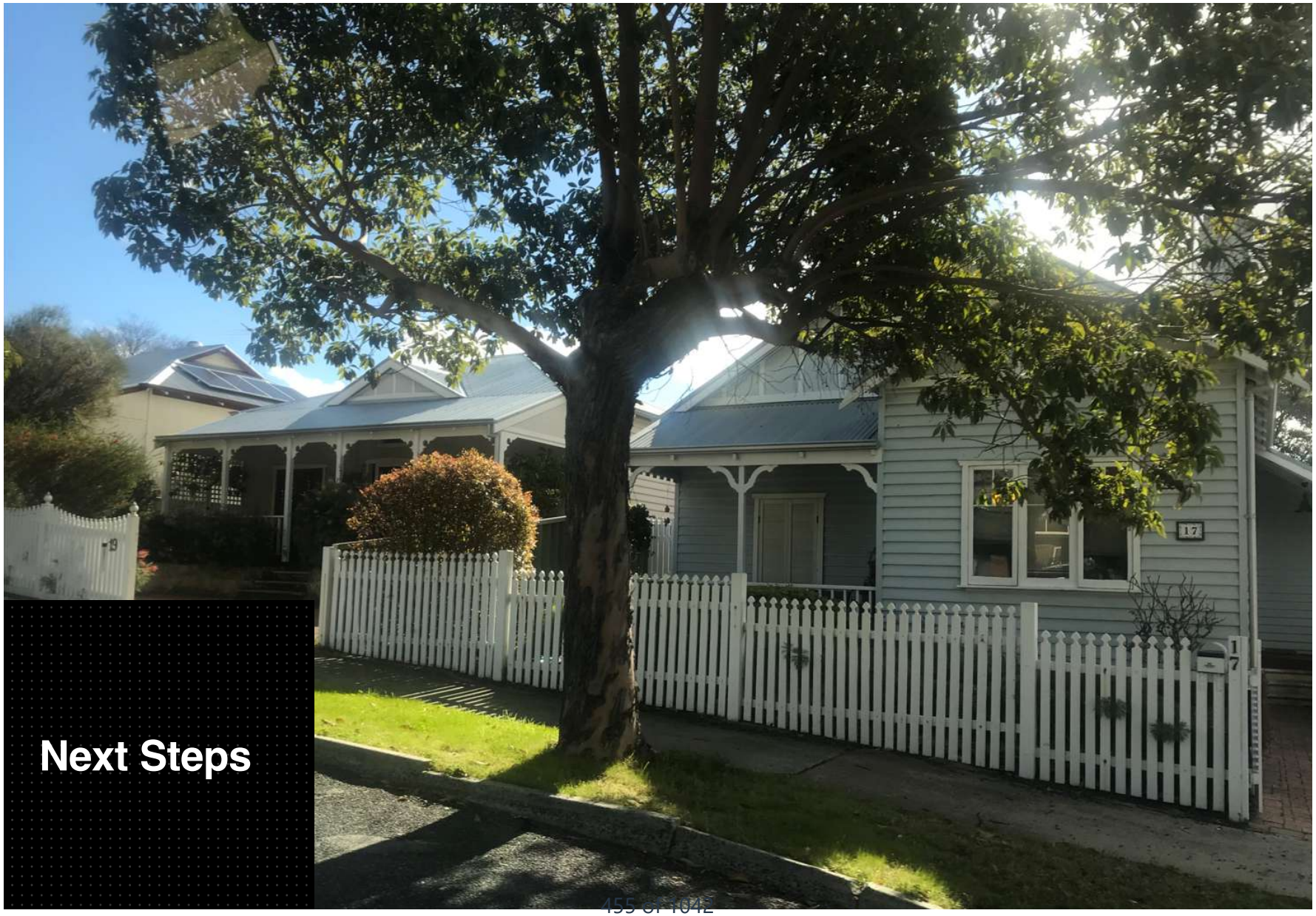
Conclusion

- Streetscape character is seen to play an important role in telling the story of the Victoria Park area.
- While there are pockets of ‘intact’ streetscapes, the overwhelming description respondents used for the character of the area they live in is ‘mixed’.
- The majority of respondents recognised that the character of the area deserves protection.
- There is a clear desire to retain original dwellings.
- There is no clear perception of either positive or negative change in character over time.
- A flexible approach to policy administration is desired to encourage the retention of original dwellings as well as new development within character, rather than enforcing it.
- There is seen to be a need for an equal effort in protecting and enhancing the natural beauty of the area.

Conclusion: Key Question

The results of Stage 1 consultation raised a key question for resolution in Stage 2 …

The community identified the area as having a mixed character and want that character protected. How do we protect a mixed character?



Next Steps

Next Steps

1. Review the existing local planning framework including Local Planning Policy 25 'Streetscape'.
2. Develop draft recommended modifications.
3. **Seek community feedback on draft recommendations (Stage 2 consultation 'Testing and Evaluation') – anticipated 1st quarter 2019.**
4. Prepare Stage 2 consultation summary report.
5. Draft modified/new planning document(s).
6. Report to Council.

Beyond this current Review project, there is potential to formally initiate the proposed modified/new planning document(s) for **further consultation** through the relevant statutory planning process.

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Appendix 2

Tools Available for Implementation

The following table summarises the different planning tools available for use to implement the outcomes of this Review.

Local Planning Mechanism	Description	Comment
Specific Character Provisions within Scheme	Clauses within a local planning scheme that have the force and effect of requiring or restricting certain development outcomes and may or may not be subject to discretionary decision making. Scheme Amendment determined by the Western Australian Planning Commission (WAPC).	Provides certainty to both Council and community as to what is required. The Minister for Planning as advised that protection of local character is best addressed through local planning policy.
Heritage Area within Scheme	A geographically defined area designated for Heritage protection within a local planning scheme. Related to areas that have been assessed as having cultural heritage value. Scheme Amendment determined by the Western Australian Planning Commission (WAPC).	Triggers the requirement for development approval for all works and use within that area. Enables the variation of any scheme provision as permitted under the Deemed Provisions of the Regulations.
Special Control Area (SCA) within Scheme	A geographically defined area within a local planning scheme that is significant for a particular reason and where special provisions apply in addition to the provisions of the zones and reserves. Scheme Amendment determined by the Western Australian Planning Commission (WAPC).	Ability to target a single issue or related set of issues overlapping zone and reserve boundaries and to set out specific development requirements, referral process and matters to be taken into account in determining development proposals. Can trigger the requirement for development approval for certain works and use within that area. Would apply to all development proposals within the SCA irrespective of the scale or level of compliance of a proposal unless otherwise specified.
Local Planning Policy	A document that provides guidance on and additional information about the position that local government will take on certain planning matters. LPPs do not form part of a scheme (and do not bind decision makers in respect of any development application), however must be given due regard. Determined by Council.	Must be consistent with the intent of the relevant local planning scheme provisions and by implication any relevant SPP. LPPs cannot impose mandatory requirements upon development. Can amend or replace requirements of the R-Codes. Can also contain 'non-planning' incentives to complement the planning intent of the policy.
Local Development Plan	A spatial tool used to control built form outcomes on particular lots, often where there is concern about the relationship between the lot and built form for both the private and public realm. Determined by Council.	Can amend or replace requirements of the R-Codes. A Local Development Plan is better placed to address site-specific matters rather than wider areas.

Appendix 3

Benchmarking of how other inner metropolitan local governments manage heritage and character protection

City of Stirling	
Areas Related to Heritage/ Character	Mount Lawley, Menora and Inglewood Heritage Protection Areas – contains four separate character areas within one special control area.
Heritage Areas (HAs) or Special Control Areas (SCAs)	SCA (City of Stirling currently has no HAs)
Scheme Provisions	The SCA is protected under clause 6.6 (Special Control Areas) of the Local Planning Scheme (LPS3).
Local Planning Policies	Character Retention Guidelines Mount Lawley, Menora and Inglewood – relates to all development in the SCA but especially residential areas. Beaufort Street Local Development Plan – development within the designated development area. Has a particular focus on the differing character between the residential areas, commercial development and new infill.
Overview	The Objectives of the Heritage Protection Special Control Areas are: To ensure the conservation and retention of buildings within the Heritage Protection Area Special Control Area dating from the early 1900s to the 1950s where the architectural style of the building is generally intact; To ensure the retention of existing buildings referred to in (a) irrespective of whether the demolition of the building would have no adverse impact on the streetscape; To ensure that new buildings (where permitted), alterations, additions to existing buildings, carports, garages and front fences are in keeping with the heritage character of the area, respect the scale and proportions of surrounding buildings, and are designed to fit into the existing streetscape; To maintain and improve existing street trees, grass verges and front gardens; To retain mature trees wherever possible; and To ensure that new development within the area which is subject to the Beaufort Street Local Development Plan enhances and respects the heritage, character and amenity of Beaufort Street.
Lessons learned based on user experience	Pros Ensures the retention of all buildings that contribute to the pre-1960 character of the area is protected. Identifies styles that contribute to the character of each area. Mature front gardens, street trees, boundary elements and other character elements that contribute to streetscape are protected. Community have a clear set of expectations clearly set out in character protection guidelines. Avoids the need for comprehensive heritage listing of private property. Cons Design guidelines encourage the use of historical architectural styles which diminishes quality of design outcomes. Requires DA for anything not considered maintenance. Administratively time consuming for planning officers. Does not protect interiors or streetscape elements of Original dwellings.

City of Vincent	
Areas Related to Heritage/ Character	St Albans Avenue Character Retention Area Harley Street Heritage Areas Carr Street Character Retention Area Janet Street Heritage Areas
Heritage Areas (HAs) or Special Control Areas (SCAs)	HAs (City of Vincent currently has no SCAs)
Scheme Provisions	No specific scheme provisions, Reference to Schedule 2, Part 2 and 3 of the Planning and Development (Local Planning Schemes) Regulations 2015. Specifically; Residential Amenity and Heritage Areas.
Local Planning Policies	Character Retention Areas and Heritage Areas (Policy No. 7.5.15)
Overview	Character Retention Areas are nominated by the community and must attract support from a minimum of 40% of the affected property owners. Once Character Retention Areas are nominated there is an extensive engagement process based on the draft guidelines to protect that area. This may result in cancellation of nomination at any stage. Following a public advertising period, the nominations go to council and, if successful the new guidelines for that area become part of Policy 7.5.15. Character Retention Areas may then undergo a heritage assessment (undertaken by heritage consultant) to determine relative heritage significance of the area. This may result in the City nominating a heritage area. Each area is supported by specific guidelines however, in all areas character contributory styles of architecture are retained.
Lessons learned based on user experience	Pros Encourages contemporary design solutions that are respectful of character and vary the 'Deemed to Comply' provisions of R-Codes. Must be owner nominated with at least 40% of affected owners which encourages community led participation in character protection. Policy deals with both character and heritage areas. Heritage Areas are assessed following protection of Character Retention Areas to ensure community support. Guidelines for each area are concise and accessible. Cons Overly reliant on owner nomination which may lead to some Character Retention Areas not being identified before being irreparably altered. Only 40% owner nomination may attract criticism. No specific scheme provisions relating to Character Retention Areas could lead to challenges in SAT.

Town of East Fremantle	
Areas Related to Heritage/ Character	Nil (There are five recognised residential precincts which have a defined character but no statutory protection)
Heritage Areas (HAs) or Special Control Areas (SCAs)	Nil (Town of East Fremantle currently has no HAs or SCAs. All Residential Zoned Areas are considered under policy)
Scheme Provisions	Part 4 Zones (specifically clause 4.2 Objectives of each Zone) and Part 7 Heritage Protection. (Specifically, Clause 7.1 Heritage List)
Local Planning Policies	All development in residential zoned precincts are subject to LPP 3.1.1 Residential Design Guidelines.
Overview	Development control is managed with the Heritage List (The Town has 1126 Heritage Places) and the Residential Design Guidelines inform new development or extensions to existing heritage listed buildings in residentially zoned areas. The residentially zoned areas have defined character precincts where it is desirable to protect those elements which contribute to that character. The objectives of the LPP3.1.1 are: a. To conserve and protect individual residences considered to have significant heritage value; b. To provide development and design guidance to landowners wanting to extend or refurbish existing dwellings of heritage significance; c. To guide additions to existing dwellings, which do not adversely affect the significance of the dwelling, or of neighbouring heritage places; d. To guide new dwellings and additions/alterations to existing dwellings (particularly second storey additions), which are compatible with the character, form and scale of existing residential development in the locality, and harmonise with the existing streetscape; and e. To encourage creative design solutions of quality that meet the standards of this Policy, and which enhance the character of the residential precincts and Policy Area.
Lessons learned based on user experience	Pros Heritage listing is the best way to protect the significance of individual places and when those places are grouped together the character will invariably be conserved. Heritage listing private property protects against demolition. Recognises the quality of the Town's residential character and manages it all with one comprehensive policy. LPP3.1.1 encourages contemporary design a sympathetic manner. Cons Character elements with no statutory heritage listing (i.e. not within state or local heritage listed lot) are at risk of demolition without approval. Administratively time consuming as all changes to heritage listed property (not including maintenance) requires a DA. Heritage listing should be focussed on best local places.

City of Subiaco	
Areas Related to Heritage/ Character	Chester's subdivision Heritage Area Duke Street Heritage Area Hammersley Road Group Heritage Area Kershaw Street Heritage Area Kings Road Heritage Area Rokeby Road and Hay Street Heritage Area Sadlier and Redfern Heritage Area Salisbury and Rupert Street Heritage Area Union and Redfern Heritage Area
Heritage Areas (HAs) or Special Control Areas (SCAs)	HAs (City of Subiaco currently has no SCAs)
Scheme Provisions	Division 7 Places of Cultural Heritage Significance (specifically clause 59 Designation of Heritage Areas) of Town Planning Scheme (TPS4) Clauses 4 and 9 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015.
Local Planning Policies	Each Heritage Area has a Local Planning Policy. Local Planning Policy 3.6 Development Guidelines for Residential Heritage Areas is a general overview of how to vary the R-Codes design extensions and additions in the heritage areas.
Overview	Historically the community has been resistant to heritage areas and adopted a nomination system (similar to City of Vincent) this subsequently led to the community being less resistant and since then a number of new HAs have been nominated by the City with little resistance. Each Heritage Area categorises the contribution each property makes to the heritage value of the area and is managed accordingly. Non-contributory buildings allow more design innovation albeit within the identified design parameters (i.e. scale, form, setback, materiality, fenestration pattern etc.). Each heritage area has the following objectives: To conserve existing buildings identified as making a considerable or some contribution to the heritage significance and traditional streetscape character of a designated Heritage Area; To encourage innovative and contemporary new building developments, and alterations and additions to existing buildings, that are in harmony with, and maintain the integrity of, the Heritage Area's cultural heritage significance, its established character and visual amenity; and to conserve the cultural heritage significance of Heritage Areas.
Lessons learned based on user experience	Pros Clearly defined Heritage Areas with well-structured policy relating to each area. Range of heritage areas reflects the different building typologies in the local area. Design Guidelines in particular for alterations and additions are clearly articulated in the general policy. Cons Heritage Areas can be less flexible than special control areas and often development applications can be daunting to private owners. Heritage areas require assessment from heritage consultants and often large DAs will require input from heritage consultants which may place pressure on resources.

Appendix 4

Stage 3 Draft Recommendations Consultation Summary Posters and Consultation Summary

The Stage 2 Draft Recommendations Report was advertised on the Town's Your Thoughts webpage from 28 August to 25 September 2019. At the close of advertising, 12 submissions were received (plus one double up), of which eight were generally in support and four provided comment or concerns. Key themes from those submissions are summarised in the table below:

	Draft Recommendation	Key Themes in Support	Key Themes of Concern
DR1	Special Control Area 'Character Retention Area'	Agree with extent of area and support context. Agree with retention of original dwellings. Should also apply to development visible from street behind dwelling. Trigger date needs more justification.	Vast scale. Should be confined to streets which have significant number of original dwellings, example streetscape too mixed in East Victoria Park. Albany Highway has been excluded but is part of Victoria Park. Risk of reducing property values, adding costs and to challenge of living in original dwellings/ keeping original dwellings is cost prohibitive. Opinion that there is no factual large scale threat to original dwellings. Consultants are proposing prohibition. It is near impossible to come up with "one size fits all" regulations for such a variety of aesthetics and streetscapes.
DR2	Local Planning Policy 'Character Retention Guidelines'	Sensible. Simple, easy to understand policy and a facilitation culture. Any alterations or additions should be contemporary in nature and distinctly different. Promote advantages of modern design principles, energy efficiency and structurally sound buildings. Solar panels should be shielded from street view. Water tanks should be galvanised iron to keep in character. Would like more detail and examples. Should upskill officers to understand good design. Do not oppose overall aim of requiring homeowners to consider the streetscape character and impact in development proposals, but this affects all development not just original dwellings.	Should also cover commercial developments and apartments. Should allow new modern, character replication or like for like houses (within reason) without a DA/demolition approval. Prohibition of demolition is out of alignment with what we said as part of the Stage 1 consultation. This is an extreme measure. Stage 1 consultation referred to mixed, diverse, varied, eclectic, mishmash character, yet consultant refers to cohesiveness.

	Draft Recommendation	Key Themes in Support	Key Themes of Concern
DR3	Community-Nominated Heritage Areas	Support bottom-up approach and partnerships; enable facilitation of a platform of respect. Some houses are run down and should not be retained. Town could facilitate community engagement on matter. Should be based around inclusivity and respect for heritage, neighbours, streetscape, diversity of the area, employees, simplicity, flexibility, homeowners and councillors.	Should be confined to limited number of (intact) neighbourhoods. Reliant on active support by people who may have ulterior motive. 40% of homeowners in an area is not enough.
DR4	Incentives to Retain original dwellings	Seems reasonable. Encourages investment and attracts people to the area looking for character homes. Need to ensure incentives are actually spent. Support technical advice incentive. Could include educational aspect with the aim of encouraging applications to consider retention in a renewed light without coercion.	Maintaining an original dwellings is expensive and incentives will fall short of what is required. Transferrable bonuses can disadvantage residents without two houses and should be removed.
DR5	Public Domain Improvements	Very supportive. Street canopy trees and natural beauty vital. Town could facilitate community engagement on matter. Road resurfacing desired.	Should be done economically with minimal impact to ratepayers.

In addition to feedback on the specific draft recommendations, the following general comments received included:

- Overall, the proposed recommendations seem better phrased, more professionally placed within the planning system and less draconian;
- Appreciation of work, seriousness and thought put into the project;
- Allowing demolition of post-1945 dwellings could mean no legacy of post-war 'Australiana' for future generations;

In response to some key comments received on the draft recommendations, we note the following:

- The draft local planning scheme provisions and local planning policy do not propose the prohibition of original dwelling demolition. These tools create a trigger for further assessment and considered of an application to demolish and provide circumstances where demolition may be considered acceptable. There will always be a scenario that is not captured under policy and this is where the flexibility and discretional nature of the policy come into effect.
- The draft policy focusses on defining the streetscape character using broad categories of siting and scale, form and materiality, and connection to the street. Contemporary design is encouraged where it respects this streetscape character.
- Incentives are not intended to fund works 100% but rather to assist those who choose to live in a character home to consider its retention in a different light. It is recommended that a separate policy on such incentives be drafted to support the administration of the Character Retention Guidelines.
- We agree that buildings built after 1945 may still have heritage value. There appears to be concern that the recommended SCA could promote 'facadism' in an effort to retain built heritage. It is noted that the recommended Character Retention Guidelines is focussed on streetscape character rather than cultural heritage value and encourages the retention of the majority of an original dwelling.

Appendix 5

Draft Special Control Area 'Character Retention Area' Scheme Amendment provisions

Planning and Development (Local Planning Schemes) Regulations 2015

RESOLUTION TO PREPARE OR ADOPT

COMPLEX AMENDMENT TO LOCAL PLANNING SCHEME

Town of Victoria Park Local Planning Scheme No. 1

Amendment No. #

RESOVLED THAT the local government pursuant to section 72 of the *Planning and Development Act 2005*, amend the above local planning scheme by:

1. Amending the Scheme map by introducing a Special Control Area over the area shown below.

insert map.

2. Including a new sub-clause 25A(1)(c) as follows:

   c) Character Retention Area shown on the Precinct Plans as CRA with a number (1) and included in Schedule E.

3. Inserting a new clause 25AC as follows:

   25AC. Character Retention Area

   (1) The purpose of the Character Retention Area is to:

      a. Retain and enhance the contribution made by original dwellings towards streetscape character; and

      b. To facilitate the consideration of streetscape character in development proposals.

   (2) Schedule E sets out the specific objectives and additional provisions that apply to the Character Retention Area.

4. Including Character Retention Area within Schedule E as follows:

Area No	Land Description	Purpose and Particular Requirements
CRA1	Land generally extending between the railway line and to around Berwick Street and Canning Highway to around Oats Street.	Development approval is required for the following works: the demolition of a single house constructed prior to 1 January 1946; or any development visible from the street, defined as being situated within 12m of a primary street boundary and/or exceeding 5m above the nature ground level of the street boundary as determined by the local government. All development shall be designed with due regard for any relevant local planning policy adopted for the CRA.

5. The amendment is considered complex under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reasons:

   a. The amendment is not addressed by any Local Planning Strategy; and

   b. The amendment has the potential to result in significant environmental, social, economic or governance impacts on land in the scheme area.

Appendix 6

LPP25 Summary of Key Policy Elements and Review

LPP25 Summary of Key Policy Elements	Review
1. Setbacks of buildings generally a) Specifies metres for buildings and boundary walls to primary streets. b) Specifies metres for secondary streets. c) Specifies frontage percentage for a porch or chimney. d) Includes rights-of-way (ROW) provisions.	a) Setbacks consistent with the prevailing street setback considered more appropriate and effective at retaining streetscape character. b) Most dwellings do not address secondary streets in the area, R-Codes provision considered sufficient in this instance. c) ROWs not a priority for a streetscape character policy. Irregularity should be encouraged in ROW environments to create a distinctively different character from the primary streetscape character of the area. Should the Town wish to control ROW development generally across the town, a specific local planning policy could be prepared. In the interim, parts of LPP25 relating to ROWs could remain in effect, however they are not proposed to be carried forward into the new LPP.
2. Setbacks of garages and carports a) Specifics metres to primary and secondary streets for a variety of scenarios for garages and carports. b) Specifies metres for garages projecting forward of dwelling façade. c) Specifies percentage for garage width (57%). d) Specifies number of columns for a carport and eave overhand. e) Requires unobstructed view of dwelling. f) Garages only permitted from ROW in Weatherboard Precinct/Streetscapes (WBP). g) Specifies metre range for carport width relative to lot width (for WBP). h) Requires structures to reflect architectural style of dwelling (for WBP). i) Includes rights-of-way (ROW) provisions.	a) Considered important and carried forward to new LPP in a generalisd manner to require garages in line or behind main building line. b) As above. c) Considered important and carried forward to new policy. d) Considered unnecessary. e) Considered important and carried forward to new policy. f) Considered important and carried forward to new policy in similar fashion to R-Codes 5.3.5 vehicular access. g) Considered important and carried forward to new policy. h) Considered mimicry and often produces outcomes that are overbearing to the original or existing dwelling Provision 'softened' to not require reflection of roof form and instead be positioned lower than plate height of the dwelling. i) As per 1(c).
3. Outbuildings a) Specifies behind building line or to the side. b) Includes rights-of-way (ROW) provisions.	a) R-Codes provision considered sufficient in this instance (noting 5.4.3 Outbuildings unable to be varied without WAPC approval). b) As per 1(c).

LPP25 Summary of Key Policy Elements	Review
4. Patios and Shade Sails a) Patios permitted forward of building line where they reflect architectural style of dwelling. b) Flat roof patios not acceptable where visible from the street. c) Contains provisions for patios not visible from the street. d) Shade sails located behind building line, or forward in limited circumstances.	a) As per 2(h). b) As per 2(h). c) Considered unnecessary for a streetscape policy (and where DA is only required for development visible from the street). R-Codes considered sufficient. d) Considered unnecessary.
5. Surveillance of the Street a) Requires a habitable room window facing the street and a visible front entry. b) Includes rights-of-way (ROW) provisions.	a) R-Codes provisions considered sufficient in this instance. b) As per 1(c).
6. Street Walls and Fences a) Solid walls to 1.2m height for front and side boundary fencing forward of building line. b) Max. 1.8m height, provided solid portion is max. 600mm and visually permeable above. c) Lists acceptable materials. d) Specifies fencing for lots fronting high-traffic roads (max. 75% 1.8m solid for length of fence). e) Permits 1.8m high fencing to secondary street of specified material. f) Includes rights-of-way (ROW) provisions.	a) Principle of low fencing within primary street setback area (front and side) considered important and carried forward to new LPP. Overall height 1.2m retained and worded consistent with R-Codes. b) 1.8m in front setback area considered to negatively detract from the open nature of front gardens and vistas of the streetscape at oblique angles. Max. solid portion raised to 750mm in compromise plus 1.5m piers. c) Considered important and carried forward to new policy. d) Considered reasonable and carried forward to new policy. e) Considered reasonable and carried forward to new policy. f) As per 1(c).
7. Sightline at Vehicle Access Points a) Specifies 1.5x1.5m truncation and max. height of structures within it (including specifics of picket gap width). b) Includes rights-of-way (ROW) provisions.	a) R-Codes provisions considered sufficient in this instance. b) As per 1(c).
8. Retention of Dwelling a) Requires sensitive incorporation of retained dwelling. b) Lists when a dwelling shall be retained (as 'acceptable development), including heritage list, a weatherboard house in WBP, an original dwelling (figure) except where structurally unsound or wholly clad in fibro or asbestos). c) Planning approval 'required' to demolish plus DA for redevelopment that contributes to streetscape character and of a 'higher standard' than otherwise compliant.	a) New policy provisions as a whole, including objectives, considered sufficient in this instance, plus the existence of 5.2.6 Appearance of retained dwelling of the R-Codes. b) Considered important in concept and carried forward to new LPP, with the exception of fibro/asbestos cladding because such materials can be replaced by a modern alternative. c) Considered important in concept and carried forward to new LPP, however existing ambiguous/potentially unmeasurable terms removed.

LPP25 Summary of Key Policy Elements	Review
9. Appearance of Retained Dwelling a) Retained dwelling upgraded equivalent standard.	a) R-Codes provisions considered sufficient in this instance plus policy objectives.
10 – 13. Building Design (specific precincts) **WBP** a) References Burra Charter. b) Requires inappropriate features to be replaced. c) Requires structures within street setback area to reflect architectural styles of dwelling. d) Clad with weatherboard. e) Consistent with street and side setbacks, heights, roof pitches (30deg) and materials. f) Specifies plate height plus wall height for second storey. g) Two storey development designed to reduce bulk and scale and lists general principles. h) Requires open eaves. i) Requires traditionally proportioned windows. j) Roof fixtures not visible from street. k) Dwelling oriented to street, including front entrance. l) Lists acceptable materials. m) Generally duplicates provisions from General regarding carports, patios and shade sails. n) Requires retention of existing trees wherever possible. o) Front setback development as predominantly soft landscaped garden. **Within RCSA but not WBP** p) As per (e) but with 25deg roof pitch. q) Wall height similar to adjacent dwellings but does not preclude two storeys. r) Generally duplicates provisions (g)-(o). **Raphael Precinct** s) As per (e). t) Generally duplicates provisions (g)-(o).	a) Considered important however the provisions of the new LPP themselves are consistent with the principles of the Burra Charter without needing to reference it specifically. b) Considered important and carried forward into new LPP c) As per 2(h). d) Considered important and carried forward into new LPP more broadly (use of traditional materials). e) Sound principle considered important and carried forward into new LPP in a more general sense (rather than precinct specific). f) R-Codes provision considered sufficient in this instance. g) Considered important and carried forward into new LPP with specific guidance regarding ridge lines etc. h) Considered important and carried forward into new LPP more broadly. i) Considered important and carried forward into new LPP with specific guidance. j) R-Codes provision considered sufficient in this instance. k) R-Codes provision considered sufficient in this instance. l) Considered important and carried forward into new LPP. m) Duplication unnecessary. n) Considered important for whole of policy area and carried forward into new LPP. o) Considered important and carried forward into new LPP. p) As per 10-13(e). q) R-Codes provision considered sufficient in this instance. r) Duplication unnecessary. s) As per 10-13(e). t) Duplication unnecessary.
14. Development Abutting ROW a) Contains additional provisions for ROWs including pedestrian access to public street, taking vehicular access from ROW, widening of ROW, vegetated setback area, lighting, street numbering.	a) As per 1(c).

Appendix 7

Draft Local Planning Policy ‘Character Retention Guidelines’

Town of Victoria Park

Draft Local Planning Policy No. #

Character Retention Guidelines

Date of Adoption: #

INTRODUCTION

The Town of Victoria Park (Town) contains some of the oldest suburbs within the Perth Metropolitan Area. The original subdivision pattern and much of the original pre-1945 building fabric is still apparent in the area. While the level of intactness across the Town's Character Retention Area (as identified under the Town's Local Planning Scheme No. 1 by a Special Control Area) varies, there is an identifiable residential **streetscape character** which the community have expressed a desire to retain and enhance[1].

The purpose of this policy is to define the special residential **streetscape character** that is found within the Town's Character Retention Area and to set out how new development that is **visible from the street** should contribute positively to that character, while accommodating contemporary and sustainable designs. Contemporary development within character areas provides the opportunity to bring new life into an historic area, revitalise vacant lots, encourage innovative contextual design, attract new investment whilst maintaining the amenity for owners of **original dwellings**.

This policy is made pursuant to Schedule 2, Part 2, Division 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (*Regulations*) and is to be read in conjunction with Local Planning Scheme No. 1, Precinct Plans, State Planning Policy 7.3 Residential Design Codes: Volume 1 (R-Codes) and all relevant local planning policies.

This policy amends, replaces and/or augments certain clauses within the R-Codes, however development shall comply with the R-Codes in all other respects. Where an inconsistency exists between this policy and another adopted local planning policy, this policy prevails to the extent of the inconsistency.

POLICY OBJECTIVES

The objectives of this policy are to:

a) Confirm the contribution that **original dwellings** make to the **streetscape character**;

b) Retain the traditional streetscape pattern in particular the existing rhythm of front and side setbacks;

c) Avoid development that mimics styles of architecture from the past and instead encourage innovative new design that reflects the prevailing form, scale and materiality of the streetscape in which it is located, with particular reference to roof pitch, traditionally proportioned windows and the grain of existing building materials;

d) Ensure additions and extensions to **original dwellings** do not visually dominate the streetscape presence of the **original dwelling**;

e) Minimise the visual impact of car parking structures on the streetscape and in particular **original dwellings**;

f) Retain the open nature of front gardens within the streetscape, with particular reference to low, visually permeable fencing to front and side boundaries within the street setback area; and

g) Encourage the retention of mature trees wherever practical.

[1] Town of Victoria Park Review of Residential Character Study Area and Local Planning Policy 25 Streetscapes: Stage 4 Final Conclusions and Recommendations Report, element Oct 2019

POLICY SCOPE

This policy applies to all residential development **visible from the street** on land contained within the Policy Area as shown in Figures 1 and 2. All other residential development is subject to the R-Codes.

Figure 1 – Policy Area

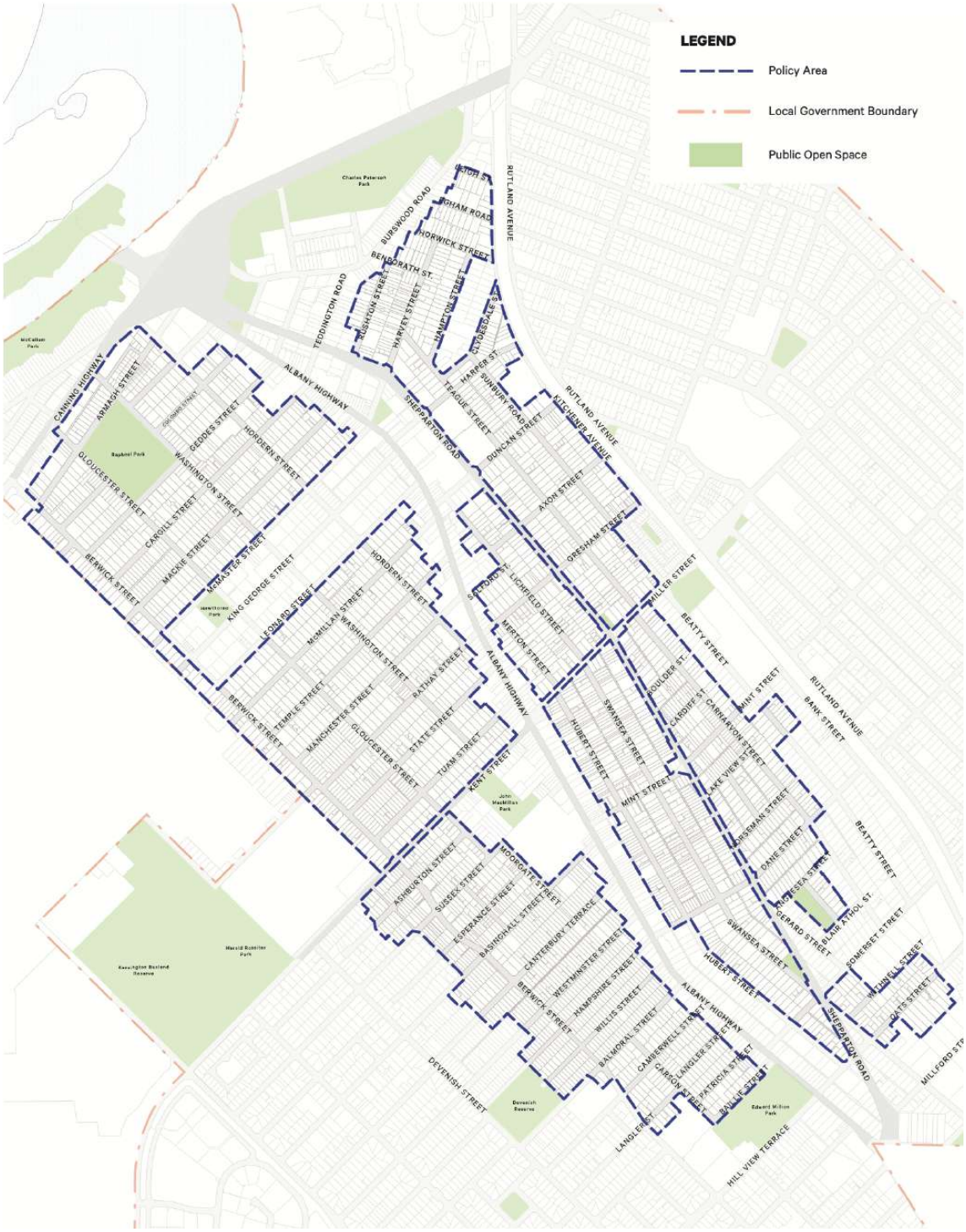
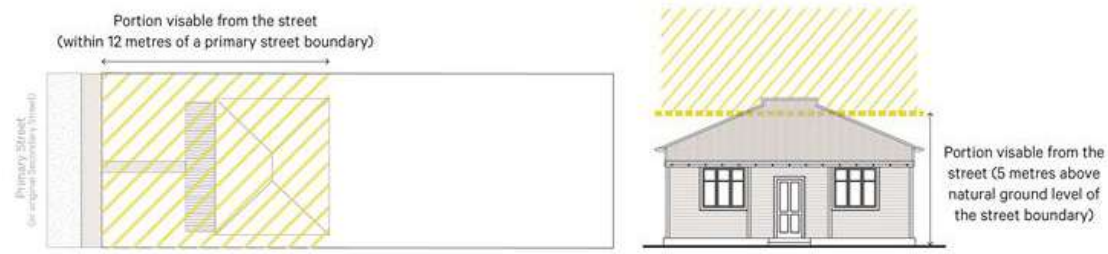
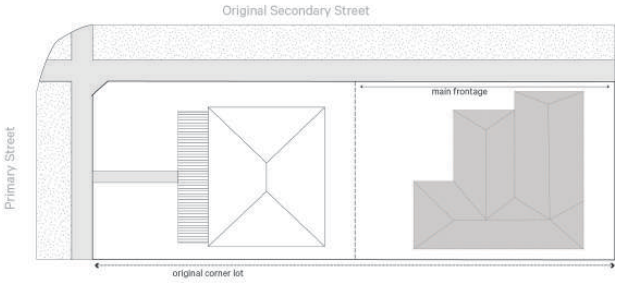


Figure 2 – Visible from the street



Note:
For the purposes of applying this policy, '**primary street**' also includes the public street to which a grouped dwelling has it main frontage and the original secondary street from which a single dwelling results from the subdivision of an original corner lot.



DEFINITIONS

Terms used in this policy are defined as per the R-Codes unless listed below:

a) **Original dwelling** means a dwelling built prior to 1 January 1946.

b) **Plate height** means the horizontal plane where the exterior walls meet the roof rafters or trusses.

c) **Prevailing street setback** means the average street setback of the **primary building line** of five dwellings either side of the lot on that same side of the street and within the same street block, or up to five dwellings where not possible in accordance with **Figure 3**.

d) **Primary building line** means the longest vertical plane of the exterior wall to a dwelling fronting the primary street in accordance with **Figure 4**,

e) **Repairs** means minor works that are undertaken to repair, or prevent, a building, structure or place from falling into a state of disrepair and include:

   i. Painting of existing painted surfaces;

   ii. Rendering of existing rendered surfaces;

   iii. Re-roofing with like-for-like materials and where there is no change to the roof form, pitch or colour;

   iv. Replacement of cladding materials with like-for-like;

   v. Replacing or repairing materials, fittings or architectural features with like-for-like.

f) **Streetscape character** means the visible components in a street between the facing buildings, including but not limited to the form and scale of the buildings, car parking structures, setbacks, materials, fencing, gardens and street trees that together form its urban identity.

g) **Visible from the street** means development that is situated within 12m of a primary street boundary and/or exceeding 5m above the natural ground level of the primary street boundary, as determined by the local government (refer to Figure 2).

Figure 3 – Prevailing Street Setback

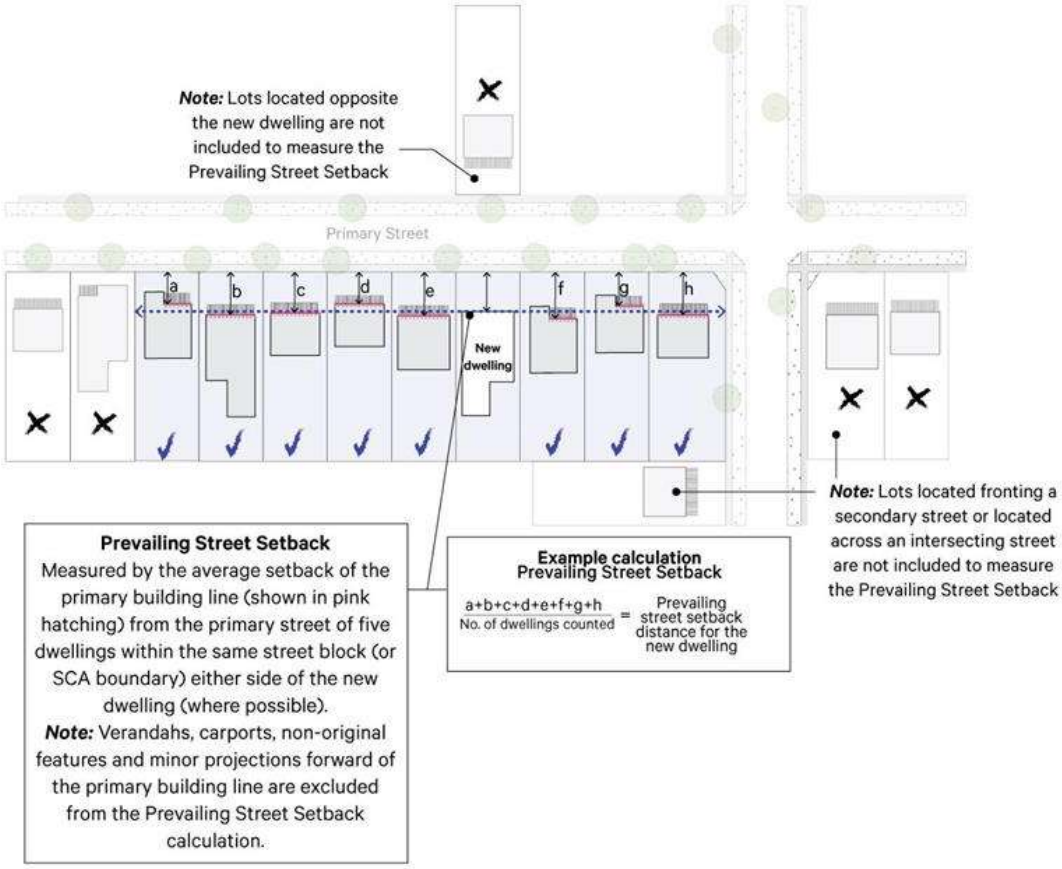
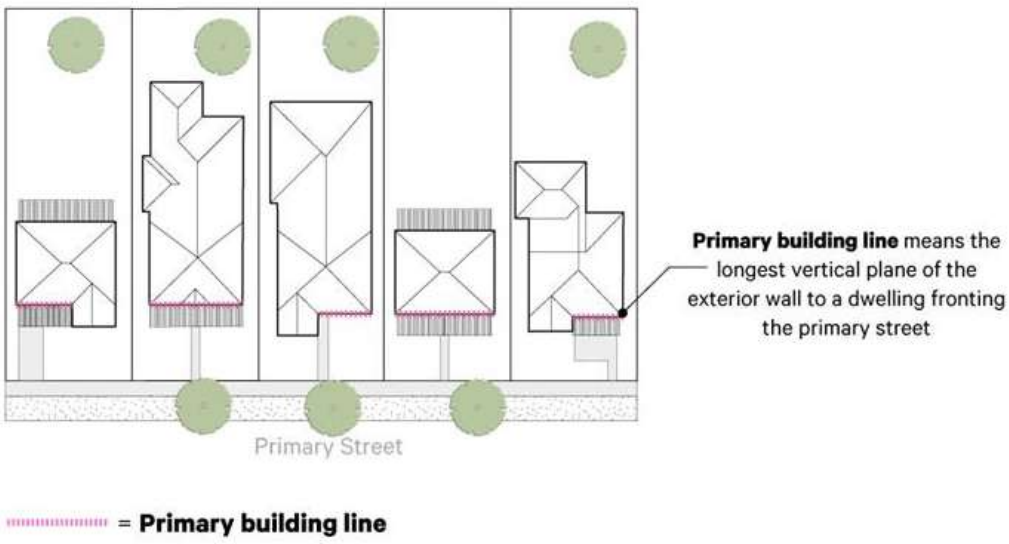


Figure 4 – Primary Building Line



THE CHARACTER OF THE POLICY AREA

The residential character of the Policy Area is defined by the relationship between original pre-1945 single storey dwellings including their form, scale and materiality, the development pattern of the historic estate lot sizes, street widths and the quality of street trees and front gardens.

A brief history and development of the area is explained within *Schedule 1 Historic Estates* of this policy and should be given due regard when considering development against the policy objectives.

The following specific characteristics have been identified[2] as making a positive contribution to the **streetscape character,** which should be protected and enhanced in future development to retain the **streetscape character** of the Policy Area.

1. **Built Form**

   a) **Original dwellings** are generally single storey in scale which forms a distinct single storey character;

   b) Corner buildings almost exclusively address the primary street (with the exception of corner shops);

   c) Styles of **original dwellings** are often grouped to reflect period of development;

   d) **Original dwellings** are characterised by steeply pitched hipped and gabled roofs, timber framed doors and windows with vertical emphasis, front verandahs and entry doors facing the street;

   e) **Original dwellings** are predominantly built of timber frame with weatherboards and galvanised metal roof cladding from the Gold Boom and Interwar periods and brick, tile and render bungalows from the Federation period (refer to *Schedule 1 Historic Estates*);

   f) Very few **original dwellings** when first constructed had vehicle parking or other roofed structures in the front setback;

   g) Front and side setbacks are generally consistent with neighbouring dwellings; and

   h) Front fences and side fencing forward of the **primary building line** are generally low, open or absent.

2. **Public Domain**

   a) Vehicular crossovers are generally restricted to one per lot;

   b) Mature street trees are located on verges creating visual avenues and natural shade; and

   c) Low front fences provide visual transparency through front gardens creating vistas along streets at oblique angles.

POLICY STATEMENT

1. Demolition

a) There is a presumption against the demolition of an **original dwelling**. Demolition approval should not be expected simply because redevelopment is a more attractive economic proposition or because the building has been neglected;

b) An application to demolish the whole or a portion of an **original dwelling** shall be considered where:

   i. evidence is provided by an independent certified structural engineer that the building is structurally unsound or uninhabitable due to unsafe levels of asbestos; or

   ii. extensions and additions proposed to an **original dwelling** involve retention and incorporation of the majority of the **original dwelling** fronting the street;

c) An application to demolish an **original dwelling** shall be accompanied by the following information:

[2] Town of Victoria Park Residential Character Study Final Report, Hocking Planning & Architecture, Sept 2003

i. an assessment by a suitably qualified heritage or architectural professional that describes why the dwelling should not be considered original and/or makes no positive contribution to the **streetscape character**; and

ii. where relevant, a report from a certified structural engineer that clearly states the building is structurally unsound or uninhabitable and the reasons why it cannot be retained and restored.

d) Upon request from the local government, an application to demolish a non-original dwelling must be accompanied by documentation that establishes the date of the construction is after the 31st December 1945, to the satisfaction of the local government;

e) Where the date of construction cannot be established, demolition shall be at the discretion of the local government having regard to the dwelling's contribution to the **streetscape character** as identified in this policy; and

f) A development approval for full demolition will only be granted where demolition forms part of a redevelopment proposal for the lot, or where subclause (b)(i) applies.

Note: The Town may engage their own professionals to undertake an independent assessment or peer review of any documentation provided to support the demolition of a dwelling in the Policy Area, at the applicant's cost in accordance with regulation 49 of the Planning and Development Regulations 2009.

2. General Development Provisions (applicable to all development)

a) Development guidance is provided with respect to the following key design elements as illustrated in Figures 5a and 5b:

- **Siting and Scale** – primary street and lot boundary setbacks, building mass and proportions;
- **Form and Materiality** – roof pitch, window style, use of traditional materials to **repair original dwellings** and to inform materials on new development; and
- **Connection to the Street** - main entry to residence, windows, front fencing, verandahs, front gardens and vehicle parking;

b) All development **visible from the street** shall demonstrate compliance with the development provisions listed in Tables 2.1 – 2.3.

Figure 5a – Key Design Elements

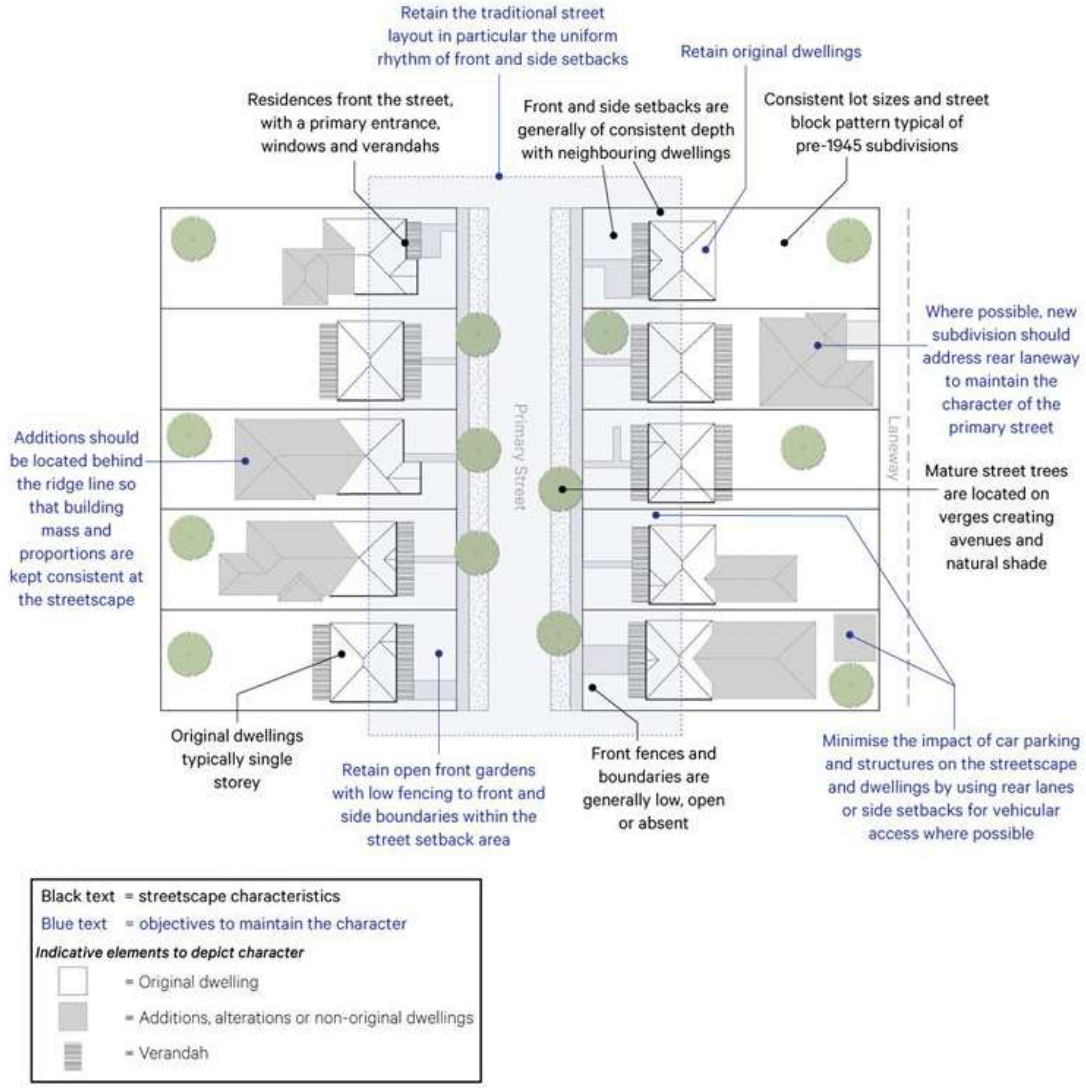
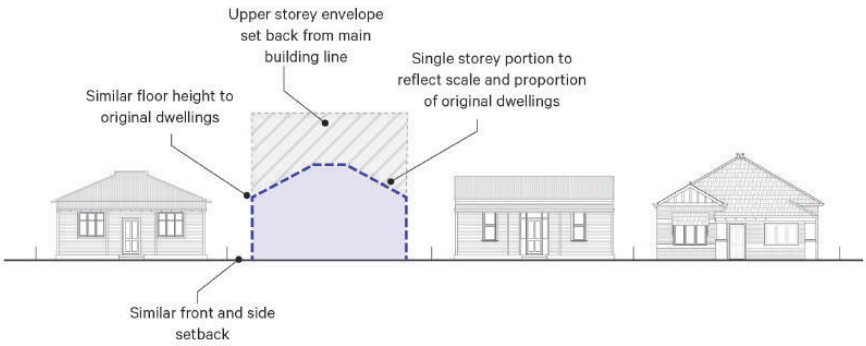


Figure 5b – Key Design (Building Envelope) Response



Example of built form design response to the streetscape character

2.1 Siting and Scale

Table 2.1 – Siting and Scale

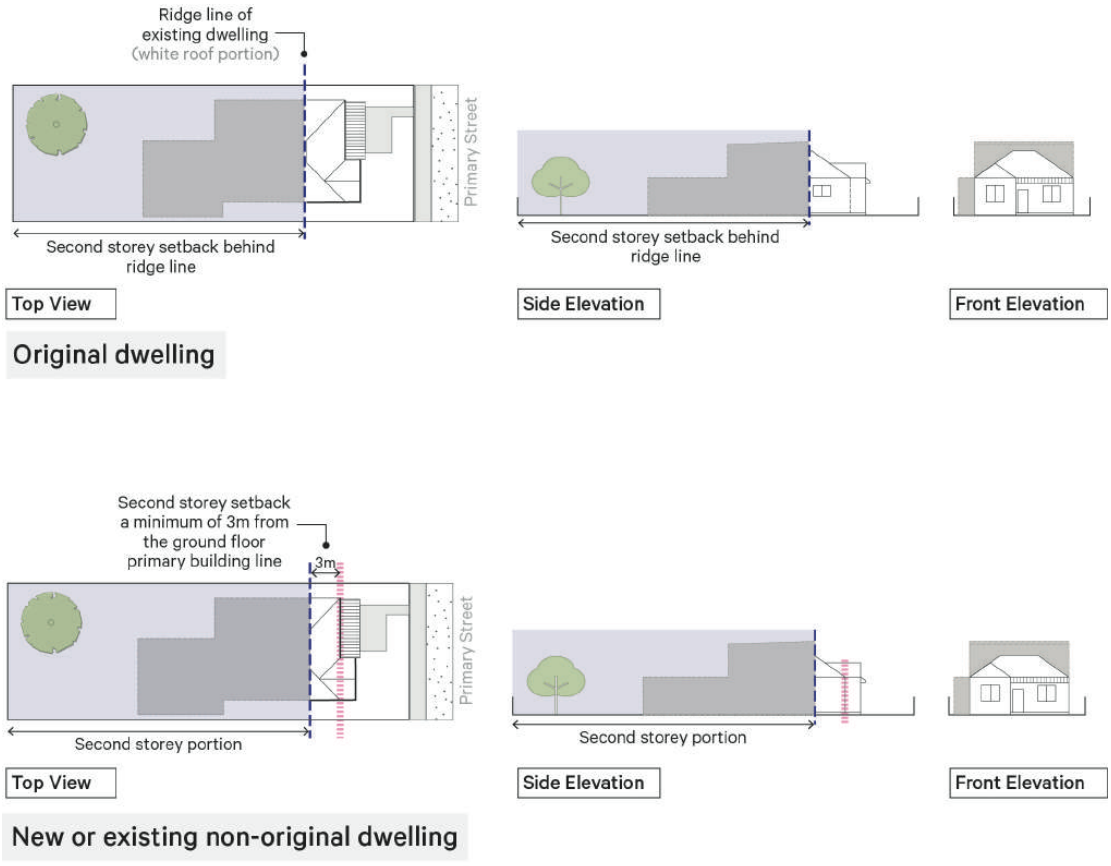
The following Local Housing Objectives and R-Codes Deemed-to-Comply provisions amend, replace or augment the R-Codes in relation to Siting and Scale.

Note: Local Housing Objectives augment the R-Codes and are used to guide judgements about the merits of proposals for aspects of residential development that does not meet the requirements or is not provided for under the R-Codes.

Local Housing Objectives	R-Codes Deemed-to-Comply
5.1.2 Streetscape	
With respect to the application of Design Principle P2.1 'Buildings setback from the street boundaries an appropriate distance', the following matters shall be considered: a) Provides for soft landscaping and tree planting that enhances the **streetscape character**; b) Improves the visual appeal and pedestrian amenity of open garden areas; and c) Retains healthy, mature trees where practical. With respect to the application of Design Principle P2.2 'Building mass and form that positively contributes to the prevailing or future development context and streetscape as outlined in the local planning framework', the following matters shall be considered: Upper level setbacks: a) The established **streetscape character**, particularly with respect to scale, massing and proportions, including verandahs and porches.	Clause 5.1.2 Street setback C2.1 (excluding (iv)) and C2.4 are replaced with the following: C2.1 Buildings setback from the primary street: a) At a distance not less than the **prevailing street setback** as illustrated by **Figure 3**; or Note: applications shall be accompanied by information demonstrating the calculation of the **prevailing street setback**, to the satisfaction of the local government. Note: Where a grouped dwelling has its main frontage to a secondary street or where a single house results from subdivision of an original corner lot and has its frontage to the original secondary street, buildings are to be setback in accordance with C2.1(iv) of the R-Codes and are not subject to a **prevailing street setback** assessment. C2.4 A second storey setback from the primary street as illustrated in **Figure 6** as follows: a) For existing dwellings, behind the ridge line of the existing dwelling; or b) For new dwellings, a minimum of 3m from the **primary building line to** ensure the dwelling has a clear single storey component as viewed from the street. Clause 5.1.2 Street Setback is modified to include the following additional deemed-to-comply requirements: C2.5 Pergolas setback in accordance with the street setback requirements applicable to buildings. C2.6 The street setback area is developed primarily as a soft landscaped garden. C2.7 Verandahs or porches that address the primary street frontage and comprise the front door of the property.
5.1.3 Lot Boundary Setbacks	
With respect to the application of Design Principle P3.1 'Buildings setback from lot boundaries or adjacent buildings on the same lot', the following matters shall be considered: Lot boundary walls: a) The established detached **streetscape character** of dwellings as viewed at an oblique angle from the street; and b) Lot frontage widths.	Clause 5.1.3 Lot boundary setback C3.2 is replaced with the following: a) Carports built up to lot boundaries forward of the **prevailing street setback** where compliant with visual truncation requirements of clause 5.2.5 of the R-Codes.

Local Housing Objectives	R-Codes Deemed-to-Comply
5.1.6 Building Height	
With respect to the application of Design Principle P6 'Building height that creates no adverse impact on the amenity of adjoining properties or the streetscape', the following matters shall be considered: a) The established roof form, pitch and eaves height of the streetscape. b) New buildings address the primary street frontage and respond to and reinforce the existing **streetscape character** such as wall height, ridge lines and eaves overhangs.	Clause 5.1.6 Building Height is replaced with the following: a) Maximum two storeys; b) A roof pitch of between 30-35 degrees; c) The single storey portion fronting the street (and for the purposes of 5.1.2 C2.4 above) have an eaves height the average of the two adjoining properties but not less than 2.6m plate height.

Figure 6 – Second Storey Setback



2.2 Form and Materiality

Table 2.2 Form and Materiality

The following Local Housing Objectives augment the R-Codes to guide judgements about the merits of the proposal with respect to the Design of Buildings through Form and Materiality.

Local Housing Objectives
Design of Buildings

1. Form

Windows

Windows facing the primary street are to:

a) Be provided to complement the established **streetscape character**;

b) Have primarily vertical proportion;

c) Be clear-glazed; and

d) Not be floor-to-ceiling.

Eaves

a) Eaves are required to all dwellings and widths are to match the width of the existing dwelling (if an extension) or prevailing eaves style of the streetscape where **visible from the street**.

b) Eaves are to be unlined with roof rafters exposed from the underside.

Roof

a) Traditional roofs are pitched between 30 and 35 degrees. New roofs should aim to conform with the prevailing roof form of the area. This may be dual pitched with gable or hipped.

Note: This should inform the new single storey portion of new development roof pitches however second storey roofs do not necessarily need to comply with traditional roof pitches if not **visible from the street**.

Second Storeys

a) Second storeys should be setback behind the predominant single storey street front portion of a new dwelling and additions thereto and should respect the scale of the traditional **streetscape character** of the area.

2. Materials

Traditional materials used in the Policy Area will vary depending on the period of development. New development should not seek to copy original buildings but instead draw influence from the them in the streetscape in which it's located. As a guide, the following materials should be incorporated in new development that is **visible from the street**:

Roofs

a) Galvanised corrugated iron or prefinished steel.

b) Marseilles profile terracotta tiles.

Walls

c) Painted, horizontal weatherboards of a minimum width of 175mm wide and 18mm thick.

d) Red brick (of a traditional type i.e. non uniform in colour or texture).

e) Painted render as a secondary finish.

Verandahs

f) Timber decking with timber balustrades and posts.

g) Roof form generally matching the dwelling roof. Skillion or bullnose roofs with galvanised iron, terracotta tiles or prefinished steel.

h) Simple timber brackets between posts and facia may be acceptable.

Local Housing Objectives
<u>Windows and doors</u> i) Timber is preferable material for all window frames and doors. j) Aluminium where frames are wider may be acceptable. k) Recessed windows with proportionate framing. <u>Gutters and Downpipes</u> l) Galvanised iron. m) Prefinished steel. <u>Garages and Carports</u> n) Timber or wrought iron gates to crossovers. <u>Ornamentation</u> o) Copying historic details is not permitted on new development; this might include latticework on verandahs, ornate verandah posts, decorative render or stucco corbelling to chimneys and window surrounds.

2.3 Connection to the Street

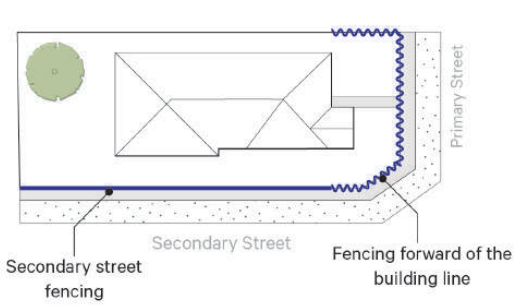
Table 2.3 Connection to the Street

The following Local Housing Objectives and R-Codes Deemed-to-Comply provisions amend, replace or augment the R-Codes in relation to Connection to the Street.

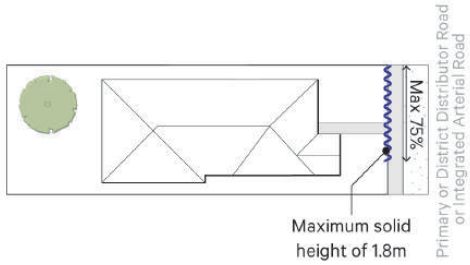
Local Housing Objectives	R-Codes Deemed-to-Comply
5.2.1 Setbacks of Garages and Carports	
With respect to the application of Design Principle P1 'The setting back of carport and garages to maintain clear sight lines along the street and not to detract from the streetscape or appearance of dwellings; obstruct views of dwellings from the street or vice versa', the following maters shall be considered: a) Provides for soft landscaping and tree planting that enhances the **streetscape character** and pedestrian amenity and improves the visual appeal and comfort of open garden areas.	Clause 5.2.1 Setback of garages and carports C1.1 and C1.2 are replaced with the following: C1.6 Carports setback forward of the **prevailing street setback and/or primary building line** provided the following is met: a) Minimum street setback of 1.5m; b) Open on all sides except to the extent it abuts a dwelling; c) Unobstructed view between the dwelling and the street; d) Reflect the style, materials and colours of existing and proposed new dwellings, especially roof form; C1.7 Garages setback behind the **primary building line.**
5.2.2 Garage Width	
With respect to the application of Design Principle P2 'Visual connectivity between the dwelling and streetscape should be maintained and the effect of the garage door on the **streetscape character** should be minimised whereby the streetscape is not dominated by garage doors', the following matters shall be considered: a) Garages which do not dominate the visual appearance of the lot having regard to the width of the lot and building frontage, the location of any upper floor relative to the garage and the general design merit.	Clause 5.2.2 Garage width C2 is replaced with the following: a) The external width of the garage structure is not greater than 50% of the frontage of the site.

Local Housing Objectives	R-Codes Deemed-to-Comply
5.2.4 Street Walls and Fences	
With respect to the application of Design Principle P4 'Front fences are low or restricted in height to permit surveillance and enhance **streetscape character'**, the following maters shall be considered: a) Maintaining open front gardens with views to the building, and across lot frontages as viewed at an oblique angle from the street. b) Fencing that is visually permeable and of materials that respect the **streetscape character.**	Clause 5.2.4 Street walls and fences C4 is replaced with the following: c) Walls and fencing within the primary street setback area that are visually permeable above 750mm from natural ground level to maximum height of 1.2m; d) Piers do not exceed 500mm in width and 1.5m in height; e) Secondary street walls and fencing that have a maximum solid height of 1.8m, setback behind building line in accordance with **Figure 7**; f) Material(s) proposed include one or more of the following selected to reflect the predominate materials of fences to **original dwellings** in the streetscape: i. Timber pickets; or ii. Brick; or iii. Limestone; or iv. Rendered masonry; or v. Wrought iron. g) For lots with frontage to a Primary or District Distributor Road or Integrated Arterial Road, walls and fencing that have a maximum solid height of 1.8m for a maximum of 75% of the length of that frontage. Refer to **Figure 7** for guidance.

Figure 7 – Primary and Secondary Street Fencing



Primary and secondary street fencing



Primary or District Distributor Road or Integrated Arterial Road

3. Development Provisions for Original Dwellings

a) The following provisions apply to **repairs** and extensions and additions to **original dwellings** in addition to those listed in Tables 2.1-2.3. Where any inconsistency occurs between Tables 2.1-2.3 and Table 3, Table 3 prevails.

Table 3: Original Dwellings

*The following Local Housing Objectives augment the R-Codes to guide judgements about the merits of proposals involving **original dwellings** with respect to the Design of Buildings through Form and Materiality.*

Local Housing Objectives
Design of Buildings
1. General a) No additions or alterations to original dwellings shall occur forward of the primary building line unless restoring an original feature e.g. verandah or as otherwise determined by the local government. b) **Repairs** to **original dwellings** shall be based on retaining the traditional materials and appearance of the building. c) Where the street front portion of an **original dwelling** has been altered in the past it is encouraged to be restored to match its original appearance using traditional materials as this will enhance its contribution to the **streetscape character.** d) Additions to **original dwellings** may be more contemporary in nature, while ensuring they are designed to respect the materiality, scale and form of the **original dwelling** and not overwhelm the streetscape presence of that dwelling. e) Design solutions are encouraged and shall balance sustainability outcomes with respecting the **streetscape character**. In particular, the retention and ongoing use of **original dwellings** is inherently sustainable as these building represent a considerable amount of embodied energy. Demotion and rebuilding entail disposing of substantial waste and using energy intensive materials.
2. Roofs a) If roof cladding requires replacement it should match the original based on physical or documentary evidence. In most cases this will be corrugated galvanised iron or terracotta tiles. Often galvanised iron was painted in colours of dark red or green and some prefinished steel can match this but its preferable to retain a 'silver or metallic' appearance.
3. Walls a) Brickwork – where brickwork is currently exposed it should remain uncoated by paint or render. It should be repointed when required with a mortar mix to match the original in composition and appearance. Where original exposed brick has been painted, restoration to original face brick is encouraged. b) Render - render was used sparingly as a decoration to brick buildings rather than predominant finish and was often painted. The presence of decorative render shall not be deemed a precedence for the surface area expansion of render. c) Weatherboards – painted hardwood horizontal weatherboards should be retained and restored where possible. Where weatherboards require replacement, they should match the type of materials (timber), width of boards and lapping of the original.
4. Verandahs a) Roofs – verandah roofs should reflect the style of the prevailing **streetscape character**. Skillion, or to a lesser extent bullnose, roofs clad in corrugated iron are common on Interwar and Gold Boom period housing. Federation period dwellings may have had continuous or separate verandah structures. Refer to Schedule 1 for examples of verandahs. b) Posts/ Balustrades – verandah posts and balusters are always timber and may be ornate or simple square posts that should be retained or restored. c) Decking – timber decking is traditional and should be retained or restored.

Local Housing Objectives	
5.	**Windows and Doors**
	a) Casement windows – usually grouped in pairs or threes and with timber frames- should be retained and restored. Aluminium or other metal frames are not suitable.
	b) Double sash windows – sliding two sash windows in timber frames – should be retained or restored. Aluminium or other metal frames are not suitable.
	c) Doors – generally located centrally in the primary frontage with timber panels and fan lights over (typically of coloured glass) should be retained or restored.
6.	**Ornamentation**
	a) Modest ornamentation was applied to some of the **original dwellings,** most commonly from the Federation Period. Where ornamentation is to be restored it should be based on evidence that it existed originally.
7.	**Services**
	a) Air conditioning, solar panels, hot water systems, meter boxes and other services should be located in areas where they cannot be seen from the primary street. Where dwellings have northern primary street frontage, solar panels will typically be permitted on the back two-thirds of a dwelling so that they do not visually dominate the streetscape.

DEVELOPMENT INCENTIVES TO RETAIN ORIGINAL DWELLINGS

In the opinion of the local government, where development on a lot containing an **original dwelling** retains and enhances that **original dwelling**, an applicant may apply to the local government for one or more of the following:

a) Waiver or refund of development application fees;

b) Subsidised access to technical knowledge (professional heritage architectural advice);

c) Subsidised sustainability retrofit package; and

d) Maintenance grant.

The above may be further detailed within a specific local planning policy and applicants are advised to liaise with the local government prior to lodging a development application to discuss the retention of an **original dwelling**.

VARIATIONS TO DEVELOPMENT PROVISIONS

a) Applications proposing variations to development provisions will be considered against the policy objectives and the **streetscape character** as identified in this policy, including *Schedule 1 Historic Estates*;

b) The local government may vary any development provision contained in this policy to facilitate the retention and enhancement of an **original dwelling**; and

c) If the local government is of the opinion that a proposed variation of a development provision is likely to affect any owners or occupiers of adjoining properties, the local government may advertise the proposed development in accordance with an adopted local planning policy on consultation or, where absent, deemed clause 64 of Schedule 2 of the *Regulations*.

VERSION CONTROL

Date Initially Adopted:	
Date(s) Amended:	

SCHEDULE 1 – HISTORIC ESTATES

Brief History and Development of The Area

The Town of Victoria Park developed as a linear urban village in accordance with the Garden City Movement of the early 20th century where verdant, self-sustaining satellite suburbs developed along transit routes to alleviate inner city urban density. In this case, Victoria Park was structured around the central spine of the tramway, Albany Highway and two railway stations. The suburb developed largely as a working-class neighbourhood as can still be demonstrated by the prevalence of modest workers housing on smaller lots built using a limited palette of materials.

The locality was developed predominantly through the formation of large estates during the Gold Boom period (1890s) up to the years following Federation (1900s) and into the Interwar period (1918-1939). The development of this subdivision, however, took until World War II (1939-1945) to become almost fully developed although a small portion of vacant lots remained beyond 1945.

This history of development has resulted in a generally cohesive series of streetscapes that were developed over a fifty-year period which has resulted in a sequence of residential estates each containing different types of buildings relating to their period of development. It is for this reason that the character of the Policy Area can be considered as mixed across the area with individual streetscapes that are often highly cohesive.

The following table should be referred to in conjunction with Figure A, which together illustrate the location and date in which the historic estates were subdivided and the prevailing traditional styles of architecture which relate that portion of the Policy Area.

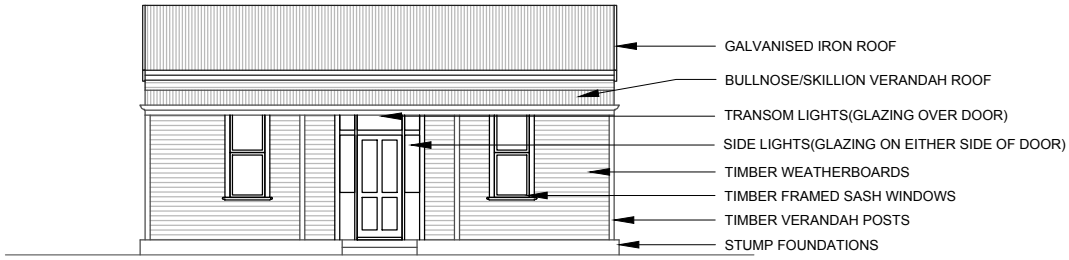
Historic Estate	Date of Subdivision	Period of Development
South Perth (North & South)	1892/1913/1920	Gold Boom/ Federation/ Interwar
Swan	1897	Gold Boom/ Federation/ Interwar
Victoria Park A	1892/1901	Gold Boom/ Federation/ Interwar
Surbiton	1897	Interwar
Station	1905	Interwar
Victoria Park B	1892/1906	Gold Boom/ Federation/ Interwar
Brixton	1897/1897/1916	Gold Boom/ Federation/ Interwar
Canterbury Park	1896	Gold Boom/ Federation/ Interwar
Alberton Park (North)	1903	Gold Boom/ Federation/ Interwar
Alberton Park (South)	1903	Gold Boom/ Federation/ Interwar
Balmoral	1898	Gold Boom/ Federation/ Interwar
Hillcrest (North & South)	1903	Gold Boom/ Federation/ Interwar
Airlie	1911	Interwar
Former Edward Millen Home	1912	Interwar
Mountain View	1896/1899	Gold Boom/ Federation/ Interwar
Bickford	1888/1896	Interwar
Cambridge Park	1910	Interwar
Woodlands	1896	Interwar
Brookman Park	1899	Interwar

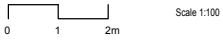
Figure A – Historic Estates



Gold Boom (1890s -1910)

The locality was subdivided following the Gold Boom of the 1890s, however much of the development did not occur until late in that decade. Despite that, the styles of residential being built during that period persisted into the early in 20th Century. Early remaining buildings from this period are characterised by simplicity of form, the uses of simple building materials, and simple decorative treatments. Typical features include simple rectangular plans, timber frame and weatherboard construction, steeply pitched roof (originally covered with short sheet galvanised iron), centrally located front doors often with fan or transom lights, two-paned vertical format window and wide verandahs with square or stop chamfered posts. Simple bracketing may have been applied but ornate decoration would have been a
rarity.



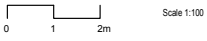


Federation (1900-1920)

The locality experienced initial growth during the Federation period with the opening of the tram service from Perth in 1905 boosting development in those historic estates that had been subdivided in the 1890s. In 1906 the population of the suburb was 1,500 and then by 1909 it had grown to 1,800.

By the Federation period the manufacture of bricks and tile in Perth had increased and became a more affordable material to use for residential construction, particularly on large scale housing developments. As a result, many of the buildings from this period largely reflect these materials but not exclusively, as weatherboards were still being used. While there are some examples of larger more exuberant buildings from this period at the northern and eastern portions of the Policy Area, the locality tends to display less ornate examples of the period. Typical details are decorative timbered and rendered gables, tall chimneys with stucco coping, render banding into face brick and ornate verandah timber posts. Windows were always timber framed, either as double hung sash or casements grouped in twos and threes, with vertical emphasis. The buildings were generally of an a-symmetrical composition on their primary street elevation.





Interwar (1920-1945)

During the 1920s and 30s the locality grew considerably to accommodate returning servicemen from World War I and their expanding young families. In 1917 the population of the suburb was 5,000 which illustrates the rapid expansion from 1906. The socio-economic make up of these new residents were generally young working-class families and the housing was reflective of both the rapid expansion and the affordability of the materials used. As a result, many of the weatherboard houses date from this period.

Most of the Interwar dwellings were similar in form to those of the preceding periods. The proportions and form were similar, with less ornate detailing used on elements such as verandahs and gables. The double hung sash window, once the prevalent window type gave way to the casement window, slightly reduced roof pitches, and eaves overhangs marginally increased. The dwellings were usually asymmetrical in plan with protruding gables.



Examples of Verandah Forms



Bullnose



Skillion

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(b) by a notice of revocation —

(i) prepared by the local government; and

(ii) published in a newspaper circulating in the Scheme area.

Part 3 — Heritage protection

7. Terms used

In this Part —

heritage area means an area designated as a heritage area under clause 9;

heritage list means a heritage list established under clause 8(1);

place has the meaning given in the *Heritage of Western Australia Act 1990* section 3(1).

Note:

The purpose of this Part is to provide for the identification of places and areas of heritage value so that development in the Scheme can, as far as possible, be consistent with the conservation of heritage values.

8. Heritage list

(1) The local government must establish and maintain a heritage list to identify places within the Scheme area that are of cultural heritage significance and worthy of built heritage conservation.

(2) The heritage list —

(a) must set out a description of each place and the reason for its entry in the heritage list; and

(b) must be available, with the Scheme documents, for public inspection during business hours at the offices of the local government; and

(c) may be published on the website of the local government.

(3) The local government must not enter a place in, or remove a place from, the heritage list or modify the entry of a place in the heritage list unless the local government —

(a) notifies in writing each owner and occupier of the place and provides each of them with a description of the place and the reasons for the proposed entry; and

(b) invites each owner and occupier to make submissions on the proposal within 21 days of the day on which the notice is served or within a longer period specified in the notice; and

(c) carries out any other consultation the local government considers appropriate; and

(d) following any consultation and consideration of the submissions made on the proposal, resolves that the place be entered in the heritage list with or without modification, or that the place be removed from the heritage list.

(4) If the local government enters a place in the heritage list or modifies an entry of a place in the heritage list the local government must give notice of the entry or modification to —

(a) the Heritage Council of Western Australia; and

(b) each owner and occupier of the place.

9. Designation of heritage areas

(1) If, in the opinion of the local government, special planning control is needed to conserve and enhance the cultural heritage significance and character of an area to which this Scheme applies, the local government may, by resolution, designate that area as a heritage area.

(2) If the local government designates an area as a heritage area the local government must adopt for the area a local planning policy that sets out the following —

(a) a map showing the boundaries of the heritage area;

(b) a statement about the heritage significance of the area;

(c) a record of places of heritage significance in the heritage area.

(3) The local government must not designate an area as a heritage area unless the local government —

(a) notifies in writing each owner of land affected by the proposed designation and provides the owner with a copy of the proposed local planning policy for the heritage area; and

(b) advertises the proposed designation by —

(i) publishing a notice of the proposed designation in a newspaper circulating in the Scheme area; and

(ii) erecting a sign giving notice of the proposed designation in a prominent location in the area that would be affected by the designation; and

(iii) publishing a copy of the notice of the proposed designation on the website of the local government;

and

(c) carry out any other consultation the local government considers appropriate.

(4) Notice of a proposed designation under subclause (3)(b) must specify —

(a) the area that is the subject of the proposed designation; and

(b) where the proposed local planning policy for the proposed heritage area may be inspected; and

(c) to whom, in what form and in what period submissions may be made.

(5) The period for making submissions in relation to the designation of an area as a heritage area must not be less than a period of 21 days commencing on the day on which the notice of the proposed designation is published under subclause (3)(b)(i).

(6) After the expiry of the period within which submissions may be made, the local government must —

(a) review the proposed designation in the light of any submissions made; and

(b) resolve —

(i) to adopt the designation without modification; or

(ii) to adopt the designation with modification; or

(iii) not to proceed with the designation.

(7) If the local government designates an area as a heritage area the local government must give notice of the designation to —

(a) the Heritage Council of Western Australia; and

(b) each owner of land affected by the designation.

(8) The local government may modify or revoke a designation of a heritage area.

(9) Subclauses (3) to (7) apply, with any necessary changes, to the amendment to a designation of a heritage area or the revocation of a designation of a heritage area.

10. Heritage agreements

(1) The local government may, in accordance with the *Heritage of Western Australia Act 1990* section 29, enter into a heritage agreement with an owner or occupier of land or a building for the purpose of binding the land or affecting the use of the land or building insofar as the interest of that owner or occupier permits.

(2) The local government may not enter into an agreement with the owner or occupier of land or a building that relates to heritage matters other than in accordance with subclause (1).

11. Heritage assessment

(1) Despite any existing assessment on record, the local government may require a heritage assessment to be carried out prior to the approval of any development proposed in a heritage area or in respect of a place entered in the heritage list.

(2) A heritage assessment must be in a form approved by the Heritage Council of Western Australia.

12. Variations to local planning scheme provisions for heritage purposes

(1) The local government may vary any site or development requirement specified in this Scheme to —

(a) facilitate the built heritage conservation of a place entered in the Register of Places under the *Heritage of Western Australia Act 1990* or listed in the heritage list; or

(b) enhance or preserve heritage values in a heritage area.

(2) A variation under subclause (1) may be unconditional or subject to any conditions the local government considers appropriate.

(3) If the local government is of the opinion that the variation of site or development requirements is likely to affect any owners or occupiers in the general locality of the place or the heritage area the local government must —

(a) consult the affected parties by following one or more of the provisions for advertising uses under clause 64; and

(b) have regard to any views expressed prior to making its determination to vary the site or development requirements under this clause.

13. Heritage conservation notice

(1) In this clause —

heritage conservation notice means a notice given under subclause (2);

heritage place means a place that is on the heritage list or located in a heritage area;

properly maintained, in relation to a heritage place, means maintained in a way that ensures that there is no actual or imminent loss or deterioration of —

(a) the structural integrity of the heritage place; or

(b) an element of the heritage place that is integral to —

(i) the reason set out in the heritage list for the entry of the place in the heritage list; or

(ii) the heritage significance of the area in which it is located, as set out in a statement in the local planning policy for the area adopted in accordance with clause 9(2).

(2) If the local government forms the view that a heritage place is not being properly maintained the local government may give to a person who is the owner or occupier of the heritage place a written notice requiring the person to carry out specified repairs to the heritage place by a specified time, being a time that is not less than 60 days after the day on which the notice is given.

(3) If a person fails to comply with a heritage conservation notice, the local government may enter the heritage place and carry out the repairs specified in the notice.

(4) The expenses incurred by the local government in carrying out repairs under subclause (3) may be recovered as a debt due from the person to whom the notice was given in a court of competent jurisdiction.

(5) The local government may —

(a) vary a heritage conservation notice to extend the time for carrying out the specified repairs; or

(b) revoke a heritage conservation notice.

(6) A person who is given a heritage conservation notice may apply to the State Administrative Tribunal for a review, in accordance with Part 14 of the Act, of a decision —

(a) to give the notice; or

(b) to require repairs specified in the notice to be carried out; or

(c) to require repairs specified in the notice to be carried out by the time specified in the notice.

Part 4 — Structure plans

14. Term used: structure plan

In this Part —

structure plan means a plan for the coordination of future subdivision and zoning of an area of land.

15. When structure plan may be prepared

A structure plan in respect of an area of land in the Scheme area may be prepared if —

(a) the area is —

(i) all or part of a zone identified in this Scheme as an area suitable for urban or industrial development; and

(ii) identified in this Scheme as an area requiring a structure plan to be prepared before any future subdivision or development is undertaken;

or

(b) a State planning policy requires a structure plan to be prepared for the area; or



TOWN OF VICTORIA PARK

SUBJECT SITE - LOCATION MAP
53 & 55 CANNING HWY

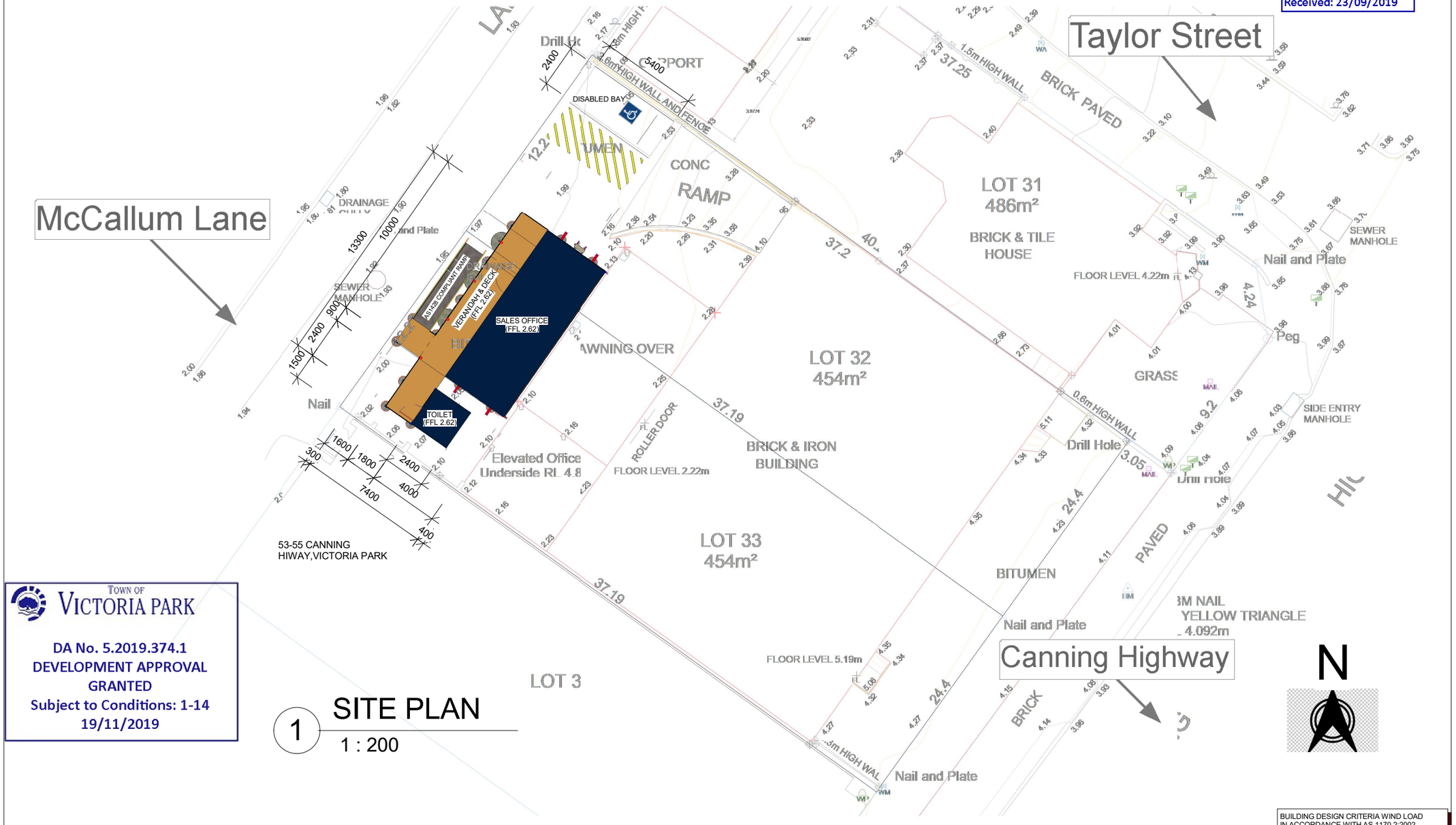
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19/11/2019

1 SITE PLAN
1 : 200

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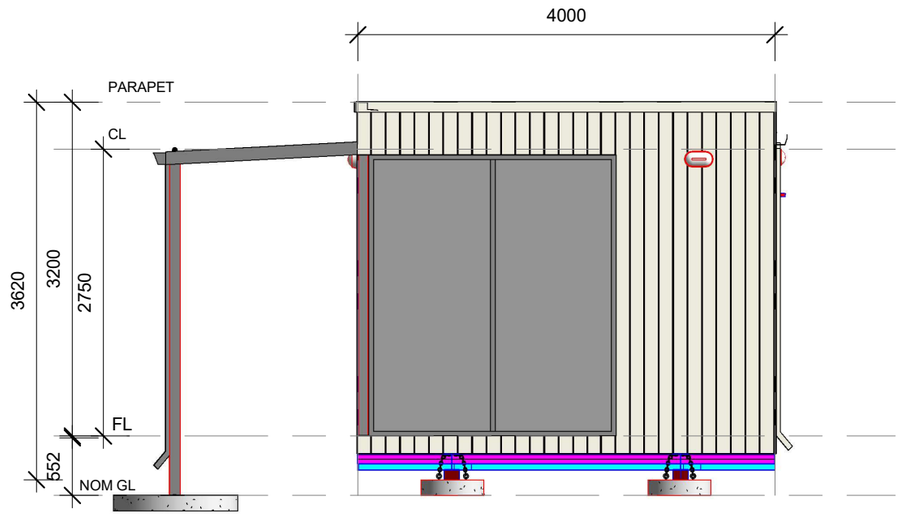
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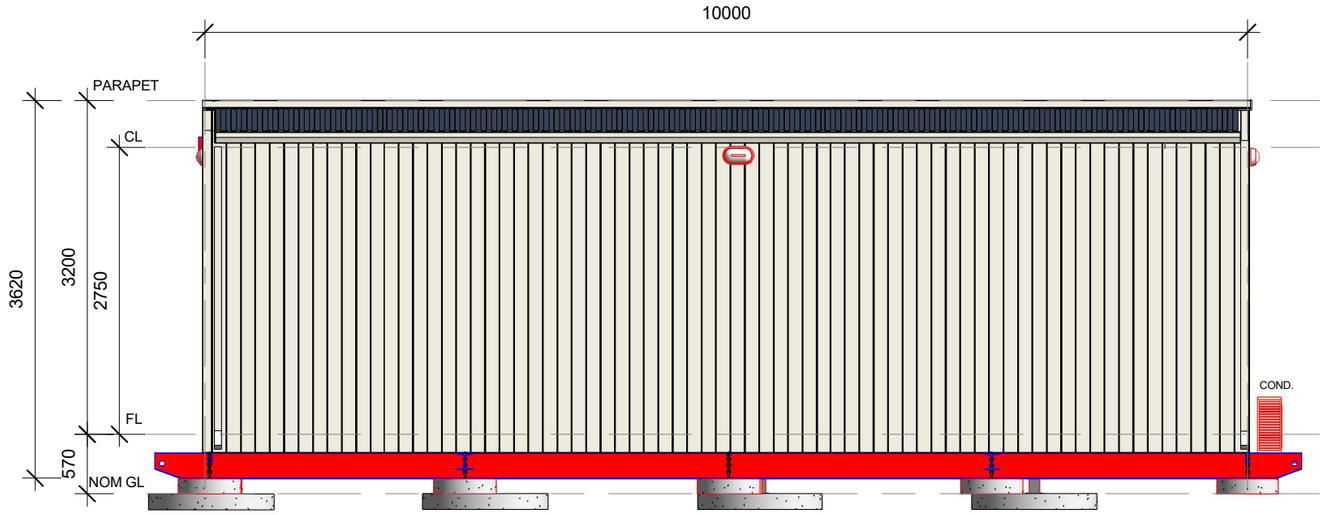
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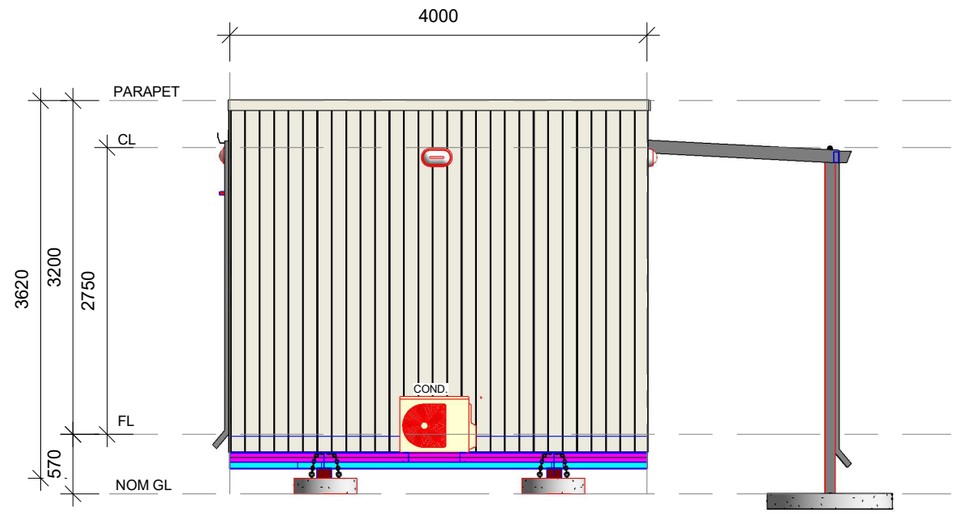
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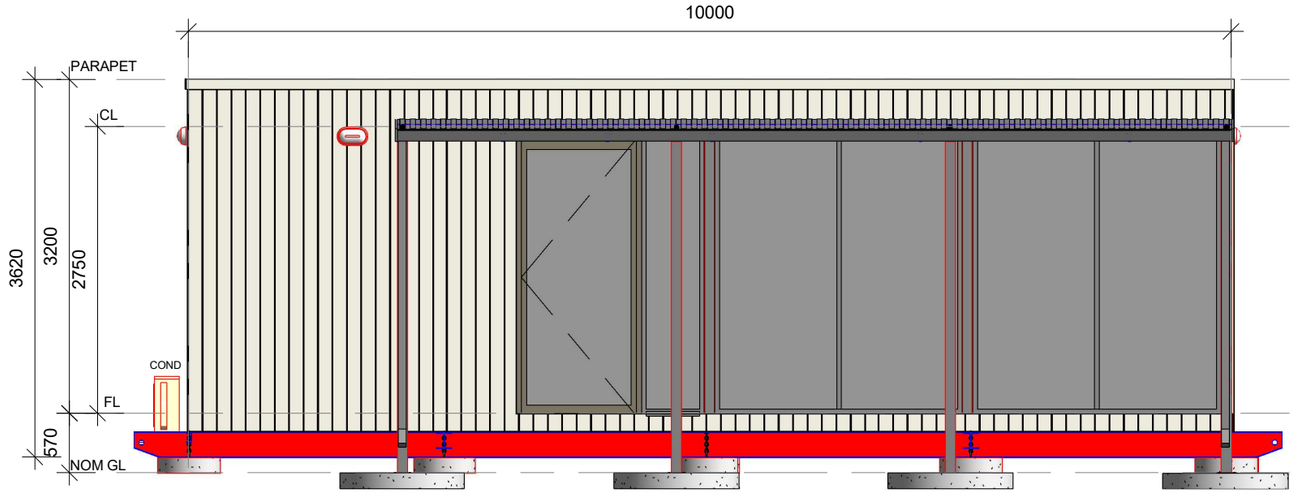
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3 ELEVATION 3

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4 ELEVATION 4

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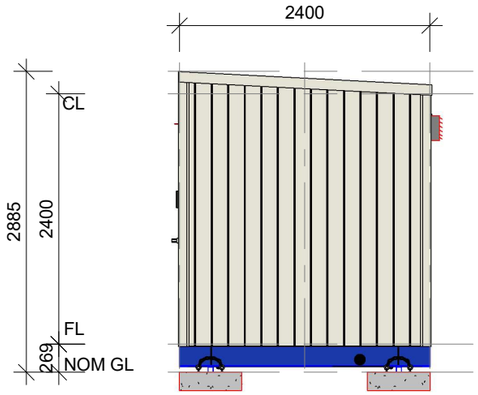
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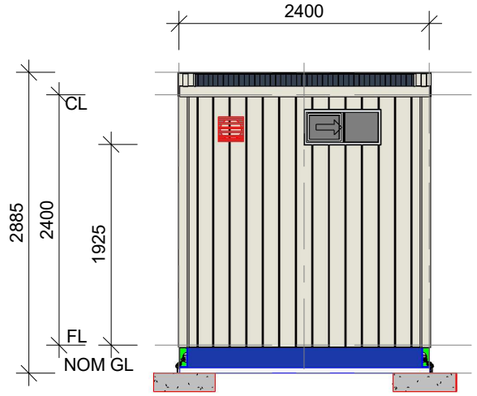
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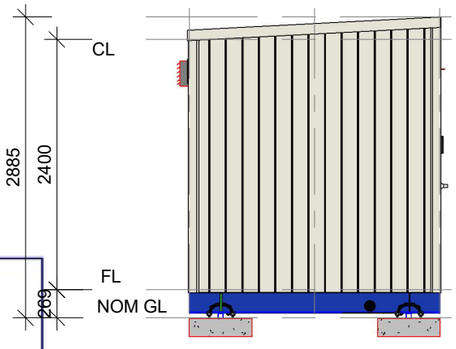
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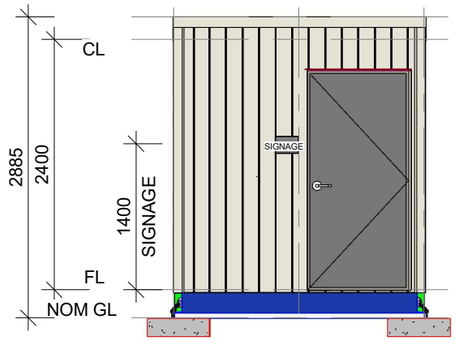
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2 ELEVATION 2
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3 ELEVATION 3
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CHECKED BY: SCR
DATE: 30.08.19
DWG No: 5574-ELV
ITO-5500-G01-131-0002

Job Specifications

TOWN OF VICTORIA PARK
Received: 22/07/2019

The Factory
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P: 08 9445 8511 | F: 08 9445 8411
E: info@the-factory.com.au | W: www.the-factory.com.au
A: 3/40 Bryan Place, Balcatta, Perth , WA 6021



Location plan: 53-55 Canning Hwy, Victoria Park

Job Production Details

WBG Property
53-55 Canning Hwy
Victoria Park
Signage

Signage components:

~~C: Fence banners~~
~~D: Fascia banners~~
~~E: 3 @ 4m flags~~
F: 1 @ 'V' sign

Only 'V' Sign forms part of this development application, as per correspondence with applicant dated 23/09/2019

TOWN OF VICTORIA PARK
DA No. 5.2019.374.1
DEVELOPMENT APPROVAL GRANTED
Subject to Conditions: 1-14
19/11/2019

Date:	17 June 2019	**Job Number:**	14547		
Client Name:	WBG Property	**Completion Date:**	ASAP		
Job Address:	53-55 Canning Hwy, Vic Park	**Scale:**	NTS		
Contact:	Jay Wan	**Page:**	1 of 5	**Version:**	A
Designer:	Specs Jude Harlow	**Photos on Server:**	Yes ☒	No ☐	
Sales Consultant:	Grant Bird	**Filename & Path:**	prod/tfclient/wbg/14547		

- The Factory makes every effort to ensure the accuracy of all concepts submitted, with the closest adherence to the client brief or communication. However, the client accepts responsibility for the final checking and approval.
- Please ensure that all information is correct. ie sizes, colours, spelling, materials etc.
- Be aware colours, sizes and/or materials may vary slightly on the final product due to manufacturing tolerances.
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A. Job Approved. This information has been checked and approved by the client for all requirements and may proceed to the next stage of production.
Signature: _____ Date: _____

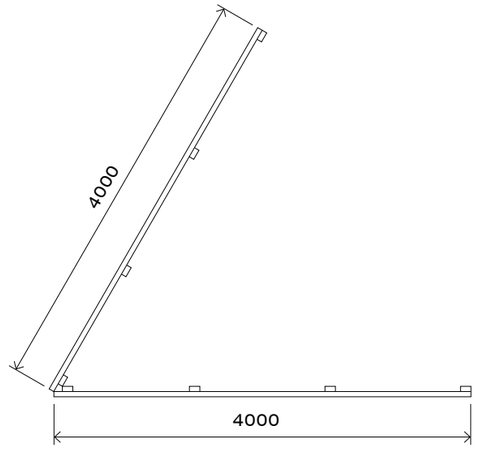
B. Job Approved with Changes. This information has been approved by the client pending the indicated changes and may proceed to the next stage of production. NO further proof required.
Signature: _____ Date: _____

C. Job Changes. The following changes/corrections are required before the job may proceed. An additional proof is required.
Signature: _____ Date: _____

Job Specifications



Installation: “V” sign



2 V SIGN - PLAN
Scale: NTS

TOWN OF VICTORIA PARK
Received: 22/07/2019

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A: 3/40 Bryan Place, Balcatta, Perth , WA 6021

Job Production Details

WBG Property
53-55 Canning Hwy
Victoria Park
Signage
Item F: 1 @ ‘V’ sign

Signage components:

- ❑ 4 @ 4000 x 2000mm(h) “V” sign made using;
  “V” shaped timber frame with 3mm ACP cladding to North & South faces
- ❑ 2 @ 4000 x 2000mm(h) graphics printed digitally onto blockout vinyl applied to both faces of sign

Installation:

- ❑ Install into position on site & embed into ground using concrete

TOWN OF VICTORIA PARK
DA No. 5.2019.374.1
DEVELOPMENT APPROVAL GRANTED
Subject to Conditions: 1-14
19/11/2019



1 V SIGN - SOUTH ELEVATION
Scale: NTS



1 V SIGN - NORTH ELEVATION
Scale: NTS

Date:	17 June 2019	**Job Number:**	14547		
Client Name:	WBG Property	**Completion Date:**	ASAP		
Job Address:	53-55 Canning Hwy, Vic Park	**Scale:**	NTS		
Contact:	Jay Wan	**Page:**	5 of 5	**Version:**	A
Designer:	Specs Jude Harlow	**Photos on Server:**	Yes [X]	No [ ]	
Sales Consultant:	Grant Bird	**Filename & Path:**	prod/tfclient/wbg/14547		

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Signature: _____ Date: _____

C. Job Changes. The following changes/corrections are required before the job may proceed. An additional proof is required.

Signature: _____ Date: _____

From: [redacted]
To: Records
Subject: Development -53-55 Canning Hwy - Temporary Sales Suite
Date: Monday, 26 October 2020 14:36:51

Hello,

Your notice says submission close TUESDAY 29th October.

Not sure if your submissions close TUESDAY 27TH or THURSDAY 29TH

My comment is in regards to parking.
Next to the sales office you have one disabled bay. One blocked off bay with a bollard and effectively one normal bay for which the sales person has to park his show off PORSCHE.
As the parking is right next to the sales office, I am not sure firstly why you are insisting on a disabled bay as this takes out 2 potential parking bays.
When people come around McCallum lane, the PORSCHE is parked in the one spare bay and so the next parking spots are the visitor bays at 67.
Reluctantly they have a sign up in the sales office asking them not to park their but people still do – sometimes being rude to us when we point out our bays are not for public parking.

If you are going to approve this, can you approve with additional parking bays. Even remove the disabled bay which is not really required as they are parking right next to the sales office would allow 2 extra bays.

Could you please also request they clean up the rubbish in the vacant block as well.

Regards

Regards

[redacted]

SITE INSPECTION

Officer: Sturt McDonald
Application No: 5.2020.452.1
File Ref: PR2082

Address/Location: Lot: 32 Pln: 1741, Lot: 33 Pln: 1741, LOT 31 PLAN 1741, 55 Canning Highway VICTORIA PARK, 53 Canning Highway VICTORIA PARK
Subject/Proposal: **TIME FRAME EXTENSION FOR TEMPORARY PROPERTY SALES SUITE**

Date of Inspection: 12/11/2020

Comments:

- Temporary sales suite is of a good quality with reasonable streetscape appeal.
- Landscaping provided and maintained
- Three car bays provided, two for exclusive use by customers and one for exclusive use by staff.
- Staff car bay is unmarked and located behind the office. Sufficient manoeuvring space appears to have been provided to facilitate entry and exit from this rear bay.
- The staff car bay would not be able to exit if the standard (non-universal access) visitor bay was in use. This is considered to be acceptable/appropriate for the given land use and context.

PHOTOS:








Realmark
DISPLAY
NOW OPEN
Width measured: approximately 2.7m
DANGER
KEEP OUT
DISPLAY
NOW OPEN


redacted
DISPLAY
NOW OPEN
DANGER
KEEP OUT
redacted


Realmark
DISPLAY
NOW OPEN



TOWN OF VICTORIA PARK

3 December 2019

Total Project Management (WA) Pty Ltd
1008 Hay Street
PERTH WA 6000

Sturt McDonald
08 9311 8111
Planning Officer
File Ref: PR2082
DA Ref No.: 5.2019.374.1

Dear Sir/Madam

DEVELOPMENT APPLICATION (5.2019.374.1) FOR TEMPORARY UNLISTED USE (PROPERTY SALES SUITE) AND SIGNAGE AT NOS. 53 & 55 (LOTS 31 – 33) CANNING HIGHWAY, VICTORIA PARK

Thank you for your application dated 22/07/2019, for the above proposed development. Please be advised that the application has been APPROVED by the Council subject to the conditions and advice notes in the attached Notice of Determination on Application for Development Approval.

The conditions of this approval are required to be met in the course of carrying out the development for which the approval has been granted. If you wish to clarify any of the conditions, please do so prior to submission of an application for a building permit.

All information necessary for the purpose of addressing the conditions and advice notes of this approval should be provided with, or prior to, the application for a building permit.

Please be aware that this development approval does not remove the need to obtain permits, licenses or forms of approval under other legislation or requirements of Council.

Should you have any queries please contact Sturt McDonald of Council's Urban Planning Business Unit on 08 9311 8111 or by email to smcdonald@vicpark.wa.gov.au.

Yours faithfully

ROBERT CRUICKSHANK
MANAGER DEVELOPMENT SERVICES

Enc

WE'RE OPEN VIC PARK
TEL (08) 9311 8111 **FAX** (08) 9311 8181 **ABN** 77 284 859 739
EMAIL admin@victoriapark.wa.gov.au **VISIT** victoriapark.wa.gov.au
Administration Centre, 99 Shepperton Road, Victoria Park WA 6100
Locked Bag No. 437, Victoria Park WA 6979

DA Ref No: 5.2019.374.1
File No: PR2082

Planning and Development Act 2005

TOWN OF VICTORIA PARK

NOTICE OF DETERMINATION ON APPLICATION FOR DEVELOPMENT APPROVAL

Location: No.55 Canning Highway VICTORIA PARK, 53 Canning Highway VICTORIA PARK	
Lot: 32, 33, 31	**Plan / Diagram:** 1741
Application date: 22/07/2019	**Received on:** 22/07/2019

Description of proposed development:

Temporary Unlisted Use (Property Sales Suite) and Signage

At the Council's Meeting held on 19 November 2019, in accordance with the provisions of the Town of Victoria Park Town Planning Scheme No. 1 and the Metropolitan Region Scheme, the application for development approval was:

☑ **Approved** subject to the following conditions

☐ **~~Refused~~** ~~for the following reason(s)~~

Conditions / ~~Reasons for refusal~~ :

(1) This development approval is valid for a maximum period of 12 months from the date of this approval, after which time the use shall cease operation, unless further development approval is granted. On or prior to the end of this period, the sales suite structure, signage and associated works are to be permanently removed from the Lot.

(2) The development, once commenced, is to be carried out in accordance with the approved plans, unless otherwise authorised by the Town.

(3) Except with the prior written consent from the Town, the development shall only operate between the following hours:
(i) 10am to 12pm Saturday and Sunday;
(ii) 5pm to 7pm on Wednesdays; and
(iii) only by appointment at all other times Monday to Friday.

(4) Complete details of the proposed external colours, finishes and materials to be used in the construction of the building are to be provided to the satisfaction of the Town prior to submission of an application for a building permit.

(5) Prior to lodging an application for a building permit, a landscaping plan for the subject site must be submitted to and approved by the Town (see related advice note).

(6) Prior to the sales suite first commencing operations, landscaping as per the approved details being implemented to the satisfaction of the Town.

(7) A minimum of 3 car parking bays to be provided on site of which 2 bays are to be for the exclusive use of customers/visitors and 1 bay for the exclusive use of staff. These bays shall be constructed and marked prior to the sales suite first commencing operations.

(8) All car bays and access aisles shall be maintained clear of obstructions for use as car parking at all times.

(9) All stormwater must be contained and disposed of on-site at all times, to the satisfaction of the Town. Prior to lodging an application for a building permit, stormwater disposal plans, details and calculations must be submitted for approval by the Town and thereafter implemented, constructed and maintained to the satisfaction of the Town.

(10) Vehicle access to the temporary property sales suite is to be only taken from McCallum Lane and Taylor Street as shown on the approved site plan. No vehicle access is to be taken from Canning Highway.

(11) In the event the land reserved for Primary Regional Road under the Metropolitan Region Scheme is needed for future roadworks, the applicant shall upon receipt of a notice from Main Roads, relocate or remove the signage at their own expense.

(12) For any signs that are illuminated, they must be of a low-level not exceeding 300cd/m2 during the hours of night, and not flash, pulsate or chase during all hours.

(13) Signs shall not contain fluorescent, reflective or retro reflective colours or materials.

(14) Vegetation within the state road reserve shall not be removed or trimmed to improve the visibility of the proposed advertising signs

Date of determination: 19 November 2019

Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of the determination, the approval will lapse and be of no further effect.

Note 2: Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.

Note 3: If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of this determination.

Date: 19 November 2019

Signed: _____

For and on behalf of the Town of Victoria Park

Advice to Applicant:

(1) Main Roads agreement is required to be obtained prior to any future modifications.

(2) A building permit is required to be obtained from the Town prior to commencement of any work in relation to this development approval.

(3) Any required excavation or filling greater than 150mm below or above existing ground levels is to be retained along any boundary by a retaining wall system designed by a practicing Structural Engineer.

(4) Council approval is required for all proposed retaining wall systems greater than 150mm in height or depth.

(5) Further to condition 1.5 relating to the submission and approval of a landscaping plan, due to the non-permanent nature of the development, landscaping that consists of planter boxes and/or large potted plants is considered to be appropriate.

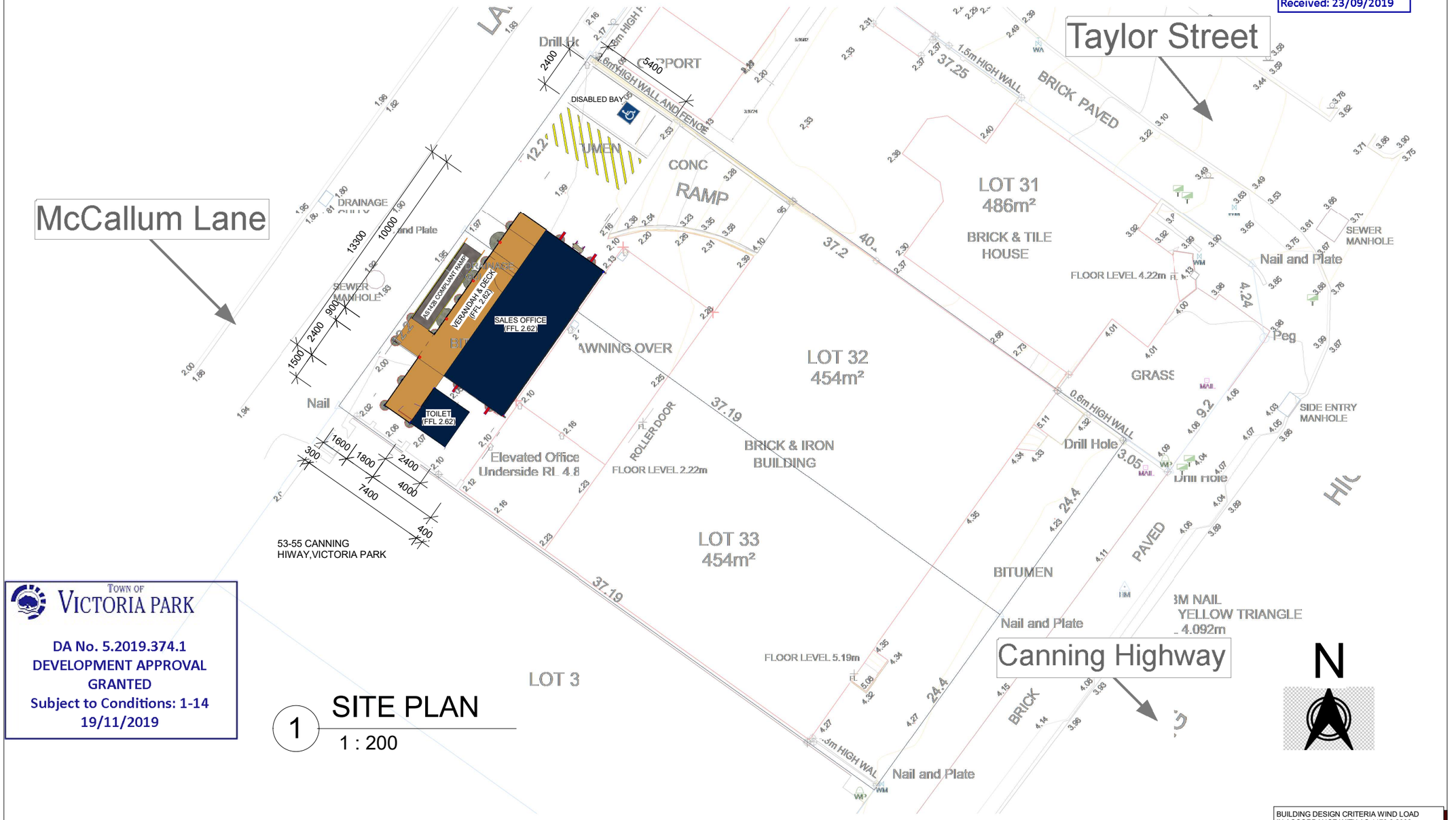
(6) Further to the condition relating to illuminated signage, "Night" has the same definition as that defined in s.3 pursuant to the *Road Traffic (Vehicles) Act 2012*:

"*Night means the period between sunset on one day and sunrise on the next day.*"

(7) Sound levels created are not to exceed the provisions of the *Environmental Protection (Noise) Regulations 1997*.

Should you have any queries regarding the above please contact Planning Officer, Sturt McDonald on 08 9311 8111 or by email to smcdonald@vicpark.wa.gov.au.

TOWN OF VICTORIA PARK
Received: 23/09/2019



TOWN OF VICTORIA PARK

DA No. 5.2019.374.1
DEVELOPMENT APPROVAL GRANTED
Subject to Conditions: 1-14
19/11/2019

1 SITE PLAN
1 : 200

BUILDING DESIGN CRITERIA WIND LOAD
IN ACCORDANCE WITH AS.1170.2:2002
REGION A, TERRAIN CATEGORY 2

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PO BOX 1383, WANGARA WA 6947
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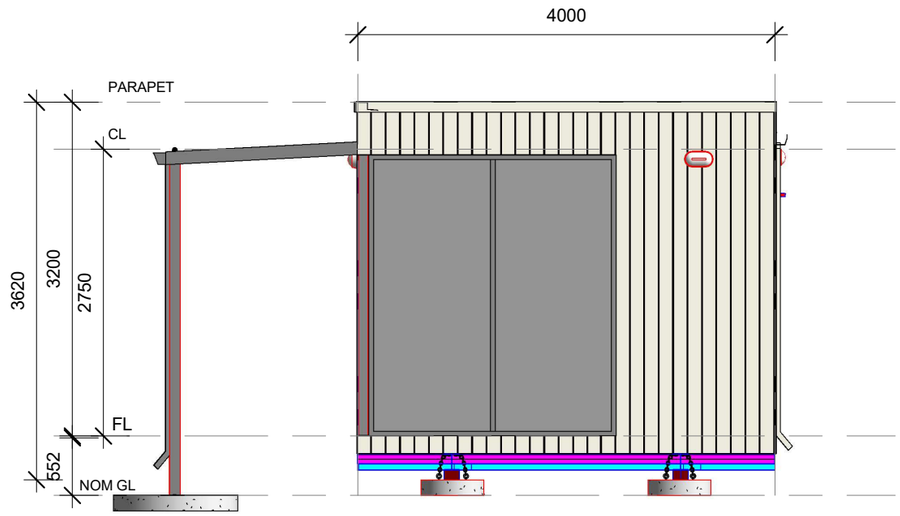
REV	DESCRIPTION	INIT	DATE
1			

CLIENT: KINGSFORT VP PTY LTD
LOCATION: 53-55 CANNING HIWAY,VICTORIA PARK
TITLE: SITE PLAN

NOTE:
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REF TO DIMENSIONS ONLY.

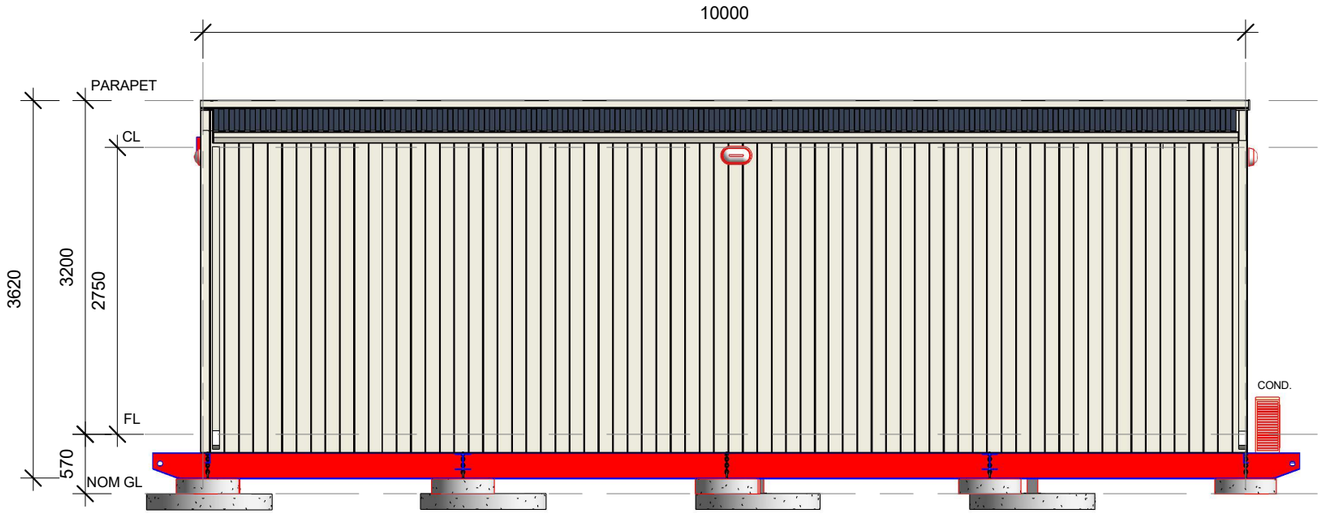
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SHEET: A3
DRAWN BY: HV
DATE: 28.05.19
SCALE: 1:200
CHECKED BY: SCR
DATE: 28.05.19
DWG No: 5574-SIT
ITO-5500-G01-131-0002

TOWN OF VICTORIA PARK
Received: 25/09/2019



1 ELEVATION 1

1 : 50



2 ELEVATION 2

1 : 50

TOWN OF VICTORIA PARK
DA No. 5.2019.374.1
DEVELOPMENT APPROVAL GRANTED
Subject to Conditions: 1-14
19/11/2019

BUILDING DESIGN CRITERIA WIND LOAD
IN ACCORDANCE WITH AS.1170.2:2002
REGION A, TERRAIN CATEGORY 2

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REV	DESCRIPTION	INIT	DATE
1	ISSUED AS WORKING DRAWINGS	HV	30.08.19

CLIENT: KINGSFORT VP PTY LTD

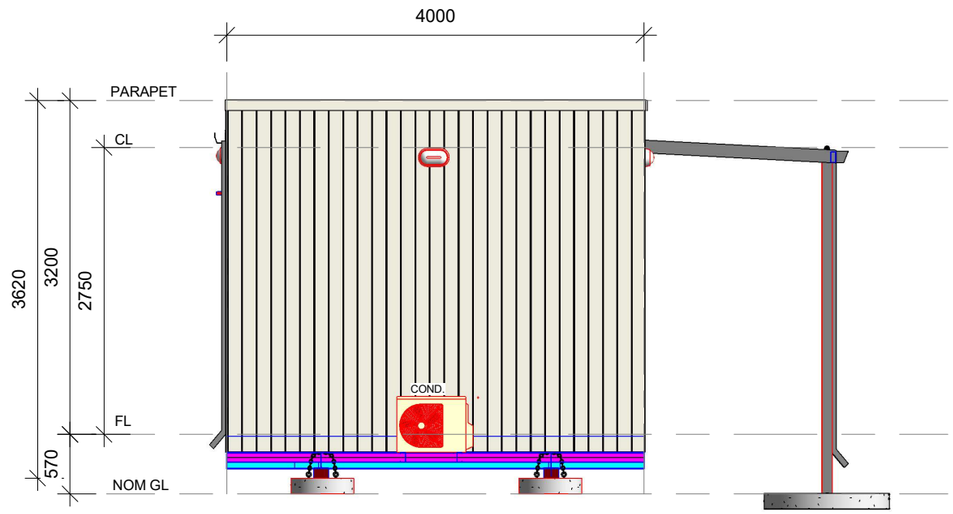
LOCATION: EX WORKS

TITLE: ELEVATIONS (PART A)
10.0 x 4.0 m PREMIUM SALES OFFICE

NOTE:
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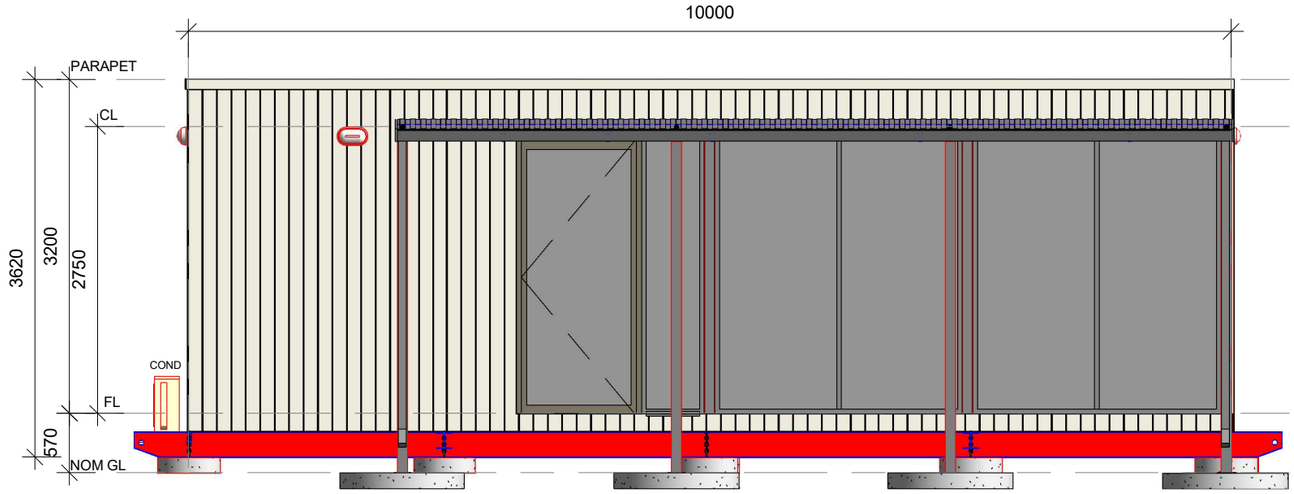
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SHEET: A3
DRAWN BY: HV
DATE: 30.08.19
SCALE: 1:50
CHECKED BY: SCR
DATE: 30.08.19
DWG No: 5574-ELV1
ITO-5500-G01-131-0002

TOWN OF VICTORIA PARK
Received: 25/09/2019



3 ELEVATION 3

1 : 50



4 ELEVATION 4

1 : 50

TOWN OF VICTORIA PARK
DA No. 5.2019.374.1
DEVELOPMENT APPROVAL GRANTED
Subject to Conditions: 1-14
19/11/2019

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CLIENT: KINGSFORT VP PTY LTD

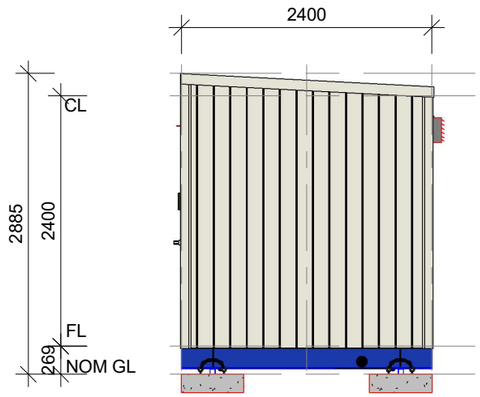
LOCATION: EX WORKS

TITLE: ELEVATIONS (PART B)
10.0 x 4.0 m PREMIUM SALES OFFICE

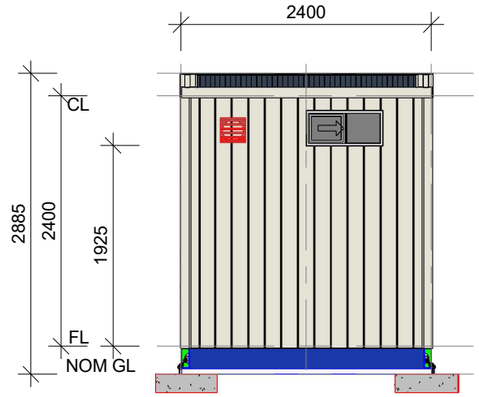
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DATE: 30.08.19
SCALE: 1:50
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DWG No: 5574-ELV2
ITO-5500-G01-131-0002

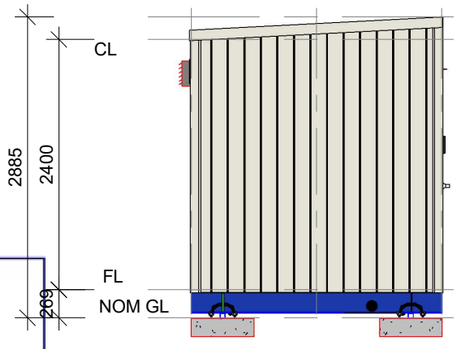
TOWN OF VICTORIA PARK
Received: 25/09/2019



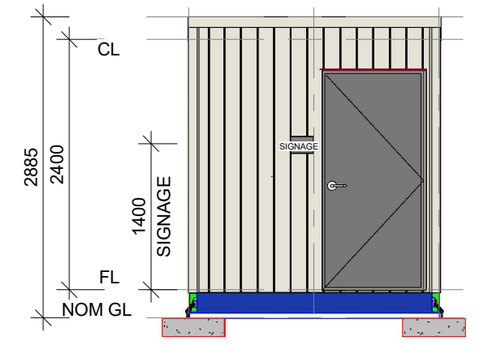
1 ELEVATION 1
1 : 50



2 ELEVATION 2
1 : 50



3 ELEVATION 3
1 : 50



4 ELEVATION 4
1 : 50

TOWN OF VICTORIA PARK
DA No. 5.2019.374.1
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Subject to Conditions: 1-14
19/11/2019

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REV	DESCRIPTION	INIT	DATE
1	ISSUED AS WORKING DRAWINGS	HV	30.08.19

CLIENT: KINGSFORT VP PTY LTD

LOCATION: EX WORKS

TITLE: ELEVATIONS
2.4x 2.4m TOILET, TANK BASED

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JOB No: 5574
SHEET: A3
DRAWN BY: HV
DATE: 30.08.19
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Job Specifications

TOWN OF VICTORIA PARK
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A: 3/40 Bryan Place, Balcatta, Perth , WA 6021



Location plan: 53-55 Canning Hwy, Victoria Park

Job Production Details

WBG Property
53-55 Canning Hwy
Victoria Park
Signage

Signage components:

~~C: Fence banners~~
~~D: Fascia banners~~
~~E: 3 @ 4m flags~~
F: 1 @ 'V' sign

Only 'V' Sign forms part of this development application, as per correspondence with applicant dated 23/09/2019

TOWN OF VICTORIA PARK
DA No. 5.2019.374.1
DEVELOPMENT APPROVAL GRANTED
Subject to Conditions: 1-14
19/11/2019

Date:	17 June 2019	**Job Number:**	14547		
Client Name:	WBG Property	**Completion Date:**	ASAP		
Job Address:	53-55 Canning Hwy, Vic Park	**Scale:**	NTS		
Contact:	Jay Wan	**Page:**	1 of 5	**Version:**	A
Designer:	Specs Jude Harlow	**Photos on Server:**	Yes ☒	No ☐	
Sales Consultant:	Grant Bird	**Filename & Path:**	prod/tfclient/wbg/14547		

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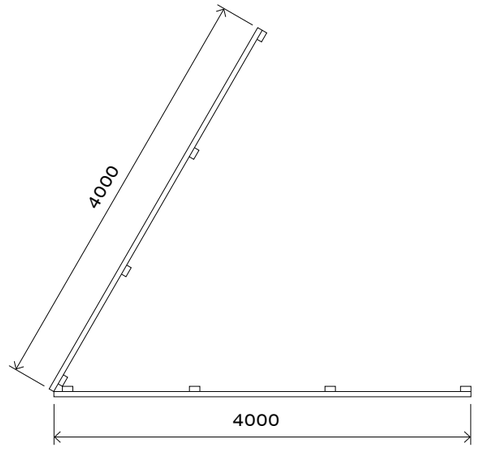
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Signature: _____ Date: _____

C. Job Changes. The following changes/corrections are required before the job may proceed. An additional proof is required.
Signature: _____ Date: _____

Job Specifications



Installation: “V” sign



2 V SIGN - PLAN
Scale: NTS

TOWN OF VICTORIA PARK
Received: 22/07/2019

The Factory
designs · signs · displays
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E: info@the-factory.com.au | W: www.the-factory.com.au
A: 3/40 Bryan Place, Balcatta, Perth , WA 6021

Job Production Details

WBG Property
53-55 Canning Hwy
Victoria Park
Signage
Item F: 1 @ ‘V’ sign

Signage components:

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Installation:

- ❑ Install into position on site & embed into ground using concrete

TOWN OF VICTORIA PARK
DA No. 5.2019.374.1
DEVELOPMENT APPROVAL GRANTED
Subject to Conditions: 1-14
19/11/2019



1 V SIGN - SOUTH ELEVATION
Scale: NTS



1 V SIGN - NORTH ELEVATION
Scale: NTS

Date:	17 June 2019	**Job Number:**	14547		
Client Name:	WBG Property	**Completion Date:**	ASAP		
Job Address:	53-55 Canning Hwy, Vic Park	**Scale:**	NTS		
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TOWN OF VICTORIA PARK

Arts and Culture Plan

2020

Table of Contents

Part A: The need to Plan for arts and culture in Victoria Park 1

Mayor's Message 1
The Arts and Culture Plan 2
Strategic Context 3
Project methodology 3

Part B: Local knowledge – community and stakeholder engagement 5
Methodology 6
Key engagement findings 7

Part C: A guiding framework for arts and culture in Victoria Park 9
Vision 10
Plan Framework 10
Strategic Focus areas 12
Strategic Actions 14
Image References 24

Appendix 1: Cultural Baseline Audit 27

Appendix 2: Engagement Outcomes Report 29

The Town of Victoria Park acknowledge the traditional custodians of this land, the Whadjuk Noongars from the Noongar nation and pays respect to past, present and emerging leaders, their cultural heritage, beliefs and relationship with this land which still continues today.

Prepared by:

element.
the art and science of place



Part A: The need to Plan for arts and culture in Victoria Park



Mayor's Message



The arts are a part of our culture, and our culture is reflected in the arts. Both arts and culture play a significant role in the life of every local community.

It might be considered somewhat illogical to plan for the future of the arts and culture within our Town because, by their very nature, they evolve organically and with complete originality. Inspiration can be created and nurtured if we generate the opportunities.

In 2017 Council adopted its Strategic Community Plan 2017 – 2032, which includes a strategic outcome to be a place where everyone has an awareness and appreciation of the arts, culture, education and heritage. This makes us custodians with a responsibility for nurturing and developing arts and culture within the Town of Victoria Park.

The Arts and Culture Plan will help guide Council in faithfully discharging our responsibility. More than that, the Plan is about empowering everyone to become engaged in their own journey with arts and culture, and igniting a passion in our community to work collaboratively for the future benefit of our Town.

The Plan is designed around creating pathways for building relationships and partnerships, developing and harnessing the talents of local creative and cultural practitioners, breaking down barriers of discrimination, and increasing accessibility and inclusivity. It is an important way to recognise and embrace the unique contribution of First Nations peoples to the arts and culture of our Town.

With this Plan, we move ever closer to our vision to be a dynamic place for everyone.

Defining arts and culture

For the purposes of this Plan, arts refers to a broad range of human creative skills including music, dance, film, writing and performance, as well as a diversity of visual arts such as painting, sculpture and murals, and the making of objects.

Culture refers to the community's collective values, ethics, creativity, and the interaction and connection we have to each other and to place. Culture allows us to have a sense of who we are in the world, how we interpret our world and also influence our future.

Whilst sport is an undeniable and intrinsic part of Australian culture, the Town of Victoria Park's Arts and Culture Plan does not include sporting and recreational activities within its definition of culture.

The Arts and Culture Plan

The Town is home to locally renowned events, programming, and street art, alongside the nationally significant John Curtin Gallery, Vic Park Centre for the Arts and a range of highly active community cultural groups.

For the community, arts and culture has become an important aspect for an inclusive and positive community life. An identity that is associated with being intergenerational, inclusive, grassroots, welcoming, multicultural and evolving.

In acknowledging the importance of arts and culture to the Town's community life, the Town identified an Arts and Culture Plan as a key deliverable in the Strategic Community Plan 2017 – 2032 (SCP). The development and implementation of a Plan ensures community is empowered with a sense of pride, safety and belonging; and the Town remains a place where arts, culture and heritage is valued and accessible to all.

This Plan is the first of its kind developed by the Town. Its development is underpinned by the understanding that arts and culture play an important role in welcoming new residents, encouraging visitation and creating a vibrant place to live and work. By developing this Plan through a process of extensive community engagement, the Town is embracing the unique opportunity to shape a thriving, creative place for residents, businesses and visitors with the community's needs and preferences in mind.

The Plan provides an action-based guide to achieving the Town's arts and culture vision, setting the agenda for programming and infrastructure investment.





Strategic Context

The development of the Arts and Culture Plan has been informed by the Town's SCP 2017–2032, with particular consideration given to supporting Strategic Social Outcome 4: *A place where all people have an awareness and appreciation of arts, culture, education and heritage.*

Additional consideration has been given to reinforcing the following Strategic Outcomes through arts and culture:

- Social 3 | An empowered community with a sense of pride, safety and belonging.
- Economic 1 | A desirable place for commerce and tourism that support equity, diverse local employment and entrepreneurship.
- Environment 5 | Appropriate and sustainable facilities for everyone that are well built, well maintained and well managed.

A range of other policies, plans and documents have influenced the development of the Plan, including the Draft Social Infrastructure Plan, Economic Development Strategy, Reflect Reconciliation Action Plan 2018 – 2020, Public Art Strategy and Disability Access and Inclusion Plan.

Project methodology

The development of the Plan prioritised engagement with the Town's diverse community and key stakeholders, as the ultimate audience, participants and creators of arts and culture.

July-Aug 2019
Desktop research and needs assessment: Cultural Baseline Audit (Appendix 1)

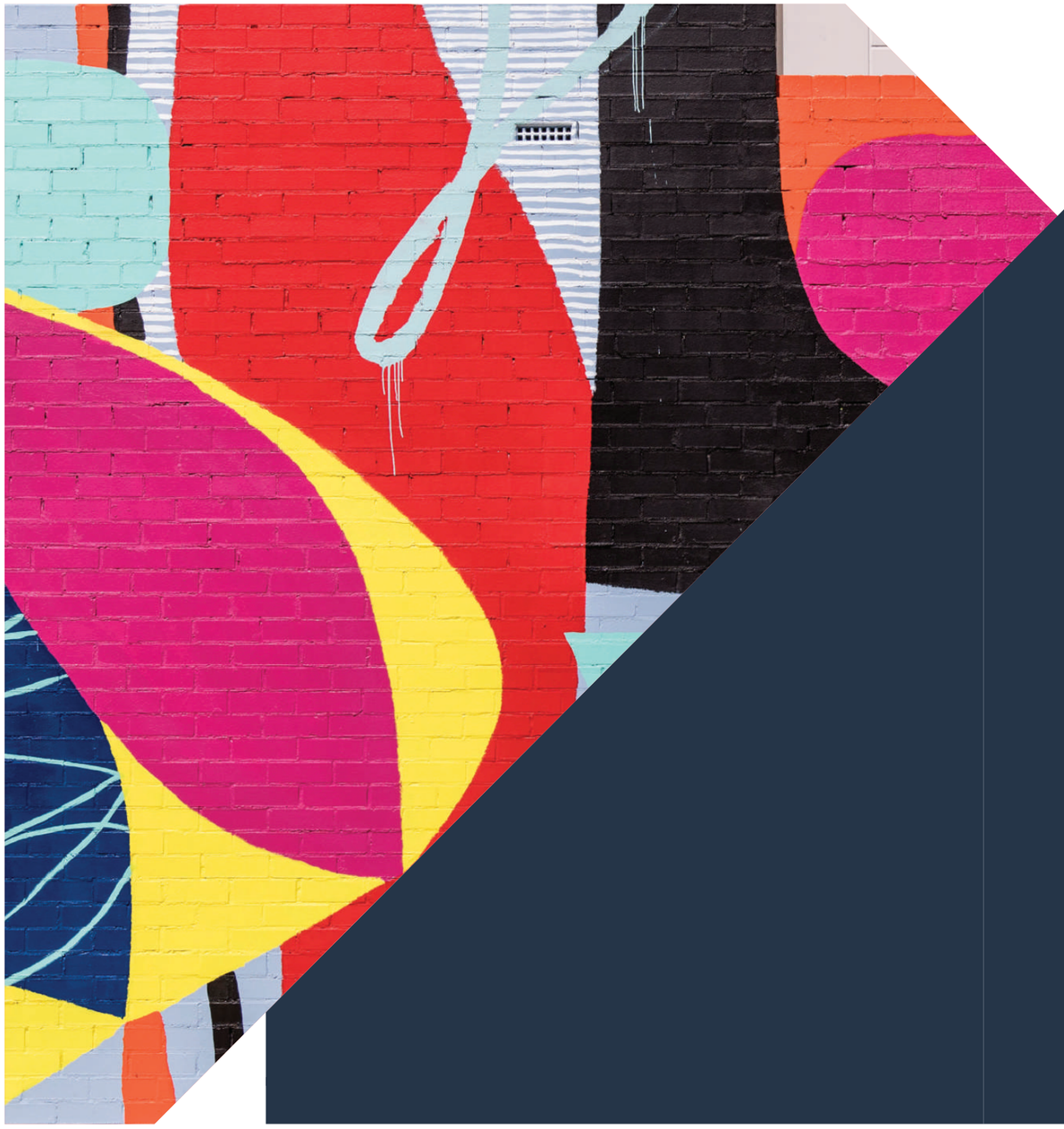
Nov-Dec 2019
Engagement and community dialogue: Engagement Outcomes Report (Appendix 2)

Feb 2020
Draft vision themes and strategic priorities presented to Council at Concept Forum

April-March 2020
Develop draft Arts and Culture Plan

Aug-Sep 2020
Public comment

December 2020
Finalise Arts and Culture Plan



Part B: Local knowledge – community and stakeholder engagement

Methodology

Informing the Arts and Culture Plan is extensive input from a broad and representative cross section of the community, sector-specific organisations and interest groups. This engagement has ensured that the Plan is reflective of the community's needs and desires, and responds to sector trends and opportunities. The engagement focussed on gathering feedback on the Town's existing services and infrastructure, and the future requirements to continue servicing the arts and cultural community. The objectives of the engagement were to:

- strategically position and build interest and energy around the Plan's development
- shape a conversation regarding the role of arts and culture in creating desirable places, amenities, facilities and programs
- gather meaningful, quality feedback to inform the development of a bespoke Arts and Culture Plan

Community and stakeholder engagement focussed on four topics:

- the importance of arts and culture to Town of Victoria Park
- participation in arts and culture
- public art as a key pillar in the Town's arts and culture offering
- new ideas and focus areas for arts and culture

Consistent messages and findings from these areas have informed the development of the vision for arts and culture in the Town of Victoria Park and the framework, focus areas and actions to achieve this.

Who we engaged

The majority of the 138 engaged were aged between 26–44 years old, with the most engaged group being residents of the Town of Victoria Park.

Specific engagement with the Town's Aboriginal Engagement and Advisory Group was undertaken, however reach within the Aboriginal and Torres Strait Islander community was relatively low. An opportunity for further engagement with this community is recommended as an action within the Plan to ensure these voices are heard and represented in the arts and cultural outcomes delivered by the Town.

Interest in the survey and in-person engagement was championed by community members who considered themselves cultural practitioners, both hobbyists and professionals, resulting in valuable insights into the needs of the local cultural community.



59% Between the ages of 26 – 44



61% Residents in the Town of Victoria Park



67% Arts and cultural hobbyist or professional

Key activities

Community Survey
(100ppl)

Focus Group
(20ppl)
Aboriginal Engagement and Advisory Group
Vic Park Centre for the Arts

Workshops
(28ppl)
Community Think Tank
Business and Creatives Think Tank

Key engagement findings

The importance of arts and culture

Stakeholders and community responded that they strongly believed that arts and culture is an important aspect in community life, placing a high value on the role it plays in inclusivity, identity and community cohesiveness.

76% arts and culture makes me feel good about life

68% arts and culture is an important aspect of community life

Top 3 reasons for participating in arts and culture:

1 To experience something unique, surprising or out of the box

2 To enjoy and experience with family and friends

3 Because I appreciate how arts culture contributes to community life

Barriers to participation included:

Over **50%** responded that they were too busy to attend or that activities are held at inconvenient times

25% were not sure where to find information about what's on offer

Participation in arts and culture

The majority of community members engaged indicated they were most likely to attend arts and cultural activities outside of the Town of Victoria Park, highlighting the opportunity to do more to engage residents within the bounds of the Town.

Over half of respondents surveyed heard about arts and cultural activities through word of mouth, followed closely by social media.

In order to attend more local arts and culture experiences within the Town, respondents indicated they would like:

- ***free or low cost*** activities to attend
- ***better quality*** local product and experiences
- ***better local facilities***

Public art in the Town

Less than half of respondents were aware that the Town had an extensive public art collection of over 40 artworks, indicating an opportunity to deliver works of high impact and additional promotion for the collection.

Top three locations for new public art:
Streetscapes, local parks and Albany Highway main street.

82% public art should beautify the public realm

72% public art should reflect our cultural identity

63% public art should be challenging or thought provoking

Future infrastructure needs:

1 Outdoor performing arts spaces / stage

2 Maker spaces, public art studios

3 Performing arts theatre

Future programming needs:

1 Festivals and community events

2 Art in public places and public art

3 Live music events

The future of arts and culture in the Town

New ideas proposed during engagement included open studios events, Town-subsidised creative studio spaces (including for performing arts), utilisation of empty shops, mentoring and up-skilling sessions. Additional comments consistent across engagement related to the promotion and marketing of events to ensure an extensive reach within the community.



Part C: A guiding framework for arts and culture in Victoria Park

Plan Framework

A concise framework has been developed with a focus on practical and actionable items, to guide the Town's delivery of this Plan.

Vision: An aspirational statement for the Town's arts and culture offer, to guide programming and resourcing at a high level. The Vision has been defined through community engagement and liaison with the Town and elected members.

Strategic Focus Areas: The five specific areas of focus to move the Town towards achieving the Vision.

Actions: The practical initiatives to be scheduled, resourced and budgeted for to ultimately deliver on the Town's vision.

Vision

The Town of Victoria Park is home to an evolving creative sector, which is locally significant yet widely celebrated. The Town offers abundant prospects to create and participate in cultural activities.

The Town celebrates its ancient connections and contemporary identity through a distinctive and well-regarded cultural program.



Strategic Focus areas

1. Create an inclusive and connected community of cultural practitioners within the Town.

To facilitate new collaborations and partnerships, programming and networking opportunities, the Town will respond to the existing cultural community's desire to connect with other creatives, community groups and stakeholders.

Opportunities include developing functional and accessible databases, online communication platforms and expanding the scope of the Public Art Advisory Group to become an empowered arts and culture working group.

2. Develop and grow local talent: attract, retain and support the creative community.

The Town is home to a rich variety of creative practitioners, from visual artists to performers. Retaining and growing the local creative community will involve provision of affordable studio, exhibition and showcase spaces, professional development opportunities and rolling creative grants.

3. Diversify the cultural offering, ensuring representation of the Town's unique community.

The Town can draw from and appeal to its diverse community through cultural experiences that reflect the unique and authentic culture of place; encouraging participation and observation. Intergenerational and cross-cultural sharing will contribute to greater social cohesion throughout the community.

Varying the annual cultural program to include youth, family and 18+ events, at a variety of times and days, will maximise audience involvement.





4. Grow an engaged audience base consisting of residents and visitors from Perth's wider metro area and nationally.

The Town is regularly acknowledged as being home to a diverse cultural sector. Further promotion of the cultural program and new innovative initiatives will continue to build this audience and further solidify the Town's identity as a place of creativity and culture.

Integrating cultural activities within existing programming and in unexpected places throughout the Town will attract audiences new to arts and cultural activities.

5. Facilitate a sense of belonging and pride in place, showcasing the Town's unique assets and telling local stories through a precinct based approach.

Articulating the Town's Aboriginal significance, multicultural heritage and natural assets is an important aspect in shaping an authentic sense of place. Audiences are invited to be part of a bigger story, through meaningful cultural initiatives such as dual naming of sites, heritage trails and major public artworks.

The Town's cultural program is a vehicle for social inclusion and liveability, creating equitable and dynamic places to live, work and play.

Strategic Actions

1. Create an inclusive and connected community of cultural practitioners within the Town.

Measures of success

The Town of Victoria Park is widely known as a place for creating and contributing to arts and culture. The community of cultural practitioners and community groups are welcoming and inclusive, presenting considerable programming through collaborations.

Performance indicators:

- Increase in community satisfaction with programming
- Increase in community-led cultural programming

Strategic Action		Program	Lead + Partners
1.1 Formalise a database and communication platform to facilitate connections between cultural practitioners and community groups	Building on the networking program, a publicly accessible online platform or database of Town-based practitioners, community groups, service providers and fabricators will facilitate greater collaboration and support local businesses. The networking program (1.3) can be utilised to initiate the database, with ongoing opportunities to submit new entries via the Town's website. The database would be of benefit to local businesses looking to commission artworks, artists requiring fabricators, and community groups looking for workshop facilitators, as an example.	2021/2022	Lead: Arts & Culture Officer Partner: Community Development
1.2 Revisit scope and membership of Public Art Advisory Group and reform as a Cultural Advisory Group	The current Public Art Advisory Group provides as-needed advice on new public art commissions within the Town. This group holds a wealth of knowledge, which could be utilised to further inform cultural and arts programming decisions. Expanding this group, via an open expression of interest to the community, will diversify the group and leverage the skills and knowledge of the Town's diverse and highly skilled creative community. The remit and scope of the group should include providing feedback and advice on cultural programming, events, infrastructure, public art and new ideas. To allow for regular and efficient meetings, meeting online should be considered moving forward.	2021/2022	Lead: Arts & Culture Officer Partners: Manager Community
1.3 Coordinate a networking program for cultural and creative practitioners and community groups operating or living in the Town	Through stakeholder and community engagement the breadth and diversity of the Town's creative community is apparent. Many of these community members expressed a desire for opportunities to collaborate and leverage their audiences and visibility through collaborative marketing and programming. Regular creative community catch ups and networking events, requiring minimal intervention or investment by the Town, would facilitate this collaboration.	2022/2023	Lead: Arts & Culture Officer Partners: Community Development
1.4 Establish partnership with Curtin University, and other local cultural groups, to identify programming and sponsorship opportunities	Commence the development of a mutually beneficial partnership with the existing community of creatives based at Curtin University, both students and professionals. These may include exhibitions by Curtin students in the Town's activity centres, professional development opportunities for local creatives run by the university, or co-programming and sponsorship. Partnership development with the University and other groups, will involve determining mutual goals and objectives in the short term, with programming opportunities and outcomes of the partnership a longer term priority.	2022/2023	Lead: Community Development Partners: Place Planning

2. Develop and grow local talent: attract, retain and support the creative community

Measures of success

The Town is home to a growing creative community who are empowered to create and showcase works. Town of Victoria Park creatives are sought after as highly professional and skilled practitioners, their work is exhibited and showcased across the state and nation.

Performance indicators:

- Increase in community satisfaction with Arts Centre and programming
- Network of cultural practitioners continues to grow
- Increase in numbers of people working in creative industries in Victoria Park
- Locally-based cultural practitioners are represented in programming outside of the Town

Strategic Action		Program	Lead + Partners
2.1 Investigate alternative methods to provide affordable spaces to create culture	New spaces for creating culture, utilising vacant retail and commercial space, or through subsidised studio space, will require input from across the organisation to determine the most appropriate vehicle for delivering this action (policy, grants etc). In the short term, investigation into the appetite for short term rentals for cultural practitioners is recommended. In the medium term, investigation of the potential for integrating further studio space into the Vic Park Centre for the Arts should be undertaken.	2021/2022	Lead: Arts & Culture Officer Partners: Place Planning, Property Management
2.2 Revisit grant categories and processes to facilitate opportunities for local cultural practitioners	The Town's grants program has the potential to empower the community to drive cultural programming. The accessibility and visibility of these grants requires improvement. This may be through simplifying process, info sheets, marketing for the grants, and dedicated emails regarding grants to cultural practitioners and community groups. Diverse categories for grants, or open categories will ensure even the most diverse community groups are catered for.	2021/2022	Lead: Sponsorships & Grants Officer Partners: Arts & Culture Officer
2.3 Investigation of the Vic Park Centre for the Arts future service delivery and business case for expansion or relocation	The Vic Park Centre for the Arts has the potential to be the jewel in the crown for the Town's cultural offering, however further marketing and audience development is required. Feedback from both community and stakeholders pointed to the need for additional assessment of the Centre's offering and positioning within the Town. The Centre has been integrated into the early development of the Macmillan Precinct Masterplan concept Plan within the existing location. However; further detailed analysis of the Centre's future needs are required during the masterplan stage and will be assessed against options for alternative locations. The Town of Victoria Park would play a support role for any business case development or review, given the VPAC is an independent organisation.	2020/2021	Lead: Project Management Office Partners: Arts & Culture Officer, Place Planning, Property Development & Leasing
2.4 Provide opportunities for locals to showcase creative pursuits	Additional platforms to showcase artworks and creative pursuits in the form of an arts and craft market with performing arts aspect (or online alternative) or local arts and culture awards. Prototyped as an extension of existing markets or street festival, the arts and crafts market may be run as a part of the Town's Arts Season in the longer term. The market provides sales opportunities for creators, and the potential for new local audiences to access cultural products. Awards will need to differentiate from similar programs at nearby South Perth and Melville through theming or artforms, for example focussing on photography or sculpture as point of difference.	2022/2023	Lead: Arts & Culture Officer Partners: Events Officers
2.5 Professional development workshops to upskill cultural practitioners, including for underrepresented groups	Further professional development programming, including online workshops, mentoring and info sessions, leveraging the highly skilled cultural practitioners operating in and around the Town of Victoria Park, would ensure this community continue to grow and develop. This programming will empower creatives to become involved in State based or national programming – putting the Town on the map for cultural product development. Accessing and providing services to hard to reach and under represented groups should be central to this programming. Specific workshops, low cost or free sessions, and opportunities for emerging / entry level creatives will be critical to ensure entry into the Town's cultural community is inclusive and accessible.	2023/2024	Lead: Events Officers Partners: Arts & Culture Officer, Library Officers, Digital Hub Coordinator

3. Diversify the cultural offering, ensuring representation of the Town's unique community.

Measures of success

Cultural programming in the Town offers something for everyone, a range of entry points in regard to event pricing, and ways to engage with arts and culture at all times of the year. Multicultural and diverse programming is representative of the community.

Performance indicators:

- Increase in community satisfaction with programming
- A highly culturally diverse program
- Audiences consist of both locals and visitors to the Town

Strategic Action		Program	Lead + Partners
3.1 Grants for diverse inclusive activities	Facilitating further inclusive activities may be possible through the Town's existing community grants program. Investigation into uptake of this grant, and further promotion or simplification of the application process may be undertaken to ensure greater uptake.	2021/2022	Lead: Grants Officer Partners: Arts & Culture Officer
3.2 Instigate a scalable winter arts program	Currently, the Town's arts season aligns with the warmer months, as with many local government cultural programs. Taking advantage of the cooler months to program cultural activities – with a focus on indoor events – would diversify the Town's calendar and will attract new audiences. A scalable winter arts program, consisting of small scale performances in partnership with local businesses and pop-up style exhibition spaces, would showcase the Town's performing arts community and facilitate visitation to local businesses. A scalable approach is recommended, starting small to test concepts.	2021/2022	Lead: Arts & Culture Officer Partners: Events Officers
3.3 Ensure a balance of family friendly events and adult-focussed events	Community and stakeholder engagement called attention to the need for both family friendly events with offerings for all ages (e.g. Twilight Trio concerts), as well as events tailored specifically for certain audiences, with a focus on 18+ events. An 18+ events stream could include late night events and performances, licensed areas at existing events, exhibition openings and the like. Investigating 18+ programming as a part of the Town's winter arts programming stream would allow for testing of the concept and audience. Continuing programming for families and children will be critical in ensuring options for all demographics.	2022/2023	Lead: Events Officers Partners: Arts & Culture Officer
3.4 Investigate locations for outdoor performance spaces	Outdoor performance spaces were highlighted by both online engagement and in stakeholder meetings as a priority for the Town. Spaces that were able to be booked for events, used for rehearsals, and for pop-up / ad-hoc performances were identified. In the short term, opportunities should be investigated for low cost infrastructure items – such as raised platforms in existing parks – or long term projects in the form of amphitheatre seating retrofitted or designed for new public spaces. Co-location of performance infrastructure with existing social infrastructure or upgrade projects should be prioritised.	2023/2024–2025	Lead: Events Officers Partners: Arts & Culture Officer, Place Leaders

4. Grow an engaged audience base consisting of Town of Victoria Park residents and workers, and visitors from Perth's wider metro area.

Measures of success

Outsiders travel to experience the Town's cultural offering. Residents and workers value arts and culture highly as part of everyday community life, recognising it as an integral part of bringing the community together.

Performance indicators:

- Increase in community satisfaction with programming
- Increase in value put on arts and culture as part of community life
- Audiences consist of both locals and visitors to the Town

Strategic Action		Program	Lead + Partners
4.1 Arts and cultural offering are integrated into existing programmings	Stakeholder engagement highlighted the opportunity to grow arts and cultural audiences by integrating arts components into existing events and programming, including those that are not related to arts and culture. This could include market stalls for arts and crafts practitioners and pop-up performances at farmers' markets or local sporting events. Hard to reach audiences and community groups may be accessed in this way, and encouraged to seek further cultural experiences.	2021/2022	Lead: Arts & Culture Officer Partners: All staff
4.2 Additional Town-wide communications including online portal and newsletter dedicated to arts and culture with profiles of local creatives	A cohesive approach to arts and cultural promotions and marketing is required to attract audiences from across Perth, as well as from within the Town. This includes a dedicated arts and cultural newsletter to all households and businesses within the Town. Also highlighted during engagement was the need for an online portal or web platform highlighting what's on in the Town, detailing both Town-run events and other cultural programming. As the Town's arts and cultural audience develops, there will be an opportunity for a dedicated social media channel to showcase local artists, projects and behind the scenes progress. This involves regular posting and monitoring, and will work best when the Town has a dedicated audience and robust database from whom to draw content.	2021/2022	Lead: Arts & Culture Officer Partners: Communications Advisors
4.3 Define partnership with Fringe, PIAF, Curtin	In close proximity to the CBD, the Town is well positioned to become a known destination for satellite festival programming, as an alternative to busy CBD-based venues. Partnership development with event providers such as Fringe World and Perth Festival should be investigated, starting with small pop-up event spaces, and building towards a greater offering.	2022/2023	Lead: Events Officers Partners: Arts & Culture Officer

5. Facilitate a sense of belonging and pride in place, showcasing the Town's unique assets and telling local stories through a precinct-based approach.

Measures of success

The Town of Victoria Park's cultural identity is well recognised by locals and visitors, with its heritage and local stories forming a significant part of this. The public art collection is upheld as a best practice example of collection management.

Performance indicators:

- Community perceptions of the public art collection is positive
- Public art and trails are well visited

Strategic Action		Program	Lead + Partners
5.1 Expand the scope of Aboriginal Advisory Group	Engage the Aboriginal Advisory Group to identify and develop opportunities for recognition of sites of significance throughout the Town. These may include dual naming and trail opportunities (as detailed in the Town's Reflect Reconciliation Action Plan) or a location for a significant public artwork.	2021/2022	Lead: Aboriginal Engagement Officer Partner: Coordinator Community Development
5.2 Recognise Victoria Park's Aboriginal significance through a major artwork or artwork trail	This may be located in Burswood along the river, in a town centre or park. Engage with the Aboriginal Advisory Group to guide the briefing and selection of an experienced Aboriginal artist or artist team to deliver this iconic work.	2022/2023	Lead: Aboriginal Engagement Officer Partner: Arts & Culture Officer, Coordinator Community Development
5.3 Implement a series of story trails relating to both heritage and contemporary narratives and themes, brought to life through art and interpretation	Telling the stories of little known characters or stories through trails is an excellent method of encouraging exploration and helping visitors get to know the history of a place. Stories may relate to both contemporary and heritage themes. Crowd-sourcing ideas, particularly targeting older demographics, would allow the community to become involved and invested in the project and may uncover previously unknown stories and facts. Translating these narratives into interpretive artworks and associated didactics provides commission opportunities for local creatives. Additional collateral such as map and oral guides (both physical and online) would increase access to these stories.	2022/2023	Lead: Arts & Culture Officer Partners: Local History Officer, Community Development Officers, Event Officers
5.4 Story circle infrastructure	A gathering place for sharing stories and coming together as a community, a story circle can be in the form of a simple piece of infrastructure designed to facilitate cross-cultural engagement. Often a circular seating element, around a central sculptural form or item of cultural significance, a story circle acts as a location for peaceful contemplation and reflection for all visitors. Similar to the outdoor performance spaces, programming such as story telling by Aboriginal elders or small musical performances is appropriate, the story circle provides a more intimate setting.	2024–2025	Lead: Aboriginal Engagement Officer Partner: Arts & Culture Officer
5.5 Deliver public art across the Town in line with a precinct-based approach	Community and stakeholder engagement highlighted a number of directions for public art within the Town. Whilst there was a mixed response to mural artworks, the community acknowledged the potential for public art to significantly enhance public space. There is an opportunity to build upon the momentum of community feedback through a formal Public Art Masterplan, highlighting opportunities across the Town's diverse precincts. Ongoing delivery of public artworks should be in line with the Town's Precinct Plans and in reference to the Town's Public Art Strategy 2018–2023.	Ongoing	Lead: Arts & Culture Officer Partner: Place Leaders
5.6 Continue to manage the Town's public art collection in line with best practice	The Town currently manages a collection of valued public art, including sculptures, murals and moveable art. Engagement has demonstrated the value the community places on this collection in contributing to sense of place and vibrancy. Ongoing management of the collection, including new commissions, should adhere to best practice as per guidelines provided by industry leaders National Association for the Visual Arts (NAVA).	Ongoing	Lead: Arts & Culture Officer Partner: Place Leaders

Image References

Image 1 – (Table of Contents) Bruno Booth paints a mural at the Victoria Park Community Centre

Image 2 – (Part A) Jae Criddle mural, Carlisle

Image 3 – (page 2) Roni Forrest, Sand Art at McCallum Park, work in progress

Image 4 – (page 3) Greg Molloy, Victoria Park Gothic

Image 5 – (Page 4) Bec Abdy mural at Social Manna

Image 6 – (page 8) Adam Hall and the Velvet Playboys Livelighter Twilight Trio 2020

Image 7 – (page 11) Bec Abdy, work in progress

Image 8 – (page 12) Ish Marrington "Yellow Fever" mixed media

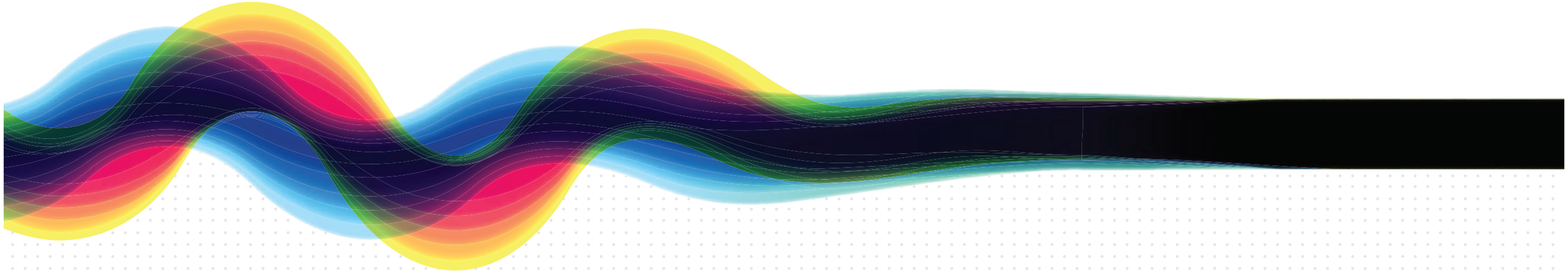
Image 9 – (page 13) Roni Forrest, Sand Art at McCallum Park



Appendix 1: Cultural Baseline Audit

Town of Victoria Park
Arts and Culture Baseline Audit

August 2019 | 19-091



element.
the art and science of place

Arts and Culture Overview

EVENTS AND ACTIVITIES

CIVIC + COMMUNITY EVENTS
OUTDOOR MOVIES • MUSIC
STREET FESTIVALS
CLASSES • WORKSHOPS
EXHIBITIONS • MARKETS

53,000 **people attended community events**

ARTS SEASON EVENTS **41**

1,700+
APPROVALS GRANTED
for events and premises bookings

135,000+
LIBRARY VISITORS

GROUPS AND INDIVIDUALS

2.6% RESIDENTS EMPLOYED IN **ARTS AND CULTURAL SERVICES**

SPECIAL INTEREST
ARTS AND CULTURE GROUPS:
DANCE • MUSIC • PERFORMANCE
CRAFT • TEXTILE • FINE ARTS
• PHOTOGRAPHY •

OTHER COMMUNITY GROUPS
RESIDENT'S ASSOCIATIONS • SCOUT GROUPS
SPORT AND RECREATION CLUBS
BUSINESS ASSOCIATIONS

INFRASTRUCTURE AND ASSETS

50+ murals

53 PIECES OF **PUBLIC ART**

2 GALLERY SPACES

FABRICATOR MAKER SPACES **0**

TOWN-SUBSIDISED CULTURAL FACILITY **1**

9 **SPECIALTY ARTS AND CULTURE RETAILERS**

5 **ENTERTAINMENT VENUES**

HERITAGE LISTINGS **7 + 5** REGISTERED SITES OF **ABORIGINAL HERITAGE**

SOCIAL INFRASTRUCTURE

20.5%	SPORT & REC
20.5%	PARKS & RESERVES
14%	COMMUNITY SUPPORT
10.2%	CHILDRENS FACILITIES
10%	EDUCATION & TRAINING FACILITIES
4.6%	SENIORS FACILITIES
4.6%	COMMUNITY SPACES
4.2%	MULTICULTURAL FACILITIES
3.8%	**ARTS AND CULTURE**
3%	YOUTH FACILITIES
2.3%	HEALTH & WELLBEING
2.3%	SAFETY & EMERGENCY

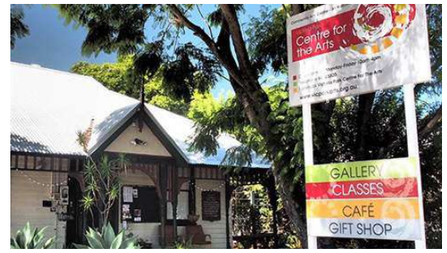
Statistics from 2018 Annual Report, and Social Infrastructure Plan 2017

Image and Identity Audit





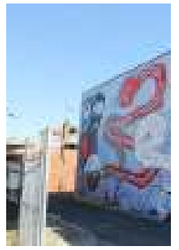












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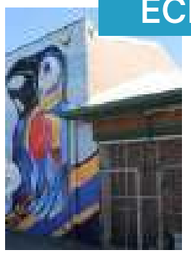




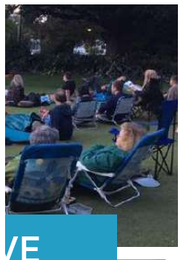
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VIC PARK



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ARTS SEASON 2019
Town of Victoria Park

1-31 May



GRASS ROOTS





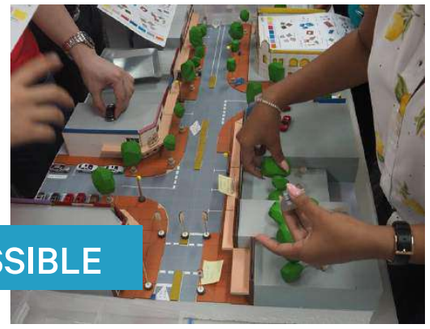









ACCESSIBLE





COMMUNITY-LED



Culture and Demographic Overview

Resident's background

30% English
23% Australian
9.7% Irish
8.1% Scottish
7.8% Chinese
5.1% Italian
4.7% India
1.5% Aboriginal and Torres Straight Islanders

105 different ethnic backgrounds

23% Young workforce (25-34)

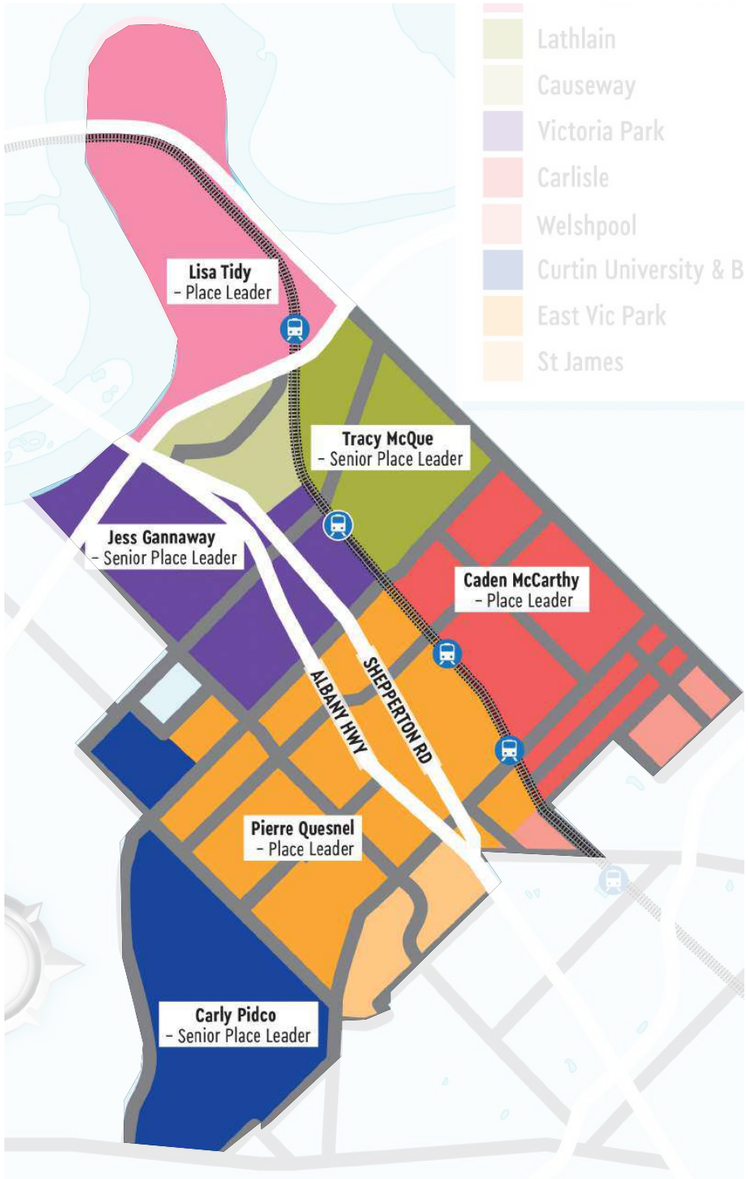
21% Young workforce (25-34)

29% professional

29% Lone person households

25% Couples without children

51% Separate houses



Burswood

57% Residing in high density dwellings
34% Couples without children
25% Young workforce (25 to 34)

Burswood Peninsula is the Town's entertainment hub, home to some of the State's newest tourist attractions including Optus Stadium and Crown Perth. The precinct features existing and planned high density, contemporary urban neighbourhoods. The area is significant in Aboriginal culture - Burswood Peninsula forms part of the area known as Beeloo, bounded by the Canning River, Melville Water, the Swan River and the Darling Range to the east.

The opportunities:

- Events and activities which capitalise on extensive public open space through Burswood
- Significant Aboriginal cultural experiences
- Cinema, theatre, performance and music focus
- Public art for significant developments ie Burswood City

Key assets include:

- Crown Perth
- Optus Stadium
- Burswood on Swan
- Burswood Station and Station
- Telethon Community Cinemas
- Significant parkland and POS inc Balbuk Reserve

Community groups:

- Burswood Residents Association
- Burswood Neighbourhood Watch

Major developments:

- Burswood City – residential, sporting and commercial
- The Peninsula – residential
- Optus Stadium – sporting and entertainment
- Crown Perth – tourism hospitality, gaming
- Burswood station east – residential, commercial
- The Springs – located immediately outside ToVP



element.

Victoria Park

43% Residing in medium density dwellings | 27% Couples w/out children | 29% Young workforce (25 to 34)

The heart of Victoria Park, the Albany Hwy town centre is home to retail, food and beverage operators, and commercial ventures. Arts and cultural activities are very visible in Victoria Park, through public art and murals in particular - facilitated by the City, the community and private parties.

The opportunities:
- Utilising vacant retail spaces for arts and cultural activities - to bring further vibrancy to the space and introduce new retail experiences
- Continue building the Town's mural collection to create a more immersive experience

Key assets include:
- Albany Hwy retail
- McCallum Park and Taylor Reserve
- Significant heritage assets - Broken Hill Hotel, Old Police Station, Victoria Park Masonic Hall, St Peters Anglican Church, Victoria Park Post Office, Victoria Park Railway Station
- Vic Park Community Garden at Read Park
- Raphael Park Memorial Gardens
- Centro Shopping Centre
- Sunbury Park Estate
- Centro Shopping Centre
- Skatebowl at McCallum Park
- Digital Hub – Town of Victoria Park

Community groups:
- Connect Victoria Park
- West End Business and Community Association
- Atwell Scout Group

Major developments:
- No major developments currently in planning
-



Murals – Public Art

Bentley

54% Residing in medium density dwellings | 0% Households with children | 33% Elderly aged (85+)

Bentley is the centre for education, science, technology and research. In terms of arts and cultural offering, Curtin University contributes a significant public art collection, as well as the well-known John Curtin Gallery. Notably, whilst the precinct's main visitor group is students, over 60% of Bentley's residents are over 70 years of age.

The opportunities:
- Professional development opportunities for artists through John Curtin Gallery and Curtin University's Art and Design departments
- Arts and cultural activities and events which target the aging demographic, and student groups

Key assets include:
- Curtin University including John Curtin Gallery
- Tech Park
- A number of Retirement Villages
- Canning College
- Polytechnic West
- Kensington Bushland
- Harold Rossiter Park

Community groups:
- Bentley Community Focus
- Various Curtin Uni student groups

Major developments:
- Kent Street and Hayman Road - intersection upgrade
- On doorstep is Bentley 360 project - Department of Communities
- Curtin University developments


Gallery and arts education - Murals -Public art

Lathlain

83% Residing in separate houses

46% Couples with children

22% Parents and homebuilders (35 to 49)

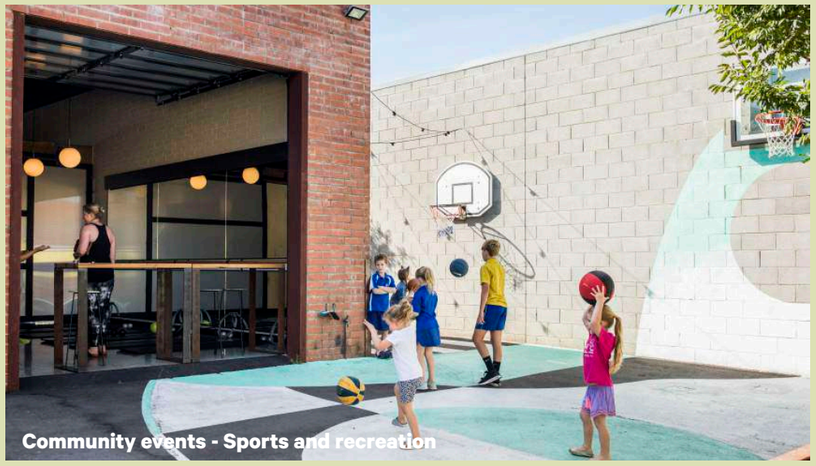
Lathlain is currently a residential suburb, featuring significant community assets and parkland. The relocation of the West Coast Eagles headquarters has seen significant development over the past few years.

The opportunities:
- Arts and cultural activities that link with the family and recreation focus of the Lathlain precinct ie. themed public art, community arts projects with sports groups
- Specific family focussed arts and cultural activities - workshops, community days, children's exhibitions etc

Key assets include:
- West Coast Eagles Headquarters, inc. Wirrpanda Foundation, Perth Football Club Headquarters
- New community building for infant health
- Victoria Park Croquet Club
- Perth Individual School
- JA Lee Reserve, Rayment Park, Lathlain Park
- Toy library
- Lathlain Carlisle Playgroup
- Keith Hayes Community Centre
- Lathlain Community garden (corner Rutland and Bishops Gate)

Community groups:
- West Coast Eagles Perth Football Club
- Scouts
- Toy Library Infant Health

Major developments:
- Lathlain Precinct Redevelopment Project



Community events - Sports and recreation

Causeway

40% Residing in medium density dwellings

46% Couples without children

22% Young workforce (25 to 34)

On the doorstep of Perth's CBD, the Causeway precinct is a unique mix of commercial and public open space, tucked between two major arterial roads - Great Eastern Hwy and Shepperton Road.

The opportunities:
- Leveraging proximity to CBD and major galleries and institutions, the Causeway precinct suits artist studio spaces and maker spaces

Key assets include:
- Charles Patterson Park, GO Edwards Park including rotunda
- View of the City skyline and proximity to CBD

Community groups:
- Riverview Church

Major developments:
- TBC



Business and commercial - public open space

Carlisle & Welshpool

60% Residing in separate houses | 30% Single person households | 23% Young workforce (25 to 34)

Carlisle is a residential area, with a unique growing retail, food and beverage and commercial offering along Archer Street. Carlisle is home to a number of public open spaces including Carlisle Reserve and Fletcher Park. Carlisle borders on Welshpool industrial and business area.

The opportunities:
- Enhancing the public art collection associated with public open spaces and Lathlain Community Zone 2 and 2X redevelopment
- Family focussed arts and cultural activities

Key assets include:
- Carlisle Train Station and Oats Street Train station
- Harold Hawthorne Seniors Centre
- South Metro TAFE
- WA Exclusive Meats - community champion leading Summers Eve on Archer
- Fletcher Park, Parnham Reserve, Carlise Reserve, Tom Wright Park, Millers Crossing

Community groups:
- Carlisle Community Group - online, Carlisle Community Watch, Buy Nothing, Harold Hawthorne Home & Community Care

Major developments:
- Oats Street Station Redevelopment
- Lathlain Community Zone 2 and 2X including all-abilities playground, picnic facilities, gatehouse, toilets, dog exercise area, sport courts
- Carlisle Station Redevelopment



Community events

East Vic Park & St James

63% Residing in separate houses | 26% Couples without children | 24% Young workforce (25 to 34)

East Victoria Park and St James are primarily residential suburbs, with multiple schools, parks and community facilities. The Town of Victoria Park's key arts and cultural facility, Victoria Park Centre for the Arts, is found in East Vic Park. This centre is home to a range of arts groups and events, including the Kent Street Gallery.

The opportunities:
- Potential to re-home Centre for the Arts to a more visible an central location
- Extend Centre's programming
- Arts and cultural programming associated with heritage assets including Edward Millen House and Reserve
- vPublic art and culture space opportunities within major development projects

Key assets include:
- Victoria Park Centre for the Arts
- Victoria Park Community Centre
- Leisure Life and Aqualife
- The Victoria Park Library
- Edward Millen House and Reserve
- Higgins Park Sporting precinct and John Macmillan Reserve, Fraser Park, Mazzini Reserve, Manners Reserve
- Five schools
- Rotary Park
- Houghton Park

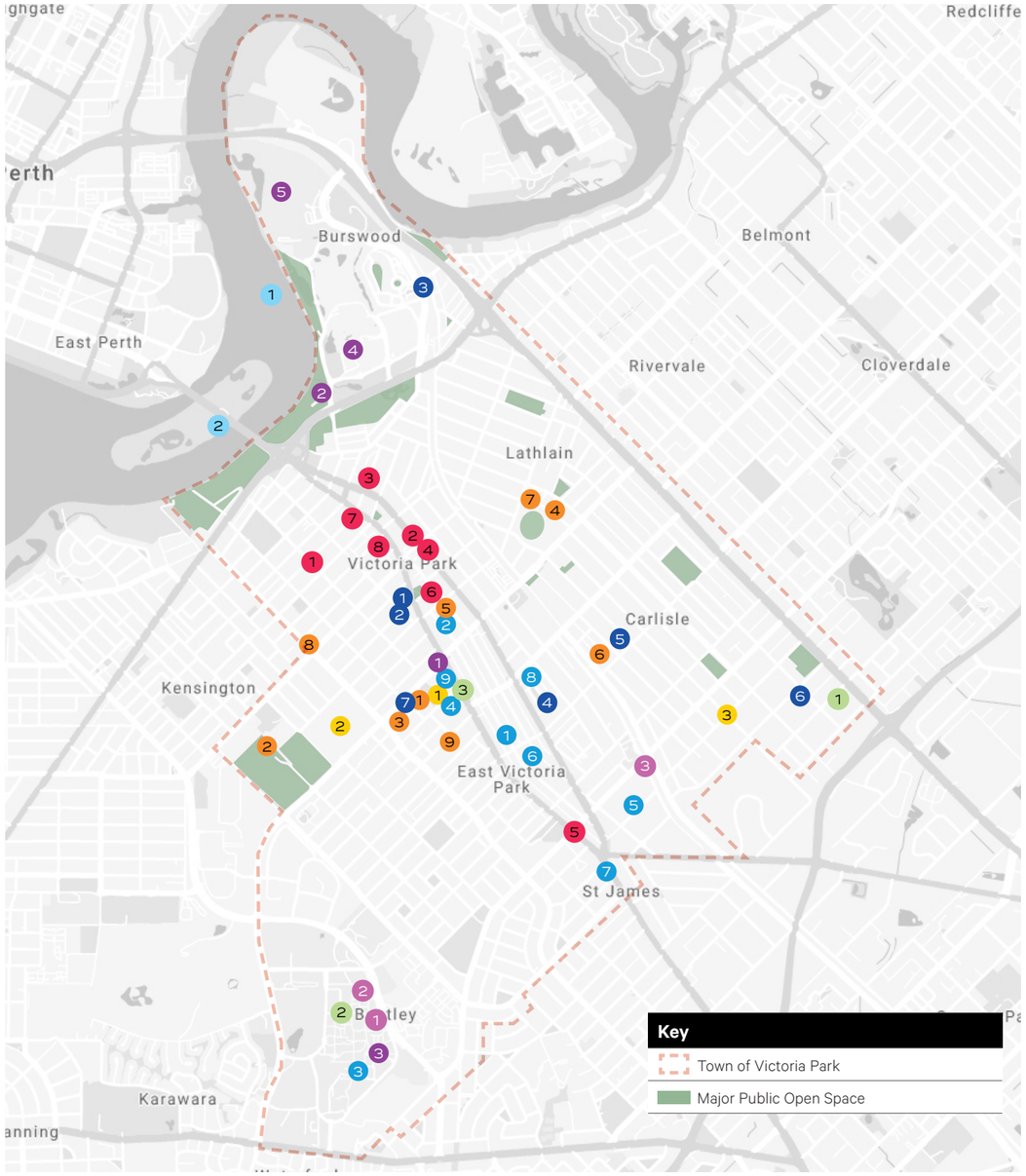
Community groups:
- Australian Museum of Motion Picture & TV
- Helen O'Grady Drama Academy for Children
- SC Quilters Group
- St James Community Garden (Spunky Spud)
- Belmont Camera Club
- The Awkwardstra

Major developments:
- John Macmillan precinct masterplan
- Edward Millen Park Master Plan
- Edward Millen house adaptive reuse
- Etwell Street Local Centre Upgrade
- ROW 52 Laneway conversion



Arts centre - Community events - Sports and recreation - Heritage

Arts and Culture Asset and Infrastructure Map



Sites of Aboriginal significant

1	Swan River – mythological
2	Burswood Island and Camp– ceremonial camp, artefacts/scatter and water source
5	Wadjup – ceremonial, camp, meeting place, named place

Heritage sites

1	Devenish House (Forrest Farmhouse) – 86 Mackie Street, Victoria park
2	Broken Hill Hotel
3	Windmill and Wishing Well (152 Albany Hwy)
4	Victoria Park Post Office
5	Edward Millen Home (Hillview Clinic, Hillview Clinic, Rotunda Maternity Hospital,Mildred Creak Centre
6	Victoria Park Police Station
7	Victoria Park Primary School
8	St Peters Anglican Church and memorial Hall

Museums and Galleries

1	Western Australia Museum Administration Centre (not public facing)
2	John Curtin Gallery
3	Kent Street Gallery at Victoria Park Centre for the Arts

Art Centres and Studios

1	Vic Park Centre for Arts
2	Stage Door Performing Arts
3	Children's School of Contemporary Art

Performing Art Centres / Studios

1	Humphreys Dance Studio
2	Perth Dance School – Dance Amanda
3	Charlesworth Ballet College
4	The Sharon Thompson School of Dance and Acrobatics
5	Bellydance Perth
6	Southern Districts Brass Band
7	Perth Swing Dance Academy

Entertainment venues

1	Alexander Theatre (vacant)
2	Telethon Community Cinemas Burswood
3	Hayman Theatre, Curtin University
4	Crown Perth
5	Optus Stadium

Book, music and art retail

1	The Crow
2	Victoria Park Book and DVD Exchange
3	Curtin Bookshop and Café
4	Rhubarb Records
5	Vision Recording and Rehearsal Studios Perth
6	Art Mart
7	Homecraft Textiles
8	Stitchers Corner
9	Canvas Fine Art

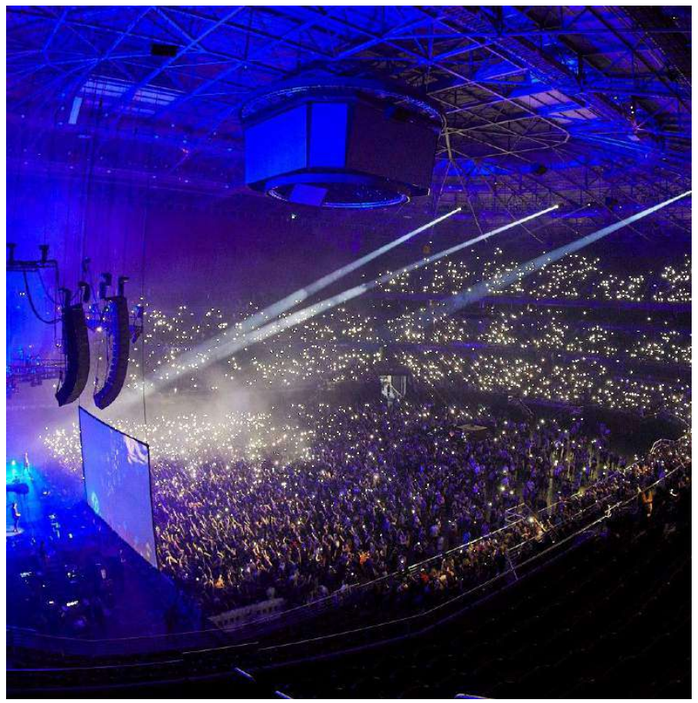
Community Centres and Halls

1	Victoria Park Community Centre
2	Kensington PCYC and Victoria Park Men's Shed
3	East Victoria Park Family & Community Centre
4	Lathlain Community Centre
5	Victoria Park Community Garden
6	Carlisle Memorial Hall
7	Carlisle/Lathlain Scout Hall
8	Victoria Park Scout Hall
9	Victoria Park Library

Major Tertiary Education Facilities

1	Curtin University
2	South Metro TAFE Bentley Campus
3	South Metro TAFE Carlisle Campus







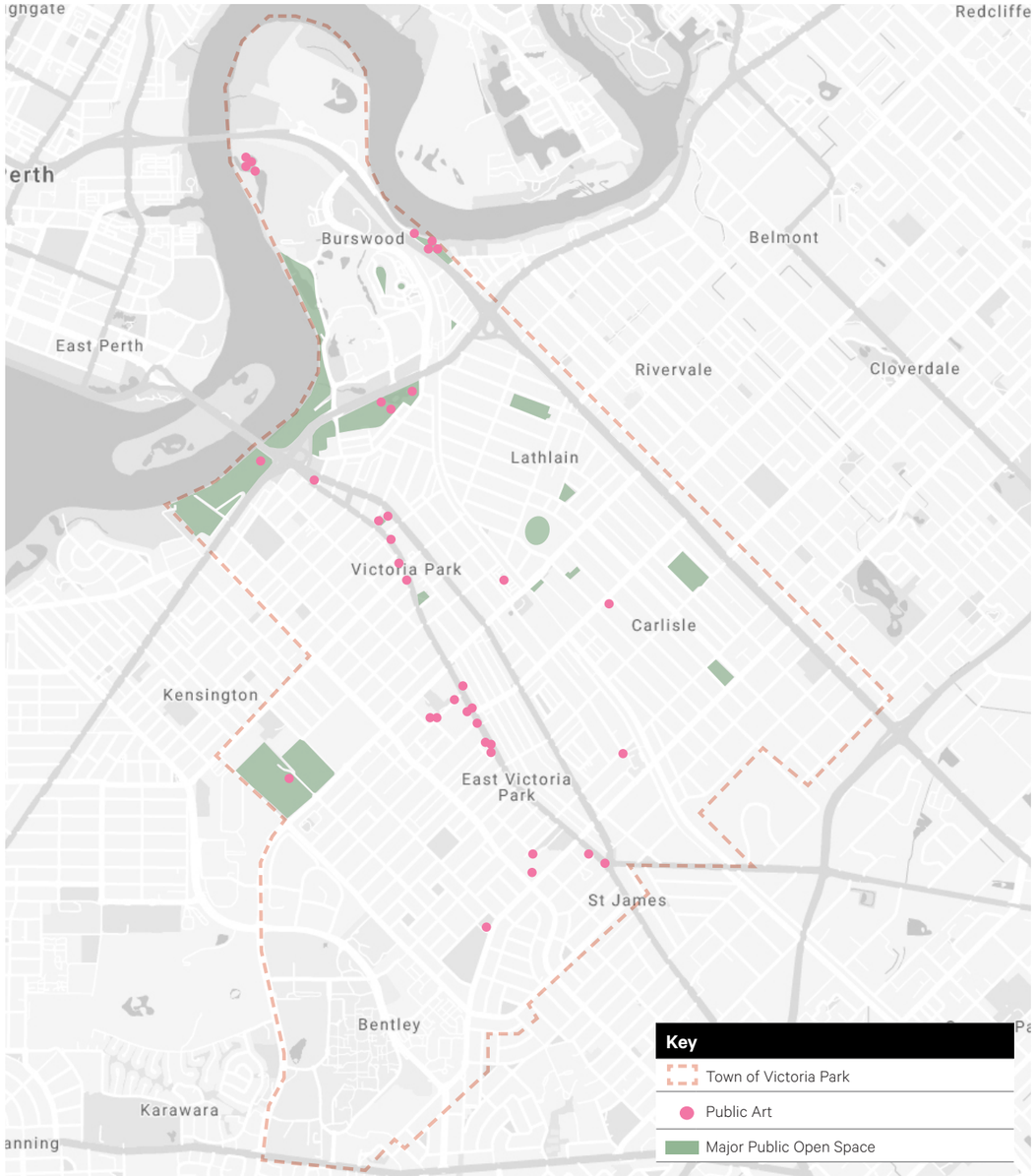







MOVIES BY
BURSWOOD
McDonald's
McDonald's
McDonald's

Public Art Map







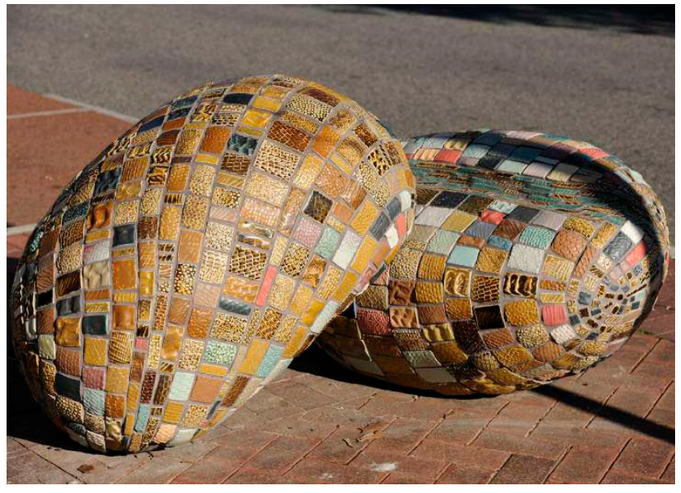



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Arts and Culture Trends

Trend 1: Growing cultural capacity and capability

An integrated approach to community and economic development and cultural capacity building, with a focus on resourcing, funding, assets and programs to support sustained growth of emerging and established creatives. This includes the provision of art competitions, grants, artist studios and exhibition spaces.

Trend 3: Co-Creation

Participatory approach to public art planning, concepting and creation – where community are front and centre. Strategic focus on interactive, engaging art vs monumental, decorative statement pieces.



Look, don't touch ⟷ Public conversation



Trend 2: Arts and culture as a brand pillar

Strategic positioning and promotion of arts and culture as a 'jewel in the crown' of the residential, economic and destination offer. Brand identities to support awareness of and engagement in both physical and ephemeral arts.

LGA Benchmarking

City of Fremantle



- The City of Fremantle's Strategic Community Plan 2015-25 names Character, Culture and Heritage as a Strategic Focus Area, with the vision being to 'sustain and grow arts and culture and preserve the importance of our social capital, built heritage and history'
- Fremantle is known for festivals, a thriving music scene and an excellent visual arts program based at Fremantle Arts Centre and Moores Building
- The Fremantle arts and cultural sector is also supported by ArtSource's artist studio program, and the recent relocation of the ArtSource administration team and Art on the Move into Fremantle
- Heritage assets throughout the City are well maintained and utilised
- Key programs: Fremantle International Street Arts Festival, Fremantle Festival, Arts and Community Grants, Australian Heritage Festival, Laneway Festival,
- Key Assets: Fremantle Arts Centre, Moores Building, various heritage assets

City of Vincent



- The City of Vincent's Arts Development Action Plan has been created with the goal of embedding 'creativity in everything we do to make the City of Vincent the Arts capital of Perth'
- Vincent is known for festivals and celebrations, and an extensive street art scene
- Key programs: Revelation Film Festival, Halloween on Angove, Pride Fairday, Perth International Jazz Festival, Lunar New Year, Hyde Park Fair, Neon Picnic,
- Key Assets: No major City-run arts venue. West End Arts Precinct including Linton and Kay, Janet Holmes A Court Collection, Friday's Studio, The Backlot Perth
- The City of Vincent's arts and cultural activities are well supported trough grants, with guidelines and frameworks for all activities well documented and highly accessible

City of Yarra



- The City of Yarra's Arts and Cultural programs are driven by a single objective 'to make arts and culture an everyday experience in our city'
- The City of Yarra is well known for extensive exhibitions, music and live events, and the signature projection festival
- Key programs: Gertrude Street Projection Festival, Lunar Festival and Johnston Street Fiesta, The Village Festival, Fairfield Summer Music Series
- Key Assets: Extensive platforms for display of artworks including light boxes, projection walls and exhibition spaces, as well as venues for hire including community rooms, parks, workshop spaces etc. A supporting network of independent live music venues and galleries

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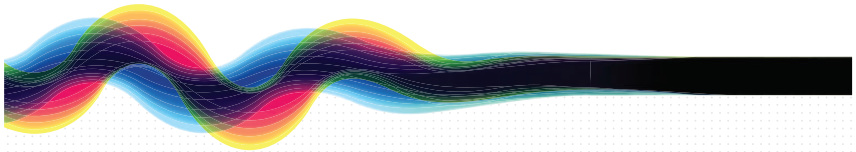
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Appendix 2: Engagement Outcomes Report

Town of Victoria Park Arts and Culture Plan
Engagement Outcomes Report

February 2020 | 19-091



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the art and science of place

We acknowledge the custodians of this land, the Whadjuk Noongar and their Elders past, present and emerging. We wish to acknowledge and respect their continuing culture and the contribution they make to the life of this city and this region.

Document ID: Graphics/2019/19-091 Victoria Park Arts and Culture Plan/Engagement Outcomes Summary/Engagement Outcomes Summary ToVP FINAL.indd

Issue	Date	Status	Prepared by	Approved by
1	15.01.20	Draft	Liz Pope	Ben Kent
2	12.02.20	Final	Liz Pope	Kate Parker

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Contents

1. Introduction 1
1.1 Background 1
2. Methodology and Participation 3
3. Summary of Key Findings 7
4. Engagement Outcomes 11
4.1 Stakeholder and Community Dialogue 11
4.2 Online Community Survey 15
5. Appendix A – Community online survey data 19
A little about you 19
Town of Victoria Park – Arts and Cultural Identity 22
Arts and cultural participation 23
Public art in the Town of Victoria Park 27
Future arts and culture needs and ideas 28

1. Introduction

1.1 Background

The Town of Victoria Park (the Town) is well known locally for its wide range of cultural, arts and community assets which are well utilised by the local community, also drawing visitors from across the metropolitan area. In 2019 the Town made the decision to prepare an Arts and Culture Plan following recommendations set out in the Town's *Strategic Community Plan 2017 – 2032*. The Town identified the opportunity to build upon the growing arts and culture scene to ensure its community is:

- empowered with a sense of pride, safety and belonging; and
- a place where all people have an awareness and appreciation of arts, culture, education and heritage.

By developing an Arts and Culture Plan, the Town has a unique opportunity to continue to build on its progressive work in shaping a thriving, creative place for residents, workers and visitors.

element has been appointed by the Town to provide independent community and stakeholder engagement services for the preparation of this summary. The engagement process sought insights from local residents, visitors and arts practitioners to understand the gaps of arts and culture facilities and services, the priorities for the new Plan and how people would like to engage in future arts and culture programming.

Outcomes from this summary will be used in the next phase of the project to create the draft Arts and Culture Plan, to be prepared collaboratively by the Town and **element**.

At the commencement of the project, the following engagement objectives were identified and subsequently incorporated into the various engagement activities and dialogue with community and stakeholders:

1. Strategically position and build interest and energy around the Plan's development by:
    - Shaping a conversation regarding the role of arts and culture in creating desirable places, amenities, facilities and programs.
    - Developing partnerships with engagement champions.
    - Integrating arts and culture opportunities in the context of other strategic initiatives (e.g. Public Art Strategy, Strategic Community Plan, Reconciliation Acton Plan).3
2. Tailor the approach to suit the local community profile and demographic drivers (e.g. predominantly younger population, multicultural groups).
3. Deliver meaningful engagement that generates authentic, community-led ideas and feedback through multiple channels (e.g. digital and traditional).
4. Minimise consultation and engagement fatigue through targeted initiatives and building from other related engagement activity within the Town.
5. Provide timely and transparent feedback.

2. Methodology and Participation

Communications and engagement activities implemented throughout this project included:

- Preparation of a project brand, 'Vic Park Creates' to capture the attention of community and align engagement activities to the Town;
- Preparation and distribution of 35 'Vic Park Creates' posters and 2000 flyers throughout the Town advertising the project page, community events and online survey;
- Preparation of a dedicated project page on the 'Your Thoughts' engagement platform, managed by the Town **(https://yourthoughts.victoriapark.wa.gov.au/acp)**. This page included advertisement of key dates, links to an online survey, contact information of Town and **element** staff, FAQ's, and a mapping tool to identify potential areas for public art;
- Advertising of the project, community workshops and online survey via the Town of Victoria Park Facebook page with three organic posts on 23 October, 9 and 12 November 2019.
- Advertising (as outlined above) using Google Ads which delivered 48,800 impressions with 149 link clicks. Examples of these ads can be found here.
- Advertising (as outlined above) on e-VIBE on 23 October and 20 November 2019 . These articles resulted in 18 link clicks to the Your Thoughts page.
- Advertising (as outlined above) in the Southern Gazette newspaper on 31 October 2019.
- Advertising (as outlined above) TV sliders appearing on rotation at the Administration Centre and the Library.
- Advertising (as outlined above) in the Town of Victoria Park's VIBE spring/summer printed newsletter.
- Hosted three stakeholder focus groups with local Aboriginal representation (Aboriginal Advisory Group) and key arts and culture institutions located within the Town (John Curtin Gallery and Vic Park Centre for the Arts);
- Hosted two community 'Think Tank' workshops with 28 people attending over two evenings; and
- Release of a community online survey capturing the thoughts of 100 people.



Figure 1: Project flyer and poster distributed throughout the Town over the project



Figure 2-4: Organic Facebook posts

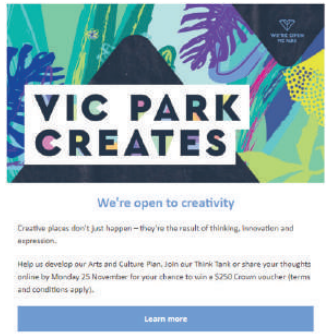


Figure 5: e-VIBE article



Figure 6: Southern Gazette ad



Figure 7: VIBE article and cover story call to action



Figure 8: TV sliders

3. Summary of Key Findings

Overwhelmingly, it was found that the community were supportive for the need of an arts and culture plan and were eager to see a range of improvements to existing activities, facilities and programs offered by the public and private sector. Consistently it was observed that participants were able to articulate both small and big ideas to improve and add to the arts and culture offerings currently operating within the Town, highlighting once again the community's high level of interest to improve community life within their local area.

Feedback via the stakeholder focus groups, community Think Tank workshops and the online community survey are summarised in the following key themes and issues. Section 4 Engagement outcomes below and Appendix A provide further detail.

IDENTITY – Vic Park's has a strong community-based and creative arts and culture identity on which to base future directions and initiatives

Participants across the online survey and face-to-face events were fairly uniform in describing the arts and cultural identity of the Town as being community-based, creative, grassroots and inclusive. People spoke about being proud of the 'hidden gems' of programming and activities happening within the Town and the opportunity to share more broadly with the locals and visitors in order to keep them viable and support local artists. Participants acknowledged that, whilst the 'local vibe' of producing, curating and consuming art is a large part of art and culture identity in the Town, there is appetite across multiple cohorts to mature this identity profile to attract more outside visitors and, importantly, attract and retain high-calibre artists to work in the Town.

ARTISTS – Retaining quality practising artists in Vic Park requires thoughtful support through skills development, industry networking, professional development and appropriate spaces to produce and showcase works.

The project team spoke with individuals and organisations that sought to support both emerging and professional artists with an interest in working in the Town. A common theme raised across these groups was to find a balance between providing appropriate support to emerging artists and offering opportunities to established artists to practise their art/craft locally. Each of these groups are acknowledged as having an important contribution to arts and culture within the Town, however they require different needs and level of support to be showcased and trained successfully within the art and culture sectors. This may include assistance with EOI applications, spaces and opportunities to produce art, art awards as well as opportunities for networking and professional development. The ultimate goal would be to ensure high quality art and culture products and talent is retained within the Town for the benefit of the community.

AUDIENCES – Vic Park has the opportunity to encourage and develop a new wave of diverse art and culture consumers.

Inclusivity and accessibility to arts and culture was very important to participants. This sentiment extended to including people of all ages, cultures and abilities to experience art and culture in a variety of ways. Some participants felt that others may have a hard time engaging with art and culture as it is seen as 'exclusive' and 'not for me', or otherwise may feel excluded from a different culture or language barrier. There is an opportunity for the Town and/or arts and culture practitioners to find innovative ways to educate and find alternative avenues to grow and diversify their audiences, such as education in schools, 'have a go' workshops, low cost events and collaborate to produce cross-over events amongst different ages, cultures and abilities. A few people noted there needs to be a balance of family-friendly and adults-only events to diversify and possibly improve quality of arts and culture activities and programming in the Town.

CENTRAL HUB – Supporting the development of a central space to advertise events, networking and offer resource sharing opportunities.

A key theme observed was the lack of a coordinated, centralised digital space or hub by which to advertise art and culture events, network and connect with venues and artists, advertise professional development opportunities and collaborate to produce works. Investment of a dedicated digital hub (via the Town or chosen art or cultural institution) would also take pressure off the established communication channels run by the Town (e.g. community Facebook page) as they are considered 'high-traffic' with the risk that arts and cultural messaging may be missed by individuals or groups. One of the top barriers for people attending arts and culture events is lack of access to timely information and advertising. Sharing of resources would also assist to reduce duplication and improve efficiencies to deliver arts and cultural experiences the right audiences.

FACLILITIES – Increasing the type and quality of arts and culture facilities within Vic Park will open the door for a more diverse events calendar.

The main gaps of art and cultural facilities highlighted by participants was a lack of indoor performance spaces (e.g. performance theatre, community cinema), art exhibition space and artist studio spaces. It was heard several times that consumers and producers of art and culture had to move outside of the Town to access these facilities (e.g. Heathcote). That said, current art and cultural facilities, such as VPCA, are well used and in demand. Greater opportunities for artists-in-residence may also help to attract established artists to the Town. Outdoor performance and event venues were cited to be well used during festival season / warmer months. A suggestion heard by several participants was to explore incentives for absentee landowners to lease/loan spaces for the production and presentation of art and cultural products. Local businesses, such as local pubs and function centres, were praised for their willingness to support external events on site, albeit for niche and/or smaller events.

ABORIGINAL REPRESENTATION – Connecting past and future generations to Aboriginal art and culture will enrich the public realm for both locals and visitors.

It was heard primarily from the Aboriginal Advisory Group that more could be done to uncover the interesting, special and important stories of the Whadjuk people that first inhabited the area, as well as those that do so now. Connection to significant cultural sites, the river and allowing spaces for stories to be shared (such as a visitor centre or 'storey circle') were suggested as great ways to invite more Aboriginal art and cultural practitioner involvement within the Town. Dual naming of places and streets was considered an easy win to grow public consciousness. It is acknowledged that there was very little Aboriginal representation in the online survey or community workshops.

PROGRAMMING – Vic Park's excellent summertime festival programming would be well complemented by a well-curated and widely advertised winter arts and culture schedule, attracting locals and visitors for the experience.

Community members were appreciative of the arts and cultural programming offered by both the Town and private institutions such as the VPCA and John Curtin Gallery. Generally, it was found that the major arts and cultural programming managed by the Town was run in the summer/warmer months and focused on outdoor events such as the twilight concert series, community markets, outdoor cinema nights and arts festivals. There may be an opportunity to explore winter arts and cultural programming to extend this offering through the year, though the major barriers are access to adequate indoor spaces and parking for large audiences. Attracting national and international calibre arts and cultural programming was a popular idea for participants to complement – and possibly enhance – the local offerings.

PUBLIC ART – As Vic Park's public art catalogue continues to expand, now may be the time for thoughtful discussion between the Town and stakeholders of a coordinated way forward to deliver quality artworks.

Amongst participants there was a delineation of the direction public art should take in the short to medium future. The majority of individuals were in favour of producing more public artworks (including murals and sculpture), whilst others raised the notion that the Town should re-think the quality and quantity of artworks being produced, particularly in regard to painted murals. A common thread between these sentiments was that any new public art should be of high quality and the subject matter should attempt to leverage local context and local stories, relating back to the community's identity. The option of using augmented reality, such as the Perth Activated Artwalk, was mentioned on several occasions.

GOVERNANCE – The community values trust and transparency for its future Arts and Culture Plan, with particular rigor around funding decisions for future art and culture initiatives.

Participants commended the Town for pursuing a coordinated approach to delivering a relevant art and culture future for the wellbeing of the community. Primarily heard by key stakeholders, it was requested that more funds are made available for arts and culture within the Town. It was hoped by several participants that the priorities and outcomes of the Art and Culture Plan will provide a high level of transparency at to where funding is sourced and allocated, as well as provide the rationale for short to long term priorities.

4. Engagement Outcomes

4.1 Stakeholder and Community Dialogue

Face-to-face engagement activities featured prominently as part of the engagement activities for the Arts and Culture Plan, including:

- Aboriginal Engagement and Advisory Group Focus Group, Wednesday 30 October 2020 (4 attendees);
- John Curtin Gallery Focus Group, Tuesday 5 November 2020 (3 attendees);
- Vic Park Centre for the Ars Focus Group, Tuesday 11 November 2020 (6 attendees);
- Community Think Tank Workshop, Tuesday 11 November 2020 (14 attendees); and
- Business and Creatives Think Tank Workshop, Tuesday 11 November 2020 (14 attendees).

The following tables present the qualitative feedback collected during the various Focus Groups and Think Tanks. The same questions were asked across the different events and is presented as a combined summary below.

What art and cultural activities, programs and facilities do you value and why?		
	Valued activities, programs and facilities	**Why they are valued**
Facilities	• Vic Park Centre for the Arts • John Curtin Gallery • Heathcote • Museum (local history) • Bowls club • Cafes/venues to display artwork • Theatre and cinemas	• Professional knowledge • Workshop spaces • Venue hire (affordable / free) • Accessibility, all-age spaces • Local history
Outdoor events	• Outdoor concerts (Twilight Concert, Perth Festival, Fringe), primarily in summer months • Farmers' market • Arts market • Street parties	• Ability to connect with people • Affordable community involvement • Creation of more art • Extending invitation to everyone
Studio spaces	• Co-working studios/spaces • Artist studios (Paper Mountain, ARC, Stackwood)	• Current lack of spaces in the Town, travel further away
Programming	• Open Studios / Open House • Propel Youth Arts • Art awards • Hidden Treasures • Live music	• Multi-level experiences • Showcase what is on offer • 'Taster' of arts and culture
Other	• Intergenerational spaces • Central hubs • Do not value murals	• Inclusivity • Multi-purpose spaces

What could the Town and broader community do to improve arts and culture in the town?	
Gap and needs analysis	• Mapping existing facilities and assets, determine whether these can be better utilised to address present or growing art and cultural needs • Prepare a database of art and culture community groups, digital noticeboard between practitioners and also the community
Promotions and campaigns	• Create a centralised hub – possibly digital – as a one-stop shop to find out about art and culture in the Town, create a directory • Currently difficult to get air-time on Town's social media (highly competitive) • Community groups to facilitate and promote events • Messaging between groups • History and heritage (Aboriginal and post-colonial) is not promoted well in the Town • Art and culture re-brand
Performance spaces	• Currently lacking in the Town (theatre, dancing and singing) • Creation of multi-use spaces • Better wayfinding (including lighting) to art and cultural facilities • A theatre space for dance, performance and singing • Incentivise absentee landowners, vacant spaces
Governance	• More budget for arts and culture from the Town • Improve transparency of feedback loop to community regarding arts and culture decision-making • Greater transparency of influence that Arts Advisory group have – is this group representative? • 'Top-down' to pitch the vision and create buy-in (e.g. Elected Members) • Build trust and demonstrate value • Town needs a coordinated approach to work with Aboriginal artists and people, internal database of Aboriginal arts and culture, centralised records • Sharing resources, reduce silos (e.g. students at Curtin), working together
Supporting businesses	• Incentivise absentee landowners to use vacant spaces • Working with local venues (e.g. Balmoral) to deliver appropriate art and cultural events fit for purpose • Sharing resources and good will • Working with schools • Free parking
Supporting artists	• Mentoring and help through the EOI process (currently considered tricky for first-timers) • Creating more studio spaces (opportunity for vacant tenancy spaces) • Attract established artists and support to show work (secure and appropriate spaces) • Work with Whadjuk artists (large public artworks, storytelling, cross cultural connection) • Untapped potential in student artists, local university cohort • Opportunity for arts awards and art fairs • Public liability insurance for artists
Diversify audiences	• Multicultural events to act as a conduit • Young children and teenagers, school holiday programs • Support arts education in schools • Tap into the international communities (have 101 nations represented in restaurant cuisine – food brings people together) • Consideration of when arts and culture are offered, cater to times and places that suit target audience (reduce barrier of no free time) • Give people options from different levels of involvement, from observing through to participation/designing experiences • Give people the tools and encouragement to experience art and culture in their own way

What could the Town and broader community do to improve arts and culture in the town?	
Refresh programming	• Winter arts festival • Lunch and learn at the Vic Parks Centre for the Arts • Incidental arts experiences (e.g. multimedia) • Ephemeral opportunities • Balance of large-scale and intimate events • Heritage and history programming • No current clear programming and promotion of local Aboriginal history

Future visioning and big ideas for the Town's art and cultural offering	
Identity	• Ever changing and evolving • Art and culture engages with diverse audiences • Weaving Aboriginal stories into the place proposition of the Town (e.g. Fanny Balbulk, birthing sites, crossing along the river), teach on country, dual language signage • Not mainstream, local and grassroots • Allow for future flexibility in incorporating Aboriginal culture and diversity • 'Come to the river/Town to play' • Grassroots
Public art	• Public art trail • Interactive art (digital, augmented reality) • Bringing art and culture to the footpath, serendipitous experiences, random spaces, wayfinding • Decorate NBN boxes • Large Aboriginal art statement piece or space along the foreshore • Tell local stories with plaques • 'Guerrilla art', not mainstream
Spaces	• Repurpose the Edward McMillan building, potential cultural centre, activities such as history tours and ghost tours • Art in parks • Secondary anchors at galleries, e.g. Café • Pop up galleries and cultural experiences - Call for philanthropists and property owners who would like to support by providing facilities • Revitalise old theatre • Super street arcade – link to Curtin University • Laneway activation, nature play embedded in the streets • Artist run initiatives in vacant spaces, mixed use spaces
Art and cultural production	• Art awards sponsored by the Town • Sensory artworks • Low rent studio spaces / open studios • Well-attended motoring/skills sharing for arts and culture business • Sustainability/eco friendly • Diverse mix of family and adults-only experiences • Year-round arts grants • Free and subsidised classes
Art and culture for wellbeing	• Linking arts and culture to mental health (isolation and connection) • Inclusivity, all ages and abilities • Overcoming barriers of literacy and social difficulties
Performance	• Live music venues and performance spaces • Cross-cultural singing group (e.g. Noongar) • Concerts in the parks • More buskers areas • Open lounge/open mic spaces

Future visioning and big ideas for the Town's art and cultural offering	
Events	• A unique arts festival, attract international talent • Concerts in the park • Community-run cinema
Other	• Promote youth arts culture (consume, create and mentor) • Arts and culture is well-funded, access to year-round grants • Suitable for all ages, tailored experiences (not always family-oriented), mature play experiences • Council is actively engaged with art and culture future • No more murals • Compulsory developer contributions/activations • Call out for philanthropists and property owners to support art facilities and pop ups • Artist in residence space in old cottages • 'Art and culture bus' linking Curtin University and VPCA • 'Blue Plaques' inspired by London, quirky stories of people and places, fun facts • Attract world-renowned art installation (e.g. Poetic Kinetics)



Figure 9: Images from the Community and Business and Creatives Think Tanks

4.2 Online Community Survey

The following provides a high-level summary of the demographics and feedback collected during the online survey that was open from 01 October until 29 November 2019. In total 100 participants took the survey. Not all survey respondents answered all questions available to them with some questions receiving fewer answers than others.

This summary provides a quick snapshot of the key messages and findings from the online survey. Appendix A contains prepared graphs from each of the twenty-two questions, noting that personal identifying data has been removed. Percentage data included in this report with each question is analysed under the number of responses received per question.

In considering analysis for this summary, the following key results are highlighted for consideration:

Who we engaged

Aligning with the young demographic of the Town, respondents were typically aged between 26-44 years old. Most people who took the survey were local residents, however a third of respondents were found to live in the greater metro area and even in the regions, suggesting an effective marketing reach for both locals and visitors. The survey received lower than expected Aboriginal and Torres Strait Islander participation, considering the potential support for future Aboriginal art and culture experiences in the Town.

32% (n=32) of people said they were a member of a local arts and culture group or community group, whilst 67% (n=67) of total respondents said they were an arts and culture hobbyist and/or professional practitioner. This difference may be accounted for by more people pursuing solo arts and culture activities or perhaps engaging with groups outside of the local vicinity. Additional points include:

- Almost two thirds of respondents said they lived within the Town of Victoria Park, with 26% (n=26) of total respondents living within the suburb of East Victoria Park.
- Respondents were most likely to be young adults with 59% (n=59) aged between 26 to 44 years old.
- 16% of respondents (n=16) said they identified as an immigrant from overseas (resident or citizen). Only one person identified as Aboriginal or Torres Strait Islander.
- When asked about their interest in the Art and Culture Plan (multiple selections) the majority of respondents (61%, n=61) are residents within the Town followed by being a regular visitor of the Town
- Almost a third of respondents (32%, n=32) said they were a member of a local arts and culture group or community group

Town of Victoria Park arts and cultural identity

When asked to gauge levels of support for the benefits of art and culture, people overwhelmingly saw its value from a personal and external context. Respondents were more likely to say they strongly believed that art and culture is important from an external, altruistic perspective (e.g. "art and culture is good for the Town and community life in Vic Park") rather than from a personal perspective of connecting with people who are like or unlike themselves. This suggests that some respondents are less sure or confident of how arts and culture may personally benefit them.

The top seven words that people used to describe the arts and cultural identity within the Town included 'Intergenerational' (n=19), 'Welcoming / inclusive' (n=18), 'Multicultural' (n=18), 'Creative' (n=18), 'Evolving' (n=18), 'Locally significant' (n=18), and 'Accessible' (n=17).



Figure 10: Word cloud for the question: 'Please select your top 10 words that describe the arts and cultural identity of the Town of Victoria Park?'

Arts and cultural participation

Over the last 12 months respondents were more likely to frequently attend an arts and cultural event outside the Town (i.e. once a month or more). However, annual events within the Town are highly patronised, such as arts festivals, live music events or visiting a cultural institution. Respondents were just as likely to participate as an arts and cultural practitioner both within and outside of the Town's boundary.

Participants were highly supportive of paying for quality art and cultural experiences within the Town with most respondents happy to pay up to $50 (39%, n=39).

The top three reasons why respondents participated in in arts and culture activities were experiencing unique / surprising / out of the box (56%), experiencing something to enjoy with family and friends (55%) and appreciating how arts and culture contributes to community life (43%). This ties in closely with the sentiment that people value arts and culture as it contributes to the overall wellbeing and benefit of the Town as well as identifying Vic Park's quirky and grassroots arts and culture identity.

The top three barriers experienced by respondents to participate in arts and culture activities were being time poor (61%), inconvenient timing of activities (47%) and difficulty accessing information of art and cultural programming (25%). Interestingly, over half of respondents (53%, n=53) hear about art and culture activities through word of mouth, followed by social media (48%, n=48).

In order to attend more local art and culture experiences within the Town respondents said they would like to see more free or low-cost activities (53%), better quality experiences and products (42%) and better local facilities (38%).

Public art in the Town

Just under half of respondents were aware that the Town had an art collection of over 40 artworks (45%). When asked where people would like to see more public art popular answers were within the streetscape, within parks and along the main commercial/hospitality strip along Albany Highway.

People want more thoughtful, quality, high calibre public art and fewer pieces that are hurriedly procured and do not fit well within the place (e.g. murals). Respondents generally agreed that public art should be used to beautify the public realm and reflect cultural identity. Survey respondents found less opportunity in public art to increase safety in the public realm and more variance in agreement that public art should be created by professional artists. There is a perception by some that inexperienced or emerging mural artists have been overrepresented in the creation of murals in the Town.

Future arts and culture needs and ideas

The top five arts and cultural spaces respondents want to see more of within the Town included outdoor performing spaces / outdoor stage facilities (46%), maker spaces and public art studios (38%), performing arts theatre (36%), co-located arts spaces within other community facilities (e.g. libraries, community centres) (30%) and an Aboriginal arts centre (28%). When considering the top five preferences across different age groups the top responses were outdoor performing spaces / outdoor stage facilities and maker spaces and public art studios. The latter presents an interesting opportunity for intergenerational art production.

	17-34 years	35-44 years	45-54 years	55+ years
Top Preferences	**1st Outdoor performing arts spaces / outdoor stage facility**	**1st Outdoor performing arts spaces / outdoor stage facility**	**1st Outdoor performing arts spaces / outdoor stage facility**	1st Performing arts theatre
	2nd Maker spaces / Public art studios	**2nd Maker spaces / Public art studios**	**=2 Maker spaces / Public art studios**	**=2nd Maker spaces / Public art studios**
	3rd Co-located arts spaces within other community facilities (e.g. libraries, community centres)	3rd Aboriginal arts and culture centre	=2 Co-located arts spaces within other community facilities (e.g. libraries, community centres)	=2nd Co-located arts spaces within other community facilities (e.g. libraries, community centres)
		4th Performing arts theatre	=2 Art galleries	=2nd Aboriginal arts and culture centre
			=2 Performing arts theatre	**=5th Outdoor performing arts spaces / outdoor stage facility**
				=5th Art galleries

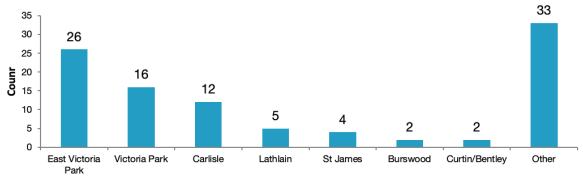
The top five arts and cultural activities and programs respondents want to see more of within the Town included festivals and community events (45%), art in public places/public art (37%), live music events (37%), hobby-level workshops (25%) and performance or theatre events (22%). When considering the top three preferences across different age groups, the top response was live music events.

	17-34 years	35-44 years	45-54 years	55+ years
Preference One	=1st Art in public places/public art	**1st Live music events**	1st Festivals and community events	1st Festivals and community events
	=1st Live music events	2nd Community artwork (e.g. community mural)	2nd Art in public places/public art	2nd Hobby-level workshops
	3rd Festivals and community events	3rd Performance or theatre events	3rd Arts festival	**=3rd Live music events**
	4th Hobby-level workshops	=4th Hobby-level workshops	4th Community artwork	=3rd Performance or theatre events
	5th Youth programs	=4th Art in public places/public art	(e.g. community mural)	=3rd Street performance
			=5th Live music events	
			=5th Street performance	
			=5th Art exhibitions	
			=5th Performance or theatre events	

5. Appendix A – Community online survey data

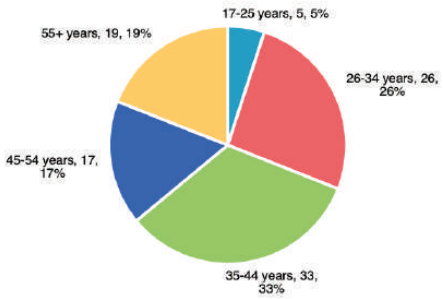
A little about you

What is you residential suburb?

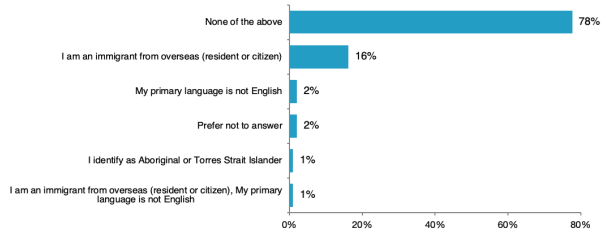


Suburbs listed in 'Other' included Applecross, Ascot, Bedford, Bentley, Dianella, East Cannington, Gosnells, Hilbert (2), Karawara, Kelmscott, Kensington, Kewdale, Lockridge, Maddington, Madora Bay, Margaret River, Maylands (2), Mindarie, Morley, Mount Lawley, Nedlands, Rockingham, Stirling, Waterford, Wembley Downs, Willetton (2), Wilson, Woodbridge, Yokine

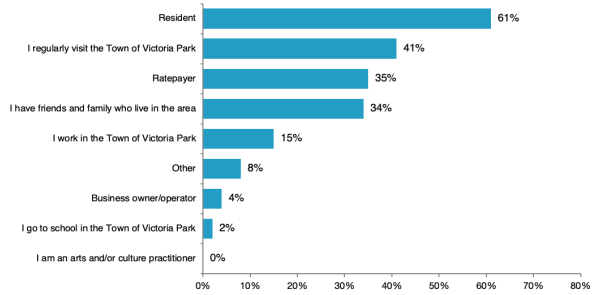
What is your age?



Do you identify as any of the following? Please select all that apply.

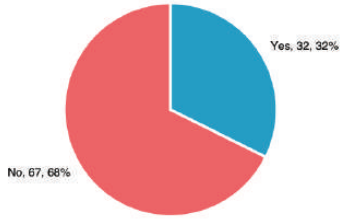


What is your interest in the Town of Victoria Park Arts and Culture Plan? Please select all that apply. Please specify 'other'.



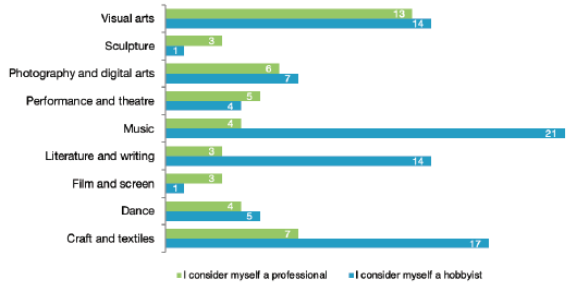
Interests listed in 'Other' included being an artist, playing music with the Victoria Park Brass Band (2), volunteer at local print makers group and general interest in the arts and culture industry.

Are you a member of a local arts and cultural group or a community group? Which one?



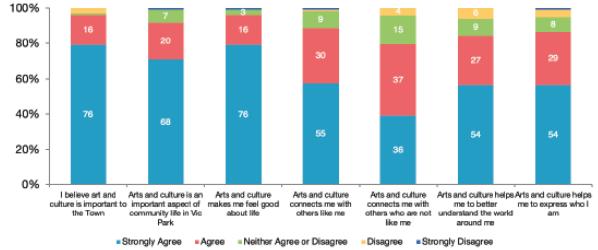
Art and cultural group respondents listed for this question included Town of Victoria Park Brass Band, southern Districts Band Inc, ToVP Public Art Working Group, Vic Park Collective, Vic Park Centre for the Arts, Riverview Church, East Vic Park Buy Nothing group, community garden, Vic Park Printmakers Group, Vic Park Sewcialists and working for Perth Festival.

Do you consider yourself a hobbyist or a professional artist and/or culture practitioner?



Town of Victoria Park – Arts and Cultural Identity

How well do you agree with the following statements:



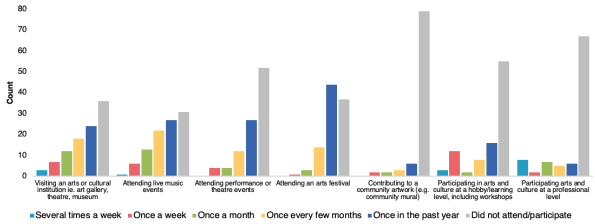
Please select your top 10 words that describe the arts and cultural identity of the Town of Victoria Park?



Word List and count		
• Intergenerational (19)	• Enthusiastic (12)	• Classic (3)
• Welcoming/inclusive (18)	• Connected (11)	• Private (2)
• Creative (18)	• Eclectic (10)	• Not fussed (1)
• Locally significant (18)	• Imaginative (10)	• Nationally significant (1)
• Evolving (18)	• Nostalgic (9)	• Excusive / Elite (0)
• Multicultural (18)	• Diverse (8)	• Focused (0)
• Accessible (17)	• Progressive (5)	• Sophisticated (0)
• Relaxed (13)	• Regionally significant (5)	
• Grassroots (13)	• Dispersed (4)	

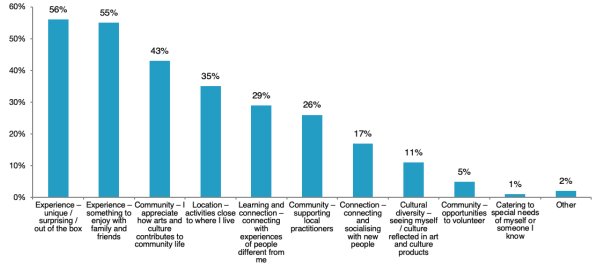
Arts and cultural participation

Within the last 12 months, which arts and cultural activities within the Town of Victoria Park have you participated in? On average, how often did you attend?



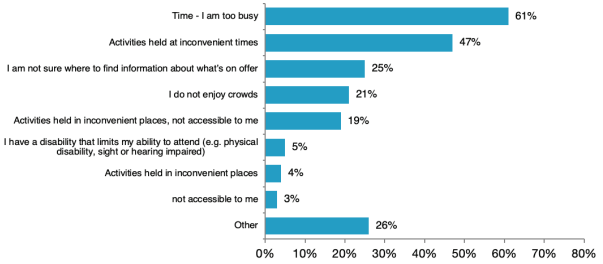
Other art and cultural experiences listed by respondents within the Town included street parties, Big Band Swing Dance sessions at the bowls club, viewing street art, writer group, photography group, Noongar choir, eastern dance classes, Christmas parties, Town of Victoria Park art exhibitions, pop up exhibitions, farmers markets, Vic Park Arts Season events, walking tours and VPCA exhibitions.

What are your top three reasons for participating in arts and culture activities?



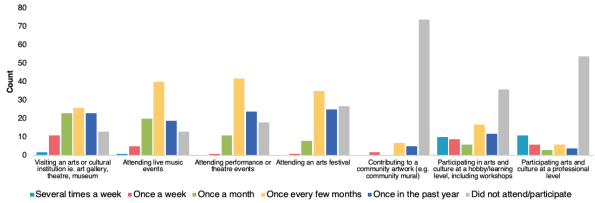
Other reasons listed by respondents included a professional and/or personal interest in film and photography.

What are the barriers that prevent you and your family from engaging with arts and culture? Please select your top three. Please specify 'other'.



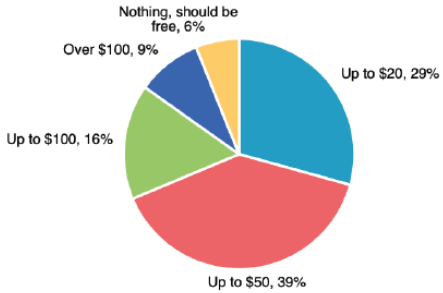
Other barriers listed by respondents included cost (7), difficulties to experience with young children or not suitable for young children (7), activity not appealing or exciting (3) lack of advertising (3), lack of funding for arts sector,

Within the last 12 months, which arts and cultural activities outside the Town of Victoria Park have you participated in? On average, how often did you attend?



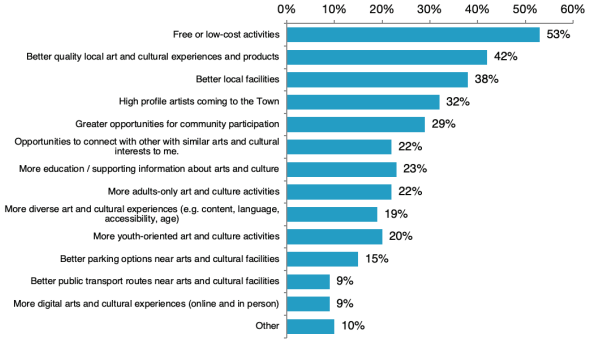
Other art and cultural experiences listed by respondents outside the Town included art therapy workshops, Awesome Arts Festival, Fringe Festival, Festival of Perth, visiting galleries and museums, filming videos, Open house Perth, dance lessons, live music events, theatre shows, Manning farmers market, children's art classes, Mandurah Wearable Art, art courses (students), PIAF.

On average, how much are you willing to spend to attend a quality arts and cultural experience?



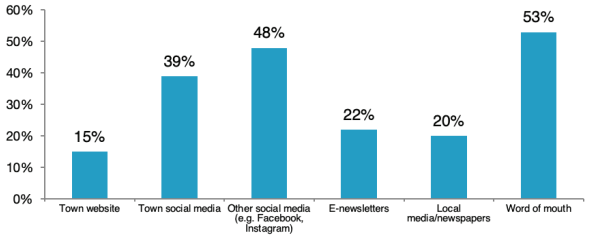
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Engagement Outcomes Report January 2020 FINAL (internal use only)

What would encourage you to attend more arts and cultural activities within Town of Victoria Park? Please select your top five. Please specify 'other'.



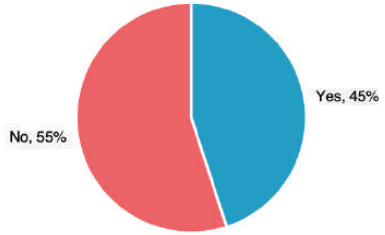
Other ways to encourage attendance listed by respondents included providing more on trend / avant-garde performances, childcare, serendipitous art and culture experiences imbedded into the Town's infrastructure, more free time, free merchandise/giveaways, interactive affordable family activities, diverse activities (e.g. dance, comedy, music performance theatre).

How do you hear about arts and cultural activities in the Town?



Public art in the Town of Victoria Park

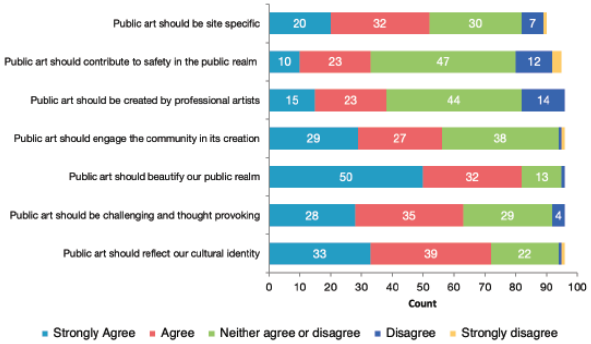
Are you aware that the Town has a public art collection of more than 40 artworks in the public realm?



Would you like to see more public artwork in the Town, if so, where?

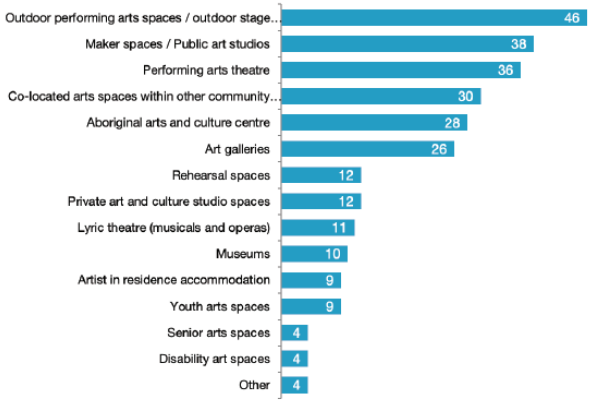
Ninety-one people (n=91%) said they would like to see more public art in the Town. Popular suggestions included within the streetscapes (21), in local parks (18), Along the Albany Highway main street (14), anywhere/all over town (11), Shopping Centres (6), along the foreshore (5), within Lathlain (4), pop up art (2) and Edward Millien House(2).

Indicate your level of agreeance with the following statements.

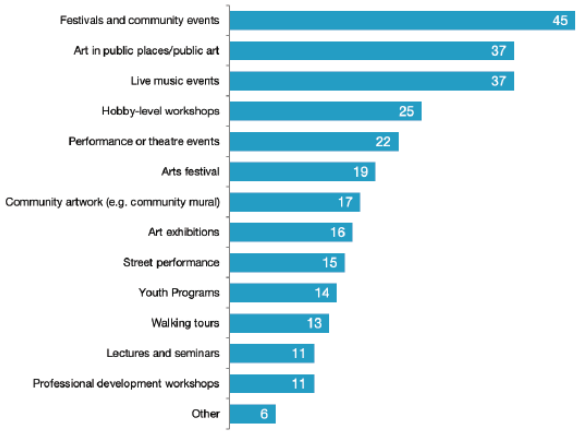


Future arts and culture needs and ideas

What art and cultural spaces would you like to see more of within the Town? Please select your top three preferences.



What art and cultural activities and programs would you like to see more of within the Town? Please select your top three preferences.



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the art and science of place

Level 18, 191 St Georges Tce, Perth WA 6000
T. (08) 9289 8300 – **E.** hello@elementwa.com.au
elementwa.com.au

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The Plan will be reviewed annually, with measures of success evaluated and new opportunities incorporated as needed. Partnership, sponsorship and programming opportunities are regularly sought by the Town.

To discuss involvement in the Town's arts and cultural sector, or provide feedback on the Plan, please contact the Town of Victoria Park via:

Phone (08) 9311 8111
E-mail admin@vicpark.wa.gov.au
99 Shepperton Road, Victoria Park WA 6100
Opening hours 8:30am-5pm Monday to Friday
Postal address Locked Bag 437, Victoria Park WA 6979

TOWN OF VICTORIA PARK

Draft Arts and Culture Plan – Public Submission Summary

1. Background

This report summarises the feedback received on the Draft Arts and Culture Plan document during the public comment period of the draft plan conducted from 25 August – 13 September, 2020.

1. Engagement

The following engagement methods took place:

Method	**Community participation**
Online Your Thoughts survey	7
Hard copy survey	0
Email feedback	1
Total submissions	8

The following demographic information was collected from the public submission respondents:

Demographic information	**Number of respondents**
Relationship to the Town (more than one can be chosen)	
Live in the Town	2
Work in the Town	2
Work in the Arts & Culture Industry	5
Local business owner/operator	2
Own a property in the Town	2
Visit the Town	1

Residential suburb (if live in the Town)	
East Victoria Park	0
Victoria Park	0
St James	0
Carlisle	2
Lathlain	0
Burswood	1
Other	0
Bentley/Curtin/Tech Park	1
Welshpool	0

2. Summary of position

Position	**Number of respondents**
Draft Arts & Culture Plan	
Support the draft	7
Support the draft but have some concerns	1
Oppose the draft	0
Not stated	0

3. Summary of feedback

Part A: The need to plan for arts and culture in Victoria Park	# submissions raising this theme	Officer's response	Amended Y/N
It's quite good and very inclusive without being biased towards one group or another.	1	Noted	N
I agree with the necessity for a community link between the park, it's facilities and residents of the town.	1	Noted	N
A comment regarding the Aboriginal acknowledgment, where the term "emerging" was challenged.	1	Advice was sought from the Town's Aboriginal Engagement Advisory Group, terminology used is correct.	N
The Vic Park Centre for the Arts should be referred to as an example of best practice and its alignment to the Town's strategic contexts.	1	The Vic Park Centre for the Arts will be added alongside John Curtin Gallery.	Y
Suggest edit on page 2: Paragraph 1 "Curtin University has the largest Fine Art School (I know this isn't its correct name but its what the public would know it as) in WA as well as thriving Theatre and Film studies (second only to WAAPA). This student (and teacher) body plays an important role in the cultural vibrancy of the Town with many living and working here."	1	Noted	Y

Part B: Local knowledge - community and stakeholder engagement	# submissions raising this theme	Officer's response	Amended Y/N
Riverview has a unique performance/exhibition space that we would love to see accessed by the community. The Town should engage with Operating Subsidy recipients to ascertain what could be done to raise awareness of free/low experiences etc, prior to seeking to implement new initiatives.	1 1	Noted. Officer has visited the space and inspected for future event opportunities. Noted	N N

Part C: Vision	# submissions raising this theme	Officer's response	Amended Y/N
The Town of Vic Park is to be commended on the development of this important strengthening of community life through arts/culture (in addition to sports). The vision is not clearly supported or mappable to the focus and actions (how you get to achieve the vision)	2 1	Noted, with thanks. Noted. The vision is a direct result from the community engagement. Future planning within community development and other departments will take the Plan's actions into consideration.	N N

Part C: Strategic Focus	# submissions raising this theme	Officer's response	Amended Y/N
Clearly reflects the feedback received and from whom. A lot of the suggestions are lively, low cost and could create a lot of community engagement. Whilst part A talks about multicultural aspects of the arts - part b only refers to wanting to engage more of our indigenous citizens. I think it is important to engage citizens from all cultures, genders and age ranges- which could be done with otherways of seeking feedback or using the community arts engagement ideas to then seek feedback on from a wider cross section of the community.	1	Noted. The Town is committed to inclusivity and diversity across all portfolios, especially in the arts. It was identified in the community workshops a lack of Aboriginal art within the town, hence why this is addressed.	N
Focus 1 and 2 are very important in growing the inner-city arts scene.	1	Noted, with thanks.	N
There is no mention of the VPCA at all in the document while several key images are from VPCA/Kent Street Gallery exhibitions which are also not adequately acknowledged.	1	The Vic Park Centre for the Arts is mentioned in the document, particularly as a strategic action (2.3). All images in the document are attributed on page 24.	Y – added VPCA to introduction.
Supportive of the focus areas.	2	Noted.	N

Part C: Actions	# submissions raising this theme	Officer's response	Amended Y/N
I like that the actions are outlined, that they will be indeed actioned. Not just another plan that will tick a box and nothing will happen.	1	Noted.	N
There is no mention of engaging with existing providers in the Town of Victoria Park in the action plan. While there is an acknowledgement of a community and that there needs to be a development the focus and actions look beyond what already exists (and works).	1	Actions 1.3, 1.4 cover networking and partnerships with local cultural groups.	N
Supportive of the listed actions. I particularly like the idea of an indoor winter arts program and the focus on supporting Aboriginal artists and sharing culture.	2	Noted.	N

Additional Feedback	# submissions raising this theme	Officer's response	Amended Y/N
Studio spaces and creative spaces, or incubator hub for emerging artists would be great.	2	The strategic action 2.1 covers this need.	N
Would like more transparent processes for public art.	1	Noted.	N
More opportunities for emerging artists for public art.	1	Noted.	N
Would like an arts award program.	1	Noted.	N

Mindeera Advisory Group
Terms of Reference

Purpose and objective

1. The purpose of the Mindeera Advisory Group (the group) is to provide strategic advice to Council on:
    a. The implementation of the Town's Reconciliation Action Plan (RAP);
    b. The embedding of culturally appropriate reconciliation initiatives and practices; and
    c. The implementation of culturally appropriate policy development and community consultation.

2. This advice is related to the following strategic outcomes from the Town's Strategic Community Plan 2017 – 2032:
    a. CL02 – A community that is authentically engaged and informed in a timely manner;
    b. S02 – An informed and knowledgeable community;
    c. S03 – An empowered community with a sense of pride, safety and belonging; and
    d. S04 – A place where all people have an awareness and appreciation of arts, culture, education and heritage.

Term

3. These terms of reference are effective upon endorsement by Council for a 24-month period in line with the group member appointment of 24-months. The Terms of Reference will be reviewed and presented to Council for endorsement after another Expression of Interest process for membership has taken place.

Membership

4. The group shall be comprised of the following members:
    a. Nine (9) community members selected following an Expression of Interest process;
    b. Three (3) elected members;
    c. Four (4) Town officers. Additional officers and guests may be invited based on meeting agenda and priorities; and

5. All memberships expire at the end of the group's term.

6. Community members have the option to exit the group at any time at their own discretion. If a community member exits the group the Town may invite a replacement based upon submissions from a previous Expression of Interest process or they may choose to fill the vacancy through a new Expression of Interest process.

Roles and responsibilities

7. Each member of the group is responsible for attending meetings, reviewing relevant material to enable informed discussion, and making timely decisions/actions to progress the objectives of the group.

8. Each member is expected to abide by the Town's Code of Conduct, to have open and honest discussions and to treat each member with due courtesy and respect.

9. In addition to these, the specific roles for each membership type are as follows:
    a. Elected members are responsible for ensuring that the group adheres to the direction set by Council, contributing as the elected representatives of the community;
    b. Community members are responsible for contributing to the delivery of the group's objectives within the scope of their skills, knowledge and capabilities; and
    c. Officers are responsible for conducting necessary research as required by the group, providing professional advice and expertise, and for administering meetings.

Meeting procedures

10. The group will elect a presiding member and deputy presiding member at its first meeting. The presiding member will facilitate discussions at meetings and be consulted on the general operation of the group and meeting preparation (including the agenda).

11. The group will meet bi-monthly or as needed.

12. A meeting quorum will be at least 50% of the participating members of the group. Recommendations of the advisory group are to be made by consensus (i.e. members are satisfied with the decision even though it may not be their first choice). If consensus is not possible, the presiding member can make the final decision.

13. If a member is unable to attend the meeting, they must advise the presiding member and / or Town officers as soon as reasonably practicable.

14. Agenda items can be raised by any member of the group, for consideration of the presiding member and / or Town officers, at least five (5) working days prior to a scheduled meeting.

15. The Town will maintain summary meeting notes of the items discussed at each meeting and the outcomes from discussions (please note: verbatim minutes of discussion will not be taken).

16. The agenda and minutes of the meeting are to be prepared by the Town, as follows:
    a. The agenda will be distributed no later than three working days before the meeting on the Town's website and circulated to group members;
    b. The minutes will be distributed no later than five working days after the meeting on the Town's website and circulated to group members; and
    c. Both the agenda and minutes are to be developed in the prescribed form.

17. Meetings will only be open to members and not the general public, however the group may invite guests to meetings.

18. Overall group oversight is the responsibility of the Town's Chief Community Planner.

Reporting

19. The group is expected to report to Council, in accordance with Policy 101 Governance of Council Advisory and Working Groups.

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Access and Inclusion Advisory Group
Terms of Reference

Purpose and objective

1. The purpose of the Access and Inclusion Advisory Group (the group) is to provide strategic advice to Council on:
    a. The implementation of the Town's Disability Access and Inclusion Plan (DAIP);
    b. Continual improvement as an accessible and inclusive community; and
    c. Specific items referred to the group by Town administration, including but not limited to development applications, plans for special events, identified Town initiated projects or programs, and proposals for works on Town managed property.

2. This advice is related to the following strategic outcomes from the Town's Strategic Community Plan 2017 – 2032:
    a. CL02 – A community that is authentically engaged and informed in a timely manner;
    b. S02 – An informed and knowledgeable community; and
    c. S03 – An empowered community with a sense of pride, safety and belonging.

Term

3. These terms of reference are effective upon endorsement by Council for a 24-month period in line with the group member appointment of 24-months. The Terms of Reference will be reviewed and presented to Council for endorsement after another Expression of Interest process for membership has taken place.

Membership

4. The group shall be comprised of the following members:
    a. Seven (7) community members selected following an Expression of Interest process;
    b. Three (3) elected members;
    c. Four (4) Town officers. Additional officers may be invited based on meeting agenda and priorities.

5. All memberships expire at the end of the group's term.

Roles and responsibilities

6. Each member of the group is responsible for attending meetings, reviewing relevant material to enable informed discussion, and making timely decisions/actions to progress the objectives of the group.

7. Each member is expected to abide by the Town's Code of Conduct, to have open and honest discussions and to treat each member with due courtesy and respect.

8. In addition to these, the specific roles for each membership type are as follows:

a. Elected members are responsible for ensuring that the group adheres to the direction set by Council, contributing as the elected representatives of the community;
b. Community members are responsible for contributing to the delivery of the group's objectives within the scope of their skills, knowledge and capabilities; and
c. Officers are responsible for conducting necessary research as required by the group, providing professional advice and expertise, and for administering meetings.

Meeting procedures

9. The group will elect a presiding member and deputy presiding member at its first meeting. The presiding member will facilitate discussions at meetings and be consulted on the general operation of the group and meeting preparation (including the agenda).

10. The group will meet quarterly or as required during business hours.

11. A meeting quorum will be at least 50% of the participating members of the group. Recommendations of the advisory group are to be made by consensus (i.e. members are satisfied with the decision even though it may not be their first choice). If consensus is not possible, the presiding member can make the final decision.

12. If a member is unable to attend the meeting, they must advise the presiding member as soon as reasonably practicable.

13. Agenda items can be raised by any member of the group, for consideration of the presiding member, at least five (5) working days prior to a scheduled meeting.

14. The Town will maintain summary meeting notes of the items discussed at each meeting and the outcomes from discussions (please note: verbatim minutes of discussion will not be taken).

15. The agenda and minutes of the meeting are to be prepared by the Town, as follows:
    a. The agenda will be distributed no later than three working days before the meeting on the Town's website;
    b. The minutes will be distributed no later than five working days after the meeting on the Town's website; and
    c. Both the agenda and minutes are to be developed in the prescribed form.

16. Meetings will only be open to members and not the general public, however the group may invite guests to meetings.

17. Overall group oversight is the responsibility of the Town's Chief Community Planner

Reporting

18. The group is expected to report to Council, in accordance with Policy 101 Governance of Council Advisory and Working Groups.

DRAFT

Expression of Interest - UFS Implementation Working Group 2021

Assessment Matrix

17.11.2020	**First name**	Ben	Clare	Ngaire	Rowena	Jason	Heather	Nadia	Emma
	Last name	Whitehouse	Caldeira	Howard	Skinner	Wiktorowicz	Johnstone	D'Hart	Monk
Assessment Panel Member 1	**Criteria 1**	5	2	4	5	2	4	5	4
Governance Advisor	**Criteria 2**	4	1	4	4	3	4	3	4
	Criteria 3	4	1	3	4	2	4	4	4
	Criteria 4	5	2	3	4	4	4	4	4
Score		90%	30%	70%	85%	55%	80%	80%	80%
Assessment Panel Member 2	**Criteria 1**	5	2	3.5	5	2	5	5	5
Coordinator Urban Planning	**Criteria 2**	4	1	4	4	3	5	4	4
	Criteria 3	5	2	5	5	3	5	5	5
	Criteria 4	4	2	4	5	2	5	4	5
Score		90%	35%	83%	95%	50%	100%	90%	95%
Assessment Panel Member 3	**Criteria 1**	5	3	5	5	3	5	5	5
Place Leader - Transport	**Criteria 2**	5	2	4	5	3	5	5	4
	Criteria 3	4	2	5	5	3	4	4	5
	Criteria 4	5	1	5	5	3	5	4	5
Score		95%	40%	95%	100%	60%	95%	90%	95%

Combined Average	**92%**	**35%**	**83%**	**93%**	**55%**	**92%**	**87%**	**90%**
Rank	**2**	**8**	**6**	**1**	**7**	**2**	**5**	**4**

Qualitative Selection criteria

1) Applicant demonstrates a passion for Urban Greening in the Town of Victoria Park

2) Applicant demonstrates experience working in a collaborative manner

3) Applicant demonstrates the capacity to act as an Urban Forest Ambassador

4) Applicant pocesses relevant qualification, experience and/or knowledge in urban greening

or

4) Applicant pocesses experience working in a community group or on projects of community benefit.

Scoring Guide

5 = application meets criterion - very well

4 = application meets criterion - well

3 = application meets criterion - satisfactory (or neutral if applicable)

2 = application just fails to meet the criterion

1 = application largely fails to meet the criterion

Business Advisory Group
Terms of Reference

Purpose and objective

1. The purpose of the Business Advisory Group (the Group) is to provide strategic advice to Council on

    - The implementation and review of the Town's Economic Development Strategy 2018- 2023;
    - The implementation of economic development initiatives, including events, campaigns and other economic development projects and partnerships;
    - Opportunities for the Town to collaborate with local businesses;
    - Opportunities to improve the Town's processes to make it easier for businesses to interact with the Town; and
    - COVID-19 economic recovery measures for local businesses.

2. This advice is related to the following strategic outcomes from the Strategic Community Plan 2017 – 2032:

    a) EC01 - A desirable place for commerce and tourism that supports equity, diverse local employment and entrepreneurship.

    b) EC02 - A clean, safe and accessible place to visit

Term

3. The term of appointment of all members to the Group and the terms of reference shall end on the date of the next local government election. After this period the terms of reference will be reviewed and presented to Council for endorsement and another Expression of Interest process for BAG membership will take place.

Membership

4. The Group shall be comprised of:
    a) Three elected members
    b) Twenty three community members
    c) Four officers (including the minute secretary). Other officers may be invited on a meeting by meeting basis.
5. Community members have the option to exit the Group at any time at their own discretion. If a community member exits the Group the Town may consider replacing the position. Possible sources to fill the vacancy include submissions from a previous Expression of Interest process or through a new Expression of Interest process.

Roles and Responsibilities

6. Each member of the Group is responsible for attending meetings, registering for the Group's private YourThoughts page, reviewing relevant material to enable informed discussion, and making timely decisions/actions to progress the objectives of the Group.
7. Each member is expected to abide by the Town's Code of Conduct, to have open and honest discussions and to treat each member with due courtesy and respect.
8. In addition to these, the specific roles for each membership type are as follows:
    a) Elected members are responsible for ensuring that the Group adheres to the direction set by Council and contributing as the elected representatives of the community.
    b) Community members are responsible for contributing to the delivery of the Group's objectives within the scope of their skills, knowledge and capabilities.
    c) Officers are responsible for conducting necessary research as required by the Group, providing professional advice and expertise, and for administering meetings.

Meeting Procedures

9. The Group will elect a presiding member and deputy presiding member at its first meeting. The presiding member will facilitate discussions at meetings and be consulted on the general operation of the Group and meeting preparation (including the agenda).
10. The Group will meet twice per annum as a minimum.

11. A meeting quorum will be at least 50% of the participating members of the Group. Recommendations of the Group are to be made by consensus (i.e. members are satisfied with the decision even though it may not be their first choice). If consensus is not possible, the presiding member can make the final decision.

12. If a member is unable to attend the meeting, they must advise the presiding member as soon as reasonably practicable.

13. The Town will maintain summary meeting notes of the items discussed at each meeting and the outcomes from discussions (please note: verbatim minutes of discussion will not be taken).

14. The agenda and meeting notes are to be prepared by the Town, as follows:

    a) The agenda will be distributed no later than three working days before the meeting on the Town's website.

    b) The meeting notes will be distributed no later than five working days after the meeting on the Town's website.

    c) Both the agenda and meeting notes are to be developed in the prescribed form.

15. Meetings will only be open to members and not the general public.

16. Overall Group oversight is the responsibility of the Town's Chief Community Planner.

Reporting

17. The Group is expected to report to Council, in accordance with Policy 101 Governance of Council Advisory and Working Groups.

DRAFT

SCHEDULE OF SUBMISSIONS

AMENDMENT 82 TO TOWN OF VICTORIA PARK TOWN PLANNING SCHEME NO. 1

SUBMISSION	POSITION	SUMMARY OF SUBMISSION	OFFICER RESPONSE
1	Neutral	The Town (through the draft Local Planning Strategy and Activity Centres Strategy as presented to Council in April 2020) has expressed concern with the amount of retail floorspace identified in the BDSP as development to these parameters may have potential adverse impacts on the hierarchy of activity centres in the Town. The draft Activity Centres Strategy relevantly suggests that retail floorspace of approximately 5,000m2 NLA is more appropriate for the BSE Precinct.	The draft Activity Centre Strategy (Planwest, 2017) (draft ACS) raises two areas of concern regarding centre development on the Burswood Peninsula: 1. It questions the viability of centre size, including the retail floor space component. Most concern is directed to Belmont Park which proposes 31,000 sqm of retail floor space where as the Retail Needs Assessment modelling indicates only 11,300 sqm of retail floor space may be viable (only one third of planned retail). The draft ACS also raises concerns about the viability of centres at BSE and BSW, although the modelled capacity of BSE indicates it may attract sufficient trade to support half of its planned retail floor space (ie. 4,325 m2 vs 8,000 m2). Questions relating to the viability of centre sizes result from: their relatively constrained locations which constrains trade area and results in centres likely to only service their location resident and worker populations, unless they have an advantage such as tourism, niche retailing or access to Great Eastern Highway; competition from other centres in the sub-region; and internal competition from within Vic Park given the Town's *truncated core trading area which does not extend beyond the local authority boundary to an extent that would enhance the trading potential of commercial development (*Chapter 3 Analysis, section 3.6 Retail Needs Assessment (pp 61). This is summed up in the section 3.6 Retail Needs Assessment modelling under Scenario 3 which offers the following conclusion regarding the size of planned centres on Burswood Peninsula: *"What the modelling has indicated is that these three proposals are not likely to be viable in the context of their locations, their trade area potential and the competition."* Furthermore, Chapter 4 The Strategy, section 4.4.2 Burswood Specialised Activity Centre, sub-section 4.4.2.3 Burswood Station East Precinct, states:

			The review has concluded that future retail demand within the sub-precinct is unlikely to justify the level of supply suggested in the District Structure Plan. Moreover, a facility in the locality would probably service the needs of both the East and West station sub-precinct (pp 79). And: *Support Other Retail on the Great Eastern Highway frontage.* *Retail development should focus on convenience shopping to cater for local needs.* *Prepare a structure plan which reviews the current Precinct Plan provisions (particularly in respect of building height), allows for Other Retail on the Great Eastern Highway frontage, a neighbourhood shopping centre, mixed uses and residential high density development.* The last dot point does not raise any proposal to place an upper limit / cap on retail floor space. In the modelling discussion (Chapter 3 Analysis, section 3.6 Retail Needs Assessment) , the draft ACS suggests these factors will 'naturally' constrain the size of planned retail in the Burswood Peninsula centres being realised (see the conversation re Scenario 4 modelling) (pp 62.63). In any event, SPP 4.2 (WAPC, 2010) does not provide any guidance on the size of a Neighbourhood Centre (retail floor space) or other centres for that matter, except that Table 3 provides guidance on the role/function of centre, and a Neighbourhood Centre has a focus on "daily and weekly household shopping community facilities and small range of other convenience services" and the indicative trade area is between 2000 – 15,000 persons over an approximate 1km radius. It should be noted that the draft LPS map Figure 2 indicates a "Future Neighbourhood Centre" around the Burswood Train Station, reflecting the recommended role/function of the Centre as per the draft ACS. 2. The draft ACS stated it had serious concerns for the viability of retail development along Albany Highway should the retail floor space in the 3 centres on Burswood Peninsula be realised (ie. Scenario 4), however it calls this scenario an "improbable event" suggesting the factors above will naturally restrict the size of centres on the Peninsula.

		As such, the draft Local Planning Strategy actions propose that a structure plan should be prepared for the BSE Precinct to consider appropriate retail allocation, and additionally, that an RSA should be prepared where the total retail floorspace of developments exceeds 5,000m2 NLA.	The draft LPS (April 2020) actions do not propose a structure plan for BSE Precinct. The draft Activity Centre Strategy (Planwest, 2017), Chapter 2 Policy and Planning Context (section 2.5 Other Activity Centre Precincts / sub-section 2.5.1 Burwood) describes the previous LPP 35 Burswood Station East as requiring a structure plan (pp 15) and this is reflected in the section "Implications for the Strategy Review" on page 17 which states: *Burswood Station East requires the preparation and adoption of a structure plan. Such a plan should include considerations of appropriate retail allocation and building form in view of the prominence but relative inaccessibility of the site.* Chapter 3 Analysis, section 3.3 The Other Centres, sub-section 3.3.1 Burswood Specialised Activity Centre states in relation to BSE: *The required local structure plan for the area should identify the future realistic retail function and building form and capacity in view of the site's relative inaccessibility and limited extent notwithstanding its locational advantages* (pp 43). The Conclusions to Chapter 3 (sub-section 3.5.2 Other Centres, Conclusions) however, do not highlight the need for assessment of retail capacity. Chapter 4 The Strategy, section 4.4.2 Burswood Specialised Activity Centre, sub-section 4.4.2.3 Burswood Station East Precinct (pp78) , states: *The review has concluded that future retail demand within the sub-precinct is unlikely to justify the level of supply suggested in the District Structure Plan. Moreover, a facility in the locality would probably service the needs of both the East and West station sub-precinct* (pp 79). And: *Support Other Retail on the Great Eastern Highway frontage. Retail development should focus on convenience shopping to cater for local needs.* *Prepare a structure plan which reviews the current Precinct Plan provisions (particularly in respect of building height), allows for Other Retail on the Great Eastern Highway frontage, a neighbourhood shopping centre, mixed uses and residential high density development.*

			The requirement for a structure plan is ambiguous and in any event, is superseded by the preparation of the Amendment 82 and the new LPP which adopts an approach where the primary aim is to achieve excellence in design quality of built form and streetscape that also accommodates flexible land uses. With regard to consideration of "appropriate retail allocation", the draft ACS recommends that plans for BSE "allow" a neighbourhood centre vs limit retail to a particular size. This is reflected in the draft LPS map which shows a "Future Neighbourhood Centre" around Burswood Station. With regard to "an RSA should be prepared where the total retail floorspace of developments exceeds 5,000m2 NLA" the draft ACS does not specifically recommend an RSA for Burswood Station East. Rather, RSAs are recommended for Belmont Park and Burswood Station West. However, the draft LPS (April 2020) Part B Precincts, Chapter 9 Burswood Peninsula, Action 9.6 (incorrectly labelled as 9.4) states "*Include a new provision in LPS No.2 that requires a Retail Sustainability Assessment for retail proposals over 5,000 sqm."* This action reflects Action 4.8 (Chapter 4 Activity Centres) which states *"Insert provisions into Local Planning Scheme No.2 that require an independently prepared Retail Sustainability Assessment (RSA) for any retail development that exceeds 5000 sqm.* These Actions allow the Town to assess single retail proposals over 5,000 m2 for any areas of the Town, not just on Burswood Peninsula. Action 9.5 recommendation for the new Local Planning Scheme No.2 is to identify: *the most appropriate zone for the Burswood Station East sub-precinct that facilitates redevelopment for medium to high density mixed use.*
		Additionally, under State Planning Policy 4.2, an RSA is only triggered where a 'major development' is proposed, which comprises more than 10,000m2 NLA of shop/retail floorspace. Alternatively, an RSA is only required where a significant increase is proposed to shop/retail floorspace identified within a local planning strategy or district structure plan	The draft LPS recommendation for Retail Sustainability Assessment for retail proposals over 5,000 sqm varies SPP 4.2. No modification required.

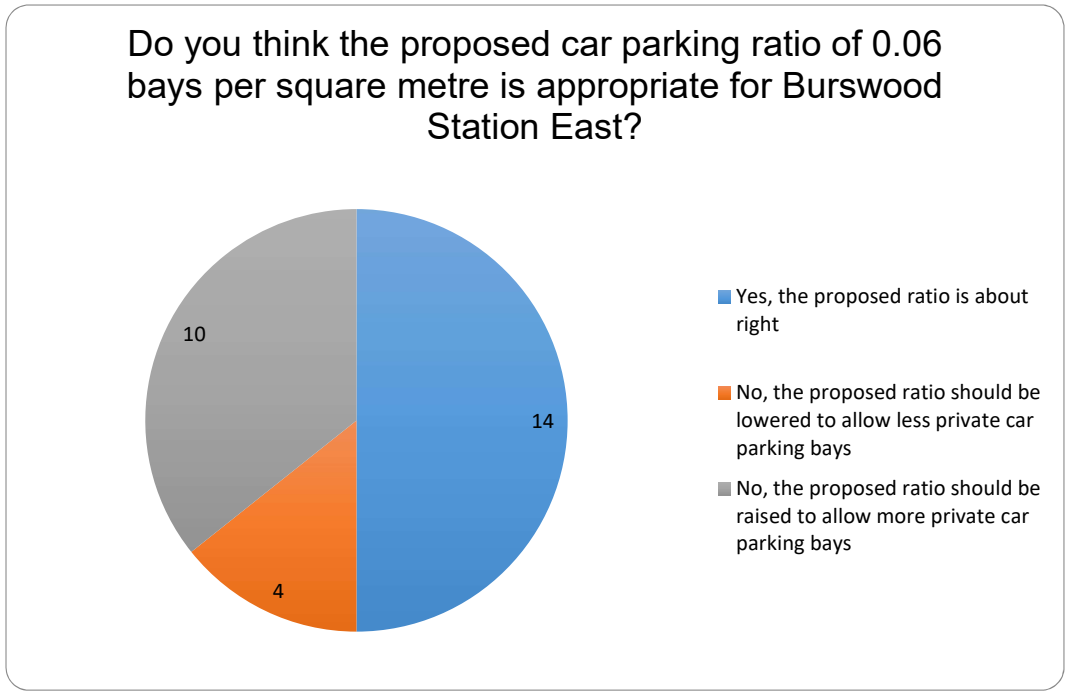
2	Support	The proposal is very well structured and will provide a better outcome and a great living environment of high quality and vibrancy. I support the policy as it will create a high standard of living close to a number of alternative means of public transport and Burswood Stadium.	Noted. No modification required.
3	Support	The scheme has been well thought out and prove idea for a unique village feel with high standard of development. The Scheme is a positive in encouraging the amalgamation of small lots into large lots. However the parking restriction of 0.06 bays per original lot size will stifle the larger lot sizes in allowing flexibility of yield design opportunities to create large unique developments. The requirement for 0.06 parking bays will in all sense negate the bonus plot ratio of 6 in larger lot sizes). The premise of the parking study assumes that large lots will be accumulated and therefore higher intensity yielding larger traffic conditions which would most likely not occur and therefore existing large lots are being restricted by not allowing the full potential and should just be allowed to provide parking in accordance with the R codes. Large lots greater than 2800 m2 should be allowed further bonus plot ratio's with no parking restrictions or the number of story restrictions only to be governed by Perth Airport height limitations. These larger "Super Developments" could also benefit from allowing the requirement to provide a street facade of at least two stories to be bypassed if they provide a micro landscaped area in front of the building within a 3 m set back at ground floor much as is seen in high rise in City's such as Singapore etc. Excellent policy that should govern the future development in Burswood East Precinct.	The parking ratio has been formulated as a response to the capacity of the local road network, transit-oriented development visions, and a moderator to development intensity. It is acknowledged that developing to the full potential envelope of plot ratio 6.0 and building height 22 storeys on a large lot is unlikely to be achievable while providing the volume of private car parking most users expect. These bonus parameters are intended to provide a flexible maximum envelope, so that developers can provide a highly responsive and well-designed building within requirements such as car parking. The bonus parameters have also been designed with the general yield and intensity ambitions of the Burswood Peninsula District Structure Plan in mind. Following from above, the highly fragmented lot pattern of this area and design guidance vision for intimate, human-scale development does not favour extremely large “super developments”. These are possible with sound design, but it is not the intention of the framework to facilitate these as a priority. Similarly, high-quality ground-floor design is a fundamental principle of the design guidelines in LPP 40. It is against the objectives for the area to remove this requirement. No modification recommended.
4	Support	Local planning policy should govern all aspects of plot ratio’s and yield.	Noted - It is uncertain what changes – if any – the submittor would request. It is considered appropriate for the baseline plot ratio to be contained within the Town Planning Scheme to provide certainty and clarity. No modification recommended.

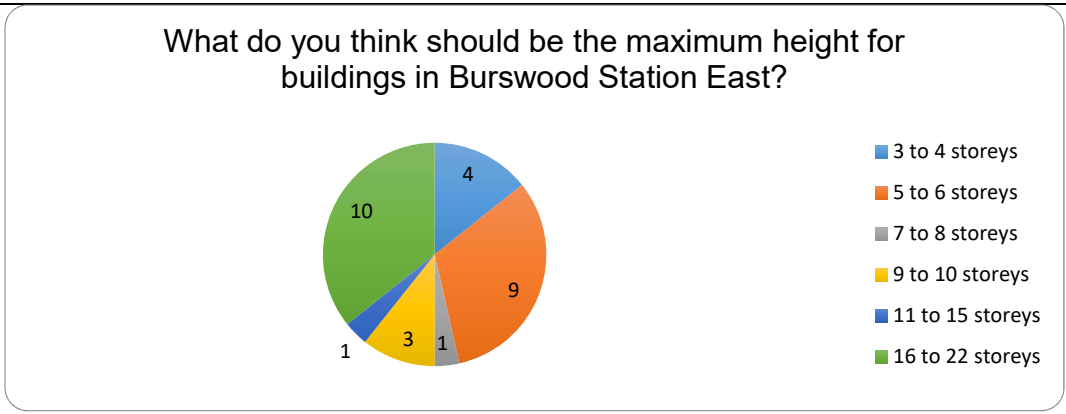
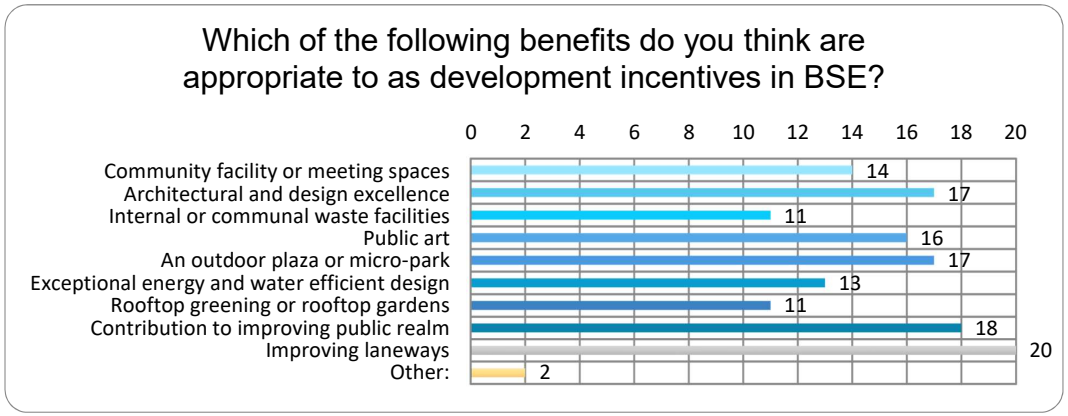
5	Support	Good design outcomes. Needs higher height limits for properties greater than 2800 m2.	Noted. Refer to comment on Submission 3. No modification recommended.
6	Support	Very good proposal. Supportive of policy.	Noted No modification recommended.
7	Support	For blocks greater than 2,800m2 a bonus plot ratio of 8 should be considered rather than 6.	Noted. Refer to comment on Submission 3. No modification recommended.
8	Support	Public Transport Authority: 1) The PTA supports the Town's aspiration to facilitate land use intensification in accordance with TOD principles to leverage the existing Burswood Station. Consolidating urban growth near rail stations helps to grow patronage on the public transport network, especially along the Thornlie/Armadale Line where there is sufficient capacity available. 2) All residential/commercial development abutting the railway line will be subject to comply with State Planning Policies, for instance, State Planning Policy 5.4 Road and Rail Noise, among others. Should high-density residential and/or mixed-use development be realised in the Burswood East Precinct, the PTA can review and provide comment on any incoming development applications accordingly.	1) Noted. 2) The Scheme Amendment does not remove or replace the requirements of SPP5.4. However, it is noted that the proposed front setback requirement for upper storeys is expressed as a firm requirement. This may cause uncertainty for applicants utilising setbacks and facade design to address noise attenuation. It is recommended that the provision be removed from the Scheme Amendment and instead encapsulated in the complimentary Local Planning Policy, with particular reference to design for noise attenuation and the objectives of SPP5.4. Modification recommended.
9	Support	City of Belmont: 1) The proposed Scheme Amendment and Draft Local Planning Policy are generally supported by City officers. 2) While the overall premise of applying a maximum parking ratio is generally supported, particularly within close proximity to high frequency public transport. The City officers would like to query whether it is intended that the minimum parking ratio listed within ToVP - LPP23 will be implemented and the maximum ratio act as a parking 'cap'? Should only a maximum be proposed within the Burswood East Station Precinct, officers at the City hold concerns regarding the potential for public on-street parking pressure and reliance to flow into the [adjacent] 'The Springs' development area.	1) Noted. 2) The proposed parking cap will be applied in addition to the minimum parking requirements provided in the Residential Design Codes and Local Planning Policy 23. The City's officer was verbally advised of this and confirmed that the City does not object. No modification recommended.
10	Neutral	Water Corporation	1) Noted. 2) The Town has previously met with Water Corporation and

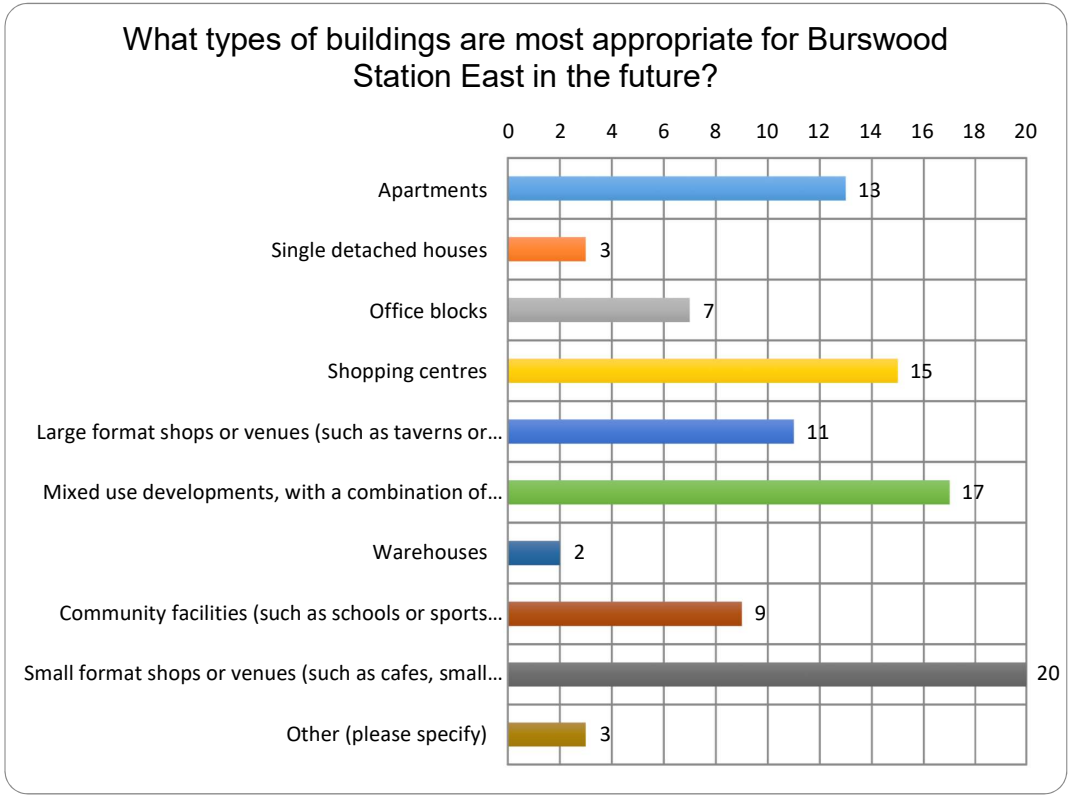
		1) Some upgrades to water infrastructure may be required in the future. 2) The Rivervale Main Sewer must be upgraded and relocated to the Stiles Avenue road reserve. Works are currently planned for 2030.	discussed this issue. It was agreed that it can be effectively resolved through Water Corporation's construction planning and the development assessment process. There is no private land requirement identified for the relocated Rivervale Main Sewer. No modification recommended.
11	Support	Main Roads WA 1) Main Roads supports the proposal. 2) Buildings are not to encroach on Great Eastern Highway. 3) Acoustic reports in accordance with SPP5.4 are required at Structure Plan stage. 4) Detailed Traffic Impact Assessment is required at Structure Plan stage. 5) Direct access onto Great Eastern Highway is not supported.	1) Noted. 2) Noted. 3) It is not proposed to prepare a Local Structure Plan for the BSE Precinct. Some minor modifications to the Scheme Amendment and complimentary Local Planning Policy are proposed to more clearly address SPP5.4 - please refer to comment on PTA submission. 4) A Traffic Impact Assessment has been provided alongside the Scheme Amendment. The submission from Main Roads queries several details of this report regarding estimated volumes. The Town will liaise with its consultant, Main Roads WA and the Department for Planning, Lands and Heritage to provide further information on these issues. The queries raised are primarily matters for clarification and are unlikely do not require modifications to the Scheme Amendment or conflict with the Amendment's general intent. 5) Noted. Modification recommended.

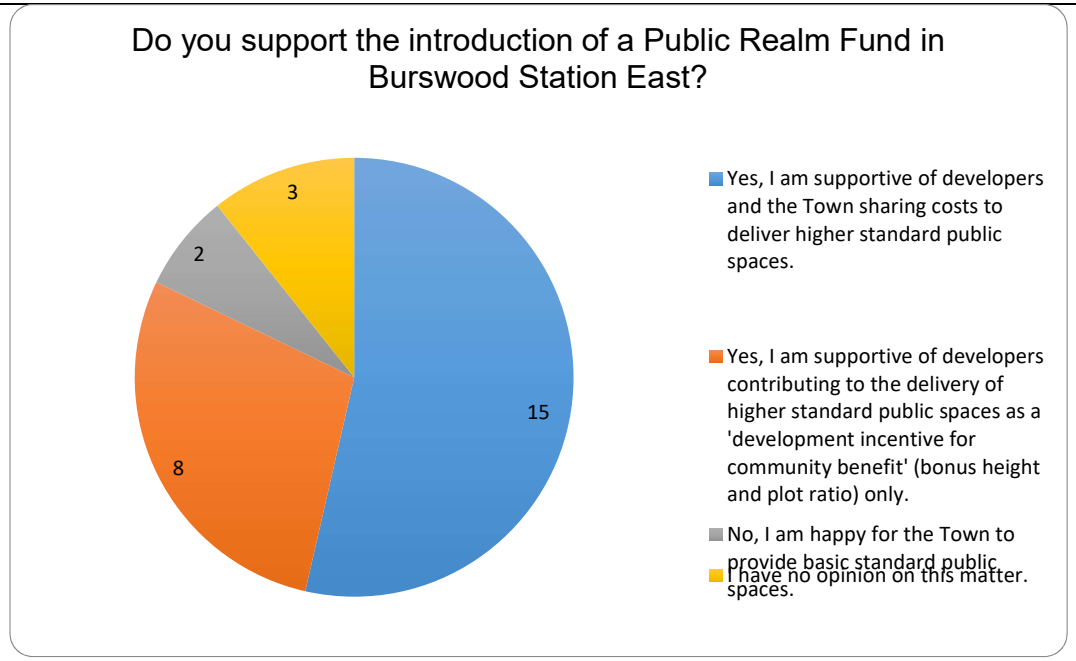
SUMMARY OF YOURTHOUGHTS SURVEY RESPONSES

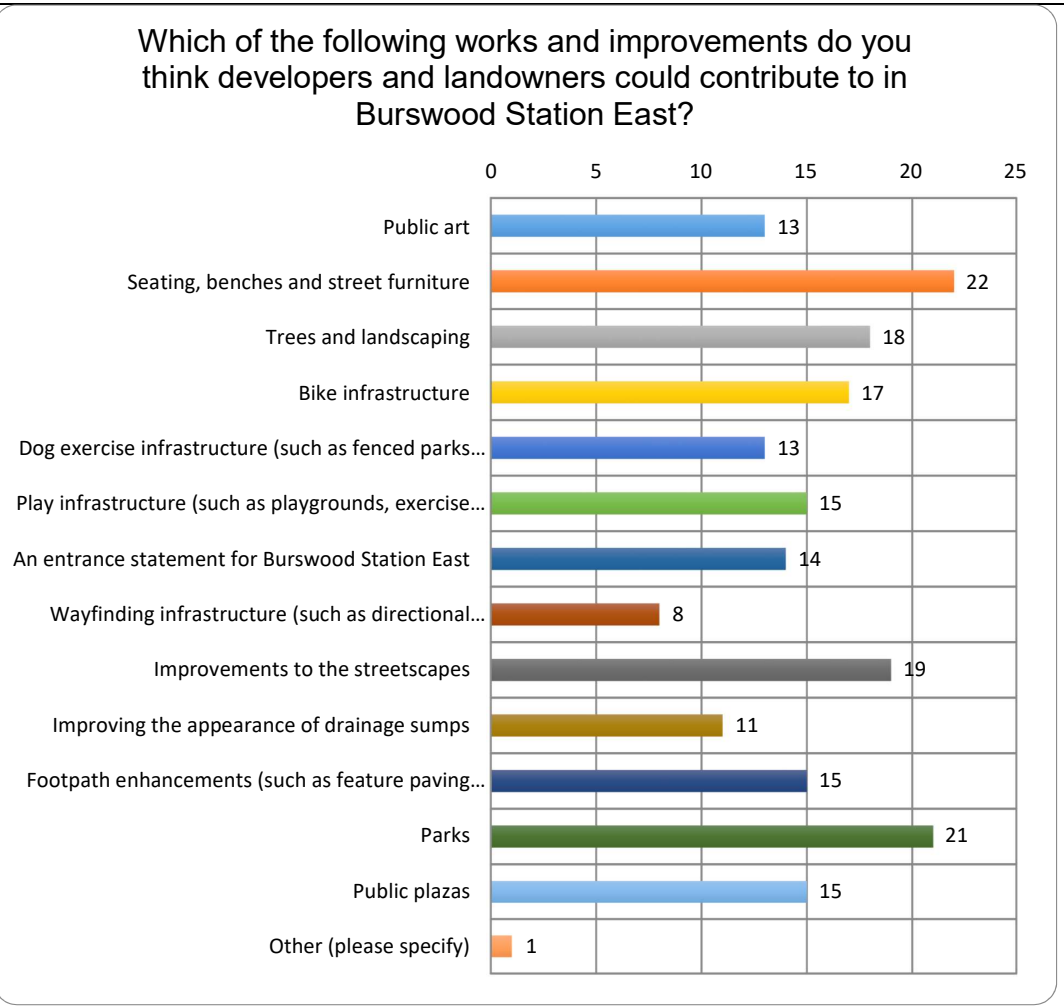
BURSWOOD STATION EAST LOCAL PLANNING FRAMEWORK (AMENDMENT 82 AND DRAFT LOCAL PLANNING POLICY 40)

THEME	SUMMARY OF RESPONSES	OFFICER COMMENT
CAR PARKING	 • 54% AGREE that it is necessary to own a car when living in BSE • 57% AGREE that they prefer to drive when travelling to/from BSE but only 2% DISAGREE that they regularly use public transport when travelling to/from BSE • 57% AGREE that there is not enough on-street car parking in BSE • 54% STRONGLY AGREE and 25% AGREE that they would be more inclined to use public transport if the street environment is upgraded • 68% STRONGLY AGREE and 18% AGREE that they would be more inclined to use public transport if the Burswood Station is upgraded	Many comments from respondents acknowledged principles relevant to transit-oriented design and the need to balance parking provision with public transport. Respondents who considered that the ratio should be raised to allow more private car parking bays frequently commented that private parking was needed due to poor alternatives (ie condition of walking environment and public transport). This suggests that a multi-faceted approach of addressing street parking management, street/public realm improvement, development parking standards and advocacy for public transport improvements is the best way forward. This is the approach the Town is currently taking.

BUILDING HEIGHT AND DEVELOPMENT INCENTIVES FOR COMMUNITY BENEFIT	 • 43% AGREE that buildings that are exceptionally well designed could be taller, and an 36% AGREE that buildings that are both exceptionally well designed and provide a community benefit could be taller • There was a broad distribution of responses to the question "How many additional storeys above a general height limit do you think should be considered for developments that deliver a community benefit?". The three most popular answers were "2 storeys", "11 or more storeys", and "3 to 5 storeys".  • "Other" included secure bike storage, end of trip facilities and train station improvements.	Although a range of responses regarding building height were received, these generally clustered around 6 storeys or the maximum achievable. Additionally, the majority of respondents agreed with the principles underpinning development incentives for community benefit. This suggests that the baseline proposed height limit of six storeys and potential incentive height limit of 22 storeys are broadly reflective of expectations. Laneway improvements was the most commonly selected potential community benefit for development incentives. This provides confidence in the advertised incentive criteria for laneway activation and it is recommended that the potential scale of benefit be increased to further encourage this outcome. Other suggestions included bike storage and end of trip facilities to accommodate the more intense development. This raises a broader issue surrounding the Town's standard requirements for parking and should be considered through the current Strategy, Scheme and LPP review projects. It is not recommended to add this criteria to development incentive provisions until it has been more broadly examined through this work. Potential community benefits must be reasonably within the control of the applicant or Town, and it is not possible to include works to the PTA's asset in this scope.

DEVELOPMENT FORMAT AND LAND USE	 • "Other" answers included warehouses for light industrial or creative spaces; and a Claisebrook Cove development format. • 61% AGREE that continuous frontages and fine-grain façade design are appropriate for Burswood Station East, and 22% neither agreed or disagreed • 86% AGREE that car parking areas should be designed to be hidden from the front of buildings • All respondents AGREE that ground floors should be designed to incorporate active features	A broad range of development types / land uses were considered appropriate for future development in BSE. The most popular responses were "small format shops or venues" and "mixed used developments", which are broadly compatible as the small commercial businesses can locate within the larger mixed-use development. Small format shops and venues are also consistent with the fine-grain façade design principles in the Draft LPP 40. Shopping centres was the third most popular response, selected by 54% of respondents. Large shopping centres are not consistent with the Draft LPP 40 design principles or centre status of the precinct. However, the offerings of a neighbourhood shopping centre (as a cluster of convenience retail) could be achieved within the design requirements. The Transitional Development provisions of Draft LPP 40 allow for the continued use of warehouse buildings for low-impact uses, such as the creative spaces suggested. The Scheme Zoning Table (not impacted by Amendment 82) lists "service industry" as a discretionary use in the Office/Residential zone which allows for some future consideration of "maker spaces" and similar. Claisebrook Cove is characterised by continuous, fine-grain frontages with a strong 'terrace housing' development presentation. This is highly consistent with the intent of Draft LPP 40, albeit with BSE at

		a potentially higher intensity. Direct responses to questions about continuous frontages and fine-grain façade design were somewhat ambivalent; respondents did not strongly agree or disagree with these principles. However, the majority did agree that façade design should limit the visual impact of car parking and incorporate active features. This confirms the intent of these principles in Draft LPP 40.
PUBLIC REALM FUND		The Public Realm Fund concept was generally supported through all stakeholder engagement processes (including formal, informal, internal and external) utilised. Survey responses are true to this observation with 96% supporting the Public Realm Fund. Survey respondents largely comprised residents and workers within BSE and its surrounds, and perhaps are more reflective of a user-experience perspective than developer perspective. Few comments were made regarding implementation, costs and timing, focusing more on the underpinning principles and general need for public realm upgrades. Comments frequently expressed support for developers contributing to the improvement of the area rather than just making a 'quick profit', and many noted that improvements could also benefit developers and investors. One respondent who did not support the Public Realm fund expressed concerns about the Town's ability to manage the program.



- "Other" responses included an artistic lighting installation.
- When asked what percentage of the overall costs developers should contribute, answers ranged from 2% to 100%. The median response was 50% and average response was 55%.

The suggestion for an artistic lighting installation can be considered through the established public art contribution program.

SCHEDULE OF MODIFICATIONS

AMENDMENT 82 TO TOWN OF VICTORIA PARK TOWN PLANNING SCHEME NO. 1

NO.	AMENDMENT AS ADVERTISED	RECOMMENDED MODIFICATION	JUSTIFICATION
1	Amend Precinct Plan P2 Sheet A: Development Standards: Remove the existing text and replace with: "1. General All development shall be generally consistent with the provisions of the Local Planning Policy adopted for the Burswood Station East sub-precinct. Multiple Dwelling development and Mixed Use development will be in accordance with the R-AC3 standards of State Planning Policy 7.3 Residential Design Codes Volume 2, except where varied in this Precinct Plan, the Scheme Text or any relevant local planning policy. Grouped Dwelling and Single Dwelling development will be in accordance with the R80 standards of State Planning Policy 7.3 Residential Design Codes Volume 1, except where varied in this Precinct Plan, the Scheme Text or any relevant local planning policy. 2. Building Height and Plot Ratio The base maximum building height in Burswood Station East is 6 storeys. The base	Amend Precinct Plan P2 Sheet A: Development Standards: Remove the existing text and replace with: "1. General All development shall be generally consistent with the provisions of the Local Planning Policy adopted for the Burswood Station East sub-precinct. Multiple Dwelling development and Mixed Use development will be in accordance with the R-AC3 standards of State Planning Policy 7.3 Residential Design Codes Volume 2, except where varied in this Precinct Plan, the Scheme Text or any relevant local planning policy. Grouped Dwelling and Single Dwelling development will be in accordance with the R80 standards of State Planning Policy 7.3 Residential Design Codes Volume 1, except where varied in this Precinct Plan, the Scheme Text or any relevant local planning policy. 2. Building Height and Plot Ratio The base maximum building height in Burswood Station East is 6 storeys. The base	Submissions received from the Public Transport Authority and Main Roads Western Australia both noted the need for future development to comply with the provisions of State Planning Policy 5.4 Road and Rail Noise due to the proximity of major transport corridors. In some circumstances, building setbacks may be utilised to separate noise sources and sensitive land uses. Amendment 82 provides a general nil street setback for ground floor development, which can be adjusted with appropriate design consideration including in response to noise attenuation needs. The upper floor setback requirement as advertised does not reference this flexibility however. Further, as written it is likely to be overly restrictive and may hamper good design outcomes for sites negotiating complex setback considerations. Therefore it is recommended to remove this overly prescriptive provision and rely upon the design outcomes of State Planning Policy 7.3 Residential Design Codes (Volume 2) and the Town's proposed Local Planning Policy 40 Burswood Station East Design Guidelines and Public Realm Improvements which require buildings to have a defined base and middle, and incorporate articulation into the building façade.

	maximum plot ratio in Burswood Station East is 2.0. The abovementioned base building height limit and base plot ratio limit may be varied to allow development in excess of the base maximum building height and base maximum plot ratio provided that the proposed development: a. is consistent with the building height and plot ratio provisions of the Local Planning Policy adopted for Burswood Station East sub-precinct; and b. complies with the flight contours surrounding Perth Airport as set out under the Airports (Protection of Airspace) Regulations 1996 (as may be amended or replaced from time to time). 3. Building Setbacks <u>Primary and Secondary Streets</u> The main building line for ground floor development adjacent to primary or secondary streets will be setback 0 metres from the street boundary. Setbacks in excess of 0 metres may be considered at the discretion of the Local Government where consistent with the Sheet A Burswood Station East Sub-Precinct objectives and a local planning policy for the precinct.	maximum plot ratio in Burswood Station East is 2.0. The abovementioned base building height limit and base plot ratio limit may be varied to allow development in excess of the base maximum building height and base maximum plot ratio provided that the proposed development: a. is consistent with the building height and plot ratio provisions of the Local Planning Policy adopted for Burswood Station East sub-precinct; and b. complies with the flight contours surrounding Perth Airport as set out under the Airports (Protection of Airspace) Regulations 1996 (as may be amended or replaced from time to time). 3. Building Setbacks <u>Primary and Secondary Streets</u> The main building line for ground floor development adjacent to primary or secondary streets will be setback 0 metres from the street boundary. Setbacks in excess of 0 metres may be considered at the discretion of the Local Government where consistent with the Sheet A Burswood Station East Sub-Precinct objectives and a local planning policy for the precinct.	

	Laneways and Rights of Carriageway All laneways and rights of way should be a minimum width of 7.0m. Where development occurs on a laneway less than 7.0m in width, the development should be setback appropriately to allow the ultimate width to be achieved overtime. The resultant ground floor setback area to a laneway, up to 4.5m above ground level, should be provided as an easement in gross to the Town as a condition of any development approval. (ie if an existing laneway is 5.0m wide, all new development should be setback a minimum 1.0m from the existing laneway boundary. If land on the opposite side of the lane has been redeveloped, and the laneway is now 6.0m in width, new development should be setback 1.0m to accommodate the ultimate 7.0m width). 4. Car Parking The maximum number of car parking bays provided as part of any development will not exceed a ratio 0.06 bays per m2 of parent lot area, consistent with car parking design provisions of a local planning policy adopted for the Burswood Station East sub-precinct 5. Landscaping for Non-Residential Development	The main building line for any development four storeys and higher will be setback a minimum of 3.0m behind the main building line of the corresponding ground storey. Laneways and Rights of Carriageway All laneways and rights of way should be a minimum width of 7.0m. Where development occurs on a laneway less than 7.0m in width, the development should be setback appropriately to allow the ultimate width to be achieved overtime. The resultant ground floor setback area to a laneway, up to 4.5m above ground level, should be provided as an easement in gross to the Town as a condition of any development approval. (ie if an existing laneway is 5.0m wide, all new development should be setback a minimum 1.0m from the existing laneway boundary. If land on the opposite side of the lane has been redeveloped, and the laneway is now 6.0m in width, new development should be setback 1.0m to accommodate the ultimate 7.0m width). 4. Car Parking The maximum number of car parking bays provided as part of any development will not exceed a ratio 0.06 bays per m2 of parent lot area, consistent with car parking design provisions of a local planning policy adopted for the Burswood Station East sub-precinct	

	Development that does not include a residential component will provide a minimum of 10% of the site area as a landscaped area, to include an area with a minimum dimension of at least 3.0m as a deep soil area (as defined in SPP7.3 Residential Design Codes Volume 2) for the planting of canopy trees. The local government may exercise its discretion and approve developments with lesser or alternative landscaping provision where the development involves reuse of an existing building and the existing site layout prevents consistency with this requirement.	5. Landscaping for Non-Residential Development Development that does not include a residential component will provide a minimum of 10% of the site area as a landscaped area, to include an area with a minimum dimension of at least 3.0m as a deep soil area (as defined in SPP7.3 Residential Design Codes Volume 2) for the planting of canopy trees. The local government may exercise its discretion and approve developments with lesser or alternative landscaping provision where the development involves reuse of an existing building and the existing site layout prevents consistency with this requirement.	

Town of Victoria Park



TPS1, AMENDMENT 82

Scheme Amendment No.82 - Report

WE'RE OPEN
VIC PARK

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PLANNING AND DEVELOPMENT ACT 2005
TOWN OF VICTORIA PARK TOWN PLANNING SCHEME NO. 1 - AMENDMENT NO. 82

SCHEME REPORT

Local Authority: Town of Victoria Park

Local Planning Scheme: Town Planning Scheme No. 1

Type of Scheme: Local Planning Scheme

Amendment Number: Amendment No. 82

Proposal: *To amend Precinct Plan P2 Sheet A to facilitate redevelopment of the Burswood Station East Precinct, and reserve the land known as "Stiles Griffiths Reserve" for Parks and Recreation under the Local Planning Scheme.*

PLANNING AND DEVELOPMENT ACT 2005
RESOLUTION TO AMEND A LOCAL PLANNING SCHEME
TOWN OF VICTORIA PARK TOWN PLANNING SCHEME NO. 1
AMENDMENT NO. 82

RESOLVED that the Council, in pursuance of Section 75 of the *Planning and Development Act 2005* (as amended) amend the above Local Planning Scheme by:

1. Reserving the land known as No. 1 Griffiths Street (Lot 9 on Diagram 3983) and No. 17 and 21 Stiles Avenue (Lots 10 and 11 on Diagram 3983) as a Town of Victoria Park Scheme Reserve for Parks and Recreation, and removing the Office/Residential zoning.

2. Amend Precinct Plan P2 Sheet A as follows:.

Precinct Plan P2 Sheet A: Office/Residential Zone	Remove the existing text and replace with: "Additional Statement of Intent for Burswood Station East Sub-Precinct The land incorporated in Sheet A of Precinct Plan P2 Burswood Precinct comprises the Burswood Station East Sub-Precinct. Burswood Station East should be redeveloped primarily as an area of high quality and medium to high density residential, office and commercial uses, reflective of an eclectic urban village that fosters activity, connections and vibrant public life for residents. In particular: a) Public places such as parks, reserves, streets and lanes should be used, maintained and enhanced so that they create a high level of public amenity. b) Uses and public facilities that promote pedestrian interest, activity, safety and connectivity at street level are encouraged throughout Burswood Station East. c) Ground floor design will provide vibrant, human-scale, fine-grain streetscapes that contribute to the overall character of the precinct. d) Multi-storey development should be designed and proportioned to break up the visual presence of the development and provide a 'human scale' of development at street level; e) Development should be designed to allow spaces to be adapted over time, particularly at the ground-floor level. Adaptive re-use is encouraged where this contributes to interest, vibrancy and improved building façade and public realm outcomes.

	f) Buildings should be designed to maximise solar access and minimise the impact of wind on the public realm. g) Development design will contribute to creation of a highly-functional transit-oriented development, including through housing and land use mix, building façade design and car parking provision. h) All buildings should strive to be innovative and reflect and accommodate modern business premises and offer a wide range of housing types and price points. i) All new development should be designed in accordance with 'Crime Prevention Through Environmental Design' principles. j) Buildings should be designed to achieve best practice for environmental sustainability through innovative design, construction and management. k) Office and Commercial land uses should be the predominant land use in development fronting Great Eastern Highway. l) Public spaces, local roads, pathways and development should include opportunities for urban greening."
Precinct Plan P2 Sheet A: Development Standards	Remove the existing text and replace with: "1. General All development shall be generally consistent with the provisions of the Local Planning Policy adopted for the Burswood Station East sub-precinct. Multiple Dwelling development and Mixed Use development will be in accordance with the R-AC3 standards of State Planning Policy 7.3 Residential Design Codes Volume 2, except where varied in this Precinct Plan, the Scheme Text or any relevant local planning policy. Grouped Dwelling and Single Dwelling development will be in accordance with the R80 standards of State Planning Policy 7.3 Residential Design Codes Volume 1, except where varied in this Precinct Plan, the Scheme Text or any relevant local planning policy. 2. Building Height and Plot Ratio The base maximum building height in Burswood Station East is 6 storeys. The base maximum plot ratio in Burswood Station East is 2.0. The abovementioned base building height limit and base plot ratio limit may be varied to allow development in excess of the

	base maximum building height and base maximum plot ratio provided that the proposed development: a) is consistent with the building height and plot ratio provisions of the Local Planning Policy adopted for Burswood Station East sub-precinct; and b) complies with the flight contours surrounding Perth Airport as set out under the Airports (Protection of Airspace) Regulations 1996 (as may be amended or replaced from time to time). 3. Building Setbacks <u>Primary and Secondary Streets</u> The main building line for ground floor development adjacent to primary or secondary streets will be setback 0 metres from the street boundary. Setbacks in excess of 0 metres may be considered at the discretion of the Local Government where consistent with the Sheet A Burswood Station East Sub-Precinct objectives and a local planning policy for the precinct. The main building line for any development four storeys and higher will be setback a minimum of 3.0m behind the main building line of the corresponding ground storey. <u>Laneways and Rights of Carriageway</u> All laneways and rights of way should be a minimum width of 7.0m. Where development occurs on a laneway less than 7.0m in width, the development should be setback appropriately to allow the ultimate width to be achieved overtime. The resultant ground floor setback area to a laneway, up to 4.5m above ground level, should be provided as an easement in gross to the Town as a condition of any development approval. (ie if an existing laneway is 5.0m wide, all new development should be setback a minimum 1.0m from the existing laneway boundary. If land on the opposite side of the lane has been redeveloped, and the laneway is now 6.0m in width, new development should be setback 1.0m to accommodate the ultimate 7.0m width). 4. Car Parking

	The maximum number of car parking bays provided as part of any development will not exceed a ratio 0.06 bays per m2 of parent lot area, consistent with car parking design provisions of a local planning policy adopted for the Burswood Station East sub-precinct 5. Landscaping for Non-Residential Development Development that does not include a residential component will provide a minimum of 10% of the site area as a landscaped area, to include an area with a minimum dimension of at least 3.0m as a deep soil area (as defined in SPP7.3 Residential Design Codes Volume 2) for the planting of canopy trees. The local government may exercise its discretion and approve developments with lesser or alternative landscaping provision where the development involves reuse of an existing building and the existing site layout prevents consistency with this requirement.
Precinct Plan P2 Sheet A: Environmental Note	Replace "Department of Environmental Protection" with "Department of Water and Environment Regulation"
Precinct Plan P2 Sheet A: Reserves	Text to be removed.
Precinct Plan P2 Sheet A: Map	Designate No. 1 Griffiths Street (Lot 9 on Diagram 3983) and No. 17 and 21 Stiles Avenue (Lots 10 and 11 on Diagram 3983) as "Parks and Recreation" Reserve
Precinct Plan P2 Sheet A: Legend	Add the "Parks and Recreation" zone

The Amendment is complex under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reason:

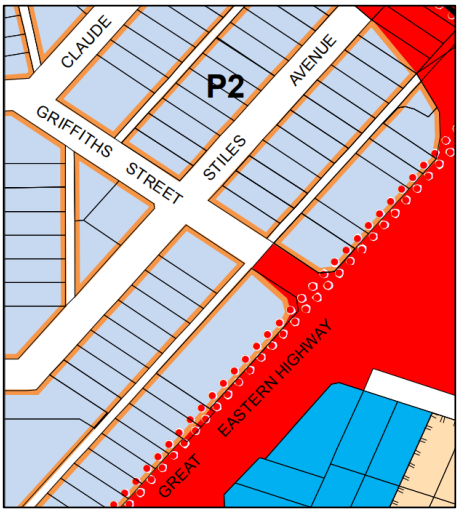
> The amendment is not consistent with a local planning strategy that has been endorsed by the Western Australian Planning Commission.

Dated this ..... day of ..... 20.....

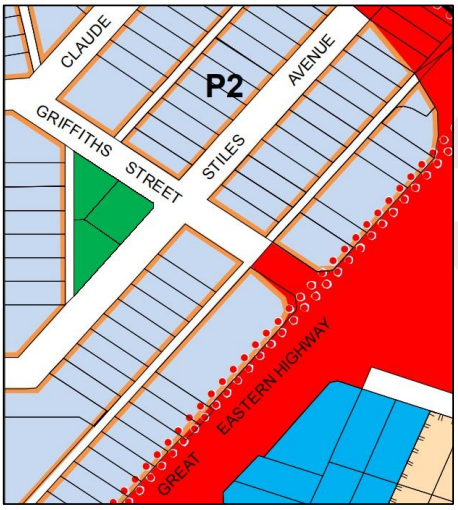
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CHIEF EXECUTIVE OFFICER

EXCERPT FROM EXISTING SCHEME MAP



EXCERPT FROM PROPOSED AMENDED SCHEME MAP



LEGEND

REGION SCHEME RESERVES (MRS)

- Civic and Cultural
- Other Regional Roads
- Parks and Recreation
- Parks and Recreation - restricted
- Port Installations
- Primary Regional Roads
- Railways
- State Forests
- Waterways
- Water Catchments
- Public Purposes
- CP Public Purposes - Car Park
- CG Public Purposes - Commonwealth Government
- HS Public Purposes - High School
- H Public Purposes - Hospital
- P Public Purposes - Prison
- SU Public Purposes - Special Uses
- SEC Public Purposes - State Energy Commission
- TS Public Purposes - Technical School
- U Public Purposes - University
- WSD Public Purposes - Water Authority of WA

LOCAL SCHEME RESERVES

- Parks and Recreation
- Public Purposes : Civic Use and Community Purpose
- PPCU Public Purposes : Civic Uses
- PPPS Public Purposes : Primary School
- Public Purposes : University

LOCAL SCHEME ZONES

- Commercial
- District Centre
- Industrial 1
- Industrial 2
- Local Centre
- Office/Residential
- Residential
- Residential/Commercial
- Special Use
- CP/D Special Use : Carpark/Drainage
- E Special Use : Educational Facilities
- PCP Special Use : Private Carpark
- RandSF Special Use : Residential and Special Facilities
- TP Special Use : Technology Park

STATEMENT OF INTENT

The Burswood Precinct should be redeveloped primarily as an area of mixed office and residential uses east of the railway and for residential uses with integrated mixed use development west of the railway.

Redevelopment in the Precinct should acknowledge the prominence of Burswood Peninsula. In keeping with the location of the Precinct, buildings and surrounding landscaping should be of a high visual standard to complement a key entry route to the city, and contribute to reducing the visual impact of the Graham Farmer Freeway.

Development adjacent to the Burswood Resort Complex should have regard for the proximity of this area to the Complex, and acknowledge the important of the Precinct as a backdrop to the river setting and views of the Peninsula from various vantage points. New development will contribute to the development of a well-integrated pedestrian network, through site layout and building design, which would encompass links to the adjoining Burswood Peninsula Precinct.

Public places such as parks, reserves and streets will be used, maintained and enhanced so that they contribute to a pleasant environment in the precinct.

Additional Statement of Intent for Burswood Station East Sub-Precinct

The land incorporated in Sheet A of Precinct Plan P2 Burswood Precinct comprises the Burswood Station East Sub-Precinct. Burswood Station East should be redeveloped primarily as an area of high quality and medium to high density residential, office and commercial uses, reflective of an eclectic urban village that fosters activity, connections and vibrant public life for residents. In particular:

a) Public places such as parks, reserves, streets and lanes should be used, maintained and enhanced so that they create a high level of public amenity.
b) Uses and public facilities that promote pedestrian interest, activity, safety and connectivity at street level are encouraged throughout Burswood Station East.
c) Ground floor design will provide vibrant, human-scale, fine-grain streetscapes that contribute to the overall character of the precinct.
d) Multi-storey development should be designed and proportioned to break up the visual presence of the development and provide a 'human scale' of development at street level;
e) Development should be designed to allow spaces to be adapted over time, particularly at the ground-floor level. Adaptive re-use is encouraged where this contributes to interest, vibrancy and improved building façade and public realm outcomes.
f) Buildings should be designed to maximise solar access and minimise the impact of wind on the public realm.
g) Development design will contribute to creation of a highly-functional transit-oriented development, including through housing and land use mix, building façade design and car parking provision.
h) All buildings should strive to be innovative and reflect and accommodate modern business premises and offer a wide range of housing types and price points.
i) All new development should be designed in accordance with 'Crime Prevention Through Environmental Design' principles.
j) Buildings should be designed to achieve best practice for environmental sustainability through innovative design, construction and management.
k) Office and Commercial land uses should be the predominant land use in development fronting Great Eastern Highway.
l) Public spaces, local roads, pathways and development should include opportunities for urban greening.

USE OF LAND

Use of land will be as provided in the Zoning Table of the Scheme Text.

DEVELOPMENT STANDARDS

1. General

All development shall be generally consistent with the provisions of the Local Planning Policy adopted for the Burswood Station East sub-precinct.

Multiple Dwelling development and Mixed Use development will be in accordance with the R-AC3 standards of State Planning Policy 7.3 Residential Design Codes Volume 2, except where varied in this Precinct Plan, the Scheme Text or any relevant local planning policy.

Grouped Dwelling and Single Dwelling development will be in accordance with the R80 standards of State Planning Policy 7.3 Residential Design Codes Volume 1, except where varied in this Precinct Plan, the Scheme Text or any relevant local planning policy.

2. Building Height and Plot Ratio

The base maximum building height in Burswood Station East is 6 storeys. The base maximum plot ratio in Burswood Station East is 2.0.

The abovementioned base building height limit and base plot ratio limit may be varied to allow development in excess of the base maximum building height and base maximum plot ratio provided that the proposed development:

a) is consistent with the building height and plot ratio provisions of the Local Planning Policy adopted for Burswood Station East sub-precinct; and
b) complies with the flight contours surrounding Perth Airport as set out under the Airports (Protection of Airspace) Regulations 1996 (as may be amended or replaced from time to time).

3. Building Setbacks

Primary and Secondary Streets
The main building line for ground floor development adjacent to primary or secondary streets will be setback 0 metres from the street boundary. Setbacks in excess of 0 metres may be considered at the discretion of the Local Government where consistent with the Sheet A Burswood Station East Sub-Precinct objectives and a local planning policy for the precinct.

The main building line for any development four storeys and higher will be setback a minimum of 3.0m behind the main building line of the corresponding ground storey.

Laneways and Rights of Carriageway
All laneways and rights of way should be a minimum width of 7.0m. Where development occurs on a laneway less than 7.0m in width, the development should be setback appropriately to allow the ultimate width to be achieved overtime. The resultant ground floor setback area to a laneway, up to 4.5m above ground level, should be provided as an easement in gross to the Town as a condition of any development approval.

(ie if an existing laneway is 5.0m wide, all new development should be setback a minimum 1.0m from the existing laneway boundary. If land on the opposite side of the lane has been redeveloped, and the laneway is now 6.0m in width, new development should be setback 1.0m to accommodate the ultimate 7.0m width).

4. Car Parking

The maximum number of car parking bays provided as part of any development will not exceed a ratio 0.06 bays per m^2 of parent lot area, consistent with car parking design provisions of a local planning policy adopted for the Burswood Station East sub-precinct

5. Landscaping for Non-Residential Development

Development that does not include a residential component will provide a minimum of 10% of the site area as a landscaped area, to include an area with a minimum dimension of at least 3.0m as a deep soil area (as defined in SPP7.3 Residential Design Codes Volume 2) for the planting of canopy trees. The local government may exercise its discretion and approve developments with lesser or alternative landscaping provision where the development involves reuse of an existing building and the existing site layout prevents consistency with this requirement.

TOWN OF VICTORIA PARK
TOWN PLANNING SCHEME No.1
BURSWOOD PRECINCT
P2
SHEET A

PRECINCT PLAN P2
SHEET A
Updated on 10 July 2018

AMENDMENT N°	GAZETTAL DATE	AMENDMENT N°	GAZETTAL DATE
3.	2 February 2001	37.	11 November 2005
6.	8 October 2002	46.	3 September 2010
8.	4 February 2003	61.	14 November 2014
28.	23 May 2003	75.	23 June 2017
29.	23 May 2003	77.	19 June 2018

LEGEND

Precinct Boundary

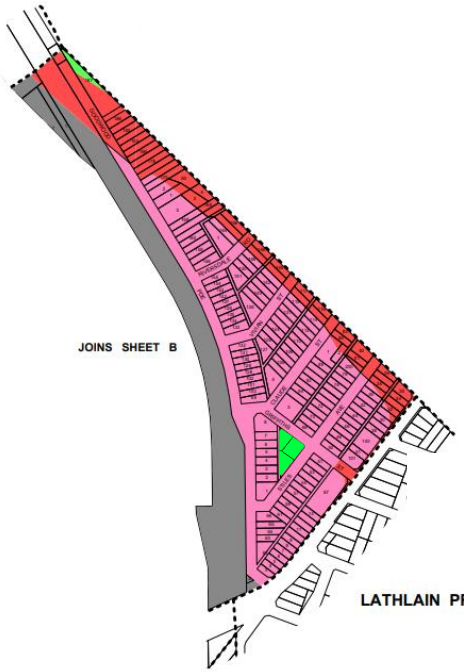
METROPOLITAN REGION SCHEME RESERVES
NOTE: The Western Australian Planning Commission copy of the Ministry for Planning should be consulted for full information on the precise land requirements for all Metropolitan Region Scheme Reserves.

Parks and Recreation
Primary Regional Roads
Railways

TOWN OF VICTORIA PARK SCHEME ZONES
Office/Residential

TOWN OF VICTORIA PARK SCHEME RESERVES
Parks and Recreation





HOW IT WORKS

This Precinct Plan describes the Council's town planning intentions for this precinct. It contains a Statement of Intent which applies to the whole Precinct and several other statements which apply to specific areas within the Precinct. These statements summarise the kind of future that is seen to be appropriate for the precinct.

In this Precinct Plan you will also find information about the purposes for which land may be used and guidelines for the development of land and buildings.

This Precinct Plan should be read together with: -

1. Planning polices which contain guidelines for the development and use of land which apply to more than one precinct. References are given in this Precinct Plan to those policies.

2. The Scheme Text which contains legal and administrative provisions regarding the use and development of land.

In order to determine how a particular lot is affected by the above, you will need to refer to that lot on the map and the related text in this Precinct Plan. Where a property is located on or near the Precinct boundary it may also be necessary to consult the neighbouring Precinct/s. It should also be noted that from time to time, the Town Planning Scheme may be subject to amendments.

You are reminded that before land and buildings can be developed or used for another purpose it will probably be necessary to make a planning application and receive approval from the Council.

Enquiries concerning this Precinct Plan or general planning matters should be directed to the Council's Planning Department.

ENVIRONMENTAL NOTE

Any redevelopment proposal should give careful consideration to the implications of the various industrial and waste disposal purposes that land in the precinct has been used for in the past. It is considered appropriate that if redevelopment of a site is contemplated, then advice on environmental and pollution constraints should be sought from the Department of Water and Environment Regulation.

1. CONTENTS

1. CONTENTS 8
1. INTRODUCTION 9
1. 1 PURPOSE OF SCHEME AMENDMENT 9
1. 2 BURSWOOD STATION EAST PLANNING FRAMEWORK HISTORY 9
2. SITE CONTEXT 11
2.1 SITE LOCATION 11
2.2 LAND TENURE 13
2.3 EXISTING LAND USE 13
2.4 EXISTING CHARACTER 13
3. PLANNING FRAMEWORK CONTEXT 15
3.1 METROPOLITAN REGION SCHEME 15
3.2 REGIONAL AND SUBREGIONAL STRATEGIES AND STRUCTURE PLANS 15
3.3 STATE PLANNING POLICIES, DEVELOPMENT CONTROL POLICIES AND OPERATIONAL POLICIES 16
3.4 LOCAL PLANNING FRAMEWORK 18
4. DESCRIPTION OF SCHEME AMENDMENT 20
5. FUTURE DEVELOPMENT INTENTION 25
5.1 FUTURE BSE PRECINCT PLANNING FRAMEWORK 25
5.2 FUTURE BSE PRECINCT DEVELOPMENT CHARACTER 25
6. RATIONALE FOR PROPOSED SCHEME AMENDMENT 27
6.1 GENERAL CONSISTENCY WITH STRATEGIC PLANNING VISION 27
6.2 TIMING OF SCHEME AMENDMENT 28
6.3 STRUCTURE PLANNING REQUIREMENT FOR BSE PRECINCT 29
6.4 STAKEHOLDER ENGAGEMENT 30
7. CONCLUSION 31
ATTACHMENT 1: CURRENT PRECINCT PLAN P2 SHEET A
ATTACHMENT 2: BUSHFIRE MANAGEMENT PLAN
ATTACHMENT 3A: TRAFFIC IMPACT ASSESSMENT
ATTACHMENT 3B: PARKING MANAGEMENT PLAN

1. INTRODUCTION

1. 1 PURPOSE OF SCHEME AMENDMENT

The purpose of Scheme Amendment 82 is:

- To ensure ongoing provision of public open space in the Burswood Station East ("BSE") precinct through reserving three parcels of land owned by the Town of Victoria Park for "Parks and Recreation";
- To achieve better alignment with the overarching vision of the strategic planning framework for the precinct;
- To achieve better alignment with State Planning Policy 7.3 Residential Design Codes Volume 2 ("SPP7.3"); and
- To improve certainty for landowners by providing greater guidance on the use of discretion in determining development applications in the BSE Precinct, particularly in relation to building height.

Scheme Amendment 82 does not propose to amend the existing zoning for the BSE Precinct (with the exception of those lots proposed to be reserved for public open space) or the development intent of the Precinct Plan.

The proposed amended provisions of the Precinct Plan provide the basic parameters for development in the BSE Precinct where these are proposed to vary from SPP7.3. The Town will prepare a Local Planning Policy to provide further guidance on the use of discretion in the Precinct, particularly in relation to building façade design and development higher than six storeys.

1. 2 BURSWOOD STATION EAST PLANNING FRAMEWORK HISTORY

The Burswood Peninsula has been recognised as a strategic infill development opportunity in Perth's inner metropolitan area for many years. Evolution of the area to incorporate contemporary residential development commenced in 2002, with the preparation of a structure plan for the Burswood Lakes estate, now known as 'The Peninsula'. Recognising both the desirability of the wider Burswood Peninsula for this style of infill development and a need to provide a precinct-wide strategic blueprint, the State Government started preparation of the Burswood Peninsula District Framework shortly after.

In July 2010, the first draft of the Burswood Peninsula District Framework was released for public comment. Preparation of a Burswood Peninsula District Structure Plan (the "BDSP") commenced not long after finalisation of the Framework and the Town of Victoria Park commenced precinct planning for Burswood Station East concurrently from 2013. Confidence in the feasibility, desirability and appropriateness of redevelopment of BSE is reflected in the Town's Corporate Business Plan, which includes the project as a high-value short-term strategic planning need. However, over the course of its history, planning for the BSE precinct has had to respond to several major strategic developments

leading to 'restructuring' of the framework approach. These include:

- revision of the draft BDSP to include planning for the Optus Stadium precinct;
- implementation of the Planning and Development (Local Planning Schemes) Regulations 2015 and 'deemed provisions';
- commencement and abandonment of a combined Burswood Station West and Burswood Station East structure plan in cooperation with the then Department of Planning;
- gazettal of SPP7.3; and
- most recently, progress in preparing a new Local Planning Strategy.

From the earliest stages the broad vision for the BSE precinct has been as a mixed-use, inner-city neighbourhood offering apartment living, local services and amenities, and office and commercial employment opportunities. The capacity of the BSE Precinct to accommodate an intense form of development, having regard for location, lack of environmental and heritage constraints, proximity to transport and services, and surrounding neighbourhood context has remained essentially unchanged since planning commenced.

Alongside planning for the BSE precinct, development in other parts of the BDSP area has progressed and flourished. The predominant emerging development pattern confirms the desired character for the Burswood Peninsula and capacity of this area to successfully implement mixed-use, high-rise development. The surrounding development context as of March 2019 is illustrated in Figure 1.

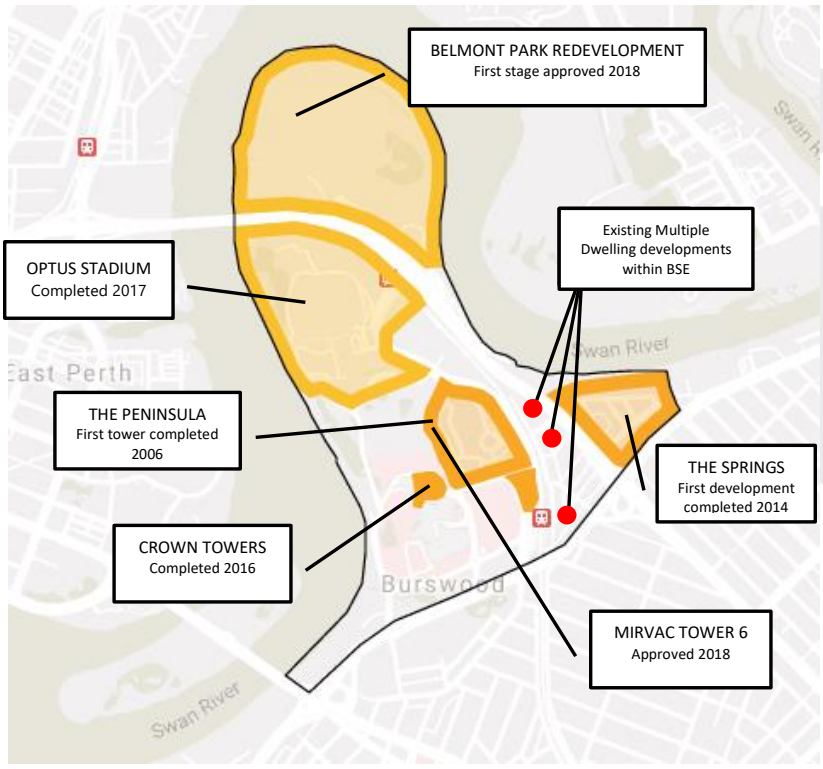


FIGURE 1: Burswood Peninsula Development Character (Basemap: Google Maps)

2. SITE CONTEXT

2.1 SITE LOCATION

The BSE Precinct is bounded by the Graham Farmer Freeway, Great Eastern Highway and Armadale/Thornlie railway line. It is located approximately 500m from the Crown Entertainment Complex and 150m from the Swan River. The Perth CBD is approximately 2km away by direct line, but the need to divert to cross the Swan River makes this journey a 10 minute drive or train ride.

Vehicle connections to the site are limited given the impermeability of its perimeter. Riversdale Road provides a connection across Graham Farmer Freeway into The Springs development (within the City of Belmont) and there is a controlled intersection at Griffiths Street and Great Eastern Highway (see Figure 2). Pedestrians and cyclists have access to additional connections including crossing the railway line to Victoria Park Drive, a footpath to the bus stops south of Cornwall Street, a footbridge connecting to Rutland Avenue in Lathlain, and a Principal Shared Path adjacent to the Graham Farmer Freeway. Trains to Burswood Station stop every 7 to 15 minutes and regular buses to Perth, Belmont, the Causeway bus interchange and the Perth Airport depart from Great Eastern Highway.

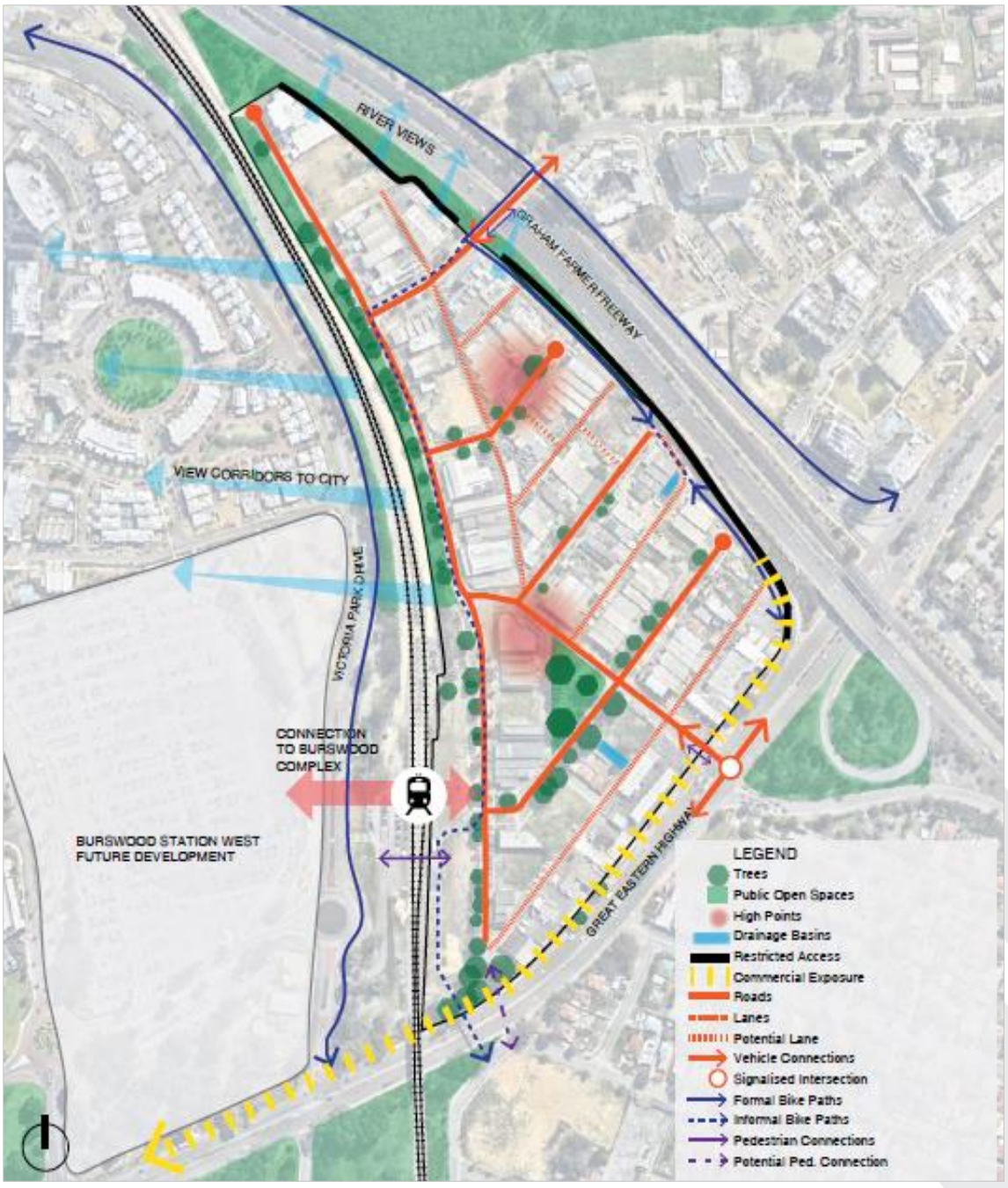


FIGURE 2: Site Plan and Opportunities Analysis (Source: Hames Sharley, Draft BSE Master Plan 2018)

2.2 LAND TENURE

The Office/Residential zone of the BSE Precinct comprises 129 lots and the interests of 197 landowners. These include several lots owned by the Town of Victoria Park which are currently being used for public open space and drainage purposes. The three lots proposed to be reserved for Parks and Recreation are all owned by the Town of Victoria Park.

2.3 EXISTING LAND USE

Land uses within the Scheme Amendment area are highly diverse and broadly spread, including:

- Residential (apartments and single dwellings)
- Offices
- Light industry, primarily related to motor vehicle services
- Hospitality
- Service station
- Range of commercial (such as a recording studio, hairdresser and post office).

In recent years, emerging uses have increasingly shifted from historical light industry uses to more urban uses compatible with the emerging mixed-use setting, such as multiple dwellings, offices, a microbrewery and a dance studio.

2.4 EXISTING CHARACTER

Buildings in the BSE precinct vary greatly in scale, style and condition. A large portion of existing building stock comprises 1-2 storey, detached broad scale commercial or light industrial buildings of varying condition. Development fronting Great Eastern Highway is consistent with a typical highway strip and includes a fuel station with bowsers located adjacent to the highway and Griffiths Street entrance. Three multiple dwelling developments have been constructed in recent years and reflect the precinct vision under the existing TPS1 provisions.

Public spaces in the BSE precinct also vary greatly in condition. Most streetscapes and public parks are tired and require works ranging from minor maintenance to substantial redesign. The railway reserve area surrounding the Burswood Station is in poor condition with no landscaping, a low quality path network and poorly defined entry points. The Town of Victoria Park is in the process of preparing a plan for improvement of public spaces in the BSE Precinct to compliment the changing character of the area.

There are no registered heritage sites within the BSE precinct. Older industrial buildings provide some sense of the precinct's history and character, however, these are generally in average condition and not significant enough to warrant review and heritage intervention.

Registered Aboriginal Site 15916 impacts the northern corner of the BSE precinct. The Scheme Amendment does not change the permitted land uses or broad form of development in this area of the BSE precinct overall. Any development project on land within this Registered Aboriginal Site will be required to comply with the obligations of the *Aboriginal Heritage Act 1972* at the development stage.

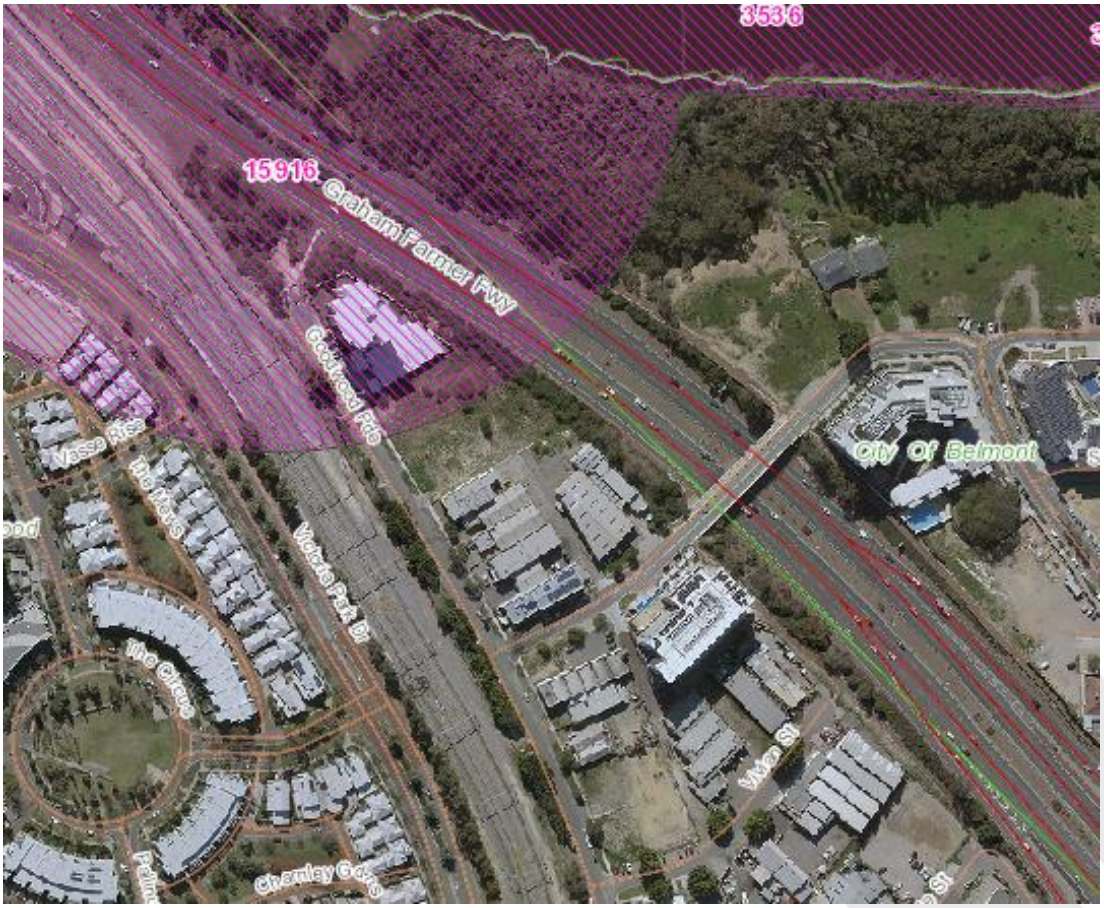


FIGURE 3: Registered Aboriginal Site 15916 (Source: Aboriginal Heritage Inquiry System)

3. PLANNING FRAMEWORK CONTEXT

3.1 METROPOLITAN REGION SCHEME

The Scheme Amendment area is largely zoned 'Urban' under the Metropolitan Region Scheme ("MRS"). Portions of the BSE precinct abutting the Graham Farmer Freeway and the intersection between Griffiths Street and Great Eastern Highway are reserved for 'Primary Regional Roads' under the MRS, however, these are not directly impacted by the proposed amendment. The proposed Precinct Plan provisions and retained 'Office/Residential' zoning are consistent with the regional Urban zone, as is the proposed local "Parks and Recreation" reserve.

3.2 REGIONAL AND SUBREGIONAL STRATEGIES AND STRUCTURE PLANS

3.2.1 Directions 2031 and Draft Perth and Peel @ 3.5 Million and Draft Central Sub-Regional Planning Framework

The Sub-Regional Planning Framework provides a high level, spatial vision for accommodating a rapidly expanding population within the Perth and Peel region. The Sub-Regional Planning Framework provides long term strategies that recognise the benefits of a more consolidated city while working from historic patterns of urban growth. The draft Central Sub-Regional Planning Framework expands upon Perth and Peel @ 3.5 Million and advocates for supply of diverse, higher-density residential and mixed-use development in strategic locations. These locations are selected for proximity to transport, jobs and amenities, while ensuring urban development does not encroach on existing industrial centres and the green network. The BSE precinct is designated as part of the Burswood Peninsula activity centre, indicating the suitability of its location and existing features for higher-density infill development.

3.2.2 Burswood Peninsula District Structure Plan

The BDSP gives broad strategic direction for redevelopment of several defined precincts within the structure plan area. The overarching vision of the BDSP is to create an attractive, vibrant and sustainable urban setting, with a diverse mix of housing, recreation, entertainment, tourism and employment opportunities.

The BDSP identifies the BSE precinct, alongside Burswood Station West, as being suitable for:

- Development around an upgraded Burswood Railway Station, the precinct will introduce a mix of medium to high density residential, office, retail and entertainment within the station's walkable catchment;
- Stitching together the Peninsula, The Springs and Crown Perth as part of an integrated, legible and comfortable urban setting;
- Having a high quality network of local roads, pathways and public spaces to make the area more convenient, secure and enjoyable to move around;
- Providing upgraded parking facilities to cater for existing and proposed development across the precinct (primarily targeted at Burswood Station West); and

- Providing for:
    - Approximately 4 500 dwellings;
    - Approximately 7 700 residents;
    - Approximately 160 000sqm office/commercial floor area; and
    - Approximately 30 000sqm retail floor area.

The BDSP also designates the proposed local reserve as being required for public open space to service new residents.

The existing provisions of the TPS1 Precinct Plan allow for only 15m in building height, equating to approximately four storeys, with an underlying density of R80. Even if all sites within the precinct were built to full potential yield, the precinct overall would fall significantly short of providing a reasonable share of the number of dwellings anticipated by the BDSP.

3.3 STATE PLANNING POLICIES, DEVELOPMENT CONTROL POLICIES AND OPERATIONAL POLICIES

3.3.1 SPP3.1 Residential Design Codes of WA and SPP7.3 Residential Design Codes Volume 2

Residential development in the BSE Precinct should be consistent with the provisions of SPP3.1 (for single and grouped dwellings) and SPP7.3 (for multiple dwellings and mixed-use developments). The Scheme Amendment aligns development standards generally with the R-AC3 standards of SPP7.3. The Scheme Amendment includes several variations to SPP7.3, all of which are included in the standards that can be amended by the Local Government as laid out in section 1.2. These variations are:

- Alternative calculation for provision of car parking ratio;
- Nil primary and secondary street setbacks permitted for non-commercial development; and
- Minimum 3m street setback for development at the fourth storey and higher.

3.3.2 SPP3.7 Planning in Bushfire Prone Areas

SPP3.7 provides requirements for planning and development in "bushfire prone areas" to aid preservation of life and property during a bushfire event. It is to be applied in conjunction with the separate Map of Bush Fire Prone Areas, which identifies areas at elevated risk of bushfire. The Map of Bush Fire Prone Areas designates small portions of the Scheme Amendment area as being bushfire prone, as demonstrated in Figure 4.



FIGURE 4: Designated Bushfire Prone Area Mapping (Source: DFES)

This bushfire prone designation appears to originate from the standard inclusion zone approach in the mapping in relation to vegetation along the Swan River Foreshore. While some minimal vegetation is present along the Graham Farmer Freeway reserve, the greatest risk area is on the foreshore on the opposite side. The practical risk of elevated bushfire attack risk within the broader Burswood Station East precinct is therefore unlikely to be significantly higher than other nearby urban areas. Furthermore, it must be noted that compliance with the provisions of SPP3.7 at subdivision and development stage will only be triggered for development parcels directly impacted by the bushfire prone designation. Notwithstanding this, a Bushfire Management Plan has been prepared to satisfy the requirements of SPP3.7 and is included in Attachment 1. Ongoing implementation of the Bushfire Management Plan recommendations and SPP3.7 provisions will be considered at the time of applying for subdivision or development approval. The Scheme Amendment does not introduce prejudice implementation of bushfire risk mitigation strategies at the subdivision or development stages.

The proposed Parks and Recreation Reserve is currently maintained parkland. Ongoing management and landscaping intervention will be necessary to ensure it serves its intended purpose as a local passive recreation area and community focal point. The proposed reserve is not likely to introduce additional bushfire hazard to the precinct.

3.3.3 SPP5.4 Road and Rail Transport Noise and Freight Considerations in Land Use Planning and Draft SPP5.4 Road and Rail Noise

SPP5.4 provides standards for sensitive development, in particular residential development, within set trigger distances of major road or rail corridors. The BSE precinct is bounded by a railway line, freeway and highway, and development along all precinct fringes will potentially be subject to the requirements of SPP5.4. Implementation of SPP5.4 provisions will occur at the time of applying for subdivision or development approval, and can be guided in part by the future Local Planning Policy for the BSE precinct. The proposed amendment does not change the contemplated land uses for the BSE precinct under existing TPS1 provisions or prejudice implementation of SPP5.4 at the subdivision or development stages.

3.3.4 State Planning Policy 4.2 – Activity Centres for Perth and Peel

The primary purpose of SPP4.2 is to specify the broad planning requirements for the planning and development of new activity centres and the redevelopment and renewal of existing centres in Perth and Peel. It seeks to guide the distribution, function, broad land use and urban design criteria for activity centres and coordinate their land use and infrastructure planning. It also seeks to guide the integration of activity centres with public transport; ensuring that they contain a range of activities to promote community benefits through infrastructure efficiency and economic benefits of business clusters; and lower transport energy use and associated carbon emissions.

Burswood (referring to the Burswood Peninsula, not BSE alone) is identified as a 'District' level activity centre by SPP4.2 which is described as "having a greater focus on servicing the daily and weekly needs of residents. Their relatively smaller scale catchment enables them to have a greater local community focus and provide services, facilities and job opportunities that reflect the particular needs of their catchments". Burswood Station East is not considered or planned to be an Activity Centre.

3.3.5 Development Control Policy 1.6 Planning to Support Transit Use and Transit Oriented Development

The WAPC's Development Control Policy 1.6 (DC 1.6) seeks to maximise the benefits to the community of an effective and well-used public transit system by promoting planning and development outcomes that will support and sustain public transport use. It recognises, that within existing developed areas such as the BSE Precinct there are clear opportunities to intensify existing activities and to promote new uses that will make better use of transit facilities and services.

3.4 LOCAL PLANNING FRAMEWORK

3.4.1 Town of Victoria Park Draft Local Planning Strategy (Draft) (LPS)

The Town has prepared a draft Local Planning Strategy (Draft LPS) to provide long-term direction for future land use planning of Victoria Park. The Draft LPS has been endorsed by the Council and is

currently being assessed by the WA Planning Commission. The Draft LPS recognises the identification of the Burswood Peninsula as an Activity Centre, consistent with the Central Sub-Regional Planning Framework and the land use guidance provided by the BDSP. It also includes the Burswood Peninsula as an opportunity for infill housing development.

At the time of writing, consent had not been obtained from the Western Australian Planning Commission to commence public consultation on the draft Local Planning Strategy. However, the approach taken in Amendment No.82 and the future Local Planning Policy and the resulting form of development that these proposals would enable once in effect will be consistent with the content of the draft LPS, which is also consistent with Central Sub-Regional Planning Framework.

Given the consistency of the Scheme Amendment with the Central Sub-Regional Planning Framework and the strategies in the Draft LPS, there is negligible risk of its progression prejudicing the future implementation of the Draft LPS.

4. DESCRIPTION OF SCHEME AMENDMENT

The proposed amendments are detailed in Table 1 below. The current Precinct Plan P2 Sheet A is provided in Attachment 1 for reference.

Table 1: Outline of proposed amendment to TPS1

SCHEME REFERENCE	DESCRIPTION OF AMENDMENT	PURPOSE OF AMENDMENT
Scheme Text	No change	No amendments to the Scheme Text as the primary purpose of Amendment No. 82 is to adjust the specific development standards for the BSE Precinct to better achieve desired development form.
Scheme Map	Reserve No. 1 Griffiths Street (Lot 9 on Diagram 3983) and No. 21 Stiles Avenue (Lots 10 and 11 on Diagram 3983) for "Parks and Recreation"	To give certainty for ongoing provision of public open space in the BSE precinct, and for consistency with the BPDSP.
Precinct Plan P2 Sheet A: Statement of Intent	No change	The current broad development intention for the wider Burswood Precinct is unchanged.
Precinct Plan P2 Sheet A: Office/Residential Zone	Replace existing text with: "Additional Statement of Intent for Burswood Station East Sub-Precinct The land incorporated in Sheet A of Precinct Plan P2 Burswood Precinct comprises the Burswood Station East Sub-Precinct. Burswood Station East should be redeveloped primarily as an area of high quality and medium to high density residential, office and commercial uses, reflective of an eclectic urban village that fosters activity, connections and vibrant public life for residents. In particular: m) Public places such as parks, reserves, streets and lanes should be used, maintained and enhanced so that they	This section of the Precinct Plan has been restructured to make it clearer that it refers specifically to Sheet A and the Burswood Station East Sub-Precinct rather than the entire Burswood Precinct. Additional detail has been added to: • Be more specific to the BSE Sub-Precinct; • Reflect the vision that has emerged through community engagement and technical reports prepared for BSE over the past two years; • Reflect the objectives of the Burswood Peninsula District Structure Plan; and • Make clear reference to the transit-oriented development and quality public realm principles that will inform the Local Planning Policy.

	create a high level of public amenity. n) Uses and public facilities that promote pedestrian interest, activity, safety and connectivity at street level are encouraged throughout Burswood Station East. o) Ground floor design will provide vibrant, human-scale, fine-grain streetscapes that contribute to the overall character of the precinct. p) Multi-storey development should be designed and proportioned to break up the visual presence of the development and provide a 'human scale' of development at street level; q) Development should be designed to allow spaces to be adapted over time, particularly at the ground-floor level. Adaptive re-use is encouraged where this contributes to interest, vibrancy and improved building façade and public realm outcomes. r) Buildings should be designed to maximise solar access and minimise the impact of wind on the public realm. s) Development design will contribute to creation of a highly-functional transit-oriented development, including through housing and land use mix, building façade design and car parking provision. t) All buildings should strive to be innovative and reflect and accommodate modern business premises and offer a wide range of housing types and price points.	

	u) All new development should be designed in accordance with 'Crime Prevention Through Environmental Design' principles. v) Buildings should be designed to achieve best practice for environmental sustainability through innovative design, construction and management. w) Office and Commercial land uses should be the predominant land use in development fronting Great Eastern Highway. x) Public spaces, local roads, pathways and development should include opportunities for urban greening."	
Precinct Plan P2 Sheet A: Use of Land	Removal of the Zoning Table.	The Zoning Table is replicated from the Scheme Text and its removal does not practically change land use permissibility. The Zoning Table has been removed to improve readability of the Precinct Plan.
Precinct Plan P2 Sheet A: Development Standards 3. Residential Density	Provisions amended to make reference to R-AC3 and R80 density codings.	Density will be determined by the R-AC3 (multiple dwellings and mixed use developments) or R80 (grouped dwellings and single dwellings) designation provided under "Development Standards". The R-AC3 coding under SPP7.3 has been applied as the primary controls for this coding are most aligned with the baseline development standards in BSE. Reference to the R80 coding has been retained as the Scheme contemplates single and grouped dwelling development, which are assessed under SPP3.1 (Residential Design Codes).
Precinct Plan P2 Sheet A: Development Standards 1. Plot	Provisions relating to Plot Ratio and Building Height combined in one section.	The proposed maximum base height and plot ratio creates consistency with the R-AC3 designation. The 6 storey baseline height limit has been

Ratio; and Precinct Plan P2 Sheet A: Development Standards 2. Building Height	The maximum permitted base building height is amended from 15m (approximately 4 storeys) to 6 storeys, with plot ratio of 2.0.	supported by overshadowing modelling to determine an appropriate building scale for the Precinct. Six storeys is considered to be the base for acceptable maximum height, with any additional proposed height to be assessed in accordance with incentive-based provisions in a future LPP. Providing this additional guidance gives greater certainty as to how building height will be assessed and determined.
Precinct Plan P2 Sheet A: Development Standards 4. Setback	The existing provisions are to be replaced with a nil ground floor setback for the main building line to primary and secondary street setbacks, and a minimum 3m setback behind the ground floor for development 4 storeys and higher.	The existing provisions are more appropriately restructured as guidance within the future LPP. The proposed provisions give specific street setback requirements that will facilitate the intimate, human-scale streetscapes desired for this area.
Precinct Plan P2 Sheet A: Development Standards 7. Car Parking	The existing provisions are replaced with more specific requirements. A base ratio of maximum 0.06 bays per m^2 of site area is imposed.	Advice received from consultant engineers (Attachments 2A and 2B) concludes that a private parking cap should be imposed in the BSE Precinct as both a traffic management measure and transit-oriented design strategy. It is difficult to define the cap as a ratio per number of dwellings or bedrooms etc as the intended highly flexible approach to land use and site design limits the ability to determine the exact number of dwellings or bedrooms that landowners will provide. Instead, the recommended parking cap has been evenly distributed throughout private land in the BSE Precinct through a simple calculation based on site area. This cap is set as a base level for car parking provision, and some criteria where additional parking may be considered are also included in the Precinct Plan. In particular, developers must demonstrate that proposed car parking areas are capable of being adapted to other uses in the future should trips shift towards non-vehicle modes.

Precinct Plan P2 Sheet A: Development Standards 5. Landscaping	The existing provisions are to be replaced with a prescriptive standard for non-residential development.	SPP7.3 and SPP3.1 provide detailed guidance for open space and landscaping within residential and mixed use development. The standard for non-residential development mirrors the deep soil zone requirements of SPP7.3 to create consistency in site landscaping within the precinct.
Precinct Plan P2 Sheet A: Signs	The existing provisions are to be removed	General stabdards for signs should be in keeping with the Statement of Intent objectives. More specific standards are provided in the future LPP.
Precinct Plan P2 Sheet A: Environmental Note	Replace "Department of Environmental Protection" with "Department of Water and Environment Regulation"	Text has been updated for accuracy – no change in meaning.
Precinct Plan P2 Sheet A: Reserves	Text to be removed	This text refers to areas zoned under the MRS and the Town's management responsibilities. The text has limited impact on development outcomes in the BSE Precinct and its intentions are more appropriately considered in the future LPP and other management plans.
Precinct Plan P2 Sheet A: Map	Designate No. 1 Griffiths Street (Lot 9 on Diagram 3983) and No. 21 Stiles Avenue (Lots 10 and 11 on Diagram 3983) as "Parks and Recreation" Reserve	In accordance with proposed amendments to the Scheme Map.
Precinct Plan P2 Sheet A: Legend	Add the "Parks and Recreation" zone	To aid in interpretation

5. FUTURE DEVELOPMENT INTENTION

5.1 FUTURE BSE PRECINCT PLANNING FRAMEWORK

The Scheme Amendment is the first stage of a two-part process to refine the planning framework for the BSE Precinct, reduce reliance on Clause 29 of TPS1 for decision-making, and deliver excellent development outcomes that are consistent with the BDSP. TPS1 will be complimented by a Local Planning Policy that provides clear design guidance for both private development and public realm outcomes. The Town is currently preparing this Local Planning Policy and anticipates that its progression will run concurrently with the latter stages of the Scheme Amendment process. Anticipated key aspects of the Local Planning Policy include:

- Built form design guidelines that augment SPP7.3, in accordance with clauses 1.2.2 and 1.2.3, to achieve the desired precinct character;
- Further guidance for exercising discretion in relation to building height, specifically for proposals greater than 6 storeys;
- Incentive-based development provisions to encourage design excellence;
- Detailed plans identifying required public realm improvements and a methodology for achieving these in association with incentive-based provisions; and
- Detailed guidance for variations to car parking provision and design to augment the Precinct Plan.

5.2 FUTURE BSE PRECINCT DEVELOPMENT CHARACTER

The BSE precinct will be redeveloped as an inner-city urban village, featuring a mixture of housing, local services and employment opportunities. The intensity of development, particularly in relation to density and building height, will reflect the precinct's positioning within the Burswood Peninsula. The Town's vision for redevelopment of the area is:

a. An eclectic urban village that fosters activity, connections and vibrant public life for residents.
b. A flexible planning framework and resultant urban form that allow for adaptation of spaces over time.
c. A neighbourhood that is both highly connected and self-sufficient, reducing dependency on private vehicle trips.
d. Healthy, engaging outdoor spaces and communal facilities, achieved through innovative responses to an infill development setting.

Studies prepared by a consultant architect indicate that redevelopment of the BSE Precinct in combination with the Burswood Station railway reserve could yield up to 3,705 dwellings, 30,000^2 commercial floorspace and 5,000m^2 of retail floorspace. However, these figures could shift based on the detailed design of new development in keeping with the proposed flexible approach to land use.

The proposed planning framework for the BSE Precinct has been designed to focus on achieving excellence in design outcomes while providing flexibility for the arrangement and use of internal spaces. Consultant engineers have advised that the area is generally capable of accommodating this many new dwellings subject to some future infrastructure upgrades and implementation of recommended private parking cap (detailed in Attachments 2A and 2B).

6. RATIONALE FOR PROPOSED SCHEME AMENDMENT

6.1 GENERAL CONSISTENCY WITH STRATEGIC PLANNING VISION

As discussed in section 3, the strategic planning framework consistently identifies the Burswood Station East precinct as being suitable for high-density, mixed-use development, in keeping with neighbouring precincts The Springs, The Peninsula and Belmont Park. The Scheme Amendment does not change the underlying existing zoning or broad vision articulated in the existing Statement of Intent on the Precinct Plan. Rather, the Scheme Amendment focuses on amending the Precinct Plan provisions to facilitate built form and development intensity outcomes more consistent with the broad strategic objectives for the area (via the Central Sub-Regional Planning Framework, BDSP and Draft LPS) and newly gazetted SPP7.3.

The anticipated yield of infill development in BSE (combined with the railway line, which is not included within this Scheme Amendment) is harmonious with the anticipated yields identified in the BDSP for the BSE Precinct and Burswood Station West combined:

- 3,705 dwellings represents 80% of the dwelling numbers provided in the BDSP. The characteristics and constraints of the BSE Precinct likely make it more desirable for residential development than Burswood Station West, which enjoys greater exposure to high-traffic areas, closer proximity to the Crown Complex and Optus Stadium, and further away from The Springs residential development.
- 5,000m^2 of retail floorspace and 160,000m^2 of commercial floorspace, representing 17% and 53% of the combined BSE and Burswood Station West yields in the BDSP. The low percentage of overall target retail space is appropriate as the Burswood Station West Precinct is likely to be a more desirable location for retail uses. Notwithstanding this, the proposed amendments to the Precinct Plan do not impose any requirements for the location or size of retail and commercial spaces. Instead the future LPP will provide guidance for new development to be designed for flexibility and adaptation to different uses over time. This will allow for expansion and contraction of retail floorspace in response to market demand, rather than mandating substantial areas of retail floorspace on the groundfloor if demand is not actually there.

In recent years, several developments have been given development approval that vary significantly to the development standards outlined in the current Precinct Plan of TPS1. Generally, these recent developments are consistent with the broader strategic planning framework and Statement of Intent within the Precinct Plan but have by necessity been approved subject to the discretionary powers of clause 29 of TPS1. The proposed Scheme Amendment will aid in bringing the Precinct Plans better in line with broader strategic intentions and in doing so provide greater certainty to developers and decision-makers alike.

The Town of Victoria Park has been assigned a long-term infill housing target of 19,400 dwellings

under State Government targets assigned in the Central Sub-Regional Planning Framework. Although the Town does not currently have an adopted Local Planning Strategy, the Draft LPS endorsed by Council identifies the Burswood Peninsula as an infill housing opportunity. Further, the BSE precinct is readily set apart as a prime infill opportunity within the local government area. The BSE precinct enjoys excellent access to the Swan River, Perth CBD, major transport corridors and entertainment precincts for residents. It is also surrounded by neighbouring precincts within the Burswood Peninsula that have established modern apartment developments, shaping community expectations for height and density in the area. Given the proximity of The Springs, The Peninsula and Belmont Park redevelopments, it is not unrealistic to expect that the BSE precinct will continue in a similar pattern of development intensity, land use and character.

In addition to its general suitability for infill housing, the BSE precinct is not as impacted by some of the common infill housing challenges experienced in other parts of the local government area. There are no listed heritage buildings in the precinct or established character, such as the Town's "Weatherboard Precinct" area, which require preservation and careful consideration of character treatment. There are also no areas of environmental significance requiring conservation. Building heights in BSE will be restricted by Perth airspace requirements, however, this is not so significant as to prevent tower development or residential uses.

Consultant engineers have reviewed infrastructure and servicing needs in BSE and advised that some upgrades will ultimately be required for the precinct to be delivered to its maximum potential under the proposed Precinct Plan provisions. However, these works are not considered to be of such significant urgency or magnitude so as to warrant a Developer Contribution Plan. The precinct can develop at the basic level of intensity provided for in the amended Precinct Plan without major infrastructure upgrades beyond what the Town has already committed to.

The BSE precinct is an outstanding infill housing opportunity within the Town of Victoria Park local government area. Continued progress towards the state infill housing targets will be best achieved through capitalising on these types of opportunities, allowing for best use of the redevelopment lands and the ability to balance these with the treatment of character retention areas.

6.2 TIMING OF SCHEME AMENDMENT

Planning for redevelopment of the BSE precinct has been underway for several years since the BDSP was prepared. The project has suffered several delays primarily due to being postponed while other projects in the area proceeded. There has been a concern that these high-impact strategic projects might alter the shape of future development in BSE, however, this has not proven to be the case and the broad objectives of the District Structure Plan remain appropriate today. As construction of contemporary and intimate entertainment, mixed-use and residential offerings within the Peninsula has progressed, the TPS1 Precinct Plan for the BSE Precinct is becoming increasingly inconsistent with the broader Burswood Peninsula development context.

A notable exception to the above is the Burswood Station West precinct located opposite BSE to the west of the rail line. Planning for this precinct is highly complex due to land tenure, environmental and parking and access needs that must be balanced. Further, potential recommendations for rail stations within the Burswood Peninsula arising from the Metronet project are not yet available. It is unlikely that detailed planning for the Burswood Station and adjacent Burswood Station West land will occur in the short-term. The BSE precinct, however, is both free from these types of barriers and benefits from an established fine grain lot structure and network of streets, laneways and public spaces. . Redevelopment, in the form of both new towers and adaptive reuse, is already successfully occurring. The proposed amendment will provide greater certainty without significantly shifting from the types of approvals that have been granted in recent years.

It is recognised that planning for the BSE Precinct would ideally occur as a follow-on from adoption of the Town's new Local Planning Strategy and Local Planning Scheme. However, planning for the Precinct – and several development approvals – have commenced prior to the new Local Planning Strategy project commencing. The proposed Scheme Amendment balances the need to provide better regulatory definition for the BSE Precinct with making minimal structural alterations to TPS1. The underlying zoning for the Precinct remains unchanged (with the exception of land to be reserved for Parks and Recreation), but more current and clear built form requirements are inserted into the Precinct Plan. By utilising the existing zoning and Scheme structure, the Amendment avoids the need for the Scheme to be reviewed before its intent can be realised. Further, the absence of any major zoning or structural change limits the risk of the Amendment prejudicing the Local Planning Strategy and a future new Local Planning Scheme.

6.3 STRUCTURE PLANNING REQUIREMENT FOR BSE PRECINCT

The BSE precinct has been marked as part of the Burswood "Activity Centre" area under the *Perth and Peel @ 3.5 Million* framework. There is a general expectation that land within this designation will be subject to a Structure Plan or Activity Centre Plan. Up until recently, the Town of Victoria Park had been progressing the BSE Precinct planning framework based on this assumption. However, many of the issues that would typically be resolved in such a plan are not problematic for the BSE Precinct. In particular:

- The BSE Precinct movement network and existing subdivision pattern is established and too constrained to entertain major structural revision.
- There are no major outstanding infrastructure needs requiring cooperation between landowners to facilitate development.
- The Town of Victoria Park does not intend to implement a Developer Contribution Plan in accordance with State Planning Policy 3.6.
- The BDSP provides an overarching vision for the future and character of the area that can be refined, rather than established, through the Precinct Plan and a future Local Planning Policy.
- The underlying zoning for the Precinct remains unchanged, with apartment development

standards to be aligned with State Planning Policy 7.3.

In view of the above, the Town is of the opinion that the proposed Scheme Amendment does not facilitate structural change of such significance as to require a Structure Plan / Activity Centre Plan to guide outcomes.

6.4 STAKEHOLDER ENGAGEMENT

Documents flagging the redevelopment intention for BSE have been available since at least 2010 when the (then) Department of Planning ran public consultation for the Burswood Peninsula Draft District Framework. More recent processes that have gathered stakeholder feedback and been considered in preparation of the Scheme Amendment include:

- **July-August 2015**: Scheme Amendment 70, intended to provide a head of power for a Structure Plan facilitating redevelopment of Burswood Station East, went through public advertising. Two public submissions were received. The Town resolved not to adopt the Amendment as its provisions were superseded by the "deemed provisions" once these took effect in October 2015.
- **July-August 2017**: The Town and consultants TPG + Placematch ran an online survey and YourThoughts comment page (79 respondents) and two community workshops (21 attendees) to inform preparation of a Place Making Strategy as part of a master planning process. Key findings from these activities include:
  - Redevelopment of the precinct was largely seen as inevitable.
  - Future uses and activities should be eclectic, relaxed, comfortable and down-to-earth.
  - The precinct should provide a haven for residents or visitors living an inner-city lifestyle.
  - Future development should be modern, contemporary and innovative and consider the area's industrial past.
  - Improvements to public realm and transport infrastructure should be a high priority.
- **March 2019**: The Town undertook an informal consultation process with local developers to better understand market expectations for the precinct primarily in relation to residential and commercial floorspace mix, private car parking demand, developer contributions and public realm improvements.

Further stakeholder engagement will take place as part of both the Scheme Amendment process and in the preparation of a future LPP to support redevelopment of the area.

7. CONCLUSION

The Scheme Amendment provides appropriate parameters to development to facilitate certainty and consistency in decision making. Recent approvals for this precinct – issued by both the Town of Victoria Park and JDAP – have relied upon the discretion given under Clause 29 of TPS1 to permit development in keeping with the Burswood Peninsula District Structure Plan despite it being substantially more intense than the standards prescribed in the TPS1 Precinct Plan. Updating the Precinct Plan to better reflect the vision outlined in the Burswood Peninsula District Structure Plan and desired pattern of development for the area will give developers greater certainty and provide a better framework for consistent decision-making. In addition, formalisation of the existing Council-owned park as a reserve for Parks and Recreation will ensure the continued availability of this space for the community as the area redevelops.

ATTACHMENT 1:

CURRENT PRECINCT PLAN P2, SHEET A BURSWOOD PRECINCT

OFFICE/RESIDENTIAL ZONE

This area should be redeveloped from industrial use to an area of mixed office and residential activities together with other uses which serve the immediate needs of the work force and residents. Residential and office uses may be developed independently.

The office component of a mixed use development will be compatible with all residential uses and will provide for a wide range of business activities. Mixed use developments proposing the integration of, or close relationship between work place and residence are strongly encouraged where acceptable levels of residential amenity can be maintained. Building design should be innovative and strive to reflect and accommodate modern business premises and offer a wide range of housing.

The construction or placement of signs should not detract from the amenity of the Precinct. Signs should be in keeping with the design and character of host buildings and their placement should permit safe and convenient pedestrian and vehicle movement. Requirements for signs should be given careful consideration in the design of new buildings. The illumination of building facades is considered appropriate.

Landscaping between buildings and in front setbacks will be provided throughout the area. It should incorporate features that provide pedestrians and cyclists with safe, comfortable and convenient facilities and access through the area and to adjoining recreation areas. Car parks will be well integrated with the landscaped area required on redevelopment and be unobtrusive. Similarly, kerbside parking should be well integrated with footpaths and street trees and should not dominate the streetscape.

Use of Land

As indicated in the Zoning Table in the Scheme Text and outlined below for an Office/Residential Zone.

Use Class	Zone: Office/Residential 3.
Consulting Rooms, Day Care Centre	P
Convenience Store, Service Station	X
Educational Establishment, Place of Worship	AA
Fast Food Outlet, Restaurant	P
General Industry, Transport Depot	X
Hazardous Industry, Noxious Industry	X
Home Occupation	P
Hospital, Nursing Home, Residential Building	AA
Hotel, Motel, Tavern	X
Light Industry	X
Liquor Store - Small	AA
Liquor Store - Large	X
Lodging House, Serviced Apartment	P
Massage Rooms	X
Motor vehicles and Marine Sales Premises Open Air Sales and Display	X
Nightclub	X
Office	P
Restricted Premises	X
Service Industry	AA
Shop	AA
Showroom	P
Single House, Group Dwelling, Aged or Dependent Persons' Dwelling, Multiple Dwelling	P
Warehouse	X

The symbols used in the cross reference in the Scheme Zoning Table have the following meanings:

"P" (Permitted Use): means that the use is permitted by the Scheme.

"AA" (Discretionary Use): means that the use is not permitted unless the Council has granted planning approval.

"X" (Prohibited Use): means a use that is not permitted by the Scheme.

Note: If the use of the land for a particular purpose is not specifically mentioned in the Scheme Zoning Table and cannot be determined as falling within the interpretation of one of the Use Class categories Council may consider it an unlisted (ie discretionary) use requiring that the advertising procedures referred to in clause 28 of the Scheme Text be followed.

Where it is considered that a particular use could have a detrimental impact on the amenity of the surrounding area (mainly adjacent residential uses) it will be subject to assessment and advertising under any relevant planning policy.

DEVELOPMENT STANDARDS

Development shall generally be in accordance with the R-Codes (where applicable) and any relevant planning policy. In addition the following standards apply:

1. Plot Ratio:
   (i) The plot ratio of any building shall not exceed 2.0. Where a building is used for both residential and office purposes the plot ratio of the commercial component of a building shall not exceed 1.33. Where a building is used solely for office/commercial purposes it shall not have a plot ratio exceeding 1.33; and
   (ii) Where a building is used solely for residential purposes the plot ratio should not exceed that prescribed in the R-Codes for a density of R80. However, plot ratio for a residential building, or the residential component of a building, may be varied depending on the R-Codes density approved for the site (refer to point 3 (Residential Density) below).

2. Building Height
   In the Office/Residential Zone the height of a building shall not exceed 15 metres.

3. Residential Density: Residential development in this area shall have a maximum density of R80, and generally be in accordance with the R-Codes.
   Variations to the Codes, including dwelling density, will be considered where a high standard of development and acceptable levels of residential amenity can be obtained.

4. Setback: The setback distance shall have regard to scale and intensity of adjoining development and street layout and width. Parking and access requirements will also be taken into consideration. Where a setback is provided it will be largely landscaped.

5. Landscaping:
   (i) Office/Residential Development. Twenty five percent of a site developed for office/commercial uses, mixed office and residential use, must be developed as landscaped area. The proportion of the site to be landscaped should predominantly include areas between the building and any street or public open space to which the building has an entry or frontage. Landscaping must consist of mature permanent (in ground) vegetation. Any existing substantial vegetation should be retained, or relocated on-site if redevelopment necessitates its removal. If relocation on-site is not possible replacement of trees with mature varieties is required.
   (ii) Residential Development. Open space and landscaping for a residential development should be in accordance with the requirements for the R-Codes R80 standards and the Council's landscaping policy.

6. Signs: Structural supports for signs should be concealed or the visual impact of the supports minimised. Any sign which is visible from the Graham Farmer Freeway or other major roads should be of a high standard of materials, construction and graphics.

7. Car parking: The provision of car parking should be approached in a manner that will avoid reduction in the amenity of the public and private environment. Car parking should preferably be located at the rear of buildings or beneath developments. All car parking areas are to be screened from the street and adjoining residential.

RESERVES

Land in this Precinct, reserved under the Metropolitan Region Scheme for railway purposes, controlled access highway, other major highway and parks and recreation, falls within the planning authority of the Ministry for Planning.

The Council nevertheless has management responsibilities for these areas, as well as having the opportunity to comment on all development and in this regard the following matters will be taken into account:

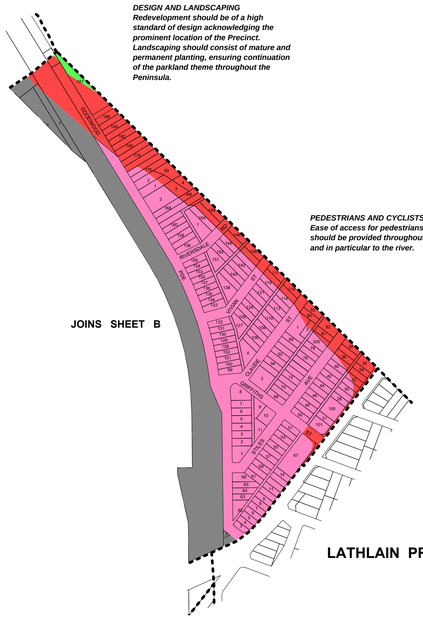
1. Any additional or related uses in the railway reserve should not be in conflict with the provision of public transport and nearby (potential) residential development.
2. Development adjoining the railway reserve should keep in mind the need to provide safe and direct pedestrian access to the Burswood Station for residents and visitors to the Burswood Resort Complex.
3. Adequate signposting indicating pedestrian access across the railway reserve area should be provided.
4. The provision of cyclist paths and landscaping within the railway reserve will be strongly supported. Improvement to pedestrian access from the Burswood Station to the Superdome is also supported.

ENVIRONMENTAL NOTE

Any redevelopment proposal should give careful consideration to the implications of the various industrial and waste disposal purposes that land in the precinct has been used for in the past. It is considered appropriate that if redevelopment of a site is contemplated, then advice on environmental and pollution constraints should be sought from the Department of Environmental Protection and the Council.

NORTH

SCALE 1 : 5,000



DESIGN AND LANDSCAPING
Redevelopment should be of a high standard of design acknowledging the prominent location of the Precinct. Landscaping should consist of mature and permanent planting, ensuring continuation of the parkland theme throughout the Peninsula.

PEDESTRIANS AND CYCLISTS
Ease of access for pedestrians and cyclists should be provided throughout the precinct and in particular to the river.

JOINS SHEET B

OFFICE/RESIDENTIAL ZONE
This area should contain a mix of compatible office and residential activities. A wide range of uses which can be accommodated in office buildings will be considered, as will ancillary uses that serve the residents and the work force. It is envisaged that this area will develop a substantial residential component.

LATHLAIN PRECINCT

LEGEND

Precinct Boundary

METROPOLITAN REGION SCHEME RESERVES

NOTE: The Western Australian Planning Commission care of the Ministry for Planning should be consulted for full information on the precise land requirements for all Metropolitan Region Scheme Reserves.

Parks and Recreation

Primary Regional Roads

Railways

TOWN OF VICTORIA PARK SCHEME ZONES

Office/Residential



TOWN OF VICTORIA PARK

TOWN PLANNING SCHEME No.1
BURSWOOD PRECINCT

P2
SHEET A

PRECINCT PLAN P2 SHEET A

Updated on 10 July 2018

AMENDMENT No[1]	GAZETTAL DATE	AMENDMENT No[1]	GAZETTAL DATE
3.	2 February 2001	37.	11 November 2005
6.	9 October 2002	46.	3 September 2010
8.	4 February 2003	61.	14 November 2014
28.	23 May 2003	76.	23 June 2017
29.	23 May 2003	77.	19 June 2018

STATEMENT OF INTENT

The Burswood Precinct should be redeveloped primarily as an area of mixed office and residential uses east of the railway and for residential uses with integrated mixed use development west of the railway.

Redevelopment in the Precinct should acknowledge the prominence of Burswood Peninsula. In keeping with the location of the Precinct, buildings and surrounding landscaping should be of a high visual standard to complement a key entry route to the city, and contribute to reducing the visual impact of the Graham Farmer Freeway.

Development adjacent to the Burswood Resort Complex should have regard for the proximity of this area to the Complex, and acknowledge the importance of the Precinct as a backdrop to the river setting and views of the Peninsula from various vantage points. New development will contribute to the development of a well integrated pedestrian network, through site layout and building design, which would encompass links to the adjoining Burswood Peninsula Precinct.
Public places such as parks, reserves and streets will be used, maintained and enhanced so that they contribute to a pleasant environment in the Precinct.

HOW IT WORKS

This Precinct Plan describes the Council's town planning intentions for this precinct. It contains a Statement of Intent which applies to the whole Precinct and several other statements which apply to specific areas within the Precinct. These statements summarise the kind of future that is seen to be appropriate for the precinct.

In this Precinct Plan you will also find information about the purposes for which land may be used and guidelines for the development of land and buildings.

This Precinct Plan should be read together with: -

1. Planning polices which contain guidelines for the development and use of land which apply to more than one precinct. References are given in this Precinct Plan to those policies.
2. The Scheme Text which contains legal and administrative provisions regarding the use and development of land.

In order to determine how a particular lot is affected by the above, you will need to refer to that lot on the map and the related text in this Precinct Plan. Where a property is located on or near the Precinct boundary it may also be necessary to consult the neighbouring Precinct/s. It should also be noted that from time to time, the Town Planning Scheme may be subject to amendments.

You are reminded that before land and buildings can be developed or used for another purpose it will probably be necessary to make a planning application and receive approval from the Council.

Enquiries concerning this Precinct Plan or general planning matters should be directed to the Council's Planning Department.

ADOPTION

Adopted by resolution of the Council of the Town of Victoria Park at the Ordinary Meeting of the Council held on the 9th day of August 1994.

_____
J A E LEE
MAYOR

_____
J M BONKER
CHIEF EXECUTIVE OFFICER

FINAL ADOPTION

Adopted for final approval by resolution of the Council of the Town of Victoria Park at the Ordinary Meeting of the Council held on the 11th day of August 1998 and the seal of the Municipality was pursuant to that resolution, hereunto affixed in the presence of :

_____
J A E LEE
MAYOR

_____
J M BONKER
CHIEF EXECUTIVE OFFICER

RECOMMENDED FOR FINAL APPROVAL

_____
CHAIRMAN OF THE WESTERN AUSTRALIAN PLANNING COMMISSION

Date _____

FINAL APPROVAL GRANTED

_____
MINISTER FOR PLANNING

Date _____

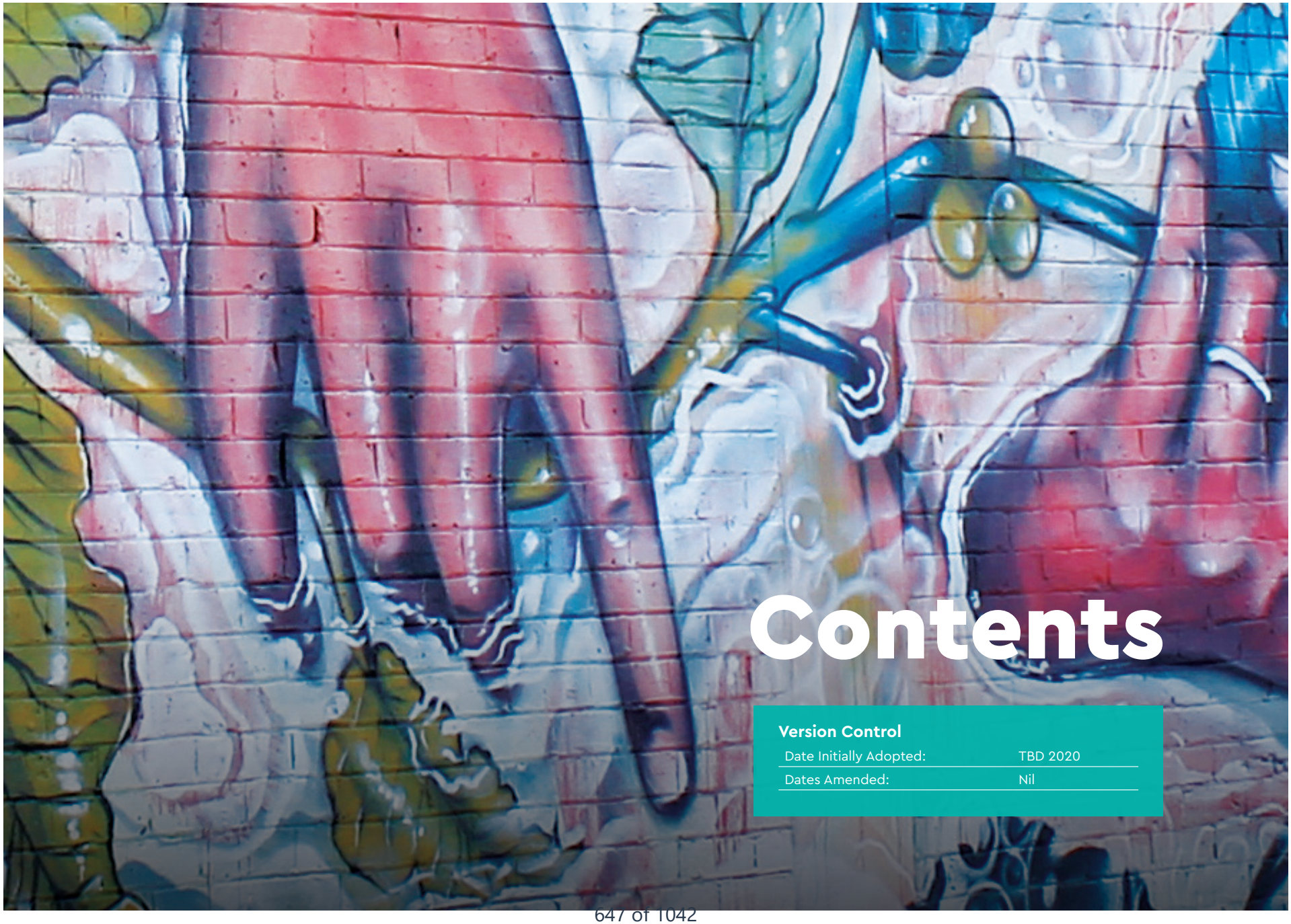


Town of Victoria Park

Local Planning Policy No 40.

BURSWOOD STATION EAST PRECINCT DESIGN GUIDELINES AND PUBLIC REALM IMPROVEMENTS

victoriapark.wa.gov.au



Contents

Version Control	
Date Initially Adopted:	TBD 2020
Dates Amended:	Nil

PART 1: INTRODUCTION 4

1.1 Purpose 5
1.2 Statement of Intent for Burswood Station East 5

PART 2: APPLICATION OF POLICY 6

2.1 Policy Scope 7
2.2 Relationship to Other Planning Instruments 7
2.3 Definitions 9

PART 3: HOW TO USE THIS POLICY 10

3.1 Street Interface Typology Approach 11

PART 4: DEVELOPMENT OBJECTIVES 12

4.1 Objectives for Development Fronting Urban Avenues 14–15
4.2 Objectives for Development Fronting Live/Work Streets 16–17
4.3 Objectives for Development Fronting Great Eastern Highway 18–19
4.4 Objectives for Development Fronting Laneways 20–21

PART 5: POLICY REQUIREMENTS FOR BUILT FORM DESIGN 22

5.1 Application Standards and Requirements 23
5.2 Building Height 24
5.3 Street Setbacks 26–29
5.4 Side and Rear Setbacks 30–31
5.5 Plot Ratio 33
5.6 Façade Design 34–39
5.7 Laneway Design Areas 40–43
5.8 Loading Bays 44–45
5.9 Development Format and Transitional Development 46–47

PART 6: DEVELOPMENT INCENTIVES FOR COMMUNITY BENEFIT 48

6.1 Guidance on and Limits to the Exercise of Discretion 49–53

PART 7: PUBLIC OPEN SPACE 56

7.1 Public Open Space Provision 57

APPENDICES

Appendix 1 – Relationship of Local Planning Policy to State Planning Policy 7.3 Residential Codes
Appendix 2 – Design Concepts for Public Realm Upgrades



PART

Introduction

1.1 **Purpose**

Burswood Station East has historically been used for a mix of low-density and low-amenity industrial and commercial development.

The precinct is located close to major transport routes, public transport, entertainment facilities and the Perth CBD. It provides an attractive opportunity to accommodate the Town's growing population through transition into a high-quality, high-density and high-amenity residential and commercial precinct.

This policy is designed to provide guidance for applicants and decision makers with respect to that envisaged transition via the provision of built form design standards, and guidance as to how discretion to vary those standards may be exercised in certain circumstances.

As a result of this land use and density transition, the public realm in the locality is also required to be upgraded and embellished to meet the needs and expectations of future residents and visitors. In particular, public open space for future residents must be secured and street environments improved for resident access, safety and enjoyment.

High quality public spaces provide significant social, health, environmental and economic benefits. These spaces can facilitate positive lifestyle, recreation and social opportunities. The upgrade of these spaces is therefore pivotal in influencing and encouraging future residents and visitors to become a cohesive community.

This policy is therefore designed to provide certainty as to what upgrades to the public realm are required, and how the costs to implement those upgrades will be shared equitably between new and existing owners/developers.

1.2 **Statement of Intent**

The Burswood Station East Precinct should be redeveloped primarily as an area of high-quality medium to high density residential, office and commercial uses, reflective of an eclectic urban village that fosters activity, connections and vibrant public life for residents.

In particular:

a. Public places such as parks, reserves, streets and lanes should be used, maintained and enhanced so that they create a high level of public amenity.

b. Uses and public facilities that promote pedestrian interest, activity, safety and connectivity at street level are encouraged throughout Burswood Station East.

c. Ground floor design will provide vibrant, human-scale, fine-grain streetscapes that contribute to the overall character of the precinct.

d. Multi-storey development should be designed and proportioned to break up the visual presence of the development and provide a 'human scale' of development at street level;

e. Development should be designed to allow spaces to be adapted over time, particularly at the ground-floor level. Adaptive re-use is encouraged where this contributes to interest, vibrancy and improved building façade and public realm outcomes.

f. Buildings should be designed to maximise solar access and minimise the impact of wind on the public realm.

g. Development design will contribute to creation of a highly-functional transit-oriented development, including through housing and land use mix, building façade design and car parking provision.

h. All buildings should strive to be innovative and reflect and accommodate modern business premises and offer a wide range of housing types and price points.

i. All new development should be designed in accordance with 'Crime Prevention Through Environmental Design' principles.

j. Buildings should be designed to achieve best practice for environmental sustainability through innovative design, construction and management.

k. Office and Commercial land uses should be the predominant land use in development fronting Great Eastern Highway.

l. Public spaces, local roads, pathways and development should include opportunities for urban greening.



PART 2 Application of Policy



2.1 **Policy Scope**

This Local Planning Policy applies to all development located within the area bounded by Graham Farmer Freeway, Great Eastern Highway and the Armadale Railway line within the suburb of Burswood ("Burswood Station East"). This area is depicted on Precinct Plan P2 Sheet A (the "TPS1 Precinct Plan") of the Town of Victoria Park Town Planning Scheme No. 1 ("TPS1").

2.2 **Relationship to Other Planning Instruments**

This Local Planning Policy is to be read in conjunction with TPS1, the Precinct Plan, State Planning Policy 7.3 Residential Design Codes Volumes 1 and 2 (the "R-Codes") and other relevant local planning policies of the Town. This Local Planning Policy provides a series of additional objectives the defined Street Interface Typologies and additional or replacement acceptable outcomes for certain design elements in keeping with the Burswood Station East development intent.

2.2.1 TPS1 Precinct Plan

This Local Planning Policy supplements the TPS1 Precinct Plan.

2.2.2 R-Codes Volume 1

Where there is an inconsistency between this Policy and the R-Codes Volume 1, then this Local Planning Policy prevails to the extent of any inconsistency.

As contemplated by clause 7.3.1 of the R-Codes Volume 1, the Acceptable Outcomes in this Local Planning Policy replace or augment the equivalent Deemed-to-Comply provisions of the R-Codes – Volume 1.

2.2.3 R-Codes Volume 2

Where there is an inconsistency between this Local Planning Policy and the R-Codes Volume 2, then this Local Planning Policy prevails to the extent of any inconsistency.

This Local Planning Policy provides a series of additional objectives for defined Street Interface Typologies and additional or replacement acceptable outcome provisions for certain design elements in keeping with the Town's intent for the future of Burswood Station East.

The Acceptable Outcomes in this Local Planning Policy augment or replace the Acceptable Outcomes in the R-Codes Volume 2.

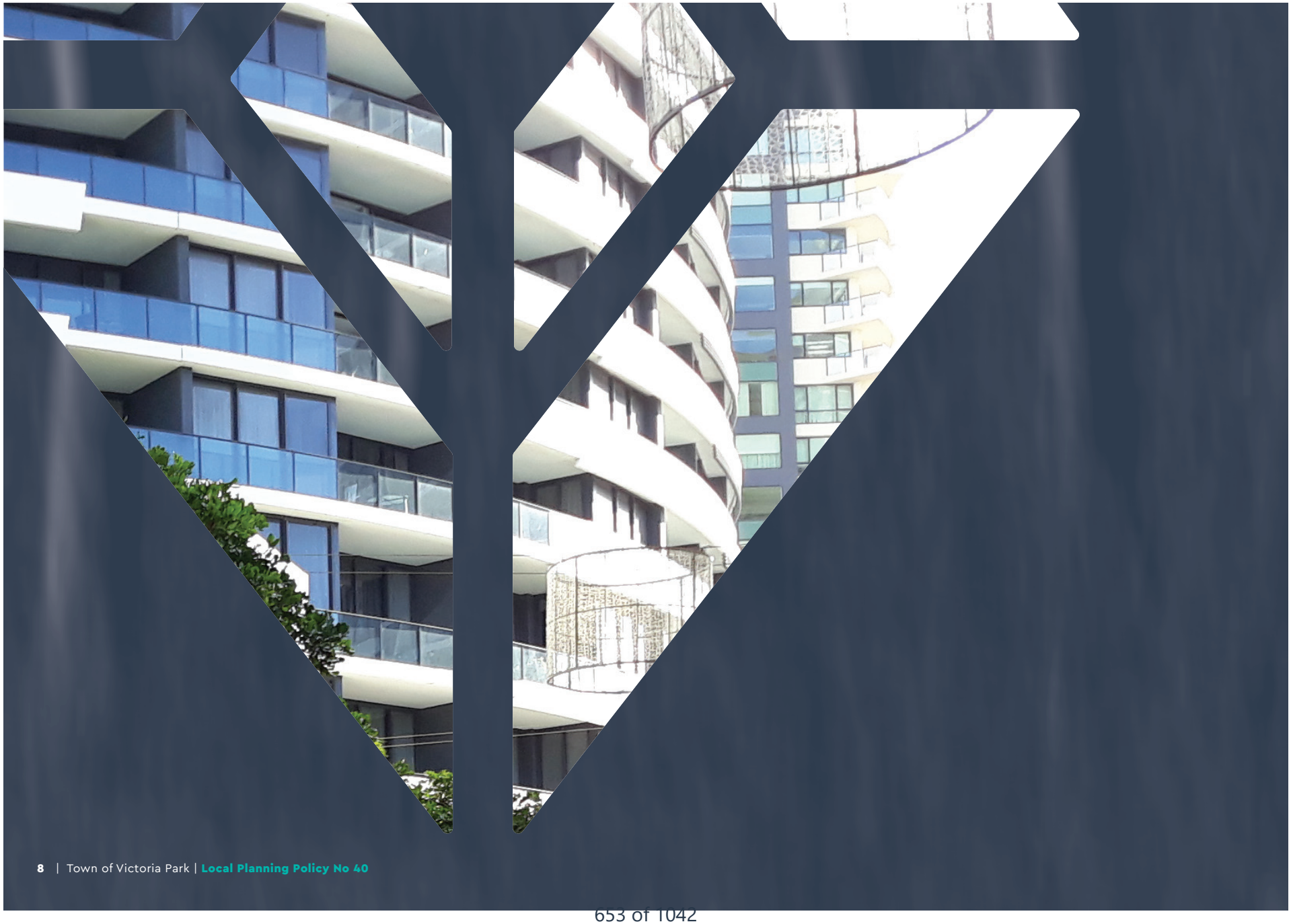
While addressing the Acceptable Outcomes is likely to achieve the Element Objectives and Street Interface Typology Objectives, they are not deemed-to-comply standards and all applicants will need to demonstrate that the Element Objectives and Street Interface Typology Objectives are addressed to the satisfaction of the Town.

Development may also satisfy these objectives by alternative means or solutions.

Appendix 1 to this Local Planning Policy summarises the relationship between specific design elements addressed in the Local Planning Policy and the R-Codes – Volume 2.

2.2.4 Other Local Planning Policies

Where there is conflict between this Local Planning Policy and any other local planning policy of the Town, this Local Planning Policy prevails to the extent of any inconsistency.



2.3 **Definitions**

Terms used in this Local Planning Policy have the same meaning as those used in the *Planning and Development Act 2005*, TPS1 and the R-Codes, unless specified otherwise below.

- *Active opening* – means a window or open-sided deck, alfresco area, balcony or verandah that:
  i. allows for clear views between a usable internal or external space and a public street or place;
  ii. has a minimum area of $1m^2$ and dimension of 1m; and
  iii. does not include an opening to a car parking area, services or storage area, or landscaped areas unsuitable for use as an outdoor living space.
- *Design Review Panel* – means the advisory panel appointed by the Town to provide expert advice on design outcomes in planning and development matters.
- *Design Statement* – a report prepared by an architect or designer explaining how a development proposal addresses the Design Principles of State Planning Policy 7.0 Design of the Built Environment, in accordance with Part 6 of that State Planning Policy.
- *Façade* – the external face of a structure that faces a public street or space, including minor projections, signage and awnings, but not including fences.
- *Fine-Grain* – comprised of many small components or details.
- *Heavy rigid vehicle* – has the same meaning as in AS 2890.2-2002 Parking facilities – Off-street commercial vehicle facilities.
- *Main Building Line* – The predominant setback of the front face of the building from the street boundary. Where a terrace, landing, porch, balcony or verandah is more than 1.5 metres above the adjoining finished ground level or is covered by a roof, it is deemed to be part of the building for the purpose of determining Main Building Line.
- *Medium Tree* – a species of tree that has the potential at maturity to be a minimum height of 5m and a minimum canopy width of 4m, and is a minimum size of at least 35 litres when planted.
- *Non-Residential Development* – Development that is not a Single House, Grouped Dwelling or Multiple Dwelling.
- *Public Realm* – places accessible for common use by the public, including both the natural and built environment and streets.
- *Storey* – has the same meaning as in the R-Codes Volume 2.
- *Street Interface Typology* – a category of building for design purposes, based on the function and character of the street that the building faces and interacts with.
- *Transitional Development* – development that:
  i. Is proposed in association with an existing building that is not consistent with the Statement of Intent and relevant Streetscape Interface Typology objectives in Part 1 of this Policy;
  ii. Is not a new development or significant redevelopment of an existing site; and
  iii. Has minor impact on the format and design of an existing building, and may include Change of Use where an existing building is utilised, signage, landscaping and small additions or alterations.
- *Turnaround Area* – a piece of land of sufficient area and design for a vehicle to make a complete 180 degree turn within the turnaround area in no more than three movements, and which may be provided within a road reservation or as an easement on private land.
- *Upper-Level Apartment / Upper-Level Development* – apartments or development located three or more storeys above the ground.



PART 5

How to Use This Policy

3.1 **Street Interface Typology Approach**

The relationship between private buildings and public spaces is integral to the character of an area. To create a safe, vibrant and walkable neighbourhood, development in Burswood Station East should respond to the public realm it faces. Street environments are the largest component of public realm in Burswood Station East and should be viewed as spaces for people and activity as much as vehicles. To facilitate this, the Local Planning Policy adopts a "Street Interface Typology" framework and approach to development (see Figure 1).

The streets in Burswood Station East are classified into four Street Interface Typologies based upon their role in the movement network and neighbourhood structure (see Figure 2). For each frontage, the development façade should achieve the objectives for that Street Interface Typology and the objectives for each Design Element.

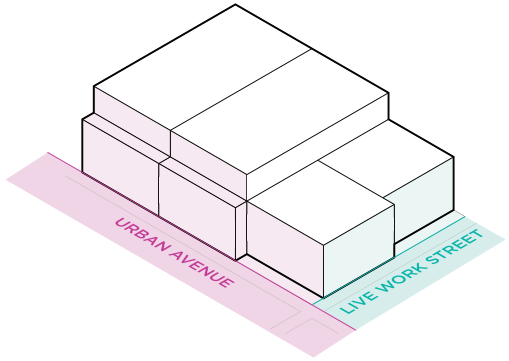


FIGURE 1: Using the Street Interface Typology approach, each façade of the structure should be designed to achieve the objectives for the public space it faces.



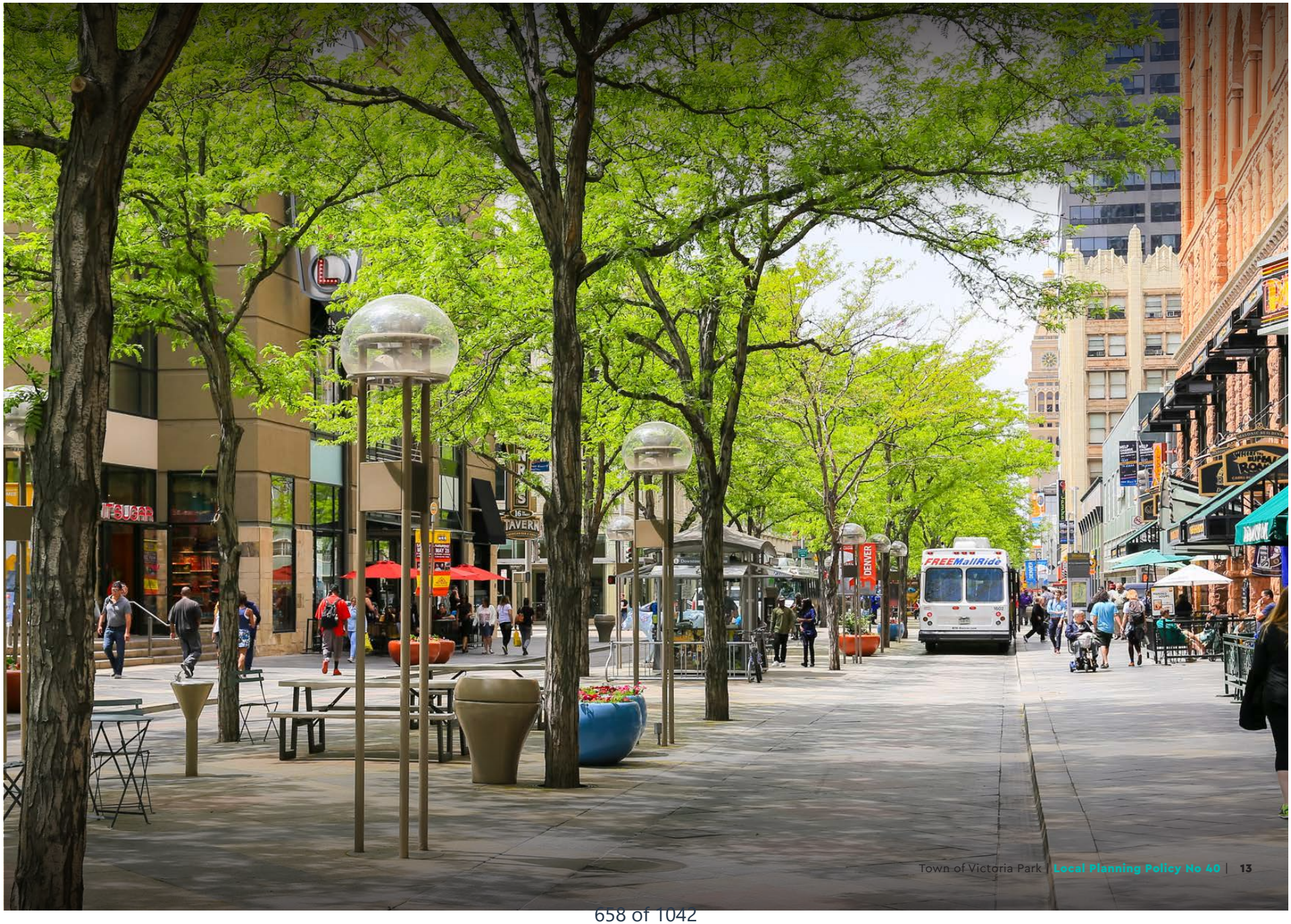


Figure 2: Street Interface Typology map for the Burswood Station East Precinct



PART

Development Objectives


FREEMallRide
DENVER



4.1 Objectives for Development Fronting Urban Avenues

4.1.1 Urban Avenues are the 'heart' of Burswood Station East, where the development is at its most intense, characterised by tall buildings with minimised setbacks. Space for active and commercial uses on the ground floor is maximised.

4.1.2 Development on Urban Avenues creates an intimate, fine-grain and dynamic street environment through continuous street frontages, fine-grain façade design and small-scale tenancy layouts.

4.1.3 Development facades promote interaction between building interiors and street life, with clear views, opportunities for surveillance and minimal separation between activities on public and private land.

4.1.4 Buildings provide spaces that blur the boundary between public and private realm and add to pedestrian comfort, such as awnings over public footpaths, colonnaded walkways, alfresco dining areas and landscaped plazas.

4.1.5 Tower-level development complements the street environment and does not negatively impact the quality and experience of the public realm.

4.1.6 The height, setbacks and scale of development reinforce or complement an intimate, human-scale, urban streetscape environment, and contribute to street continuity.

4.1.7 Development is designed to reinforce the prominence of spaces designed for human habitation or business, and limit the visual presence of vehicle parking, waste collection and service areas at ground level.

4.1.8 Vehicle access points are designed and located to reduce visual impact on the Stiles-Griffiths Reserve and adjacent laneway, and to avoid conflict with pedestrians, cyclists and other vehicles accessing the Stiles-Griffiths Reserve and adjacent laneway.

4.1.9 Street-facing development and landscape design retain and enhance the amenity and safety of the adjoining public domain, including the provision of shade.

4.1.10 Entries to the development connect to and address the public domain with an attractive street presence.

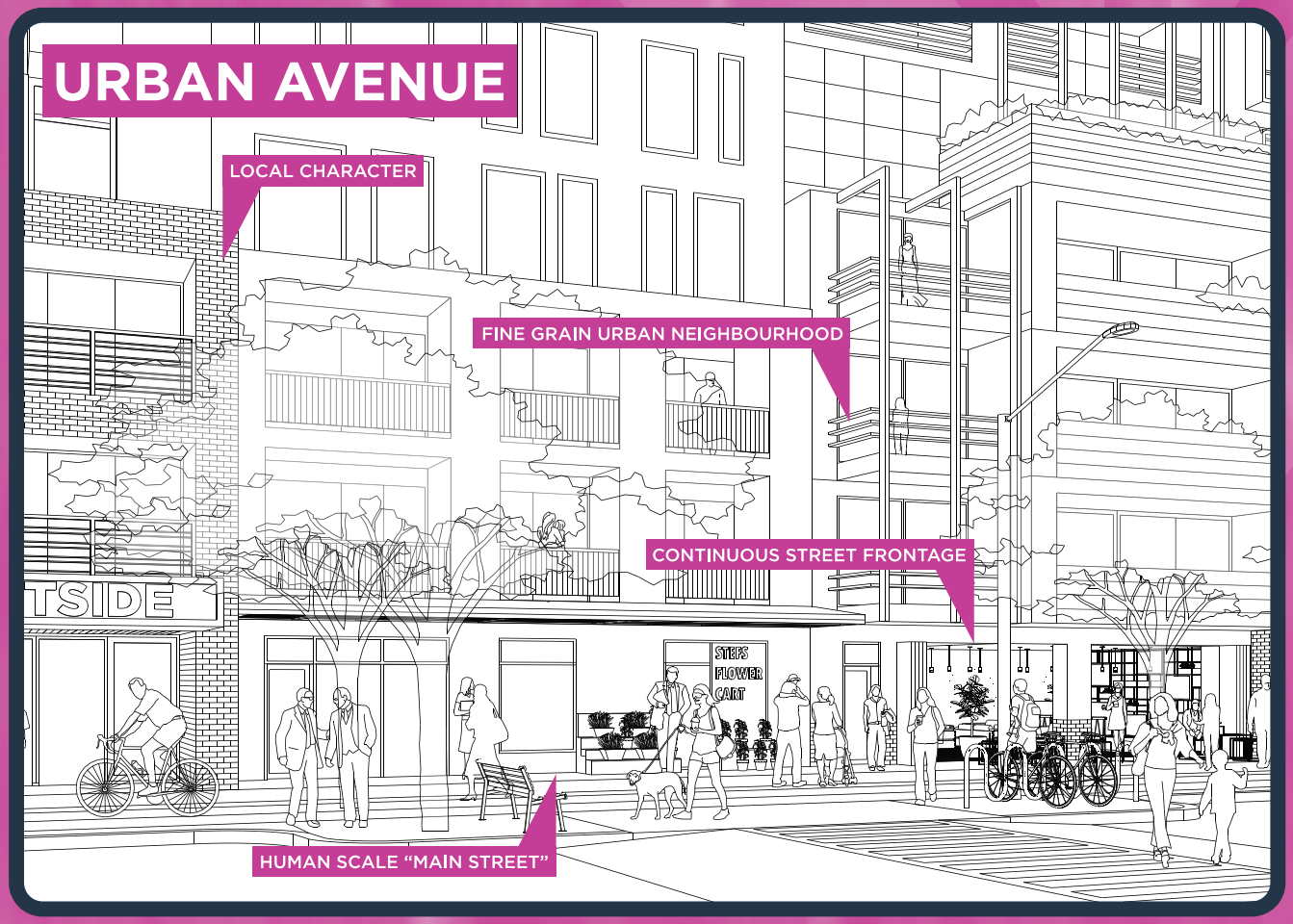
4.1.11 The design and location of car parking minimises negative visual and environmental impacts on amenity, the streetscape, activation or visual appeal of building facades.

4.1.12 The design and location of car parking allows for active uses, surveillance and architectural design interest in ground-floor facades.

4.1.13 Building facades incorporate proportions, materials and architectural elements that respect and reference the historic industrial/warehouse character of Burswood Station East's built form

4.1.14 Vehicle access points, waste collection points, and service and utility facilities are located on alternative street frontages so that they do not impede pedestrian priority and street frontage continuity.

4.1.15 Transitional development facilitates the continued use of existing buildings where this does not prejudice the future redevelopment of adjacent sites or the Urban Avenue Streetscape Interface Typology character.


URBAN AVENUE
LOCAL CHARACTER
FINE GRAIN URBAN NEIGHBOURHOOD
CONTINUOUS STREET FRONTAGE
HUMAN SCALE "MAIN STREET"
TSIDE
STEPS
FLOWER
CART



4.2 **Objectives for Development Fronting Live/Work Streets**

4.2.1 Development fronting Live/Work Streets presents as townhouse, terrace or shop-top housing building types with a fine-grain urban form to create an inner-city residential character.

4.2.2 Residential and non-residential uses intermingle on Live/Work Streets, providing opportunities to live and work around the edge of Burswood Station East's core.

4.2.3 Development contributes to the overall Burswood Station East historic industrial/warehouse character and intimate urban setting but with a more residential focus than Urban Avenues.

4.2.4 Continuous frontages are encouraged where these enhance the desired streetscape character.

4.2.5 Landscaping and façade design promote surveillance and safe and pleasant walking environments.

4.2.6 Development contributes to the overall Burswood Station East historic industrial/warehouse character and intimate urban setting but with a more residential focus than Urban Avenues.

4.2.7 The height, setbacks and scale of development reinforce or complement an intimate, human-scale, urban streetscape environment, and contribute to street continuity.

4.2.8 Development is designed to reinforce the prominence of spaces designed for human habitation or business, and limit the visual presence of vehicle parking, waste collection and service areas at ground level.

4.2.9 Street-facing development and landscape design retain and enhance the amenity and safety of the adjoining public domain, including the provision of shade.

4.2.10 Entries to the development connect to and address the public domain with an attractive street presence.

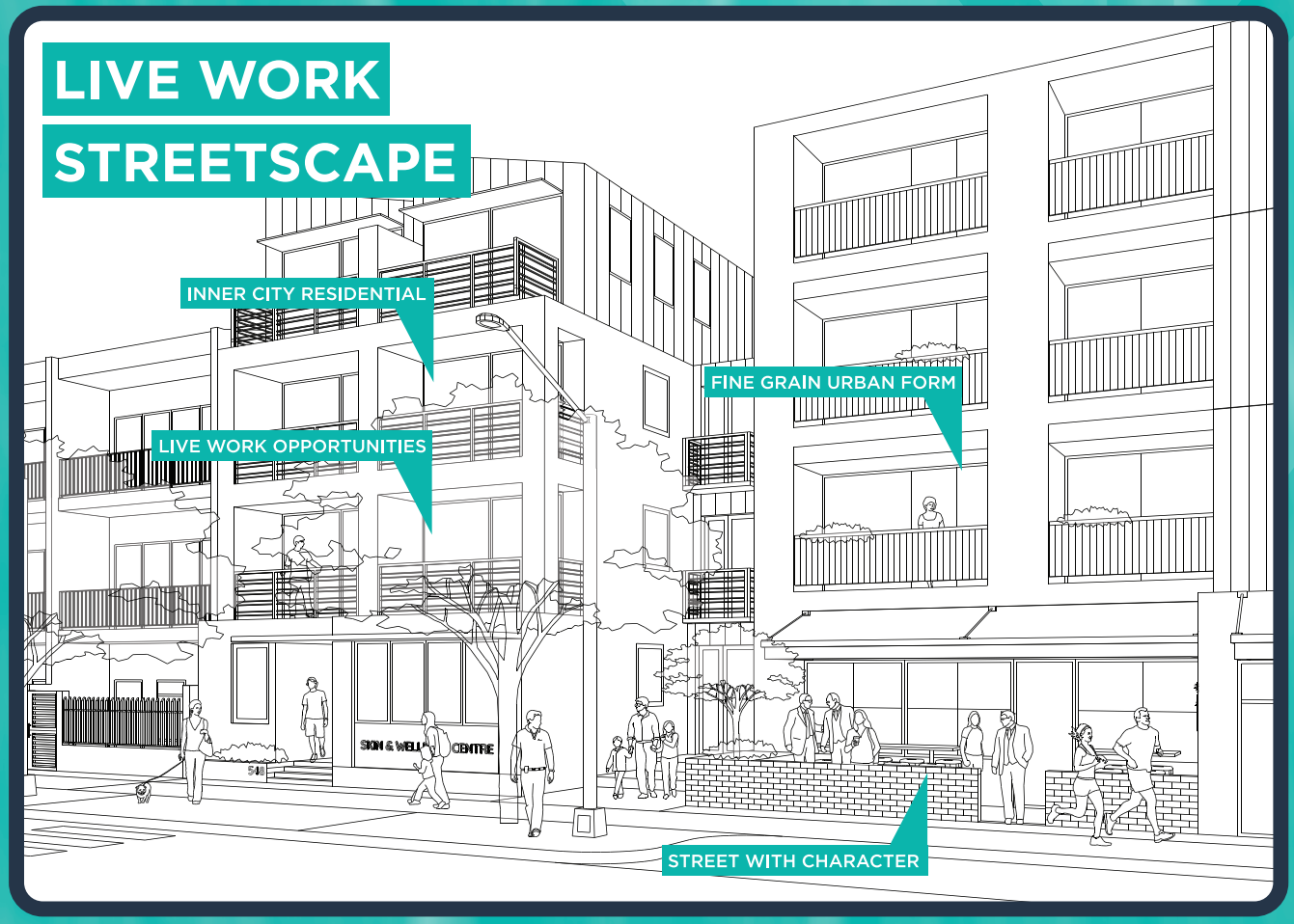
4.2.11 The design and location of car parking allows for habitable uses, surveillance and architectural design interest in ground-floor facades. Car parking areas are located and designed so as not to negatively impact the activation or visual appeal of building facades.

4.2.12 Building facades contribute to a fine-grain, human-scale street environment.

4.2.13 Building facades incorporate proportions, materials and architectural elements that respect and reference the historic industrial/warehouse character of Burswood Station East's built form

4.2.14 Transitional development facilitates the continued use of existing buildings where this does not prejudice the future redevelopment of adjacent sites or the Live/Work Street Streetscape Interface Typology character.

LIVE WORK STREETSCAPE



4.3 **Objectives for Development Fronting Great Eastern Highway**

4.3.1 Development fronting Great Eastern Highway presents an active, continuous development frontage and responds to the access, safety and design requirements of the Primary Regional Road designation.

4.3.2 Development fronting Great Eastern Highway can accommodate wider shopfronts suitable to larger format commercial operations.

4.3.3 Frontages of podium-level development provide surveillance and design interest to Great Eastern Highway.

4.3.4 Development fronting Great Eastern Highway provides an effective transition from the highway environment to the BSE core.

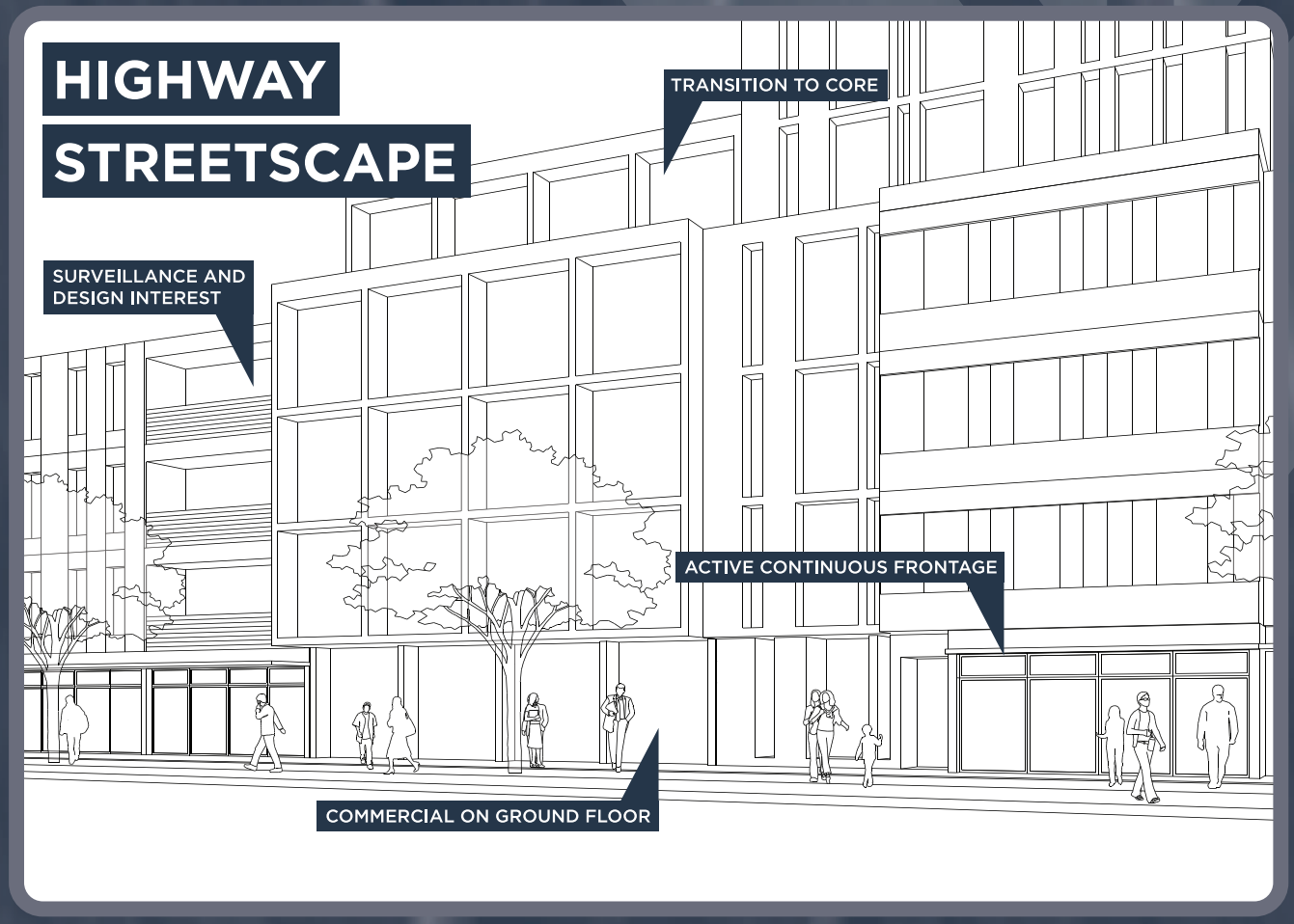
4.3.5 Continuous frontages are encouraged where these enhance the desired streetscape character

4.3.6 Landscaping and façade design promote surveillance and safe and pleasant walking environmentscommercial operations.

4.3.7 Street-facing development and landscape design retain and enhance the amenity and safety of the adjoining public domain, including the provision of shade.

4.3.8 Entries to the development connect to and address the public domain with an attractive street presence.

4.3.9 Transitional development facilitates the continued use of existing buildings where this does not prejudice the future redevelopment of adjacent sites or the Great Eastern Highway Streetscape Interface Typology character.


HIGHWAY
STREETSCAPE
TRANSITION TO CORE
SURVEILLANCE AND DESIGN INTEREST
ACTIVE CONTINUOUS FRONTAGE
COMMERCIAL ON GROUND FLOOR



4.4 Objectives for Development Fronting Laneways

4.4.1 Laneways provide safe, attractive access ways for cars, service vehicles, pedestrians and cyclists.

4.4.2 Development fronting Laneways uses façade design features, landscaping and site layout to create laneway spaces that feel safe, intimate and in keeping with the precinct's character.

4.4.3 Development fronting Laneways provides for safe and efficient vehicle access and servicing of private development without compromising usability of the Laneway for pedestrians and bicycles.

4.4.4 Laneways are of sufficient width and provide turnaround areas to allow for safe movement of pedestrians, bicyclists, private cars and servicing vehicles

4.4.5 Development fronting Laneways provides opportunities for casual surveillance and avoids creation of entrapment points.

4.4.6 Vehicle access, car parking, waste collection and servicing areas should be integrated into an attractive façade design and building layout so that they do not visually dominate the presentation of the development to the Laneway.

4.4.7 Laneways achieve a width of 7.0m to accommodate the proposed streetscape design elements and allow for safe movement by vehicles, pedestrians and bicycles.

4.4.8 Setback areas to development fronting laneways is landscaped and designed to enhance the amenity of the laneway in keeping with the Laneway Street Interface Typology character.

4.4.9 Development on Laneways servicing sites on Great Eastern Highway:

a. Contributes to the transition from the highway environment to Burswood Station East core; and

b. Effectively provides for the vehicle access, car parking and servicing needs of sites fronting the highway while providing casual surveillance and visual interest to the laneway.

4.4.10 Development on Laneways abutting Public Open Space:

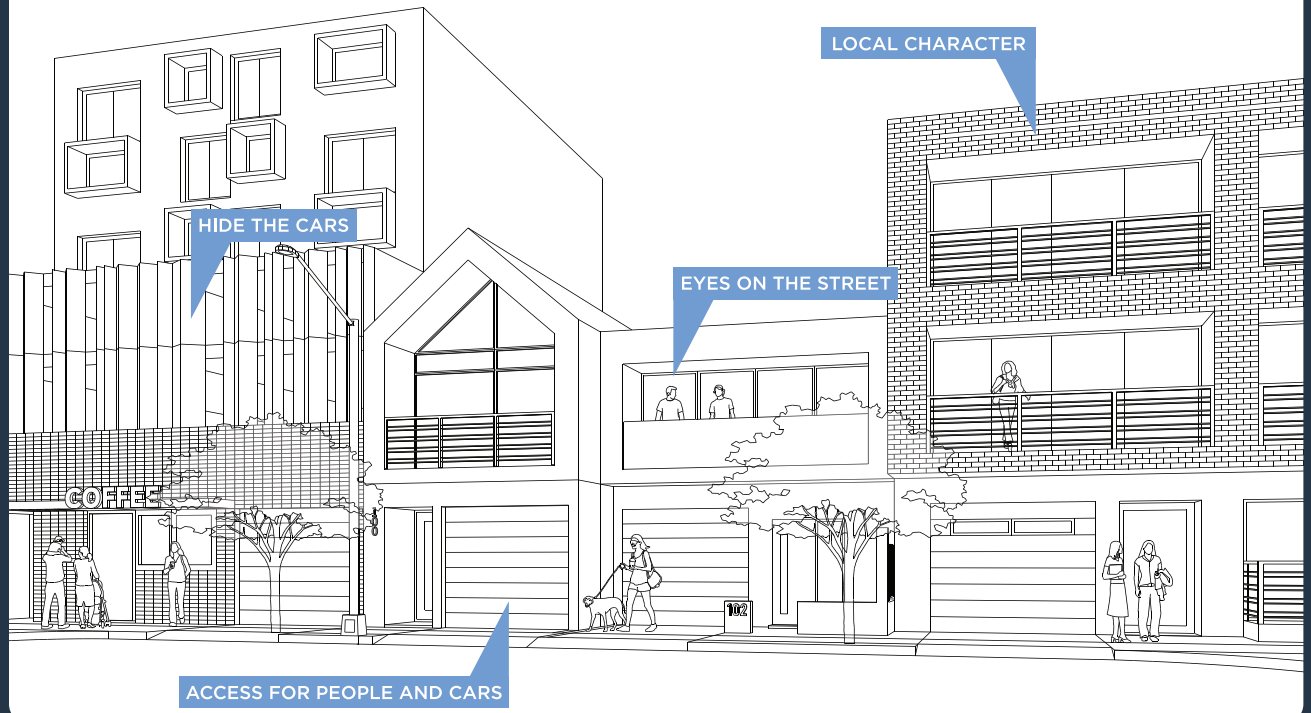
a. Interacts with and enhances the Public Open Space setting; and

b. Minimises vehicle access points and conflicts with pedestrians.

4.4.11 Development abutting laneways that terminate or laneways adjacent to Public Open Space responds is consistent with a whole-of-street approach to ensure consistent and fit-for-purpose access and amenity outcomes.

"Minimal front setbacks create an intimate street environment that encourages interaction between the public and private realm"

LANEWAY STREETSCAPE





PART D

Policy Requirements for Built Form Design

5.1 Applicable Standards and Requirements

5.1.1 All Grouped Dwelling and Single House development is to be in accordance with the TPS1 Precinct Plan, this Local Planning Policy, and those standards of the R-Codes Volume 1 applicable to an R80 coding.

5.1.2 All Multiple Dwelling and Mixed Use development is to be in accordance with the TPS1 Precinct Plan and those standards of the R-Codes Volume 2 applicable to an R-AC3 coding.

5.1.3 All Non-Residential development is to be in accordance with the TPS1 Precinct Plan and this Local Planning Policy.servicing areas should be integrated into an attractive façade design and building layout so that they do not visually dominate the presentation of the development to the Laneway.

Acceptable Outcomes for all Development

AO5.2.1 Development:
a. does not exceed 6 storeys in height; or
b. is approved in accordance with the provisions of Part 6 of this Local Planning Policy.

AO5.2.2 Development does not impact upon Perth Airport Prescribed Airspace, as set out in The Airports *(Protection of Airspace) Regulations 1996 (Cth)*.

AO5.2.3 Ground-floor development fronting an Urban Avenue is to have a minimum floor to ceiling height of 4.0m and maximum floor to ceiling height of 5.4m.

AO5.2.4 Building facades facing streets to have a minimum height of:

a. 3 storeys where facing an Urban Avenue or Great Eastern Highway; and

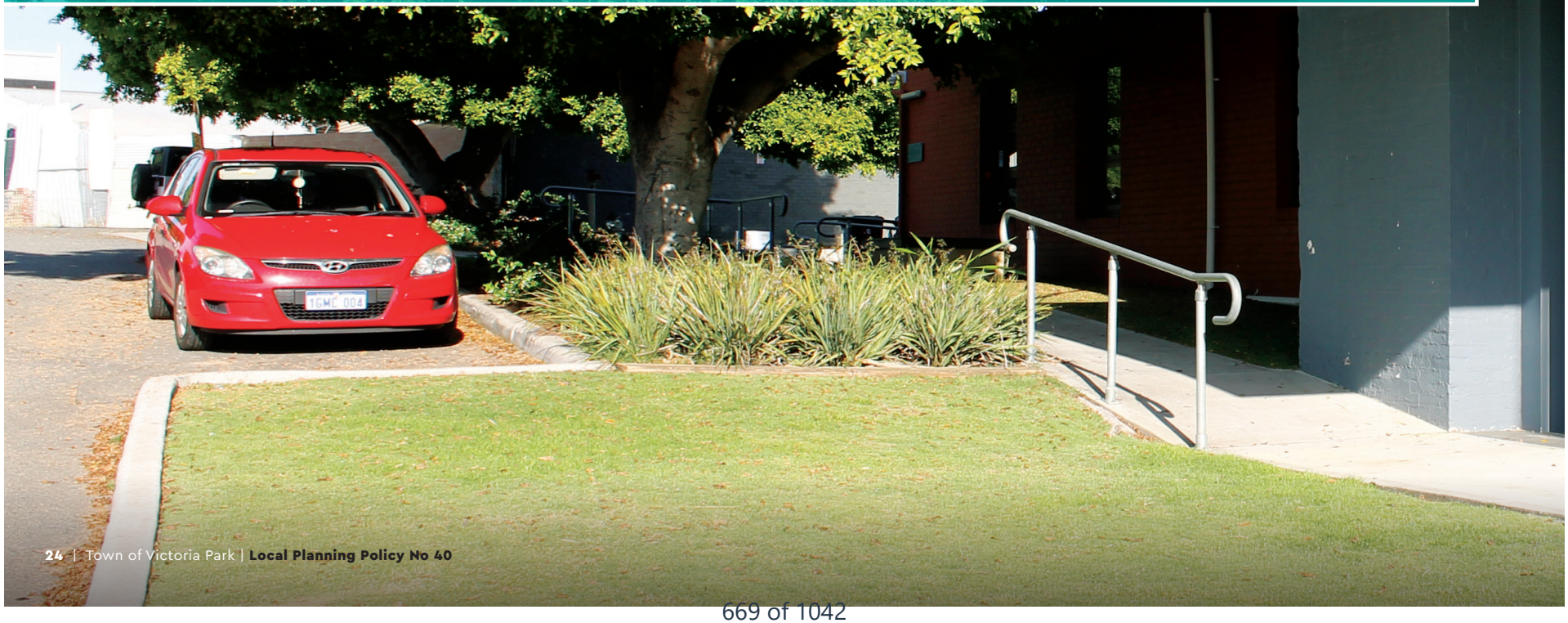
b. 2 storeys where facing a Live/Work Street; and

c. 2 storeys where facing the Laneway that abuts the land known as Stiles-Griffiths Reserve.
the land known as Stiles-Griffiths Reserve.

5.2 **Building Height**

RELATIONSHIP WITH STATE PLANNING POLICY 7.3 RESIDENTIAL DESIGN CODES AND TPS1 PRECINCT PLAN

LPP DESIGN ELEMENT	DEVELOPMENT STANDARDS IN TPS1 PRECINCT PLAN	DEVELOPMENT TYPE	SPP7.3 REFERENCE	RETAINED	REPLACED
2.2 Building Height	2. Building Height and Plot Ratio	Single Houses and Grouped Dwellings	Vol. 1, 5.1.6 Building Height	C6	Nil
		Multiple Dwellings	Vol. 2, 2.2 Building Height	A2.2.1	Nil




74
FOR SALE

5.3 Street Setbacks

RELATIONSHIP WITH STATE PLANNING POLICY 7.3 RESIDENTIAL DESIGN CODES AND TPS1 PRECINCT PLAN

LPP DESIGN ELEMENT	DEVELOPMENT STANDARDS IN TPS1 PRECINCT PLAN	DEVELOPMENT TYPE	SPP7.3 REFERENCE	RETAINED	REPLACED
5.3 Street Setbacks	3. Building Setbacks	Single Houses and Grouped Dwellings	Vol. 1, 5.1.2 Street Setback	Nil	C2.1, C2.2, C2.3, C2.4
		Multiple Dwellings	Vol. 1, 5.2.1 Setback of Garages and Carports	Nil	C1.1, C1.2, C1.3, C1.4, C1.5



"The setback area has been designed as a purposeful, open public plaza with landscaping elements that maintain the visual line of the dominant street setback."



Acceptable Outcomes

AO5.3.1 Where a street setback area is provided, the setback area is to be landscaped or embellished to a high standard to maintain interaction and surveillance between the building and the street.

AO5.3.2

a. For development fronting Urban Avenues:

i. The main building line of ground-floor development is be set back 0m from the street boundary, or up to 4.0m from the street boundary where:

A. The setback area is designed as a purposeful, open public plaza that provides a high standard of amenity and maintains interaction between the building and the street environment, and may include an open alfresco dining area attached to a commercial tenancy; or

B. The setback area of the ground floor only is designed as a covered walkway that provides a high standard of amenity and maintains interaction between the building and the street environment.

AND/OR

b. For development fronting Great Eastern Highway:

i. The main building line of ground-floor development is setback between a minimum of 1.5m and a maximum of 4.0m from the street boundary; and

ii. Upper-levels may be setback less than 1.5m from the street where the setback area below provides a purposeful, sheltered space for pedestrians.

AND/OR

c. For development fronting Live/Work Streets, the main building line of ground-floor development is set back between a minimum of 0m and a maximum of 4.0m from the street boundary.

AND/OR

d. For development fronting Laneways:

i. The main building line of the ground level for all development is set back a minimum of 1m and maximum of 4m from the boundary and any land required for laneway widening; and

ii. Development may be set back less than 1m from the boundary where:

A. No development is located within land required for laneway widening; and

B. The development is consistent with the provisions for visual sightlines and truncations in Local Planning Policy No. 7 : Development and Vehicle Access to Properties Abutting Rights-of-Way; and

C. The façade incorporates architectural details to create visual interest and enhance the streetscape; and

D. At least two active openings on or forward of the main building line, and no higher than the second storey, directly overlook the adjacent laneway; and

E. The adjacent laneway does not service lots with frontage to Great Eastern Highway.

iii. Development may be set back further than 4m from the boundary where the main building line is setback 4m or less for at least 60% of the lot boundary width.

AO5.3.3 The main building line for any development four storeys and higher will be setback a minimum of 3.0m behind the main building line of the corresponding levels below.

AO5.3.4 Setbacks greater than those stated in AO5.3.2 are considered where necessary to meet the requirements of State Planning Policy 5.4 Road and Rail Noise, provided that:

a. the building incorporates articulation and variation in street setbacks; and
b. the setback area and building facade are designed to meet the streetscape interface typology objectives and have a positive impact on the street environment.

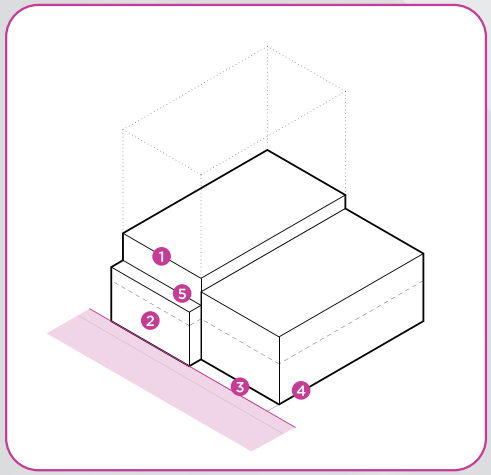


FIGURE 3A: Height and Setback Acceptable Outcomes for Urban Avenues

1. Up to 6 storey overall height, or additional height if approved in accordance with the provisions of Part 6.
2. Minimum 3 storey façade height
3. Buildings built to the street boundary or setback up to 4.0m where a plaza, alfresco dining area or colonnaded walkway is provided
4. Buildings built to the side boundary for at least 3.0m behind the main building line
5. Facade design and setbacks create a defined base for development

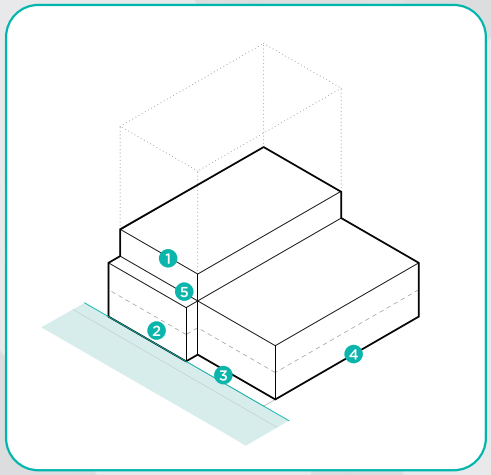


FIGURE 3B: Height and Setback Acceptable Outcomes for Urban Avenues

1. Up to 6 storey overall height, or additional height is approved in accordance with the provisions of Part 6.
2. Minimum 2 storey façade height
3. Buildings set back minimum 0m and maximum 4.0m from the street boundary
4. Buildings set back from side boundaries in accordance with the R-Codes.
5. Facade design and setbacks create a defined base for development

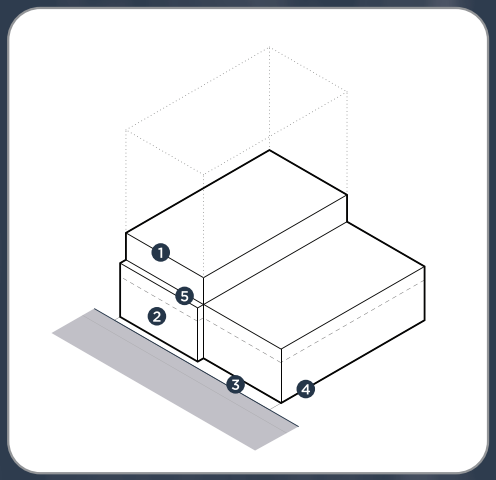


FIGURE 3C: Height and Setback Acceptable Outcomes for Urban Avenues

1. Up to 6 storey overall height, or additional height if approved in accordance with the provisions of Part 6.
2. Minimum 3 storey façade height
3. Buildings set back minimum 1.5m and maximum 4.0m from the street boundary
4. Buildings built to the side boundary for at least 3.0m behind the main building line
5. Facade design and setbacks create a defined base for development

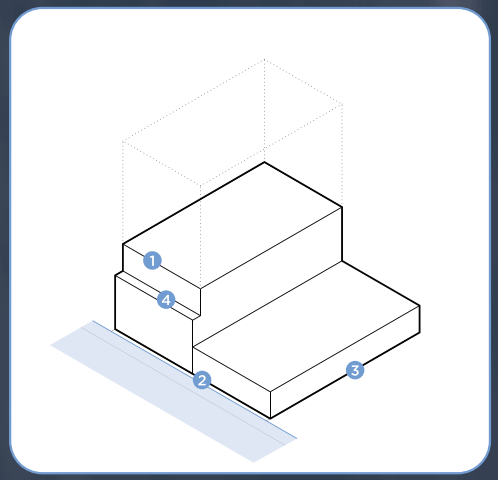


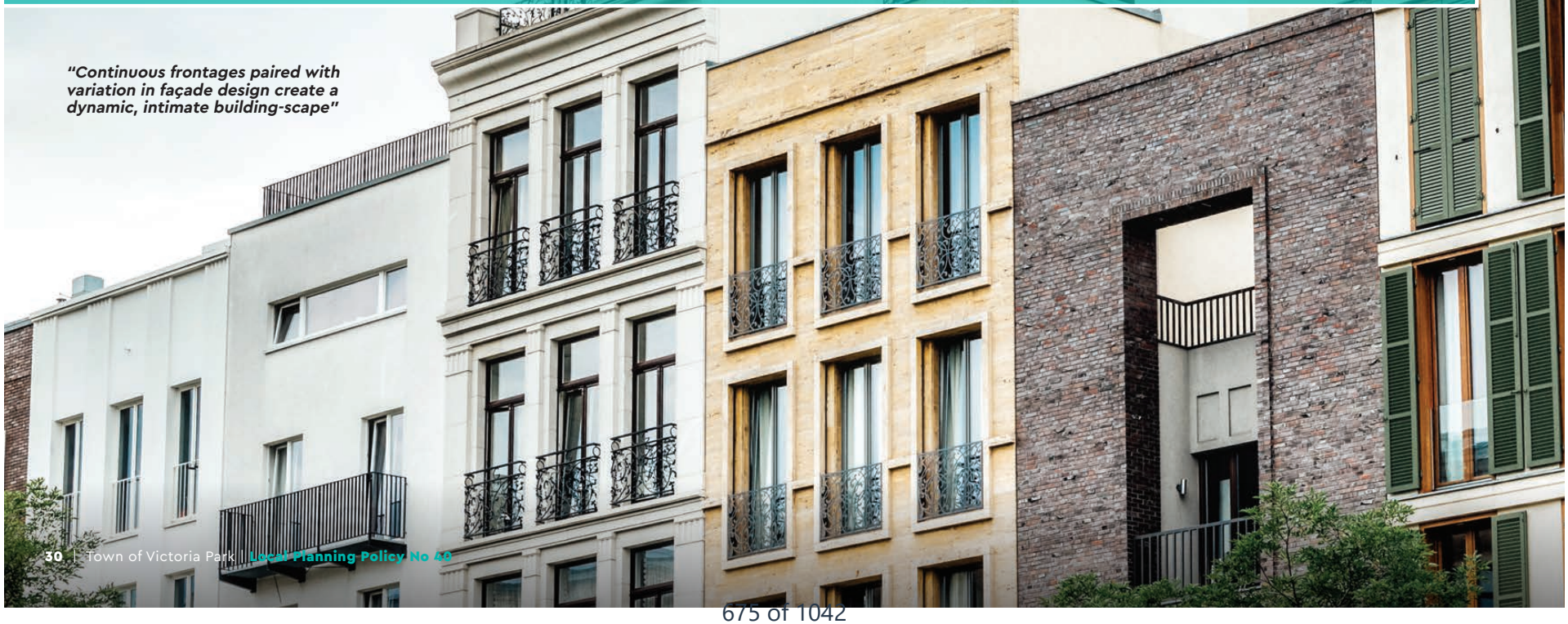
FIGURE 3D: Height and Setback Acceptable Outcomes for Urban Avenues

1. Up to 6 storey overall height, or additional height if approved in accordance with the provisions of Part 6.
2. Buildings set back at least 1.0m from the street boundary
3. Buildings set back from side boundaries in accordance with SPP7.3
4. Facade design and setbacks create a defined base for development

5.4 **Side and Rear Setbacks**

RELATIONSHIP WITH STATE PLANNING POLICY 7.3 RESIDENTIAL DESIGN CODES AND TPS1 PRECINCT PLAN

LPP DESIGN ELEMENT	DEVELOPMENT STANDARDS IN TPS1 PRECINCT PLAN	DEVELOPMENT TYPE	SPP7.3 REFERENCE	RETAINED	REPLACED
5.4 Side and Rear Setbacks	N/A	Single Houses and Grouped Dwellings	Vol. 1, 5.1.3 Lot Boundary Setback	C3.1	C3.2, C3.3
		Multiple Dwellings	Vol. 2, 2.4 Side and Rear Setbacks	A2.4.1, A2.4.2	Nil



"Continuous frontages paired with variation in façade design create a dynamic, intimate building-scape"

Acceptable Outcomes

AO5.4.1 **a. For development fronting Urban Avenues and Great Eastern Highway:**

i. Ground-floor development is set back 0m from the side or rear boundary for at least 3.0m behind the main building line; and

ii. All other side or rear setbacks, including Single Dwellings, Grouped Dwellings and Non-Residential Development, complies with the side and rear setbacks set out in Table 2.1 of R-Codes Volume 2, except where a greater setback is required to address clause 3.5 of R-Codes Volume 2 – Visual privacy. For Non-Residential development, any active opening is to be assessed as if it was a major opening to a bedroom; and

iii. All other development, including Single Dwellings, Grouped Dwellings and Non-Residential Development, is setback from the boundary in order to achieve the Objectives outlined in 2.7 Building separation, 3.3 Tree canopy and deep soil areas, 3.5 Visual privacy and 4.1 Solar and daylight access of State Planning Policy 7.3 Residential Design Codes Volume 2.

OR

b. For development fronting Live/Work Streets and Laneways, all development, including Single Dwellings, Grouped Dwellings and Non-Residential Development, complies with Acceptable Outcomes A2.4.1 and A2.4.2 of R-Codes Volume 2.




BLASTA BREWING CO
BLASTA
COFFEE

5.5 **Plot Ratio**

RELATIONSHIP WITH STATE PLANNING POLICY 7.3 RESIDENTIAL DESIGN CODES AND TPS1 PRECINCT PLAN

LPP DESIGN ELEMENT	DEVELOPMENT STANDARDS IN TPS1 PRECINCT PLAN	DEVELOPMENT TYPE	SPP7.3 REFERENCE	RETAINED	REPLACED
5.5 Plot Ratio	2. Building Height and Plot Ratio	Single Houses and Grouped Dwellings	N/A	N/A	N/A
		Multiple Dwellings	Vol. 2, 2.5 Plot Ratio	A2.5.1	Nil



Acceptable Outcomes

AO5.5.1 Development:

a. does not exceed the plot ratio standard set in the TPS1 Precinct Plan; or

b. is approved in accordance with the provisions of Part 6 of this Local Planning Policy.

5.6 **Facade Design**

RELATIONSHIP WITH STATE PLANNING POLICY 7.3 RESIDENTIAL DESIGN CODES AND TPS1 PRECINCT PLAN

LPP DESIGN ELEMENT	DEVELOPMENT STANDARDS IN TPS1 PRECINCT PLAN	DEVELOPMENT TYPE	SPP7.3 REFERENCE	RETAINED	REPLACED
5.6 Façade Design	N/A	Single Houses and Grouped Dwellings	N/A	N/A	N/A
		Multiple Dwellings	Vol. 2, 4.10 Façade Design	Nil	A4.10.1, A4.10.2, A4.10.3, A4.10.4, A4.10.5, A4.10.6



"The façade design avoids large expanses of windows while promoting interaction between the building interior and street"



Acceptable Outcomes

AO5.6.5.1 **For all Street Interface Typologies:**

a. Façade design includes:

i. Scaling, articulation, materiality and detailing at lower levels that reflect the scale, character and function of the public realm and Street Interface Typology.

ii. Rhythm and visual interest achieved by a combination of building articulation, the composition of different elements and changes in texture, material and colour; and

b. In buildings with height greater than four storeys, facades include a defined base, middle and top for the building; and

c. The façade includes design elements that relate to key datum lines of adjacent buildings through upper-level setbacks, parapets, cornices, awnings or colonnade heights; and

d. Where provided, signage is integrated into the façade design and is consistent with the Street Interface Typology character.

AO5.6.2 **a. For development fronting Urban Avenues:**

i. Building services fixtures should not located on facades adjacent to Urban Avenues. Where a safety or regulatory need requires a building service fixture to be located on a façade adjacent to an Urban Avenue, the fixture/s are integrated into the design of the façade and not be visually intrusive from the public realm.

ii. Development fronting Urban Avenues includes awnings that:

A. define and provide weather protection to entries;

B. are integrated into the façade design;

C. are consistent with the streetscape character;

D. Provide minimum 3.0m clearance and maximum 4.7m clearance above the footpath; and

E. Are located at least 600mm from the adjacent kerb face.

iii. Podium-level facades contribute to the Urban Avenue streetscape character through a combination of design features such as:

A Breaking the frontage into smaller vertical sections with subtle variation in design treatment;

B. Sleeving large floorplate uses and ground-floor foyers for upper-level development with fine grain uses;

C. Pedestrian entrances located at least every 15m;

D. Large expanses of glass are avoided through interspersing windows with other façade design elements;

E. Commercial tenancies to have direct frontage and sense of address to the street boundary; and

F. Seating, hatch windows or similar design features that open the building to the public realm.

iv. Car parking areas are sleeved or located below ground level or above the second floor so as not to be visible from the façade.

v. Where Single Houses, Grouped Dwellings or large-floorplate Non-Residential developments face Urban Avenues, facades are designed to integrate with a fine-grain mixed-use streetscape character.

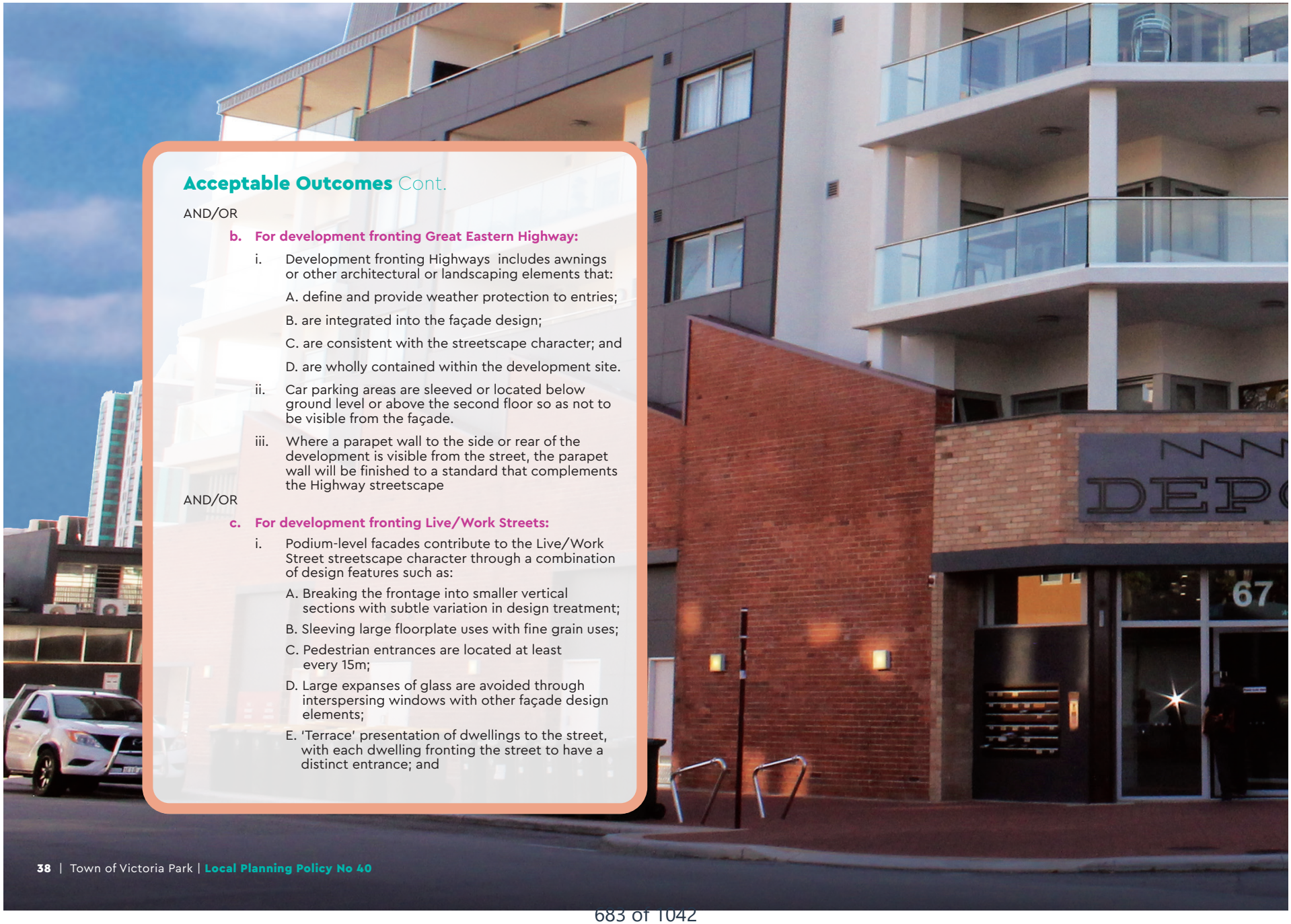
vi. Where a parapet wall to the side or rear of the development is visible from the street, the parapet wall is be finished to a standard that complements the Urban Avenue streetscape.



"An overhanging balcony provides shade for pedestrians, façade interest and natural surveillance"



"Car parking is located above the ground floorwith use of articulation, material variation, awnings and usable rooftopspace to achieve visual integration with the building"



Acceptable Outcomes Cont.

AND/OR

b. For development fronting Great Eastern Highway:

i. Development fronting Highways includes awnings or other architectural or landscaping elements that:

A. define and provide weather protection to entries;

B. are integrated into the façade design;

C. are consistent with the streetscape character; and

D. are wholly contained within the development site.

ii. Car parking areas are sleeved or located below ground level or above the second floor so as not to be visible from the façade.

iii. Where a parapet wall to the side or rear of the development is visible from the street, the parapet wall will be finished to a standard that complements the Highway streetscape

AND/OR

c. For development fronting Live/Work Streets:

i. Podium-level facades contribute to the Live/Work Street streetscape character through a combination of design features such as:

A. Breaking the frontage into smaller vertical sections with subtle variation in design treatment;

B. Sleeving large floorplate uses with fine grain uses;

C. Pedestrian entrances are located at least every 15m;

D. Large expanses of glass are avoided through interspersing windows with other façade design elements;

E. 'Terrace' presentation of dwellings to the street, with each dwelling fronting the street to have a distinct entrance; and

Acceptable Outcomes Cont.

ii. Car parking areas are sleeved or located below ground level or above the second floor so as not to be visible from the façade.

iii. Where a parapet wall to the side or rear boundary is visible from the street, the parapet wall will be finished to a standard the complements the Live/ Work Street streetscape.

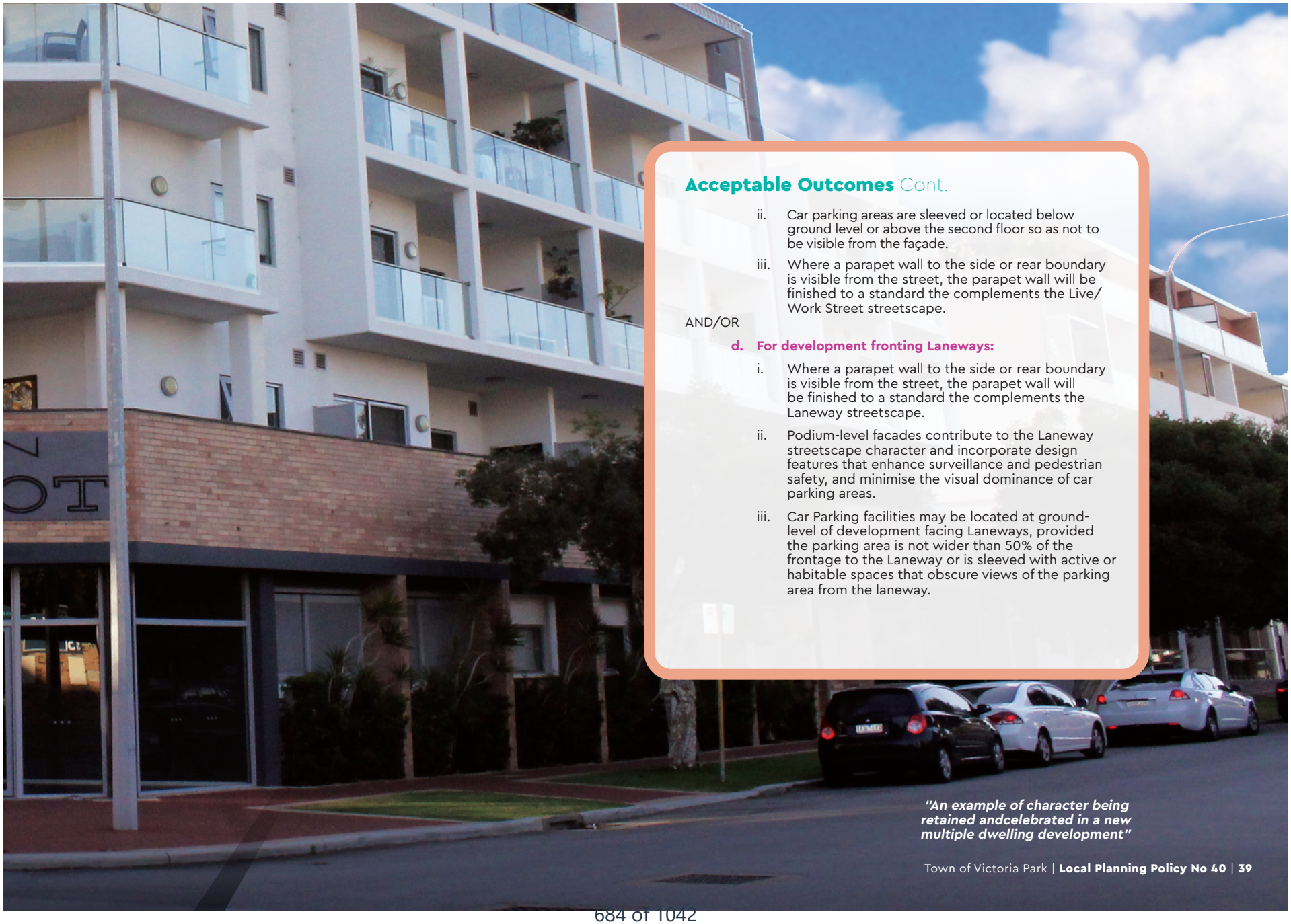
AND/OR

d. For development fronting Laneways:

i. Where a parapet wall to the side or rear boundary is visible from the street, the parapet wall will be finished to a standard the complements the Laneway streetscape.

ii. Podium-level facades contribute to the Laneway streetscape character and incorporate design features that enhance surveillance and pedestrian safety, and minimise the visual dominance of car parking areas.

iii. Car Parking facilities may be located at ground-level of development facing Laneways, provided the parking area is not wider than 50% of the frontage to the Laneway or is sleeved with active or habitable spaces that obscure views of the parking area from the laneway.

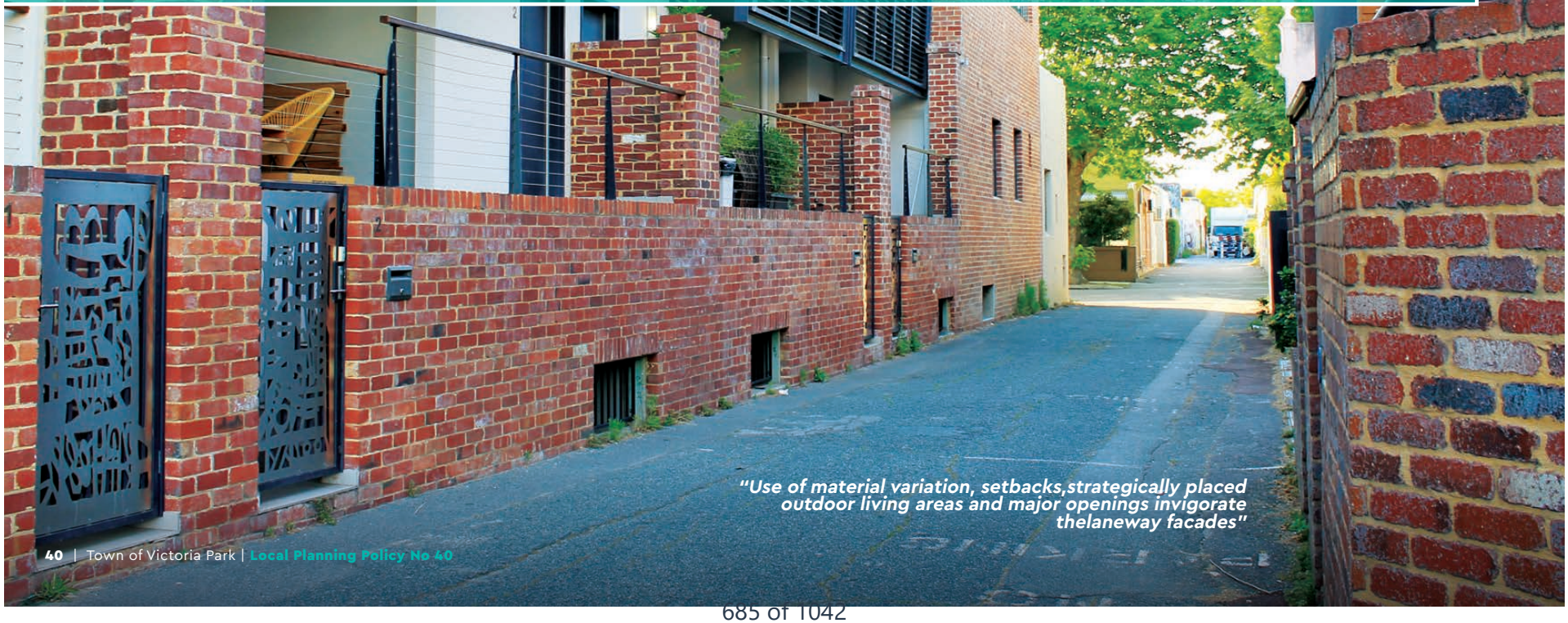


"An example of character being retained andcelebrated in a new multiple dwelling development"

5.7 **Laneway Design Areas**

RELATIONSHIP WITH STATE PLANNING POLICY 7.3 RESIDENTIAL DESIGN CODES AND TPS1 PRECINCT PLAN

LPP DESIGN ELEMENT	DEVELOPMENT STANDARDS IN TPS1 PRECINCT PLAN	DEVELOPMENT TYPE	SPP7.3 REFERENCE	RETAINED	REPLACED
5.7 Laneway Design Areas	N/A	Single Houses and Grouped Dwellings	N/A	N/A	N/A
		Multiple Dwellings	N/A	N/A	N/A



"Use of material variation, setbacks,strategically placed outdoor living areas and major openings invigorate thelaneway facades"

Acceptable Outcomes

AO5.7.1

a. For sites located within Laneway Design Area 1 of Figure 4, vehicle access points may be located on a Live/Work Street where in accordance with an approved Local Development Plan that:

i. Demonstrates how vehicle access points and car parking will be located and designed so as to achieve the street interface typology objectives and prevent movement conflict on all adjacent street and laneway frontages;

ii. Limits vehicle access to a maximum of one access point per 50m of Live/Work Street frontage;

iii. Provides for each site to have access to a laneway turnaround area, laneway extension, internal turnaround area or other design solution to facilitate heavy rigid vehicles and waste collection trucks servicing and departing sites in forward gear; and

iv. Demonstrates consistency with Acceptable Outcomes A3.8.2, A3.8.3, A3.8.4, A3.8.5, A3.8.6 and A3.8.7 of R-Codes – Volume 2.

OR

b. For sites located within Laneway Design Area 2 of Figure 4, all vehicle access points are located in accordance with an approved Local Development Plan that:

i. Demonstrates how vehicle access points and car parking will be located and designed so as to achieve the street interface typology objectives and prevent movement conflict on all adjacent street and laneway frontages;



"A wall mural combined with feature cladding create visual interest and character for the laneway frontage".



Acceptable Outcomes Cont.

ii. Demonstrates how development siting, car parking and vehicle access points will interact with the adjacent Stiles-Griffiths Reserve and proposed "plaza lane";

iii. Limits vehicle access to a maximum of one access point per 50m of any adjacent street frontage; and

iv. Demonstrates consistency with Acceptable Outcomes A3.8.2, A3.8.3, A3.8.4, A3.8.5, A3.8.6 and A3.8.7 of State Planning Policy 7.3 Residential Design Codes Volume 2.

OR

c. For sites within Laneway Design Area 3:

i. Development provides an internal turnaround area, accessible from the laneway, and suitable for use by a heavy rigid vehicles and waste collection trucks. The internal turnaround area may be a temporary arrangement where, in the opinion of the Local Government, it is reasonable that future development abutting the Laneway will provide land for a permanent turnaround area; or

ii. Where the site abuts the terminating end of a Laneway, through access is provided to a gazetted road, or

Acceptable Outcomes Cont.

a turnaround area is provided to a standard suitable for heavy rigid vehicles and waste collection trucks. Such turn around area or through access is to be subject to an easement in gross to the benefit of the Town, and is to be provided free of cost as a condition of development approval. Where land is provided to facilitate a permanent turnaround or through access at the terminating end of a laneway, the development may incorporate additional plot ratio and height in accordance with Part 6 of this Policy.

AO5.7.2 No more than one vehicle access point servicing a development, unless required for infrastructure servicing or emergency management reasons.

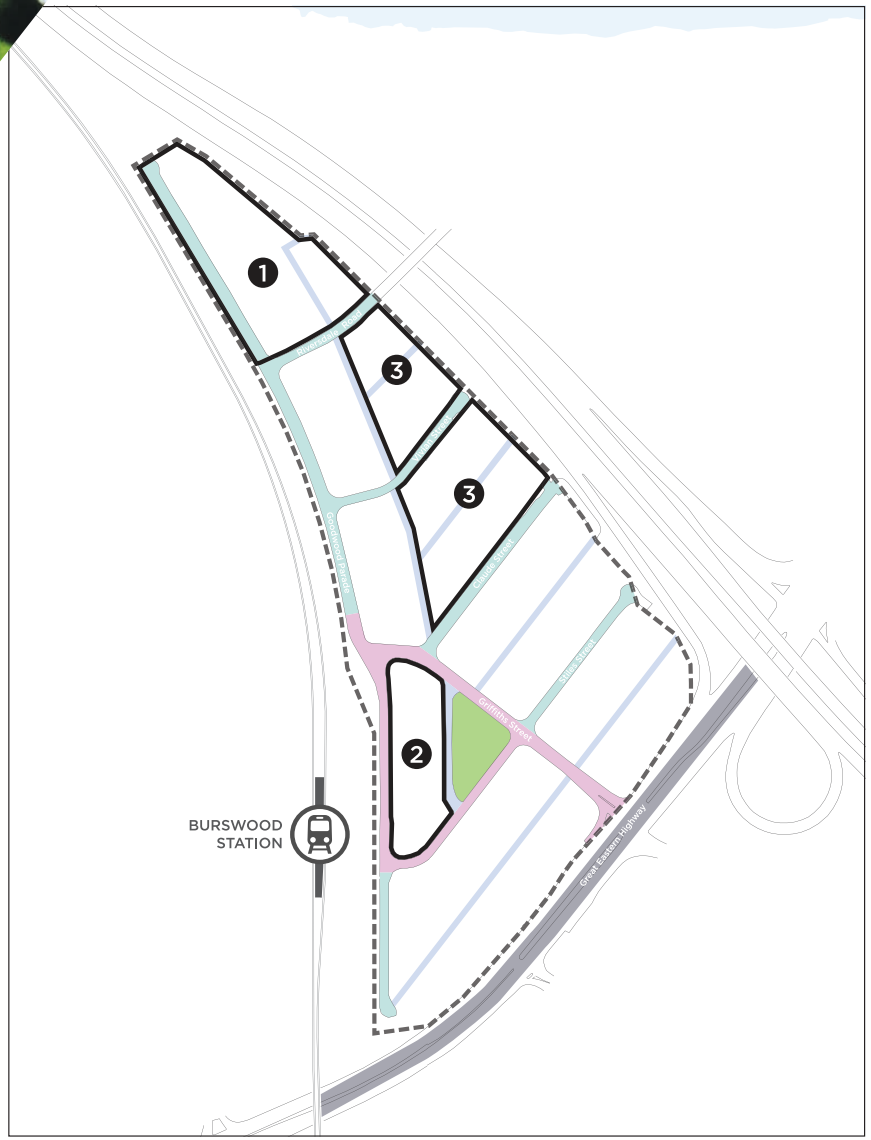


Figure 4: Street Interface Typology map for the Burswood Station East Precinct

5.8 **Loading Bays**

RELATIONSHIP WITH STATE PLANNING POLICY 7.3 RESIDENTIAL DESIGN CODES AND TPS1 PRECINCT PLAN

LPP DESIGN ELEMENT	DEVELOPMENT STANDARDS IN TPS1 PRECINCT PLAN	DEVELOPMENT TYPE	SPP7.3 REFERENCE	RETAINED	REPLACED
5.8 Loading Bays	N/A	Single Houses and Grouped Dwellings	N/A	N/A	N/A
		Multiple Dwellings	N/A	N/A	N/A



Acceptable Outcomes

AO5.8.1 All Development that provides twelve or more dwellings, and/or includes a Non-Residential component, is to provide loading bays:

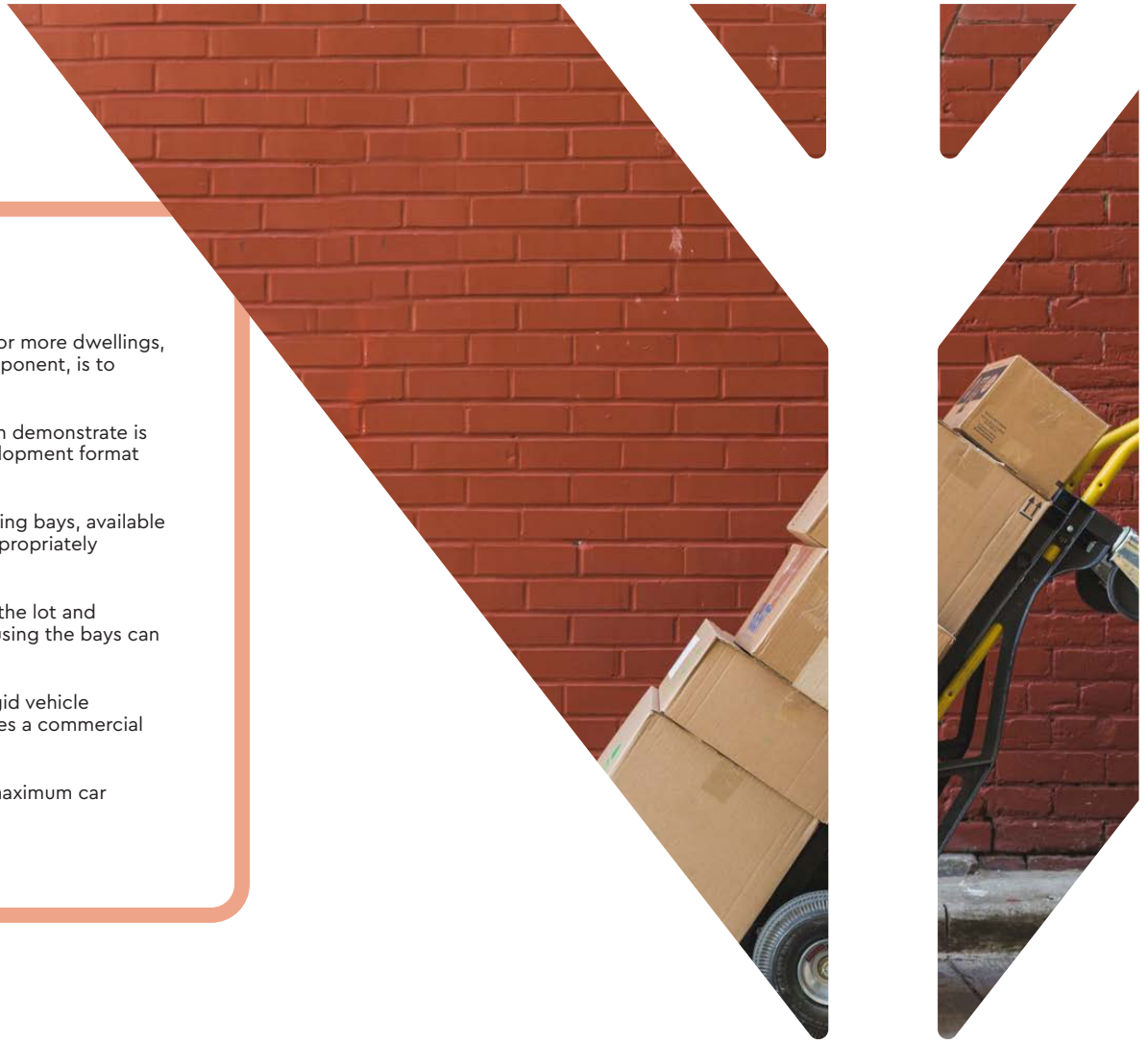
a. At a rate that the developer can demonstrate is suitable for the proposed development format and uses;

b. That are clearly marked as loading bays, available for use by all tenancies, and appropriately located for the intended use;

c. That are wholly located within the lot and designed so that vehicles can using the bays can enter and exit the site safely;

d. Designed for use by a heavy rigid vehicle where the development includes a commercial component; and

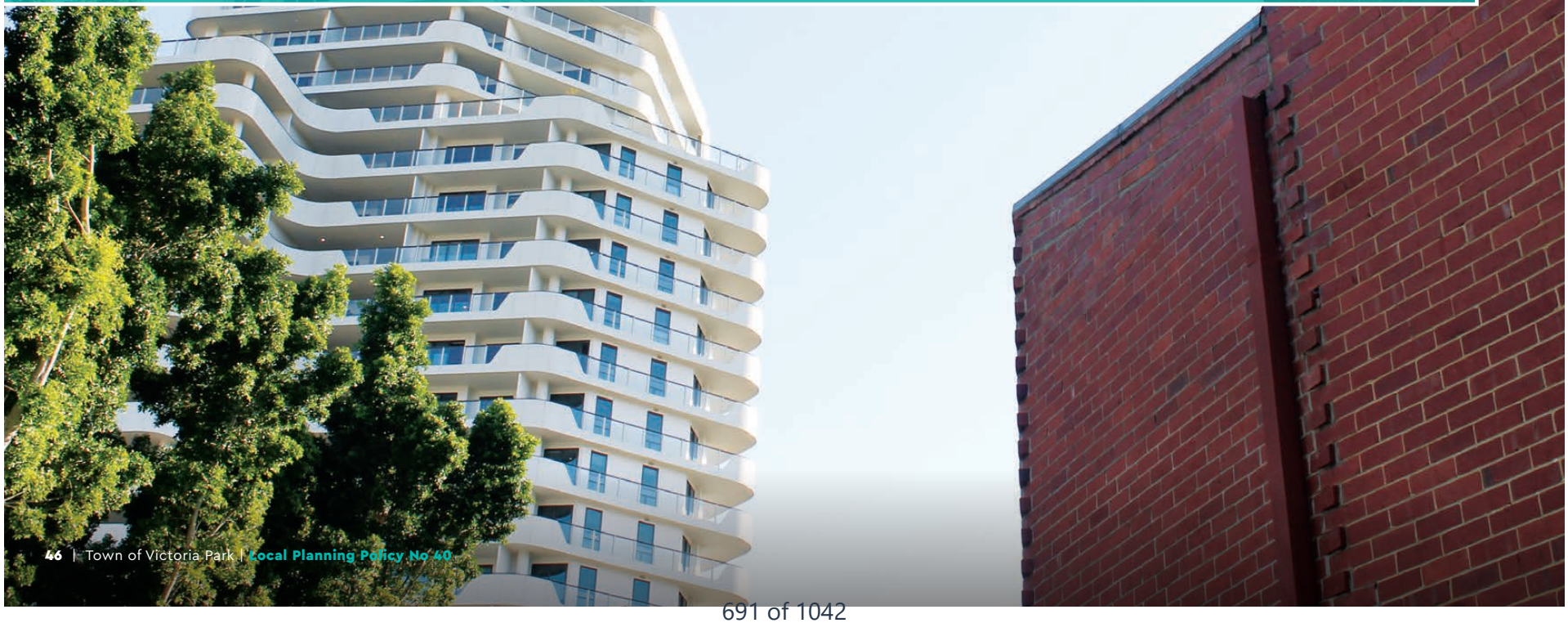
e. Are not counted towards the maximum car parking ratio provided in TPS1.



5.9 Development Format and Transitional Development

RELATIONSHIP WITH STATE PLANNING POLICY 7.3 RESIDENTIAL DESIGN CODES AND TPS1 PRECINCT PLAN

LPP DESIGN ELEMENT	DEVELOPMENT STANDARDS IN TPS1 PRECINCT PLAN	DEVELOPMENT TYPE	SPP7.3 REFERENCE	RETAINED	REPLACED
5.9 Development Format and Transitional Development	N/A	Single Houses and Grouped Dwellings	N/A	N/A	N/A
		Multiple Dwellings	N/A	N/A	N/A



Acceptable Outcomes

AO5.9.1 Developments with no residential component considered where the design of upper-level development achieves the solar access, ventilation and visual privacy objectives of the R-Codes Volume 2 as if the development was subject to that Policy. For Non-Residential development, any active opening is to be assessed as if it were a major opening to a bedroom.3.8.5, A3.8.6 and A3.8.7 of R-Codes – Volume 2.

AO5.9.2 Single House and Grouped Dwelling developments considered where:

a. The building height, setbacks, scale and façade design are consistent with the Streetscape Interface Typology development; and

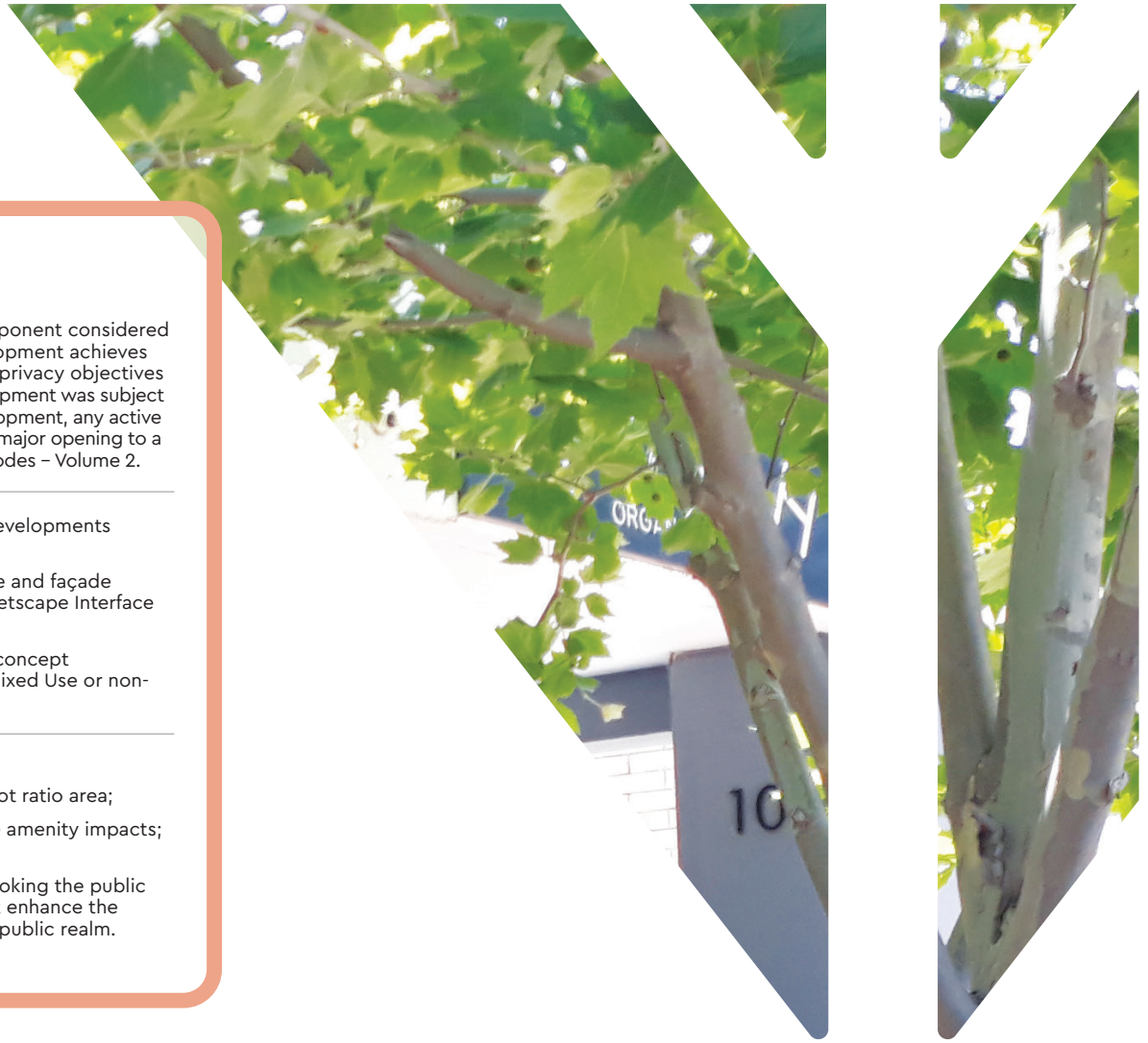
b. As part of a broader development concept incorporating Multiple Dwellings, Mixed Use or non-residential tenancies.

AO5.9.3 Transitional development does not:

a. create more than 10% additional plot ratio area;

b. create any additional unacceptable amenity impacts; and

c. remove any active openings overlooking the public realm, or architectural features that enhance the presentation of the building to the public realm.





PART 6

Development Incentives for Community Benefit

6.1 **Guidance on and Limits to the Exercise of Discretion**

6.1.1 All development shall be consistent with the Statement of Intent and Development Standards contained in Precinct Plan P2 Sheet A of Town Planning Scheme No. 1; the Objectives for the relevant Street Interface Typology/s in this Local Planning Policy; and the Element Objectives of the R-Codes as appropriate.

6.1.2 The Town may, at its discretion, approve development with Building Height and/or Plot Ratio that exceeds the base standards or requirements provided in the TPS 1 Precinct Plan or Part 5 of this Local Planning Policy where:

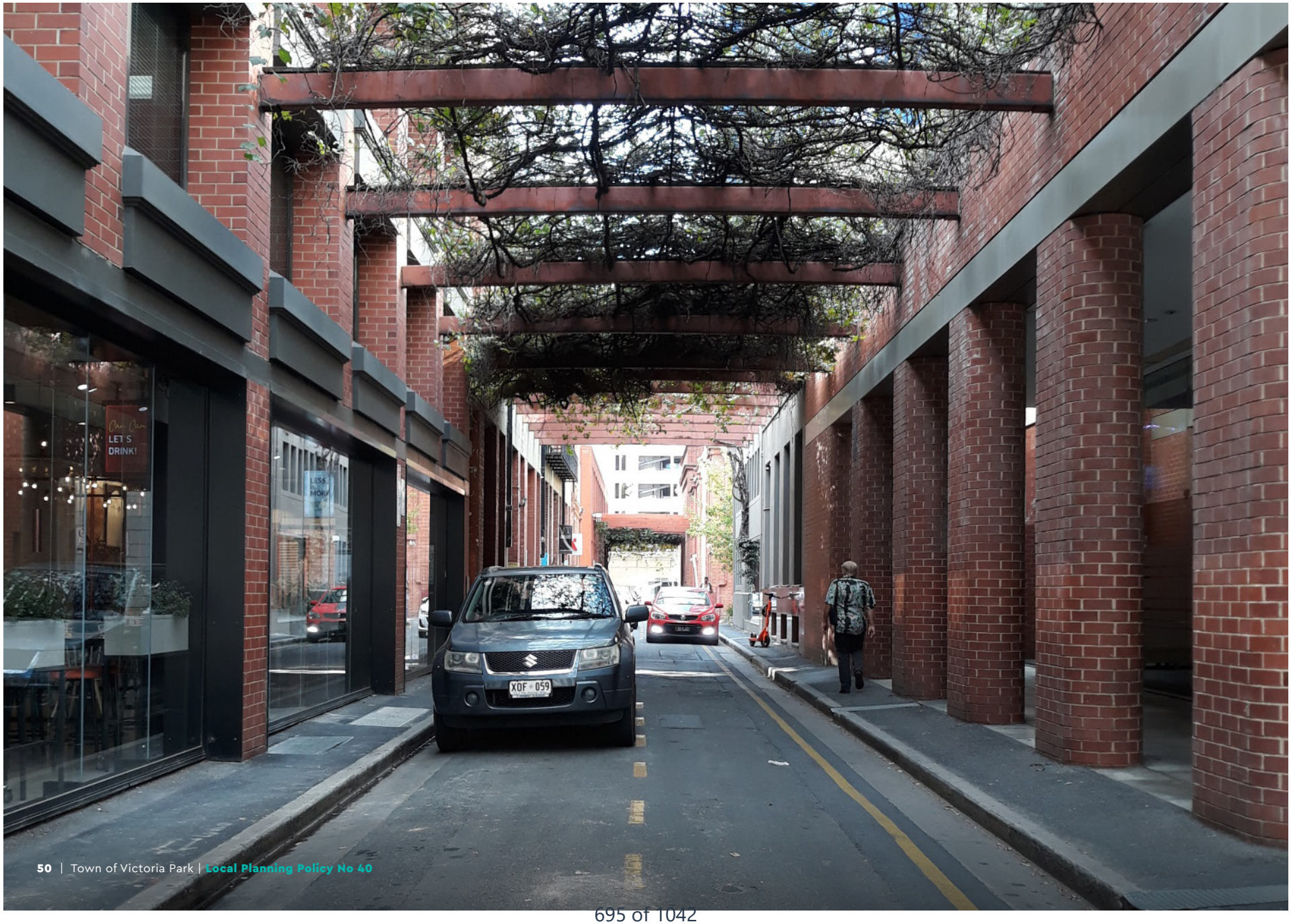
a. The development site area has an area of at least 1,800m^2; and

b. A Design Statement demonstrating that the development achieves excellent design outcomes in accordance with State Planning Policy 7.0 Design of the Built Environment is provided, to the satisfaction of the Town on advice from the Design Review Panel; and

c. The plot ratio does not exceed an absolute maximum of 6.0 and the development height does not exceed an absolute maximum of 22 storeys; and

d. The proposal incorporates on-site waste collection facility/s and servicing arrangements, with no individual bins to be placed on the verge for collection from the street; and

e. The development provides at least one of the benefits listed in Table Two below.


LET'S
DRINK!
XOF 059

COMMUNITY BENEFIT	MAXIMUM ASSOCIATED ADDITIONAL PLOT RATIO ABOVE BASE STANDARDS
i. Exceptional activation of a Laneway that significantly enhances the streetscape including: • Commercial or residential uses at the ground-floor incorporating design features that enhance amenity, activation and surveillance on the laneway for at least 60% of the frontage; and • Provision of a public artwork that has a direct impact on the Laneway streetscape and value equivalent to at least 0.5% of the total construction value of the development. The public art is to be provided in accordance with the procedure outlined in Local Planning Policy 29, but is in addition to the base requirement for public artwork laid out in Local Planning Policy 29.	2.0
ii. Where a site is located at the corner of a Laneway and Live/Work Street or Urban Avenue, provision of a landscaped public space adjacent to the truncation including: • Maintenance of clear sightlines for vehicles; • Minimum area of 40m2; • Provision of an easement in gross over the area to the benefit of the Local Government as a condition of subdivision or development approval; • Provision of at least one Medium Tree and water-wise plantings within the area that can be demonstrated to provide a cooling effect; and • The developer enters into an agreement with the Local Government as a condition of subdivision of development approval to irrigate and maintain the landscaped public space for the life of the development.	0.5
iii. The proposal demonstrates exceptional energy efficient design and exceptional water management and conservation, through meeting or exceeding a 6 Star Design rating under the Green Building Council of Australia Green Star program or equivalent rating system. This is to be demonstrated through submission of either a Green Star certification or qualified consultant's report at the time of applying for development approval.	1.0
iv. The proposal provides rooftop greening that: • Has a minimum area equivalent to 25% of the lot area; • Facilitates collection, harvesting and storage of water for ongoing irrigation; and • Is appropriately designed to support planting of canopy trees that will achieve a minimum canopy cover of 50% of the required greening area.	2.0

Table Two: Community Benefit Incentives





6.1.3 The Town may also, at its discretion, approve development with additional Building Height and/or Plot Ratio that exceeds the base standards or requirements in the TPS 1 Precinct Plan and Part 5 of this Local Planning Policy and exceeds any additional Plot Ratio above the base standards or requirements as provided by clause 6.1.2 of this Local Planning Policy, so long as such variation does not exceed the absolute maximums set out in Table Two, where:

a. The site abuts the termination of an existing laneway;

b. Access through the site is provided from the laneway to a gazetted road or a turnaround area is provided abutting the laneway to a standard suitable for heavy rigid vehicles and waste collection trucks to turn around.

c. Such turn around area or through access is to be subject to an easement in gross to the benefit of the Town, and is to be provided free of cost as a condition of development or subdivision approval.

d. A deed of agreement is required to be entered into with the Town which provides for the ongoing maintenance of the easement area to the satisfaction of the Town, as a condition of development or subdivision approval

e. The additional plot ratio area sought is not greater than four times the area of land provided subject to an easement in gross; and

f. The additional height sought is not greater than 2 storeys; and

g. The turnaround area or through driveway is appropriate to the needs of all users of the affected laneway, including neighbouring properties and service vehicles, to the satisfaction of the Town.



PART 7

Public Open Space

7.1 **Public Open Space Provision**

7.1.1 The Burswood Station East Precinct requires public open spaces to serve the needs of its future residential community. At the time of the Local Planning Policy being prepared, there are no formally reserved public open spaces within Burswood Station East.

Development Control Policy 2.3 Public Open Space in Residential Areas broadly requires that 10% of the gross subdivisible area of a conditional subdivision be given up free of cost for public open space. The BSE Precinct is an infill development area with fragmented land ownership, and provision of public open space should be considered on a precinct-scale rather than individual-developer scale.

The Town of Victoria Park Public Open Space Strategy utilises a catchment approach to assess the extent to which residents have access to public open space within a reasonable walkable catchment. The Public Open Space Strategy concludes that:

a. The BSE Precinct has sufficient access to public open space, based on the assumption that:
    i. The land known as Stiles-Griffiths Reserve functions as a 'Micro Park'; and
    ii. The BSE Precinct has access to 'Local Parks', 'Neighbourhood Parks' and 'District Parks' within nearby areas of Burswood;
b. The Stiles-Griffiths Reserve requires upgrades to meet future needs.

7.1.2 The following strategies are provided to ensure a minimum standard of ongoing public open space provision:

a. Formally reserve and upgrade the land known as Stiles-Griffiths Reserve for recreation purposes;
b. Conversion of the land known as Stiles Avenue Sump to a usable space for passive recreation;
c. Encouraging the provision of 'pocket park' open spaces and rooftop greening, as outlined in Part 6; and
d. Improvements to streetscapes and public realm to provide safe, pleasant walking and cycling routes to nearby parks.

7.1.3 To ensure a minimum standard provision of public open space for future residents in accordance with this Local Planning Policy and the Town of Victoria Park Public Open Space Strategy, the Town shall request a condition of subdivision approval be applied to subdivision applications consistent with the principles of Development Control Policy 2.3 Public Open Space in Residential Areas. The condition shall require a contribution equivalent to 10% of the gross subdivisible area and in accordance with s.153 of the Planning and Development Act 2005 (as amended).



Appendices

Appendix 1 Relationship of Local Planning Policy to State Planning Policy 7.3 Residential Codes

Appendix 2 Design Concepts for Public Realm Upgrades


secure
DON'T TAKE THE RISK
Purchase and display a valid ticket
THIS IS A SMOKE FREE ZONE
PAY HERE
secure
DON'T TAKE THE RISK
Purchase and display a valid ticket
MACHINE CLEARED DAILY

Appendix 1

RELATIONSHIP OF LOCAL PLANNING POLICY TO STATE PLANNING POLICY 7.3 RESIDENTIAL DESIGN CODES

Town of Victoria Park

WE'RE OPEN VIC PARK

Appendix 1

RELATIONSHIP WITH STATE PLANNING POLICY 7.3 RESIDENTIAL DESIGN CODES AND TPS1 PRECINCT PLAN

LPP DESIGN ELEMENT	DEVELOPMENT STANDARDS IN TPS1 PRECINCT PLAN	DEVELOPMENT TYPE	SPP7.3 REFERENCE	RETAINED	REPLACED
2.2 Building Height	2. Building Height and Plot Ratio	Single Houses and Grouped Dwellings	Vol. 1, 5.1.6 Building Height	C6	Nil
		Multiple Dwellings	Vol. 2, 2.2 Building Height	A2.2.1	Nil
5.2 Street Setbacks	3. Building Setbacks	Single Houses and Grouped Dwellings	Vol. 1, 5.1.2 Street Setback	Nil	C2.1, C2.2, C2.3, C2.4
			Vol. 1, 5.2.1 Setback of Garages and Carports	Nil	C1.1, C1.2, C1.3, C1.4, C1.5
		Multiple Dwellings	Vol. 2, 2.3 Street Setbacks	A2.3.1	Nil
5.3 Side and Rear Setbacks	N/A	Single Houses and Grouped Dwellings	Vol. 1, 5.1.3 Lot Boundary Setback	C3.1	C3.2, C3.3
		Multiple Dwellings	Vol. 2, 2.4 Side and Rear Setbacks	A2.4.1, A2.4.2	Nil
5.4 Plot Ratio	2. Building Height and Plot Ratio	Single Houses and Grouped Dwellings	N/A	N/A	N/A
		Multiple Dwellings	Vol. 2, 2.5 Plot Ratio	A2.5.1	Nil
5.5 Façade Design	N/A	Single Houses and Grouped Dwellings	N/A	N/A	N/A
		Multiple Dwellings	Vol. 2, 4.10 Façade Design	Nil	A4.10.1, A4.10.2, A4.10.3, A4.10.4, A4.10.5, A4.10.6
5.6 Laneway Design Areas	N/A	Single Houses and Grouped Dwellings	N/A	N/A	N/A
		Multiple Dwellings	N/A	N/A	N/A
5.7 Loading Bays	N/A	Single Houses and Grouped Dwellings	N/A	N/A	N/A
		Multiple Dwellings	N/A	N/A	N/A
5.8 Development Format and Transitional Development	N/A	Single Houses and Grouped Dwellings	N/A	N/A	N/A
		Multiple Dwellings	N/A	N/A	N/A

Appendix 2

DESIGN CONCEPTS FOR PUBLIC REALM UPGRADES

TOWN OF VICTORIA PARK

WE'RE OPEN VIC PARK

Appendix 2



TYPICAL PLAN (20M CORRIDOR)

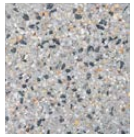
TYPICAL PLAN TO RESERVE EDGE (15M CORRIDOR)



TYPICAL SECTION AA (NOT TO SCALE)



TYPICAL SECTION TO RESERVE EDGE BB (NOT TO SCALE)



Exposed aggregate footpath



Exposed aggregate banding



In ground planting with pedestrian crossover



Bike lane surfacing

MATERIAL PALETTE



Seat with back



Bin enclosure



Bike rack



Pole street lighting (ToVP standard)

FURNITURE PALETTE



Eucalyptus wandoo

TREE SPECIES

Note: Retain existing trees as a priority

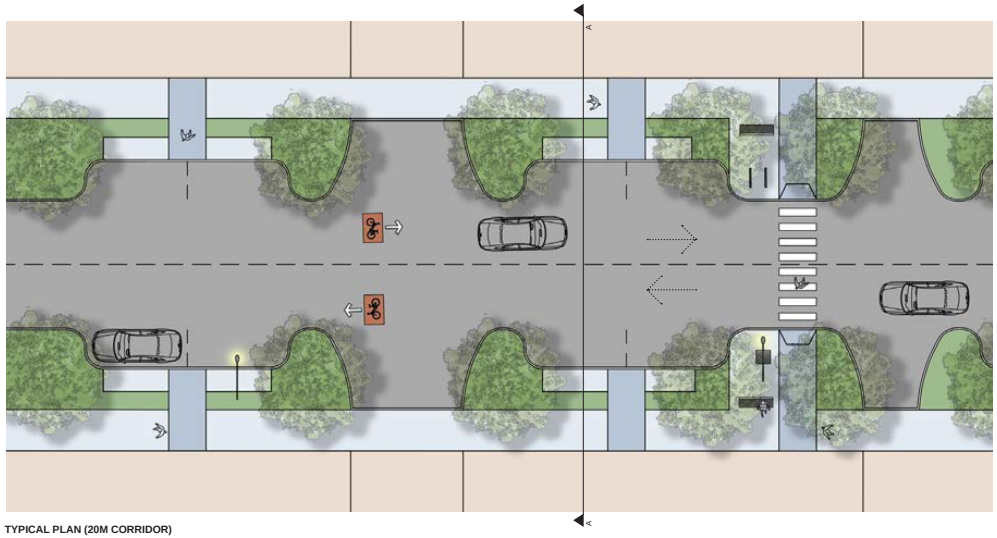
ecoscape

9 STIRLING HIGHWAY, NORTH FREMANTLE WA 6159
(08) 9430 8955 WWW.ECOSCAPE.COM.AU

AUTHOR:LD QA: PJ PROJECT NO: 4430-19
SCALE 1:200 @A3
0 1 2 3 4 5 10m

BURSWOOD STATION EAST
TOWN OF VICTORIA PARK

CONCEPT - URBAN AVENUE
SK01-C



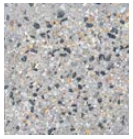
TYPICAL PLAN (20M CORRIDOR)



TYPICAL SECTION AA (NOT TO SCALE)



Broomed concrete footpath



Exposed aggregate banding



In ground planting with pedestrian crossover

MATERIAL PALETTE



Seat with back



Bin enclosure



Bike rack



Pole street lighting (ToVP standard)

FURNITURE PALETTE



Eucalyptus torquata

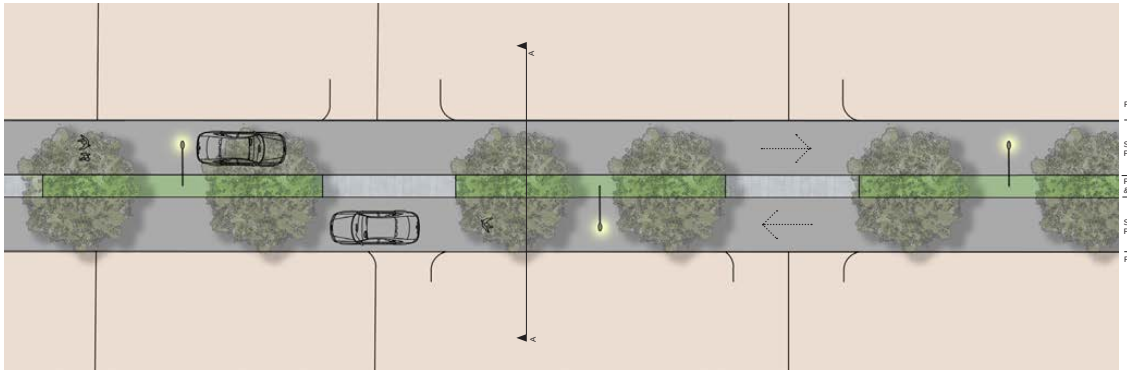
TREE SPECIES
Note: Retain existing trees as a priority

ecoscape
9 STIRLING HIGHWAY, NORTH FREMANTLE WA 6159
(08) 9430 8955 WWW.ECOSCAPE.COM.AU

AUTHOR:LD QA: PJ PROJECT NO: 4430-19
SCALE 1:200 @A3
0 1 2 3 4 5 10m

BURSWOOD STATION EAST
TOWN OF VICTORIA PARK

CONCEPT - LIVE WORK STREET
SK02-C



TYPICAL PLAN (7M CORRIDOR)



TYPICAL SECTION AA (NOT TO SCALE)



Unit Paving



Flush kerb edging

MATERIAL PALETTE



Pole street lighting
(ToVP standard)

FURNITURE PALETTE



Callistemon viminallis "Kings Park Special'

TREE SPECIES

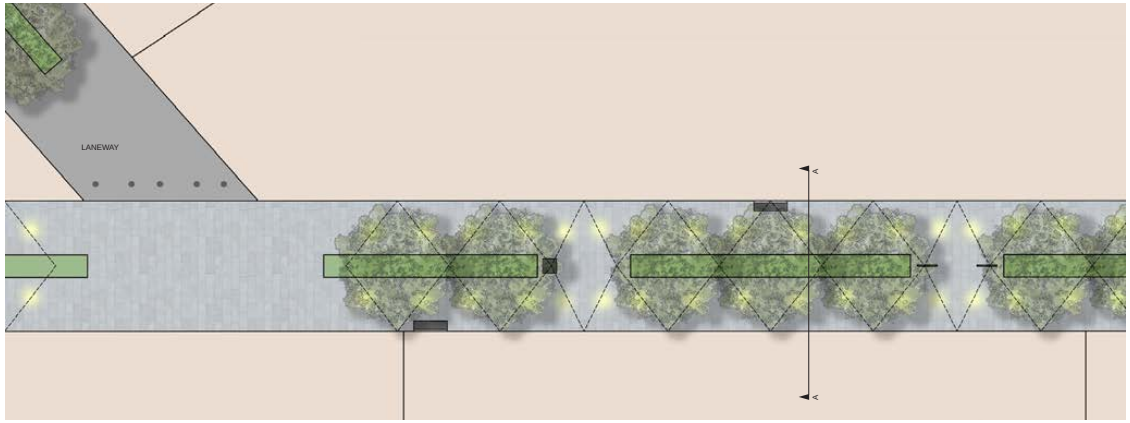
ecoscape

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(08) 9430 8955 WWW.ECOSCAPE.COM.AU

AUTHOR:LD QA: PJ PROJECT NO: 4430-19
SCALE 1:200 @A3
0 1 2 3 4 5 10m

BURSWOOD STATION EAST
TOWN OF VICTORIA PARK

CONCEPT - LANEWAY
SK03-C



PRIVATE LOTS

SHARED USE PATH (2.9m)
PEDESTRIAN, BIKE AND FURNITURE

AUTHORISED VEHICLE ACCESS AS REQUIRED

PLANTING, FURNITURE
& CROSSOVER (1.2m)

SHARED USE PATH (2.9m)
PEDESTRIAN, BIKE AND FURNITURE

AUTHORISED VEHICLE ACCESS AS REQUIRED

PRIVATE LOTS

TYPICAL PLAN (7M CORRIDOR)



TYPICAL SECTION AA (NOT TO SCALE)



Unit Paving



In ground planting with pedestrian crossover



Collapsible bollard

MATERIAL PALETTE



Seat with back



Bin enclosure



Bike rack



Catenary lighting

FURNITURE PALETTE



Jacaranda mimosifolia

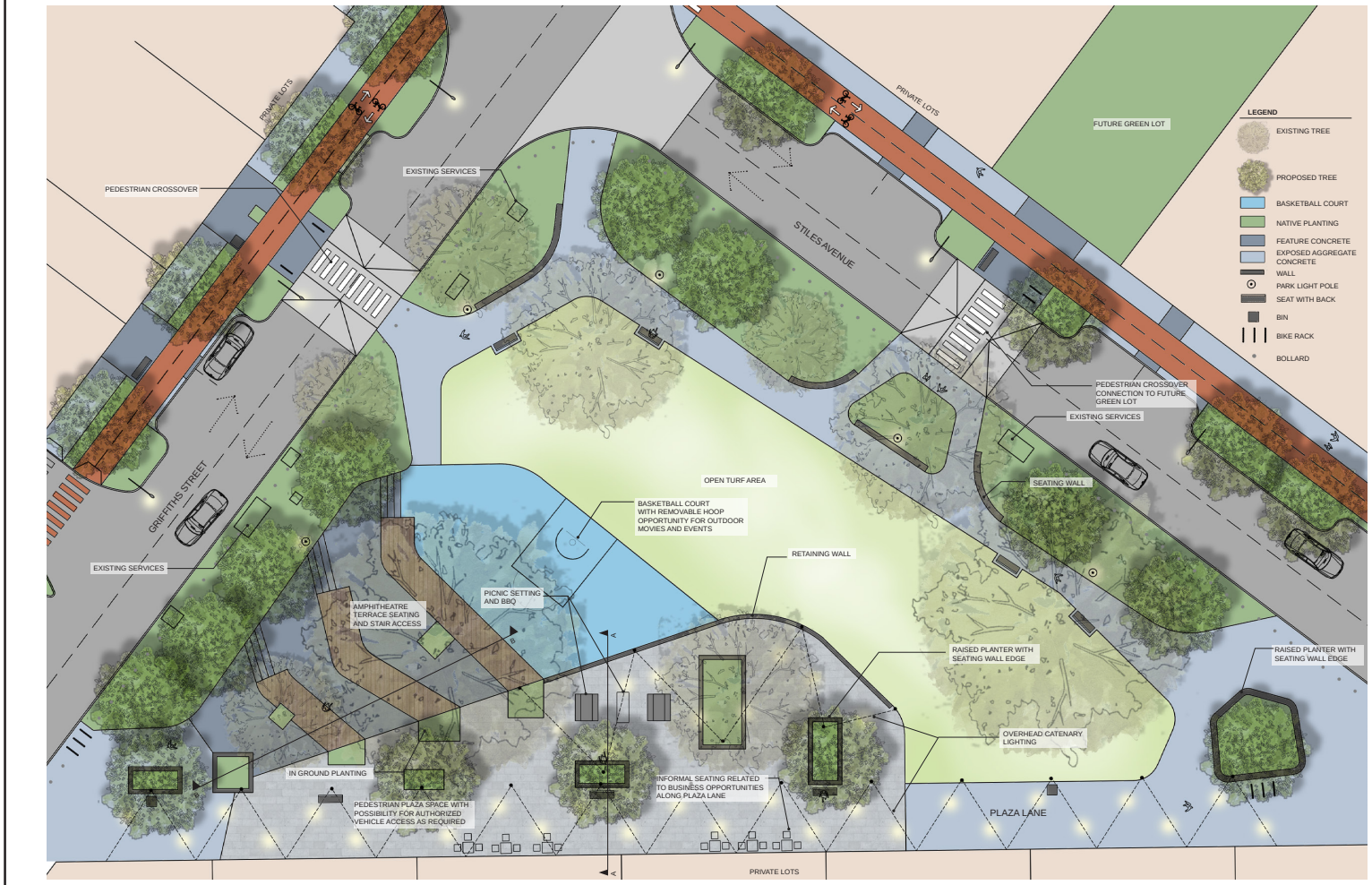
STREET TREE SPECIES

ecoscape
9 STIRLING HIGHWAY, NORTH FREMANTLE WA 6159
(08) 9430 8955 WWW.ECOSCAPE.COM.AU

AUTHOR:LD QA: PJ PROJECT NO: 4430-19
SCALE 1:200 @A3
0 1 2 3 4 5 10m

BURSWOOD STATION EAST
TOWN OF VICTORIA PARK

CONCEPT - COMMUNITY CONNECTOR LANE
SK04-C



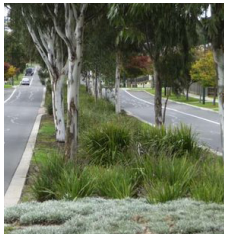
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9 STIRLING HIGHWAY, NORTH FREMANTLE WA 6159
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AUTHOR:LD QA: PJ PROJECT NO: 4430-19
SCALE 1:250 @A3
0 1 2 3 4 5 10m

BURSWOOD STATION EAST
TOWN OF VICTORIA PARK

PLAZA LANE & STILES GRIFFITHS RESERVE
CONCEPT PLAN
SK05-C



Water sensitive urban design principles



Plaza laneway feature lighting



Open active space including basketball



Raised plant beds and seating walls



Terrace edge seating opportunities



Open turf area with planted edges and mature trees

PRECEDENT IMAGERY



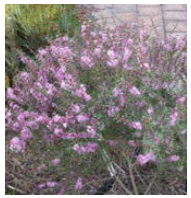
Tree - Banksia attenuata



Tree - Eucalyptus marginata



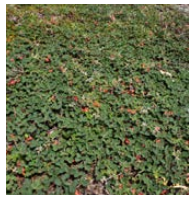
Grasses - Patersonia occidentalis



Shrub - Hypocalymma robustum



Shrub - Beaufortia elegans



Ground cover - Kennedia prostrata

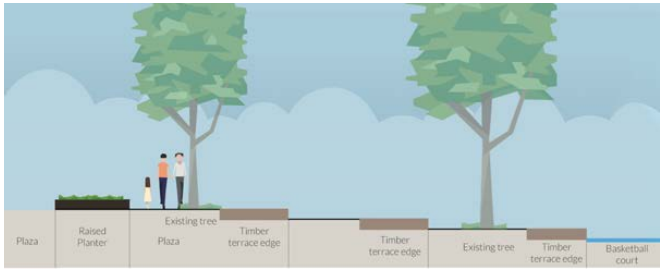


Ground cover - Hemiandra pungens

NATIVE PLANT SPECIES



SECTION AA (NOT TO SCALE)



SECTION BB (NOT TO SCALE)

ecoscape

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(08) 9430 8955 WWW.ECOSCAPE.COM.AU

AUTHOR:LD QA: PJ PROJECT NO: 4430-19

BURSWOOD STATION EAST
TOWN OF VICTORIA PARK

PLAZA LANE & STILES GRIFFITHS RESERVE
SECTION & IMAGERY
SK06-C

Location #1 LEONARD STREET



Town of Victoria Park

Location #2 HARVEY STREET & MCMASTER STREET



TOWN OF VICTORIA PARK

Location #3 MACKIE STREET & RUSHTON STREET



TOWN OF VICTORIA PARK

DRAFT

Location #1 LEONARD STREET

The survey presented the place possibilities map that is a summary of the key ideas and outcomes from the Walkshop and other engagement findings. Survey respondents were asked to provide their feedback on specific aspects for this location.

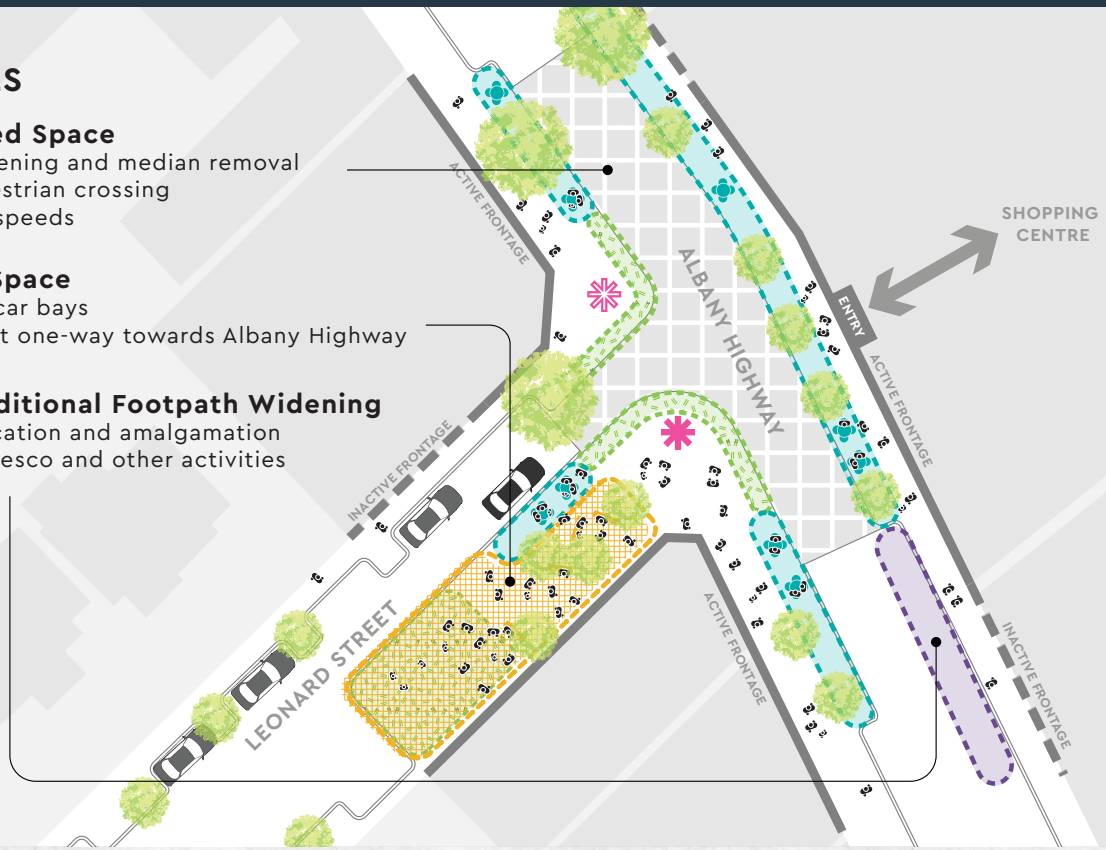
PLACE POSSIBILITIES

KEY MOVES

Raised Shared Space
- Footpath widening and median removal
- Improve pedestrian crossing
- Slow vehicle speeds

New Piazza Space
- Removal of 7 car bays
- Leonard Street one-way towards Albany Highway

Potential Additional Footpath Widening
- Bus stop relocation and amalgamation
- Additional alfresco and other activities



USES AND ACTIVITIES

Alfresco Dining

Appreciation of Public Art/ Indigenous Art/Heritage

Green Spaces and Connection to Nature

Socialising

DRAFT

Location #2 HARVEY STREET & MCMASTER STREET

The survey presented the place possibilities map that is a summary of the key ideas and outcomes from the Walkshop and other engagement findings. Survey respondents were asked to provide their feedback on specific aspects for this location.

PLACE POSSIBILITIES

KEY MOVES

Large Public Piazza
- Full or part time closure of Harvery Street
- Removal of 13 car bays
- Markets, small events, programmed use, outdoor dining and seating

Improved Pedestrian Crossing Of Albany Highway and McMaster Street
- Reduced vehicle turning space at corners
- Reduced vehicle speeds from median street trees

Piazza Integration with Memorial Gardens
- Redesign of some retaining walls
- Complementary uses and activities
- Art walk and history tour



USES AND ACTIVITIES

- **Small gathering and Events**
- **Live Music and Performance**
- **Green Spaces and Connection to Nature**
- **Rest relaxation and Quiet contemplation**
- **Appreciation of public art and heritage**

DRAFT

Location #3 MACKIE STREET & RUSHTON STREET

The survey presented the place possibilities map that is a summary of the key ideas and outcomes from the Walkshop and other engagement findings. Survey respondents were asked to provide their feedback on specific aspects for this location.

PLACE POSSIBILITIES

KEY MOVES

Part-Time Piazza
- Performance space away from housing
- 6 car bays available most of the time

Footpath Widening
- Removal of surplus vehicle movement space
- Additional alfresco and greening

Raised Shared Space
- Slow vehicle speed
- Improve pedestrian crossing

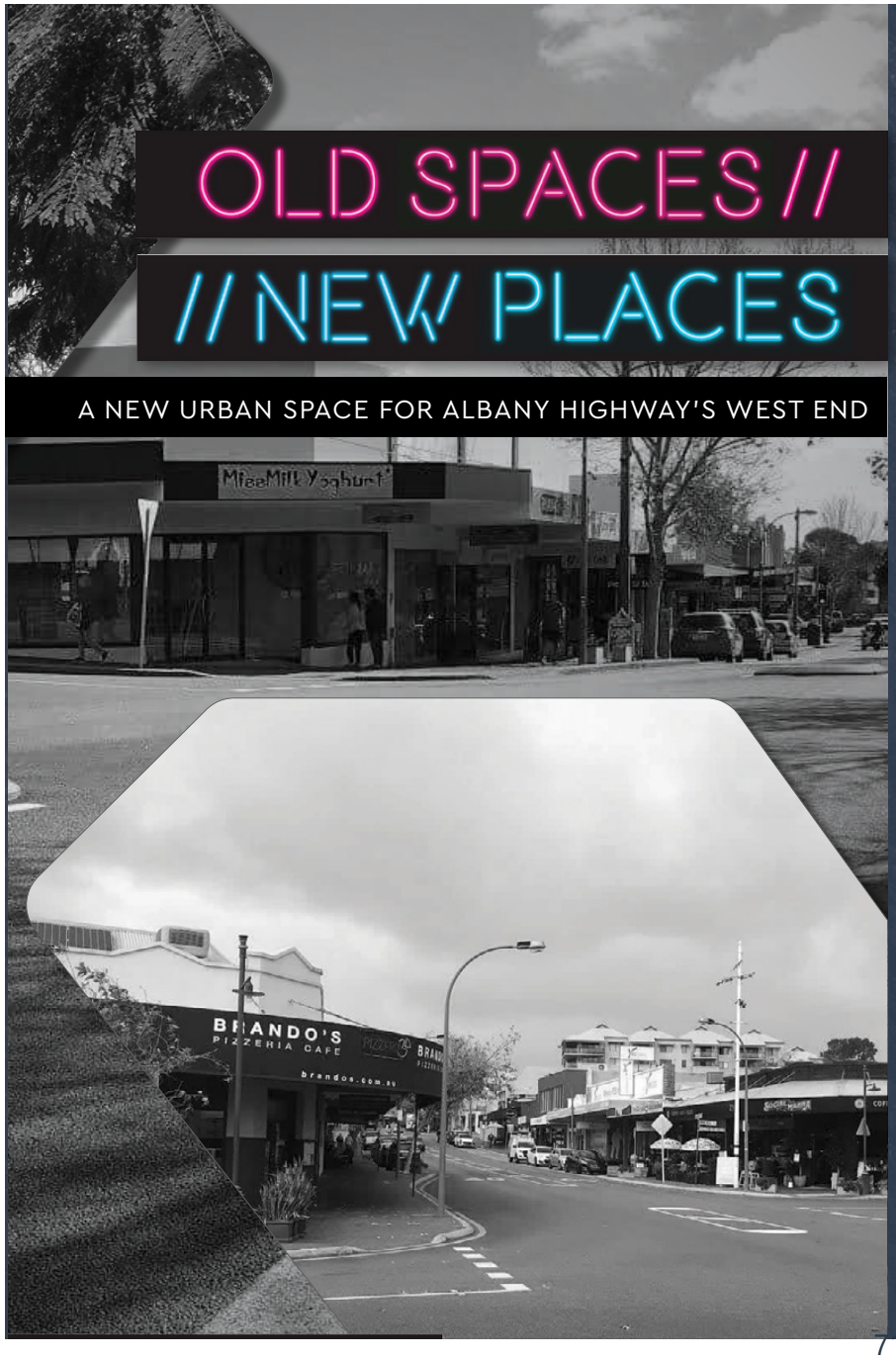
Small Piazza
- Removal of 6-9 car bays
- Utilise Town's existing parklet

Improved Access For Seniors & Visitors
- Footpath widening
- Removal of abovementioned car bays



USES AND ACTIVITIES

- Alfresco Dining
- Small Performance
- Green Spaces and Connection to Nature
- Socialising



Town of Victoria Park

COMMUNITY ENGAGEMENT SUMMARY REPORT

NOVEMBER 2020

HATCH | RobertsDay ASPECT Studios

DCOMENT CONTROL	
TITLE	Old Places / New Spaces Community Engagement Summary Report
CLIENT	Town of Victoria Park
PREPARED BY	HATCH | RobertsDay Level 2, 442 Murray Street, Perth WA 6000
CONTRIBUTORS	ASPECT Studios

REVISION	COMMENT	AUTHOR	APPROVED BY	DATE ISSUED
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B	DRAFT	A. Saunders	A. Brodie	30/10/2020
C	DRAFT	A. Saunders	A. Brodie	12/11/2020
D	FINAL	A. Saunders	A. Brodie	17/11/2020

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Contents

Introduction 4

Executive Summary 6

Engagement Approach 8

Engagement Findings 11

Options Evaluation 49

LOCATION 1 – LEONARD STREET
Investment & Public Value
Opportunity Loss
Key Considerations

LOCATION 2 – HARVEY STREET & MCMASTER STREET
Investment & Public Value
Opportunity Loss
Key Considerations

LOCATION 3 – MACKIE STREET & RUSHTON STREET
Investment & Public Value
Opportunity Loss
Key Considerations

Recommendations 59

Appendices 65

APPENDIX A – LOCATION SPATIAL MAPS

Introduction

The Town of Victoria Park's **Old Spaces, New Places (OSNP)** program targets locations that can be renewed and upgraded for greater community use and benefit.

This third OSNP project represents an exciting opportunity to transform one of three possible locations in Victoria Park into a hub and meeting place for the local community. The objectives of this project are to:

1. Confirm the location of the public realm improvement from a shortlist of locations; and
2. Prepare and approve a design concept for a public realm improvement and new urban space for the chosen location that can transition to detailed design and construction.

To deliver on these objectives, place investigations with the Town, and purposeful consultation with stakeholders and the wider community has taken place. The ideas and feedback from the community has informed the direction for possible public realm improvements at each of the three locations.

This report presents the key findings from the engagement identifying future place possibilities for each location developed in consultation, and recommendations for the consideration of the Town and Elected Members for the selection of a preferred location to proceed to the next stage of the project.



LOCATION 1

The intersection of Leonard Street and Albany Highway, which interfaces with the entry to the Victoria Park Central Shopping Centre



LOCATION 2

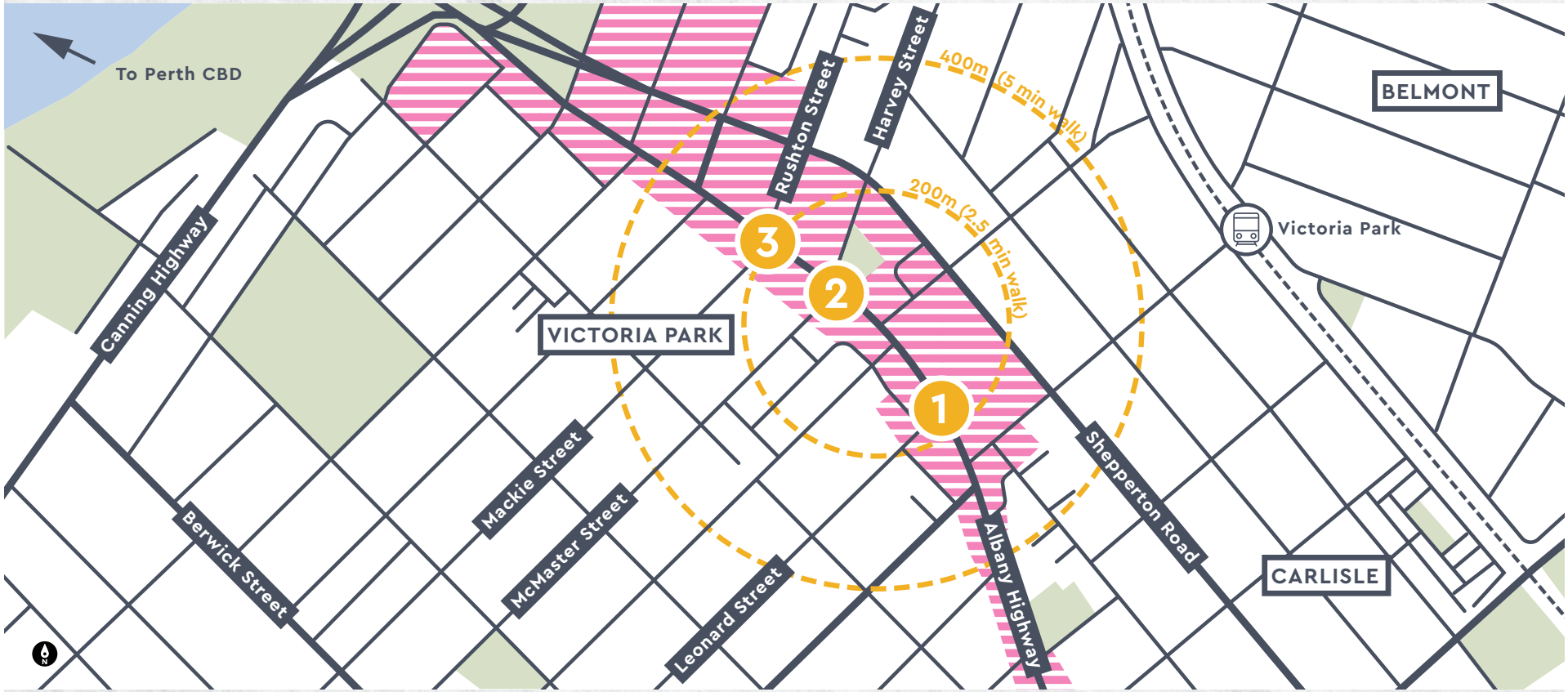
The intersection of Albany Highway with Harvey Street and McMaster Street, which interfaces with Memorial Gardens



LOCATION 3

The intersection of Albany Highway with Mackie Street and Rushton Street.

OSNP #3 Location Options in Victoria Park



1 LEONARD STREET

2 HARVEY STREET & MCMASTER STREET

3 MACKIE STREET & RUSHTON STREET

Executive Summary

The community are excited by the opportunities that the Old Spaces New Places project #3 may provide for Victoria Park's west end. It is evident that there is strong support for improvements to the public realm at all possible locations investigated through the first stage of this project.

The local businesses, community groups and residents are also highly motivated to participate in the transformation of the spaces in Victoria Park, and will no doubt be active contributors in future place creation and activation following concept planning.

The purpose of the first stage of the project and engagement program was to gather ideas and feedback on how to approach the concept planning for all possible locations, and to confirm which location would be the community's preference for proceeding to the next stages.

Engagement activities during the first stage of the project included stakeholder interviews and discussions, Community Survey #1 (to establish visions and principles for each of the locations), a community 'Walkshop' (walking workshop) and Community Survey #2 (preferred location survey).

IDEAS AND FEEDBACK FOR FUTURE POSSIBILITIES AT ALL LOCATIONS

Key take-outs from the engagement include:

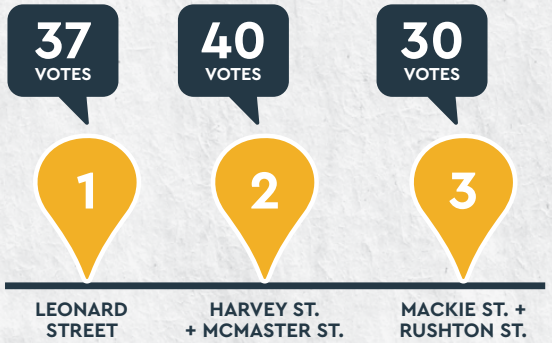
- People would like to see pedestrians prioritised at all locations, and the adjustment of vehicle movements, speed, and flow of traffic to improve safety, accessibility and how the place is experienced.
- People see each of the locations transforming very differently and the future improvements should relate to the context of each place. For example, Location 1 as the social shopping precinct, Location 2 as the family-friendly green piazza and park, and Location 3 as the day/night dining entry and destination.
- There is strong support for the visions and place principles for all the locations, which provides an excellent basis to inform concept planning. The outcomes of the engagement identified that all of the locations should be:
    - Welcoming – inclusive and safe for all generations
    - Connected – with improved connectivity for people, slowing yet maintaining movements on Albany highway
    - Creative – providing space for local arts, entertainment and community initiatives and activities
- A Community "Walkshop" (walking workshop) was held to test and generate key moves (urban design interventions and ideas) with participants. These key moves were then presented to the broader community through an online survey, with the following levels of support being received:
    - The highest support of 86% was for more alfresco dining, greening and public art along Albany Highway at Location 1.
    - Shared spaces proposed at Location 1 and Location 3 received 80% and 79% support, respectively.
    - The lowest support of 51% was received for the removal of 7 vehicle car bays at Location 1 on Leonard Street, as there seems to be some apprehension for how this may impact the shopping centre parking and convenient access to businesses.
    - There is moderate support for the part-closure or full closure of Harvey Street at Location 2 for the creation of a larger multi-functional piazza, receiving 61% and 62% support, respectively.

Apprehensions from the community for some key moves will be further considered and resolved during the concept planning, and additional community engagement. Questions asked around traffic movements and parking impacts could also be resolved through further communications planned when a concept plan is presented for feedback. These considerations are provided in the Options Evaluations (pages 52–61).

COMMUNITY'S PREFERRED LOCATION

Community Survey #2 asked people to reflect on the vision, place principles, and place possibilities (including key moves) and indicate their preferred location that the Town should select to proceed to further detailed concept planning.

It is evident that the community can see the potential benefit of investment in all locations as the results of the survey are very close (being separated by only 10 submissions). Location 2 – Harvey Street & McMaster Street is marginally the preferred location.



Note: 107 responses were received for this question.

CONSIDERATIONS

Location 2 – Harvey Street & McMaster Street

The community's desire is for Location 2 to include Memorial Gardens, and for the park to be 'opened up' and integrated with the public realm physically and through mutual uses, activities, and amenities. Several key moves and ideas identified by the community are located within the Gardens or relate to the interaction of the street with future park improvements and Albany Highway.

Memorial Gardens however is not within the scope of this project and concept planning would only consider its existing neighbouring context to the street/intersection environment. Key moves identified by the community would only be delivered within Harvey Street, Albany Highway and McMaster Street, and along the edge of the park.

There is a risk that should concept planning proceed, the design will not be supported by the community as there are no added benefits and improvements to Memorial Gardens planned.

A concept plan for this location would need to closely consider the community's sentiment around Memorial Gardens and manage expectations. This location would benefit from a more in-depth master planning process that enables the ideas at Memorial Gardens to be further explored holistically with improvements to Harvey Street, Albany Highway and McMaster Street, and additional consultation for the response to heritage features.

Location 1 – Leonard Street

Location 1 received the second highest level of community support, and investment in this location has the potential to have broad and lasting social, cultural, environmental, and economic benefits.

In consultation with Vicinity Centres it was revealed early planning of a redevelopment of the Victoria Park Central property had been undertaken but put on hold in April when the COVID-19 pandemic began. It could be opportunistic for the Town to consider investment in Location 1 to coincide with redevelopment of the centre to minimise interruption, improve the whole area collectively and explore private sector funding opportunies.

Location 3 – Mackie Street & Rushton Street

There has been consistent support for the investment at this location at all stages through the engagement process. Property owners and businesses at Location 3 that participated in interviews indicated that they would support improvements that are good for the businesses and for the place to bring sustained vibrancy. They emphasised they would like the town to listen to the traders needs and encourage further investment in the area.

This is perhaps not picked up in the survey results as there were a higher proportion of residents to businesses/property owners that completed Community Survey #2.

The value and strategic impact of public realm improvements at Location 3 would be substantial and immediate, given the location's growing popularity and proximity.

RECOMMENDATIONS

1. It is recommended that Location 1 and Location 3 both proceed to concept planning, and for Location 2 to be further considered through a separate 'master planning' process that includes Memorial Gardens.
2. If only one location option can proceed to the concept planning stage of OSNP#3, then it is recommended that Location 3 is pursued.
3. In the next phase of the project, it is also recommended that urban design key moves are trialled on the chosen location/s prior to finalisation of the concept plan. I.e. allow the community to see how parking could be transformed into a public space and imagine its future uses and amenity.

Engagement Approach

ENGAGEMENT METHODOLOGY

A series of targeted consultation activities took place with property owners, traders/businesses, community groups, Town staff and the broader community from July to October 2020. The engagement provided opportunities for people to provide input and feedback through the Town's Your Thoughts digital survey platform, phone interviews, face-to-face meetings, and a half-day Walkshop (walking workshop).

The engagement program was designed to build upon existing community input and allowed for:

- local traders and property owners at each location to individually express their ideas and any concerns early in the project;
- community groups to provide background information, ideas and input that shaped survey questions and walkshop activities;
- active involvement of the Town's own experts in place, design, engineering and engagement to identify possibilities;
- a creative workshop session where participants walked to each location to physically see the spatial opportunities marked out in chalk;
- the community to conceptualise possibilities at all three locations prior to determining a preferred location to proceed to concept design; and
- the community to be informed and lead the process for identifying opportunities to effectively develop a 'design brief' for the development of a concept plan.

It is important to note that previous engagement activities and reports from projects such as the Albany Highway Streets Ahead Action Plan, Public Open Space Strategy and Urban Forest Strategy provided valuable community consultation outcomes that enabled this type of targeted engagement program to occur.

For example, the Streets Ahead Action Plan vision and place principles developed for Victoria Park by the Vic Park Collective Town Team and the community, informed the wording and identification of specific Place Principles to guide potential future concept designs for the locations.

ENGAGEMENT LIMITATIONS

There were some unique situations during the delivery of this engagement program:

- Due to the COVID-19 pandemic and State health requirements, several interviews were conducted over the phone as some businesses were temporarily closed and/or owners were unavailable for face-to-face conversations. The timing of the engagement activities amongst the broader contextual backdrop of the ongoing COVID-19 pandemic and more immediately pressing economic challenges, may have also 'watered down' the ability of the engagement to capture the attention and priorities of the local business community.
- The added complexity of COVID-19 and restrictions may have impacted the quantity of survey's undertaken across the locations, and it was challenging to contact property owners in Location 1. In particular, language barriers, a lack of on-site management or business owners, and international property ownership led to communications and engagement materials having to be delivered to front of house staff, which may have reduced the ability of key messaging to reach all of its intended recipients as effectively as desired.
- Social distancing requirements were also in place at the Walkshop and this may have impacted the number of people attending the session. The session was well managed and coordinated by the Town staff.
- In an effort to encourage participation and stakeholder involvement amidst these circumstances, letters inviting participation during each of the online Community Surveys were hand-delivered to local businesses by Town staff at each location as well as Connect Victoria Park and Victoria Park Primary School. These enabled face to face informal discussions with trading businesses and community groups regarding the project, and were followed up with invitations to put up posters in shopfront windows, and post card drops by Town staff to remind and encourage surveys submissions and participation in the Community Walkshop event. It also allowed Town staff to personally reiterate the importance that local business input has to the successful delivery of the project and that further opportunities would be available to receive their further input during concept planning for the chosen location once it is selected by the Town.

OSNP #3 Project Plan and Engagement Program

STAGE 1

PLACE DISCOVERY

STAKEHOLDER + COMMUNITY ENGAGEMENT

Spatial assessment, opportunities & constraints

Property owner & business engagement

Community organisation discussions

Online Community Survey #1

Walkshop

Online Community Survey #2

Community Engagement Summary Report

APRIL – MAY

With Town Staff & ASPECT Studios

28 JULY – 12 AUGUST

- 10 Interviews
- 20 Calls
- 1,500 letters
- Posters
- Street Walk
- Vic Park Collective
- Connect Vic Park
- 45 Survey's completed

5 SEPTEMBER

- 27 Nominations
- 15 Participants

2–18 OCTOBER

- 110 Surveys completed
- 1,500 letters
- Email call-outs to all previously engaged participants
- Posters
- On-site location billboards
- Street Walks

NOVEMBER

Town of Victoria Park Council decision on preferred location to proceed to concept planning. (scheduled for December Ordinary Council Meeting)

STAGE 2 CONCEPT PLAN DEVELOPMENT

Designing concept plan for preferred location

Community feedback on concept plan

Final concept plan

IMAGES OF OSNP COMMUNITY WALKSHOP, 5 SEPTEMBER 2020, COURTESY OF GERRY PREWETT









Engagement Findings

Property owner & business engagement

ACTIVITY OVERVIEW

As a first priority activity, property owners, businesses, and traders at each location were engaged in order to introduce the project team, provide information about the project and seek intel and ideas about how best to approach possible public realm improvements.

Over a course of two weeks (28 July – 12 August), several people were engaged on multiple avenues. This involved:

- **Approximately 1,500** letters mailed to surrounding residents and commercial occupants across the three locations.
- **Posters** placed in shopfront windows and noticeboards.
- **Walking locations** to meet business owners and provide information about the project and directing people to the Town's Your Thoughts webpage.
- **20 calls** to stakeholders across the three locations.
- **10 comprehensive interviews.**

A total of ten interviews of over 15–30 minutes were completed via phone or in person by individuals from the following businesses or properties:

LOCATION #1

- Vicinity Centres
- Mari Mari Malaysian Restaurant

LOCATION #2

- Swan Taxis
- LJ Hooker
- Purslowe + Chipper Funerals

LOCATION #3

- Sixteen Ounces
- InRetrospect
- Property Owner (256, 258, 260, 276 Albany Highway)
- Social Manna
- Catalano's

INTERVIEW QUESTIONS

Participants were asked to answer the following questions honestly and in relation to the closest/ most relevant location to their business/property.

- In principle, would you support the improvement of the public realm (streets, paths, and landscaping) in this location to provide better public spaces for people and support the surrounding businesses?
- Do you foresee any major issues or have concerns for improving the public space at this location?
- Do you have any plans for your business or property that we should be aware about for the development of design concepts?
- Do you have any ideas or opportunities for this location that you would like to share with us at this early stage?
- Are there any specific local stories that are important to be told/celebrated through the public realm design at this location?
- Would you like to nominate to participate for the 'walk-shop' for this project?
- Do you have any further questions, comments, or requests for us in relation to this project?

KEY FINDINGS

The following are key findings for each location from property owner and businesses interviewed.

Location #1 LEONARD STREET

ATTRACTION

- Generally supportive of public realm upgrades if it attracts customers and more people on the street at various times of the day/night
- Desire for the area to be a family-friendly space and for customers
- Beauty School students are active uses of the area

BEAUTIFICATION & AMENITY

- Described as very dreary and pretty ordinary
- Improve functionality and aesthetics of street to attract people, including cycling infrastructure/access

STREET LIFE & BUSINESS SUPPORT

- There is minimal foot traffic along Leonard Street and high foot traffic at entrance of Victoria Park Centre (Albany Highway)
- Improve the footpath outside the Shopping Centre so that it is wide enough for the businesses to spill out onto the street and add alfresco dining
- Reduce the burden on the businesses/traders to manage the street behaviour through management and minimising conflicts

ACCESS & SAFETY

- Anti-social problems and crime that effects businesses and vibrancy
- Conflicts with bus stop, entrance of Centre, Uber Eats and business entrances along Albany Highway
- More shoppers, diners, general people on the street = safer and enjoyable place

Location #2 HARVEY STREET & MCMASTER STREET

INTEGRATION & COLLABORATION

- Desire better street integration with Memorial Gardens and more investment in the future amenities/ uses in the park
- Activation partnership opportunities
  - Swan Taxis electric car charging stations
  - Vic Park Collective programming
- Community support for a 'Harvey Street Piazza' during Streets Ahead Engagement

BEAUTIFICATION & AMENITY

- Area needs a 'tidy-up' and spontaneous spaces for people and youth, including cycling infrastructure/access
- Tree selection is important – issues with Plain Trees and leaves for property maintenance
- Celebrate local stories and legends with art and interpretive elements (John Hughes, Swan Taxis, Purslowe + Chipper Funerals)

STREET LIFE & BUSINESS SUPPORT

- Businesses are keen on weekend events and extended trading (more café/dining) that attract people and support local businesses
- Businesses are supportive if public realm design does not impede business access
- Challenge – integration with less 'active' tenancies and more office use

ACCESS & SAFETY

- High vehicle movements at the intersection – safety and accessibility will be important
- Consider access, turning (onto Albany Hwy) and parking for the funeral parlour hearse
- Maintain some parking for clients nearby
- Consider access to Shepperton Road and Albany Highway for taxis and others at certain times

Location #3 MACKIE STREET & RUSHTON STREET

DESTINATION

- Support new space that attracts people and makes it a destination day and night
- Focal point/gateway and improve attractiveness make it say 'welcome to Vic Park'
- Free parking / first hour free – consider quick service businesses

BEAUTIFICATION & AMENITY

- Green the street with selective trees – current issues with leaves and pigeons for property owners
- Unique lighting features, heritage stories of local legends and art to add character
- Improve end of trip infrastructure/ access for cyclists, motorbikes, and e-bikes

STREET LIFE & BUSINESS SUPPORT

- More alfresco & fix current access conflicts and uneven paving
- Manage construction and deliver to lessen impact on trade

ACCESS & SAFETY

- Traffic calming needed to slow/ reduce vehicle movements
- Some people see the value in removal of parking bays if it provides/encourage more people to visit through alternative methods (walk, cycle, bus etc.) others would like more parking nearby or keep street parking
- Seniors and children move around this location often – improving access and safety is important (walking, cycling, mobility vehicles)

Community Organisations

ACTIVITY OVERVIEW

Informal discussions and meetings with representatives from the Vic Park Collective and Connect Victoria Park took place during August 2020.

These groups are active participants in the shaping of the Victoria Park and have extensive connectivity with their communities.

It was important to understand their views and ideas for future public realm improvements at each of the locations and potential future activation opportunities following the delivery of the improvements for ongoing use/activities.

Representatives from Vic Park Collective and Connect Victoria Park also participated in the Walkshop and passed on information to their community networks.

KEY FINDINGS

Key findings from the Vic Park Collective meeting are:

- The Vic Park Collective would be keen to act as a delivery activation partner and future place activation projects at the location/s.
- More spontaneous and flexible spaces that are also creative places for a diverse range of people and youth are needed in Victoria Park.
- Memorial Park (Location 2) is a great asset, but needs more investment to enable greater use, integration and appeal.
- There are social challenges that the public realm improvements may assist to address across all three locations.
- The key points from previous community engagement should be captured in this project, and include:
    - More trees and greening (ideally local or native varieties)
    - Reduction of vehicle speed is needed along Albany Highway (20–30km in sections)
    - Improve cycling connection, access and infrastructure including safe bike parking and end-of-trip amenities at key locations. There are current issues with people cycling on footpaths along Albany Highway due to the high traffic volume, speed limits, and street parking providing safety concerns for people.
    - It was suggested the current conflicts between motorists, cyclists and pedestrians should be addressed generally across Albany Highway (Victoria Park and East Victoria Park), and slowing the vehicle movements in the three locations would assist more cyclists to be more comfortable sharing the road with vehicles.
- Local stories from long-term residents and Aboriginal elders could be documented by the Town as part of the public art/creative concept delivery of this project.

Key findings from the Connect Vic Park meeting are:

- Very supportive of the improvements proposed for Mackie and Rushton Streets (Location 3), especially the social and accessibility benefits to their residents and members. Specifically:
    - accessible and safer through footpath widening, slower vehicle speeds and safer crossing opportunities
    - Increased opportunities to engage and socialise within the community, including as customers of local businesses, with friends and family members.

Online Community Survey #1

ACTIVITY OVERVIEW

The first OSNP Online Community Survey was accessible from 28 July to 12 August and focused on understanding what the community would value in a new urban space in Victoria Park.

The survey was divided into four parts:

1. Understanding project support
2. Identifying people, uses and activities
3. Informing a score card through Place Principles
4. Community Nominations for the Walkshop

A total of 45 survey responses were received from residents, property owners, workers, businesses owners, visitors, and students.

The following pages provide a snapshot of the outcomes from the survey, which where also presented in the Walkshop and informed community-led decision making for each location at the event.

KEY FINDINGS

PART 1 – UNDERSTANDING PROJECT SUPPORT

In principle, do you support the improvement of the public realm to create a better space for people and a more attractive trading environment for local businesses at the following locations?

High level of support for improvements to happen at all of the locations.



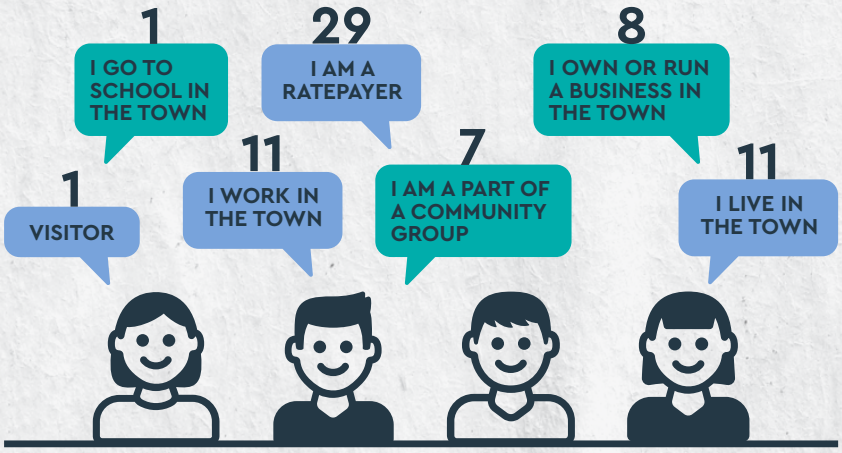
'How often do you visit these locations?'

Most respondents visit the locations several times a week and it can be presumed they know the area well.



Which category do you best fit into? (select all that apply)

Most respondents are ratepayers that live in the Town and reside in Victoria Park (18 people) or East Victoria Park (6 people).



PART 2 – PEOPLE, USES & ACTIVITIES

For each location the community were asked about the future user groups, best mode of transport to move to and from the locations, and what kinds of uses and activities should be catered for.

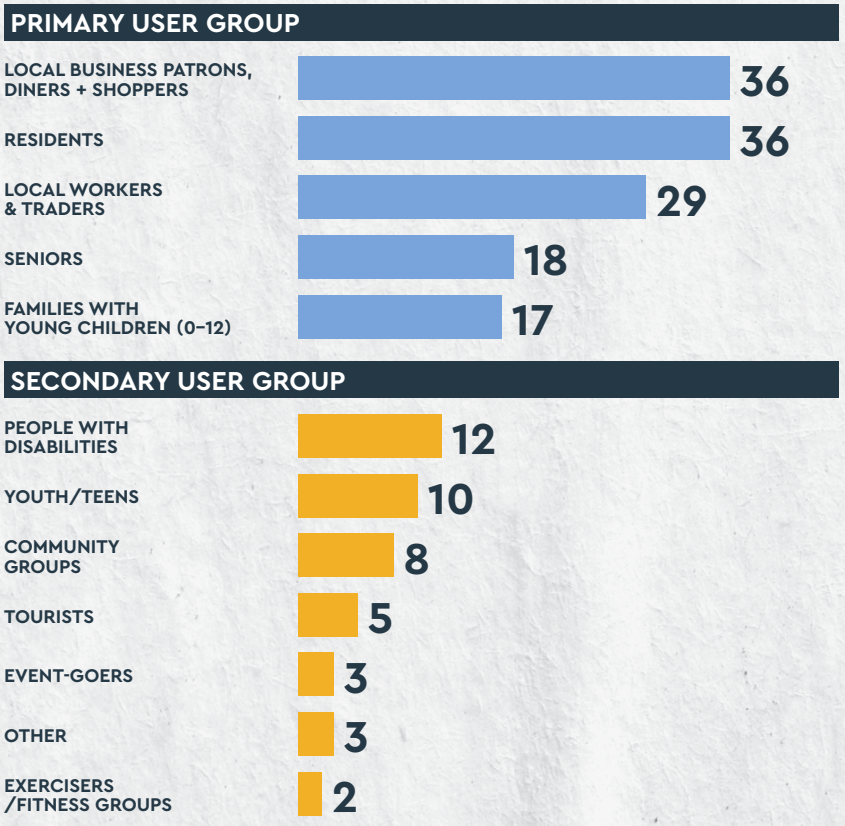
FUTURE USER GROUPS

What user groups do you feel would most likely use this location if a concept design were completed? (Select up to 5)

Primary User Groups selected by the survey respondents are similar across all three locations, however, families with young children (0–12) is seen as number one user for Location 2.

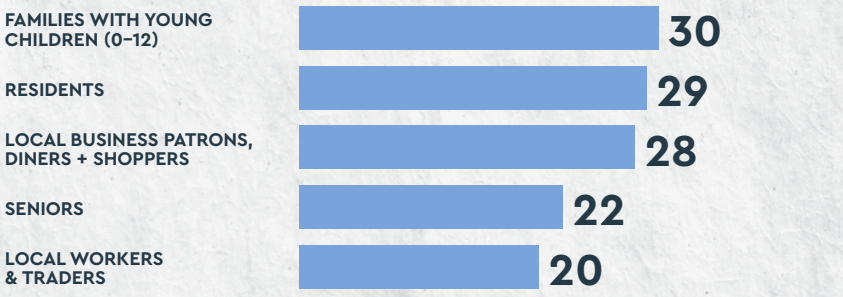
People with disabilities were selected more often for Location 1 and a concept plan at this location should consider the various needs of this 'user group'.

Location #1 LEONARD STREET



Location #2 HARVEY STREET & MCMASTER STREET

PRIMARY USER GROUP

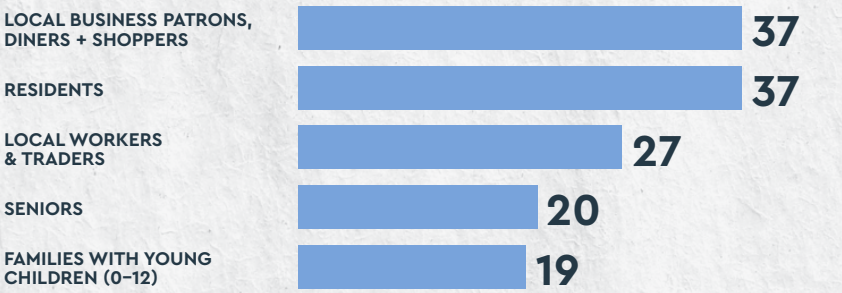


SECONDARY USER GROUP



Location #3 MACKIE STREET & RUSHTON STREET

PRIMARY USER GROUP



SECONDARY USER GROUP



TRANSPORT MODES FOR FUTURE MOVEMENT

What do you think is the best mode of transport to move to and from these locations in the future? Please rank in order of importance.

For all three locations, pedestrians (walking) was ranked first.

It is important to note that Walkshop participants reviewed these outcomes and agreed minor amendments in the rankings ought to be made to align with the place principles and intention for Location 3. These suggested changes are annotated.

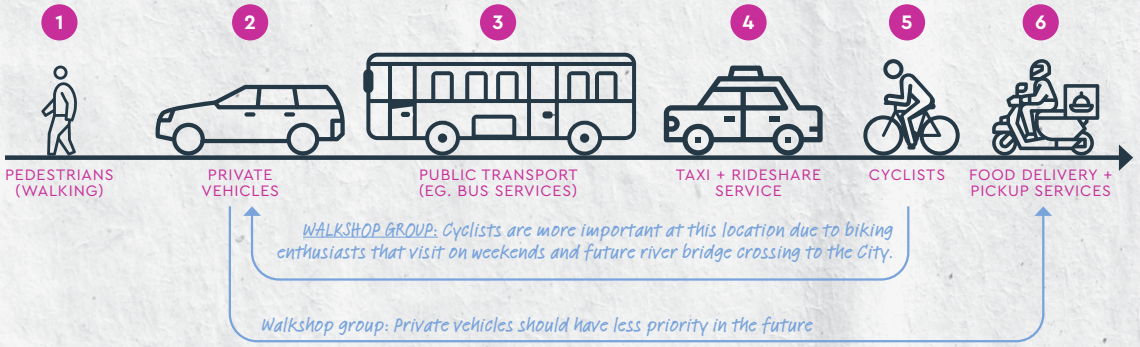
Location #1 LEONARD STREET



Location #2 HARVEY STREET & MCMASTER STREET



Location #3 MACKIE STREET & RUSHTON STREET



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FUTURE USES AND ACTIVITIES

Question: What types of uses and activities should the concept design primarily cater for in this location? (Select up to 5)

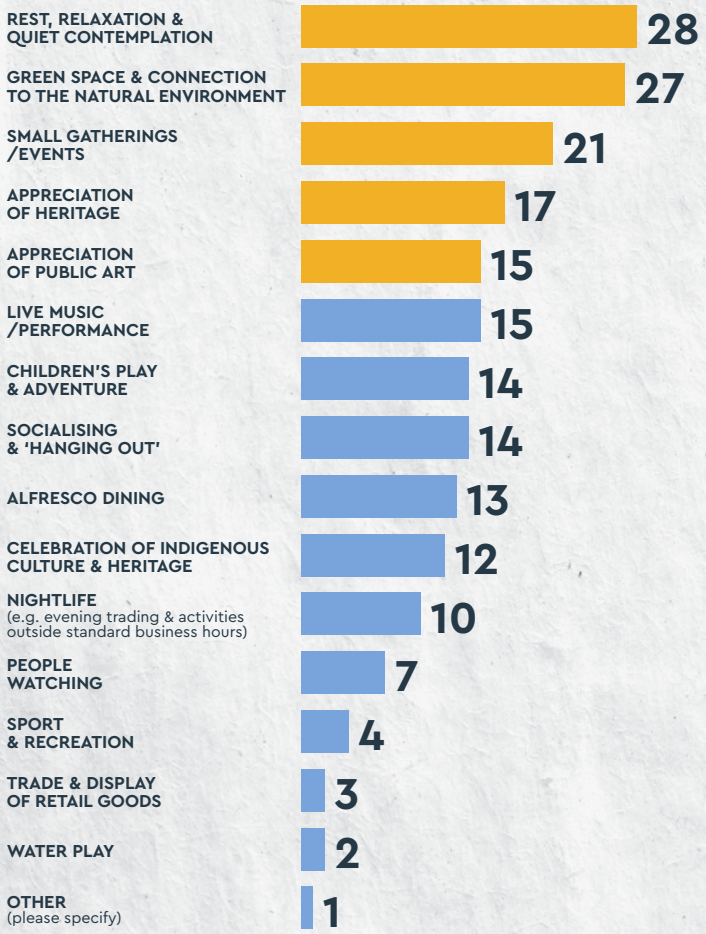
Survey respondents selected a variation of uses and activities across the three locations, indicating their vision for each of the spaces to provide a diversity of experiences and functions.

Location #1 LEONARD STREET

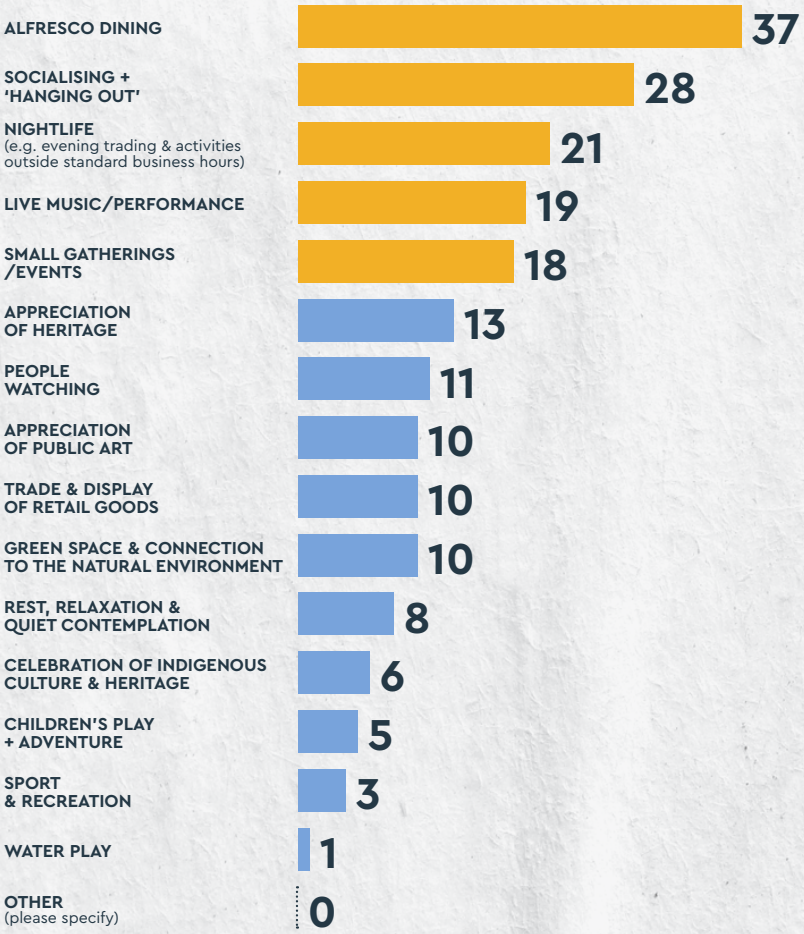


FUTURE USES AND ACTIVITIES

Location #2 HARVEY STREET & MCMASTER STREET



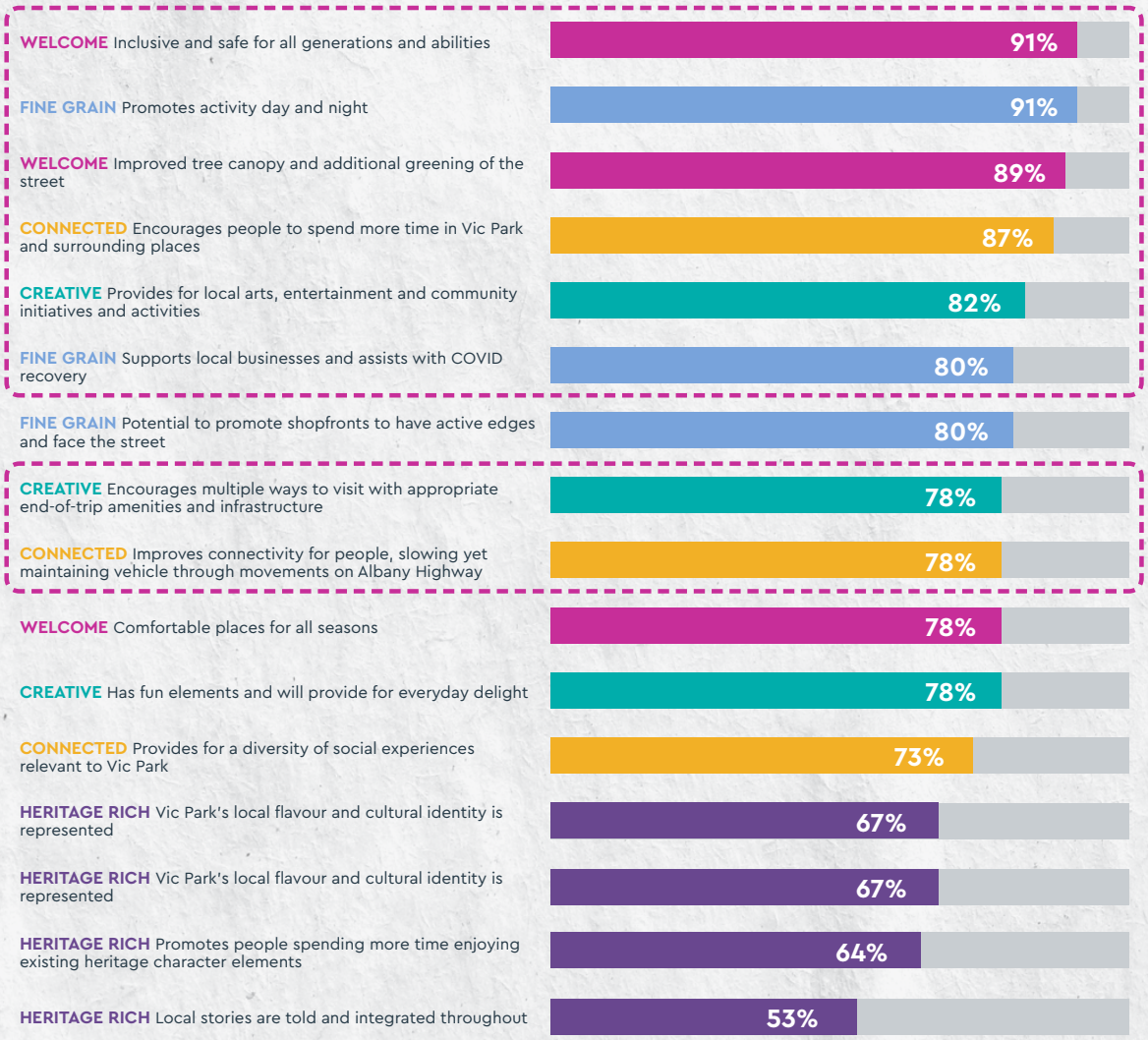
Location #3 MACKIE STREET & RUSHTON STREET



PART 3 – PLACE PRINCIPLES

To assist in creating a 'score card' to inform the design brief and provide a framework to evaluate the final concept design, respondents were asked to consider the Place Principles from the Streets Ahead Action Plan and evaluate each on its level of importance for all locations.

Please evaluate each principle on its level of importance for a concept design to capture across all of the short-listed locations. Scoring ranges from 5 (very important) to 1 (not important).



NOTE: percentages are selections of 'very important' and 'fairly important'.

Highest ranked Principles with a high level of being 'Very Important' for all three locations.

Community Walkshop

ACTIVITY OVERVIEW

A 3-hour Walkshop was held with the community on Saturday, 5 September on location in Victoria Park and at the Town of Victoria Park administration building.

27 community members self-nominated for the Walkshop, and 15 people participated on the day.

There was a broad representation that included residents, community group representatives and business managers/owners.

The Walkshop was divided into three parts:

1. Group welcome and briefing at Memorial Gardens;
2. Group walk to visit each of the locations and discuss the place context/ surrounding uses, what participants like and dislike at the locations, and for the team to provide an overview of the spatial possibilities (i.e. the location and size of space that could be created for increased public use); and
3. Group workshop where participants were designated a location to collectively:
    a. Review survey place principle results and identifying the place principles for each location.
    b. Identify suitable uses and activities for each location and spatially where these could happen.
    c. Consider possible design elements at each location with sample images provided to the group to facilitate discussion.

After each exercise nominees from each group presented back their discussion and ideas to the whole room for broader discussion and collective review.

KEY FINDINGS

Likes, dislikes and Ideas discussed by the group on location

Location #1 LEONARD STREET

LIKES

- "There is lots of activity during the day with retail, café, restaurants, take-away shops"
- "I like the sculpture and mural – it adds life and colour"
- "The existing trees are nice and provide shade"

DISLIKES

- "Lots of conflict between bus stop locations and traders, cars and pedestrians, and delivery cyclists with people on footpaths."
- "It is not very inviting, and not much on offer other than shopping and food, it needs more to be a destination that attracts people and encourages them to stay and enjoy the place."
- "The high speed and level of traffic is chaotic, and vehicles make this place noisy."
- "Very little to do at night in this area and anti-social problems and some crime during the day."

IDEAS

- "It would be good to slow the traffic down and maybe have variable speed limits."
- "I would like to see more coffee shops and restaurants with alfresco dining"
- "Needs more space for people to gather and hang-out informally"

Location #2 HARVEY STREET & MCMASTER STREET

LIKES	"It is a unique location in Victoria Park and a place for quiet contemplation – the war memorial adds a solemn quality to the space." "The Moreton Bay trees are magnificent and the greenery from the park is a real asset." "There is lots of historic stories for Victoria Park – more should be told here – history – trams, etc., also Indigenous heritage and businesses (e.g. Swan Taxi)" "I liked the movie nights held here in the Park – more regular activities and events would be great."
DISLIKES	"Memorial Park is too enclosed and walled off from the street – this is not welcoming or inviting." "As a local I've never felt drawn to or invited to visit the park – today is the first time I've been inside." "The park has no play space or activities (e.g. nature play or something) for kids, so does not appeal to young families very much." "Drivers speed and use the side street and back laneway as a cut through – can be dangerous for pedestrians and other road users."
IDEAS	"We should bring the gardens down onto the street level and remove barriers to the park." "Harvey Street is an important connection for vehicles from Albany Highway and is used by locals to turn back onto Shepperton Road to reach the intersection to get home for Vic Park locals, laneway behind taxi agency is also used for this purpose." "It would be good to see road and pedestrian pavement raised to same level to become a 'shared' space."

Location #3 MACKIE STREET & RUSHTON STREET

LIKES	"This is a popular area day and night, and it should be designed and promoted as a destination." "There are lots of green/sustainable businesses nearby – this can be reflected in treatments at this location – e.g. attracting cyclists, tree planting/greening, etc." "This is a social and community hub – Connect Vic Park, vocational training provider, close to schools – these groups/users should be prioritised here."
DISLIKES	"This is the entrance to Victoria Park but you wouldn't know it by looking at it. It needs some sort of entry statement, but it also shouldn't be huge gawdy letters or some other tacky installation – should be unique and reflect Vic Park without having to shout it." "There is no parking for motorcycles or e-bikes in the local area, and more cycling infrastructure is needed. " "The space currently feels dangerous and car dominated, with high vehicle speeds and very dynamic movements on and off the side streets to/from Albany Highway, and then also through to Shepperton Road."
IDEAS	"Opportunity to capitalise on new cyclist and pedestrian bridge connecting City of Perth and Vic Park via Heirisson Island" "It is a transport hub, with local bus routes and stops and being close to the Causeway bus station."

PLACE PRINCIPLES

Following the walking tour and location opportunity discussions, the groups reviewed the eight highest scoring place principles selected during the online Community Survey #1. The groups refined these to select the top five place principles they felt were the most appropriate to guide a possible concept design and improvements at the locations.

In selecting their top five principles, participants were able to include a principle not identified in the most important group of principles during Community Survey #1, if there was a key reason and consensus for doing so amongst the group.

There was robust discussion within each of the groups and the top five place principles selected were presented within online Community Survey #2 for broad community feedback.

PLACE PRINCIPLES SELECTED BY THE PARTICIPANTS

Participants wanted to include given the lack of alfresco and interaction currently.

PLACE PRINCIPLES	LOCATION 1	LOCATION 2	LOCATION 3
Welcoming Inclusive and safe for all generations	●	●	●
Fine Grain Potential to promote shopfronts to have active edges and face the street	● WALKSHOP ADDITION		
Connected Improves connectivity for people, slowing yet maintaining vehicle through movements on Albany Highway	●	●	●
Creative Provides for local arts, entertainment and community initiatives and activities	●	●	●
Creative Encourages multiple ways to visit with appropriate end-of-trip amenities and infrastructure	●		
Welcoming Improved tree canopy and additional greening of the street		●	●
Heritage Rich Local stories are told and integrated throughout		● WALKSHOP ADDITION	● WALKSHOP ADDITION

Participants considered Memorial Gardens and existing war memorial is important, and additional stories could be told and integrated at this location.

Participants wanted the tram history and additional stories to be told and integrated at this location. It is something they felt would benefit the area and should therefore be a key principle to guide the concept design.

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PRIMARY USES AND ACTIVITIES

The following uses and activities were selected by the groups in reflection of outcomes from online Community Survey #1. Their spatial positioning and ideas were mapped during the session and have informed the Place Possibilities plans for each of the locations, which have been presented back to the broader community for feedback in the online Community Survey #2.

There was healthy discussion within each of the groups and with all participants during the group presentations.

Some groups identified different uses and activities and were able to include these on the map if there was a key reason and consensus – these are highlighted below.

USES AND ACTIVITIES SELECTED BY PARTICIPANTS

USES AND ACTIVITIES (Identified from Survey #)	LOCATION 1	LOCATION 2	LOCATION 3
Alfresco dining	●		●
Appreciation of public art	● *Include Indigenous art*	●	
Appreciation of heritage		●	
Green spaces and connection to nature	●	●	●
Socialising and 'hanging out'	●		●
Small gathering and events (small performance)		●	●
Live music and performance	*Removed as a potential use by the group*	●	
Rest relaxation and quiet contemplation		●	
Nightlife			●

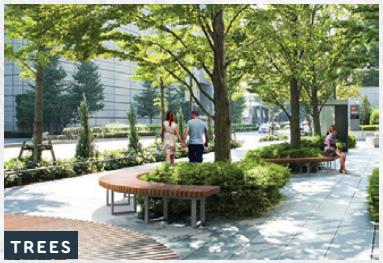
DESIGN ELEMENTS

To help understand what each place could be, the participants were presented with a series of photographs to select up to three key design elements from each topic that should be considered for the concept design. Participants were able to include additional elements and provide precedent examples.

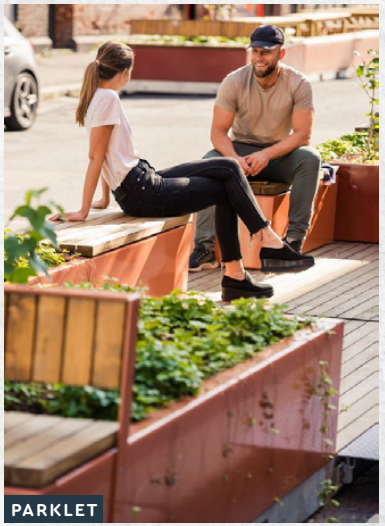
DESIGN ELEMENTS SELECTED BY PARTICIPANTS

Location #1 LEONARD STREET


GRASS


TREES


VERGE PLANTING


PARKLET


VARIOUS SEATING


CANOPY


TREES


TRELLIS

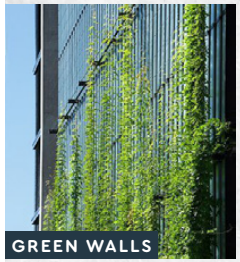

SUSPENDED LIGHTING


CREATIVE/HERITAGE PAVING


NATURE PLAY


SHARED STREET

Location #2 HARVEY STREET & MCMASTER STREET


GREEN WALLS


RAIN GARDENS + TREES ON MEDIAN


VERGE PLANTING

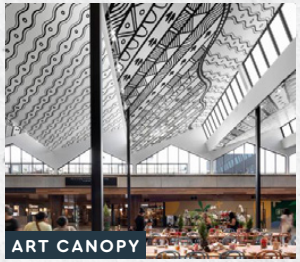

AWNINGS


MULTIFUNCTIONAL SPACE


TREES


ALFRESCO


ART


ART CANOPY


BIKES


TOILETS


SHARED STREET



WAYFINDING


COMMUNAL TABLE SEATING


PROJECTION LIGHTING


LEISURE SEATING


SUSPENDED LIGHTING


CREATIVE/HERITAGE PAVING


BINS



WATER FOUNTAINS


NATURE PLAY

Location #3 MACKIE STREET & RUSHTON STREET


RAIN GARDENS


TREES


VERGE PLANTING


ART


PROJECTED LIGHTING


SUSPENDED LIGHTING


INTERACTIVE


AWNINGS

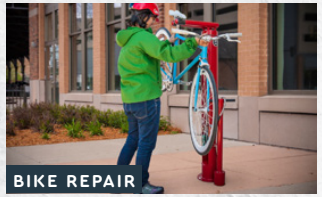

TRELLIS SHADE


LEISURE SEATING


MOVEABLE SEATING


PARKLETS


SHARED STREET


BIKE REPAIR


BIKE RACKS


CREATIVE/HERITAGE PAVING

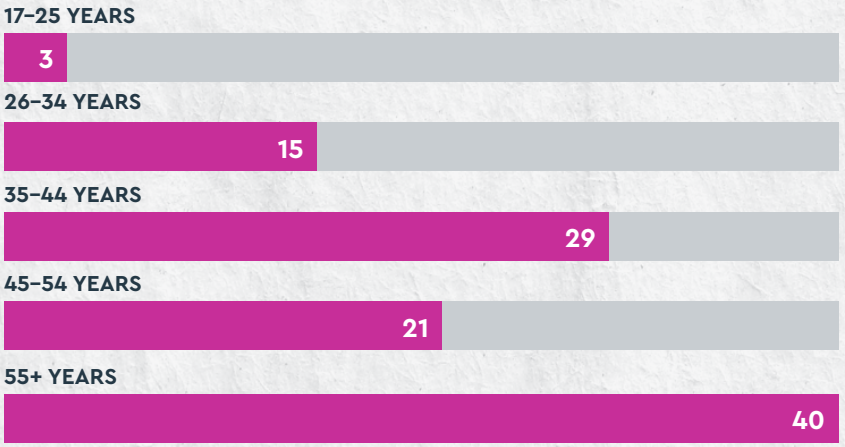
Online Community Survey #2

ACTIVITY OVERVIEW

The second OSNP Online Community Survey was accessible through the Town's Your Thoughts webpage (and hard copies available upon request) from 2–18 October 2020. The survey asked the community to provide feedback on the emerging visions, place principles and their level of support for possible public realm interventions that would enable the creation of new public spaces for people at each location.

A total of 110 survey responses were received and a Place Possibilities report was provided as a download on the webpage for survey respondents to review. This document summarised the outcomes from the Walkshop in September and online Community Survey #1.

WHAT IS YOUR AGE?



WHICH CATEGORY DO...

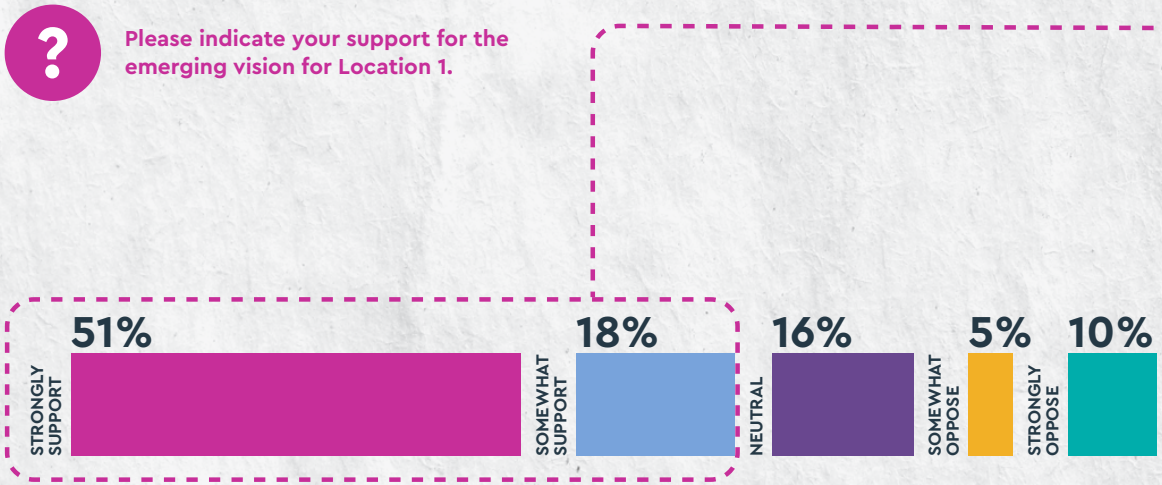


WHICH CATEGORY

KEY FINDINGS

Location #1 LEONARD STREET

Please indicate your support for the emerging vision for Location 1.



EMERGING VISION

69%

SUPPORT

An active and safe multicultural place for Vic Park that attracts more people to shop and enjoy local businesses with attractive new dining experiences and outdoor social amenities.

" Leonard Street is central to the hub of Victoria Park and the logical choice of the three proposed locations." – Survey respondent

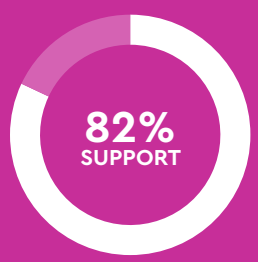
" This is a fantastic idea. The Leonard Street intersection is a high traffic area that is lacking a green and open space to support the businesses ..." – Survey respondent

PLACE PRINCIPLES

What place principles do you think should guide the designers in preparing a concept plan for this location (Location 1)? Please indicate your level of support for the following principles.

WELCOMING

Inclusive and safe for all generations and abilities



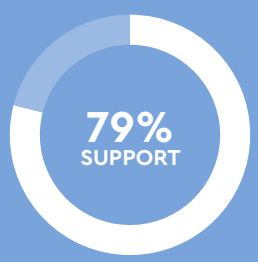
CREATIVE

Encourages multiple ways to visit with appropriate end-of-trip amenities and infrastructure



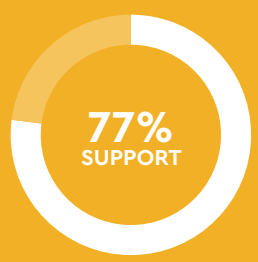
FINE GRAIN

Potential to promote shopfronts to have active edges and face the street



CONNECTED

Improves connectivity for people, slowing yet maintaining vehicle through movements on Albany Highway



CREATIVE

Provides for local arts, entertainment and community initiatives and activities



Location #1 LEONARD STREET

The survey presented the place possibilities map that is a summary of the key ideas and outcomes from the Walkshop and other engagement findings. Survey respondents were asked to provide their feedback on specific aspects for this location.

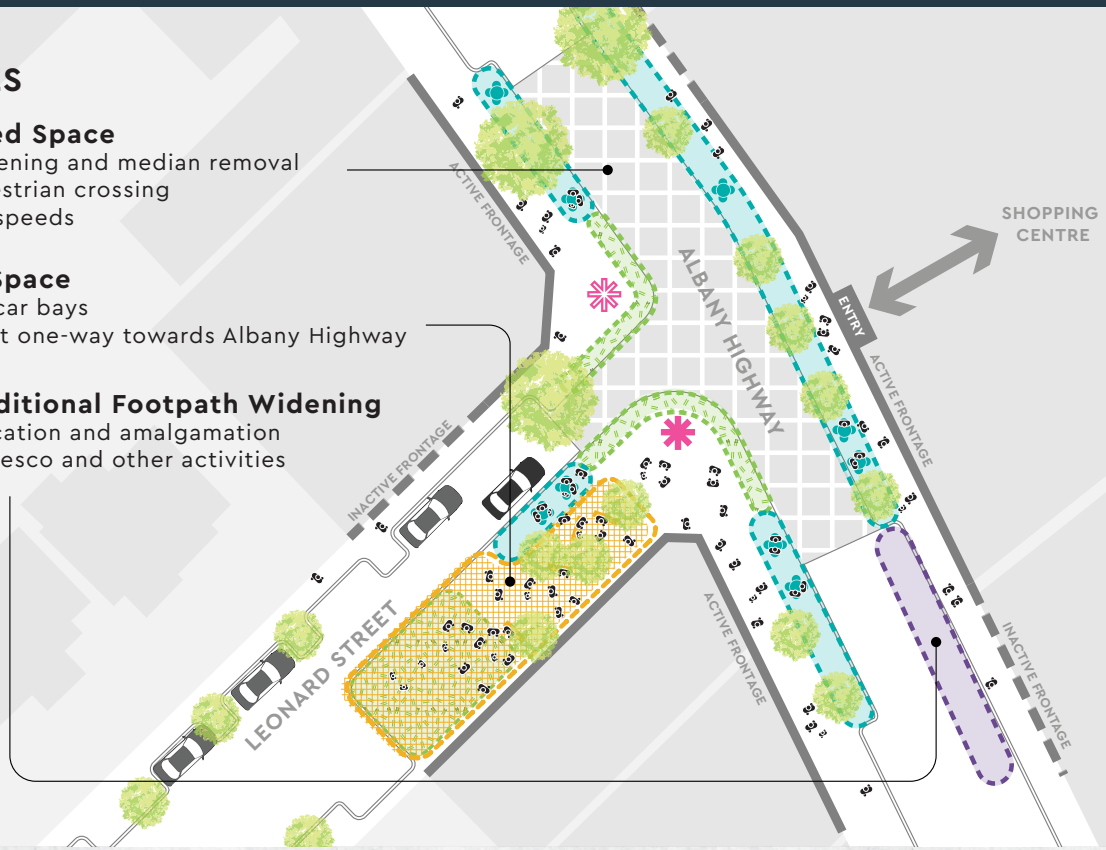
PLACE POSSIBILITIES

KEY MOVES

Raised Shared Space
- Footpath widening and median removal
- Improve pedestrian crossing
- Slow vehicle speeds

New Piazza Space
- Removal of 7 car bays
- Leonard Street one-way towards Albany Highway

Potential Additional Footpath Widening
- Bus stop relocation and amalgamation
- Additional alfresco and other activities



USES AND ACTIVITIES

Alfresco Dining

Appreciation of Public Art/ Indigenous Art/Heritage

Green Spaces and Connection to Nature

Socialising

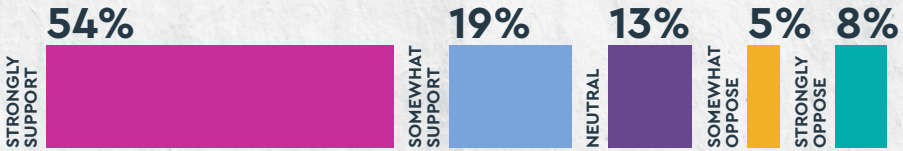
Please indicate your level of support for the following place possibilities for Location #1.

MORE ALFRESCO



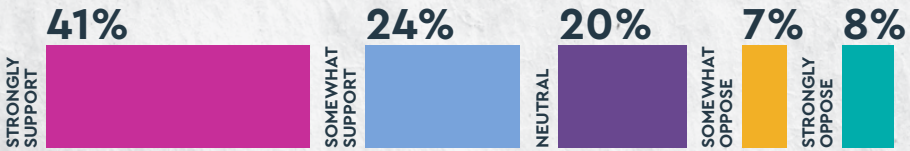
86% SUPPORT More alfresco dining, greening and public art along Albany Highway.

FOOTPATH WIDENING



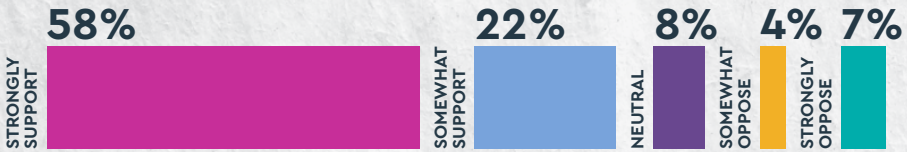
73% SUPPORT Achieving additional public space on Albany Highway through footpath widening, median removal and reduced vehicle turning space at corners.

BUS STOP RELOCATION



64% SUPPORT Integrating the Broken Hill and Victoria Park Centre Transperth bus stops into one stop between the two locations along the north side of Albany Highway, with the added benefit of unlocking additional public space at the elevated vantage point adjacent to the heritage rich Broken Hill Hotel.

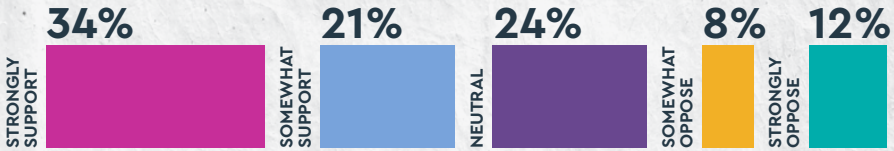
IMPROVED PEDESTRIAN CROSSING-RAISED INTERSECTION



80% SUPPORT Improved pedestrian crossing at the entrance of Victoria Park Central Shopping Centre (Albany Highway) by raising the intersection to the footpath level, which is also intended to slow vehicle speeds.

A new public space could be created on the corner of Leonard Street for community use, additional trees, greenery, lawn area and other amenities (i.e. suitable seating, natural play space and public art). To achieve this, the following design changes would be required. Please indicate your level of support for the following.

LEONARD STREET ONE WAY AT INTERSECTION

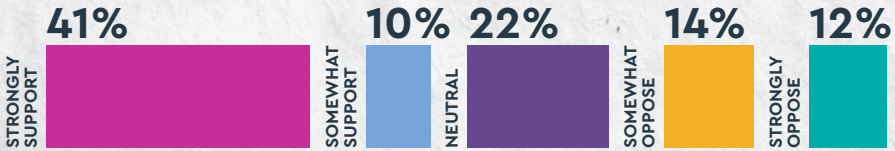


55% SUPPORT

Turning Leonard Street to one-way at the intersection, with a left and right hand turn onto Albany Highway only (like Mary Street/ Beaufort Street in Mount Lawley).

Survey comments indicate that opposition to this key move is is generally about possible additional conflicts and traffic issues during peak times with vehicles trying to turn right onto Albany Highway, from Leonard Street.

REMOVAL OF CAR BAYS



51% SUPPORT

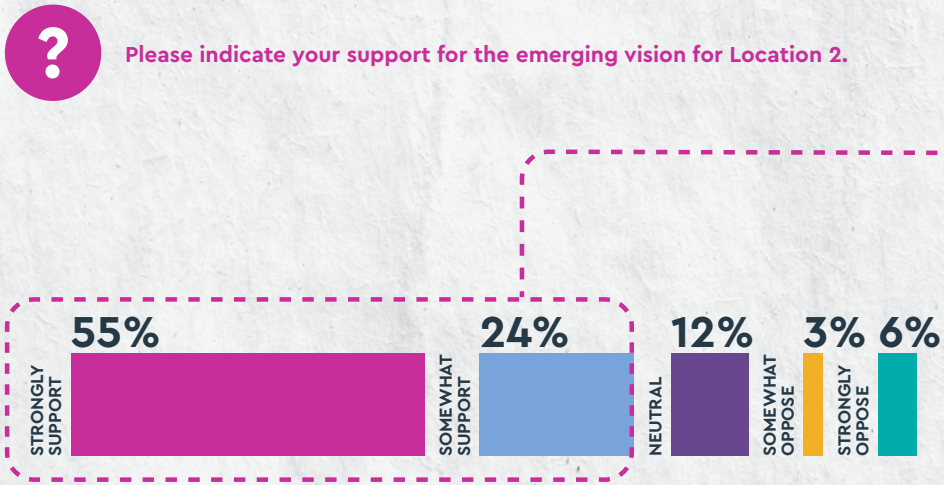
Removal of seven (7) vehicle bays on Leonard Street (currently 2-hour parking)

Although there is lower support for the removal of car bays than other actions, only 12% strongly oppose this key move and 22% are indifferent. Survey comments indicate that some community members consider there to be a lack of parking in the area during peak shopping periods and access to Victoria Park Central and quick pick up at restaurants – i.e. on weekends. Consultation with a business on Leonard Street said they were not concerned for the removal of parking bays if it was to provide more space for people. Clarification around access to parking in other areas and streets and rear parking via Lane 42a may be required.

KEY FINDINGS

Location #2 HARVEY STREET & MCMASTER STREET

Please indicate your support for the emerging vision for Location 2.



EMERGING VISION

79%

SUPPORT

Vic Park's lively and creative piazza space – a place for community events, celebration, historic recognition and enjoyment; integrating seamlessly with Memorial Gardens.

"I am eager to see this space being developed with respect for integrating the neighbouring Memorial Gardens – Survey respondent

"The City already owns a public space here. It should be further developed to allow more family friendly location all year round and not just a memorial that is used once a year."
– Survey respondent

PLACE PRINCIPLES

What place principles do you think should guide the designers in preparing a concept plan for this location (Location 2)? Please indicate your level of support for the following principles.

WELCOMING

Improve tree canopy and additional greening of the street



WELCOMING

Inclusive and safe for all generations and abilities



CREATIVE

Provides for local arts, entertainment and community initiatives and activities



CONNECTED

Improves connectivity for people, slowing yet maintaining vehicle through movements on Albany Highway



HERITAGE RICH

Local stories are told and integrated throughout



Location #2 HARVEY STREET & MCMASTER STREET

The survey presented the place possibilities map that is a summary of the key ideas and outcomes from the Walkshop and other engagement findings. Survey respondents were asked to provide their feedback on specific aspects for this location.

PLACE POSSIBILITIES

KEY MOVES

Large Public Piazza
- Full or part time closure of Harvery Street
- Removal of 13 car bays
- Markets, small events, programmed use, outdoor dining and seating

Improved Pedestrian Crossing Of Albany Highway and McMaster Street
- Reduced vehicle turning space at corners
- Reduced vehicle speeds from median street trees

Piazza Integration with Memorial Gardens
- Redesign of some retaining walls
- Complementary uses and activities
- Art walk and history tour

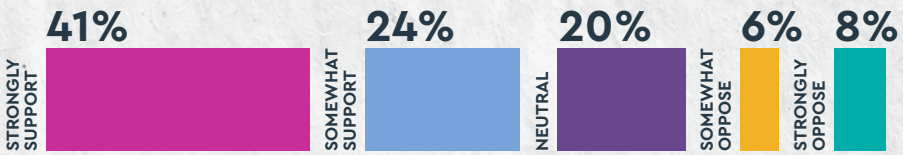


USES AND ACTIVITIES

- **Small gathering and Events**
- **Live Music and Performance**
- **Green Spaces and Connection to Nature**
- **Rest relaxation and Quiet contemplation**
- **Appreciation of public art and heritage**

Please indicate your level of support for the following place possibilities for Location #2.

NARROWING MCMASTER STREET INTERSECTION

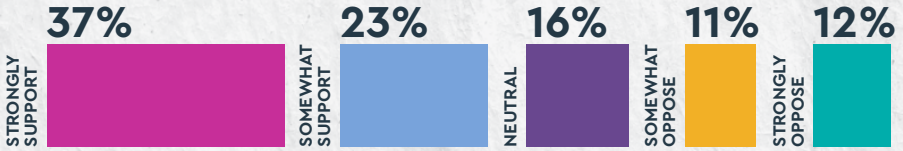


65% SUPPORT

Narrowing of McMaster Street intersection to improve pedestrian crossing along Albany Highway and provide more footpath.

This key move has received good support from the survey respondents and some people mentioned maintaining vehicle sightlines at the intersection will be important.

PART CLOSURE OF HARVEY STREET

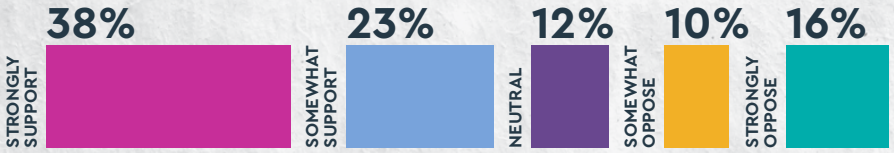


61% SUPPORT

Part closure of Harvey Street access to/from Albany Highway during off-peak times and designed as a shared space (i.e. full closure of the street at night and/or weekend for events with some car through access during the weekdays, possibly taxis and service vehicles only).

Although there is moderate support for the closure of Harvey Street when compared to other initiatives, only 12% strongly oppose this key move and 16% are indifferent. Survey comments indicate that some community members consider there to be value in creating a public space within the street reserve but are unclear at this stage how this may look/function.

FULL CLOSURE OF HARVEY STREET

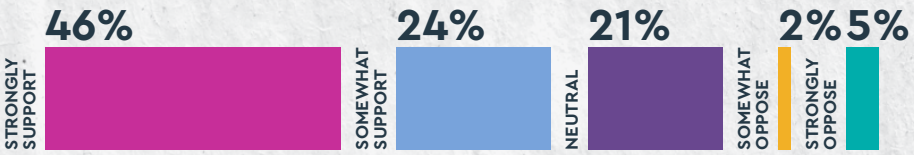


62% SUPPORT

Full closure of Harvey Street access to/from Albany Highway with a cul-de-sac turn around to create a large (600sqm+) public piazza space for community, requiring the removal of thirteen (13) parking bays.

Again, there is moderate support for this initiative, however there are more respondents strongly opposed than to the part-closure option. In reviewing the comments, the removal of 13 parking bays and maintaining through access to Shepperton Road are the two major concerns.

REDESIGN RETAINING WALLS



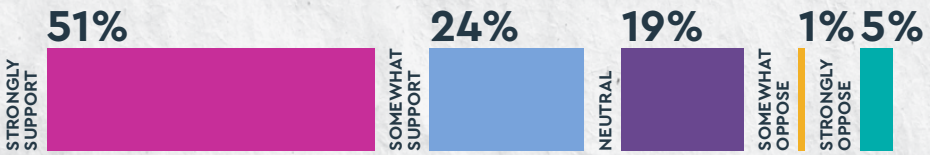
70% SUPPORT

Redesign existing brick retaining walls along Harvey Street interface to enable better sightlines to the park and integrate a public piazza with the existing gardens.

There is strong support from survey recipients for this key move, however it is important to acknowledge five respondents were strongly opposed as they considered the wall to be historically significant.

Several respondents mentioned the importance of integrating the gardens with the public realm, and that the concept design should be considered holistically, including making improvements to soft landscaping and seating along the edges of the Memorial Gardens to allow for better views and access.

MEDIAN STREET TREE PLANTING



76% SUPPORT

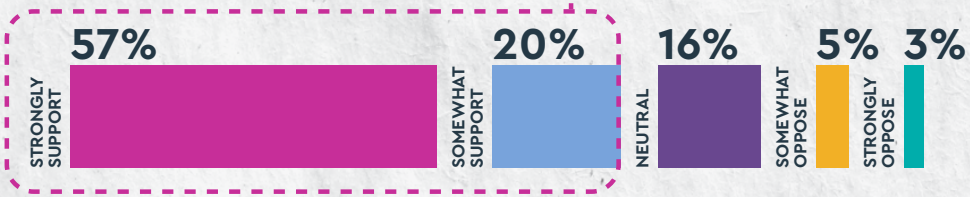
Median street tree planting along Albany Highway outside of the McMaster Street intersection to encourage slower vehicle movements and increase tree canopy.

There is very little opposition to this key move. Some comments were received about supporting the initiative if the Town selects appropriate species that are suitable for allergy sufferers and are not plain trees. However, concerns were raised by a business that a treed median would prohibit large vehicle manouvreability critical to business operations.

KEY FINDINGS

Location #3 MACKIE STREET & RUSHTON STREET

Please indicate your support for the emerging vision for Location 3.



EMERGING VISION

76%

SUPPORT

The entrance to Vic Park; capitalising on its proximity to Perth's attractions and river connections, its existing renowned cafés, restaurants and breweries are championed by exemplar design to create a night and day destination that says "welcome" to everyone.

"strongly support" – Survey respondent

"I like this plan the best. I also think it is best for local businesses. Cafe's and Restaurants hold people and create a vibe." – Survey respondent

"In principle, support this proposal but am cautious about vehicle access and impact of traffic and surrounds. E.g. increased street parking in front of dwelling" – Survey respondent

PLACE PRINCIPLES

What place principles do you think should guide the designers in preparing a concept plan for this location (Location 2)? Please indicate your level of support for the following principles.

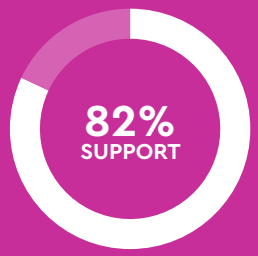
WELCOMING

Improve tree canopy and additional greening of the street



WELCOMING

Inclusive and safe for all generations and abilities



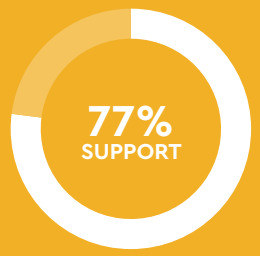
CREATIVE

Provides for local arts, entertainment and community initiatives and activities



CONNECTED

Improves connectivity for people, slowing yet maintaining vehicle through movements on Albany Highway



HERITAGE RICH

Local stories are told and integrated throughout



Location #3 MACKIE STREET & RUSHTON STREET

The survey presented the place possibilities map that is a summary of the key ideas and outcomes from the Walkshop and other engagement findings. Survey respondents were asked to provide their feedback on specific aspects for this location.

PLACE POSSIBILITIES

KEY MOVES

Part-Time Piazza
- Performance space away from housing
- 6 car bays available most of the time

Footpath Widening
- Removal of surplus vehicle movement space
- Additional alfresco and greening

Raised Shared Space
- Slow vehicle speed
- Improve pedestrian crossing

Small Piazza
- Removal of 6-9 car bays
- Utilise Town's existing parklet

Improved Access For Seniors & Visitors
- Footpath widening
- Removal of abovementioned car bays

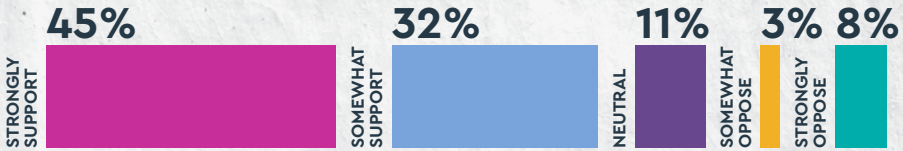


USES AND ACTIVITIES

- **Alfresco Dining**
- **Small Performance**
- **Green Spaces and Connection to Nature**
- **Socialising**

Please indicate your level of support for the following place possibilities for Location #3

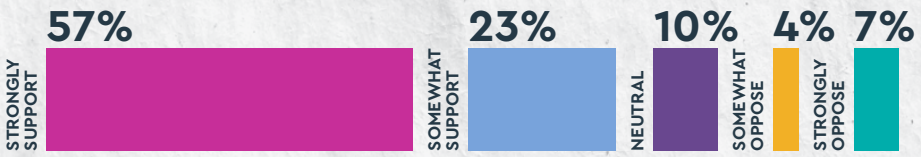
MACKIE STREET FOOTPATH WIDENING



77% SUPPORT

Widen existing footpaths along Mackie Street to improve pedestrian accessibility, particularly for seniors from Connect Vic Park including motorised mobility scooters. This would require the redesign of six to nine (6–9) parking bays (i.e. perpendicular parking could be converted to parallel bays).

SHARED SPACE TREATMENT

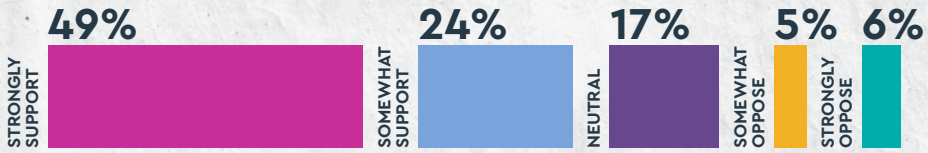


79% SUPPORT

A shared space treatment of the intersection that creates wider footpaths for pedestrians, shade and greening, and alfresco adjacent to popular cafes and restaurants; which is also intended to slow vehicles and potentially reduced posted speed limits.

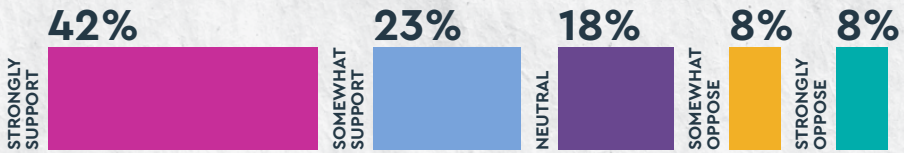
There is marginally more support for a shared space treatment at this location than the creation of a median strip. Opposition to a shared space indicated a concern for the ability for the elderly to cross the road, with a perception the median strip provides a refuge space and assists safe pedestrian crossing that a shared space would not.

MEDIAN STRIP WITH TREES



73% SUPPORT **Or the creation of a median strip with trees and plantings through the centre of Albany Highway to encourage slower vehicle movements and increase tree canopy.**

RUSHTON STREET PARKING FOR PERFORMANCE SPACE



65% SUPPORT **Transform five (5) existing parking bays along Rushton Street into an occasional night-time informal performance space with 3-phase power and seating. Vehicles/motorcycles will be able to park here during the daytime.**

This key move received moderate support and nine people were indifferent to the idea. People made comment that they were unsure who would use and manage the space.

"This is also a good plan to encourage people connectivity, bringing more life to the area. It's a great use of space with an increase of greenery, making it a welcoming area that stands out as an entrance to Victoria Park. It marks the beginning of a vibrant and inviting urban space. I also like the idea that accessibility will be improved, especially for seniors." – Survey respondent

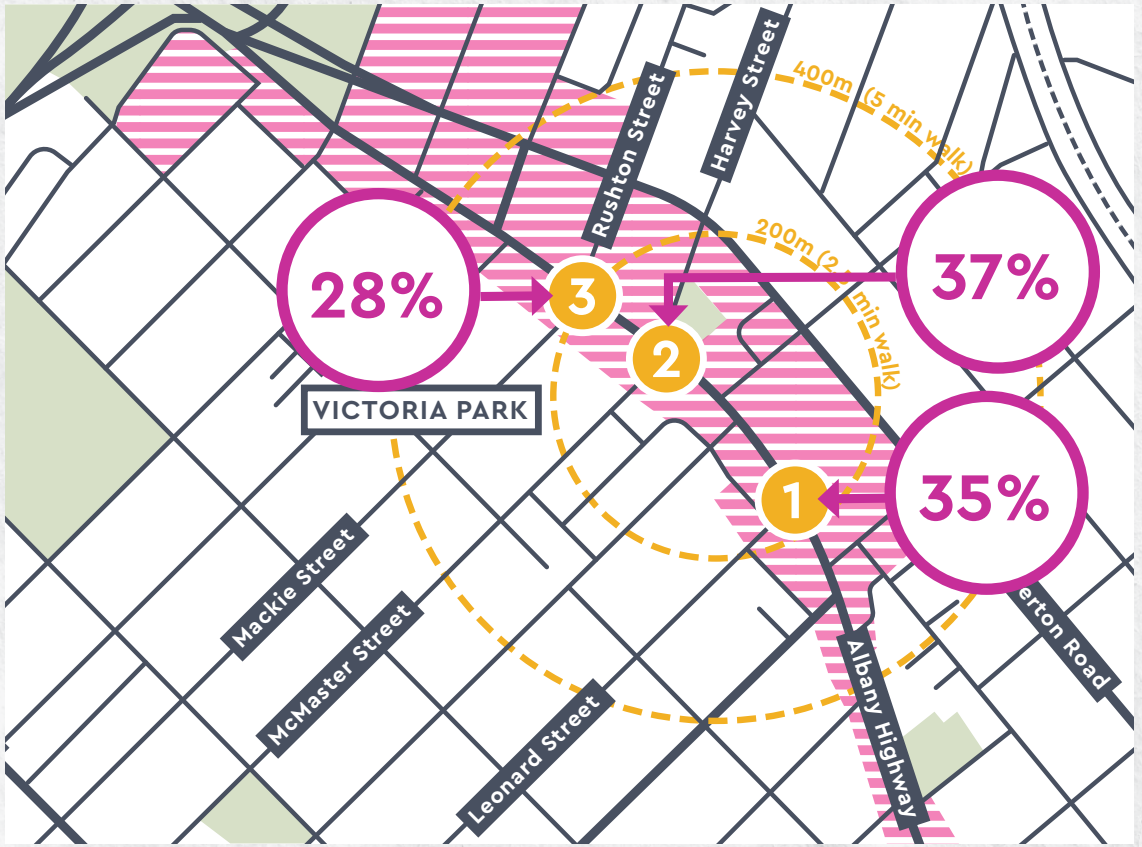
PREFERRED LOCATION

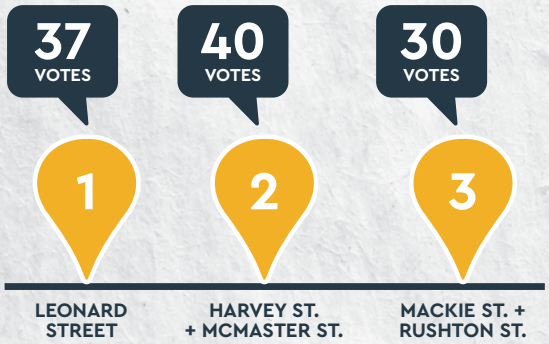
The final component of Community Survey #2 asked respondents to indicate their preferred location, which the Town should select to proceed to further concept planning.

The results for this question are divided and almost equally split, with a difference in votes of only 10 submissions across the three locations. Location 2 – Harvey Street & McMaster Street is marginally the most preferred location, with 3 additional votes in comparison to Location 1 – Leonard Street and 10 additional votes more than Location 3 – Mackie Street & Rushton Street.

Considering each of the locations, please select your preferred location that you believe the Town should proceed for further concept planning.

COMMUNITY PREFERRED LOCATION





Understanding Business Support

21 survey respondents
identified that they own or run a business in the Town.



PREFERRED LOCATION SELECTION

- Low participation in the survey #2 businesses at Location 1, and one business owner identified location 2 as their preferred because the others are already very busy places.
- One business owner at Location 2 selected Location 3 as their preferred location as they liked the idea that it would become the welcoming entrance to Victoria Park.
- There is strong support for improvements at Location 3 from the local business owners, with 5 out of the 7 business owners who made submissions selecting Location 3 as their preferred option. The two businesses that selected Location 2 as their preferred option did not provide a comment. One of these respondents completed an interview and attended the Walkshop. It is important to note that this individual indicated in the interview that they supported improvements at Location 3.
- Most business owners outside of the three locations selected Location 2 as their preferred location. Reasoning for this includes:
  - It is the middle location and would act as an attraction to increase visitation, and foot traffic that would positively impact the other two busy areas.
  - It could be a good way to integrate the area with Memorial Gardens and link the whole Strip.
  - Locations 1 and 3 are already lively in comparison.
  - It would provide an additional reason to come and has the greatest potential to impact the whole area.

PREFERRED OPTION SELECTION BY BUSINESS MANAGERS/OWNERS

OWN OR RUN A BUSINESS AT LOCATION 1			OWN OR RUN A BUSINESS AT LOCATION 2			OWN OR RUN A BUSINESS AT LOCATION 3			OWN OR RUN A BUSINESS IN THE TOWN / DID NOT DISCLOSE BUSINESS LOCATION		
LOCATION 1	LOCATION 2	LOCATION 3	LOCATION 1	LOCATION 2	LOCATION 3	LOCATION 1	LOCATION 2	LOCATION 3	LOCATION 1	LOCATION 2	LOCATION 3
●				●			●			●	
	●			●				●		●	
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■ Selected a location away from their business

Options Evaluation







LOCATION 1 – LEONARD STREET

INVESTMENT & PUBLIC VALUE

There is a high level of community support to invest in improving this location and creating a public space that everyone can enjoy – 35% of survey respondents selected Location 1 as their preferred option (resulting in it being second out of the three options).

Through the engagement process, the community has told us of the social challenges and physical constraints at Location 1. It has been described as a tired, dreary, and noisy place that does not put people first.

The current description of the area is completely opposite to the community's aspirations of the place, as an active, safe, and multicultural space with new dining and outdoor social amenities.

This provides the Town with a unique opportunity to continue this positive momentum and follow through with the community's initiatives.

In each of the engagement activities it was evident that the community could see the potential of Location 1 and understand the broader impact public realm enhancements would bring to Albany Highway's west end, such as:

- Streetscape improvements and beautification in a location that looks tired and dreary.
- Creating a landmark entry into the Victoria Park Centre and positive social destination for the Victoria Park Town Centre.
- Improved pedestrian environment in a location where there is high pedestrian movement into the shopping centre entrance.
- Business enhancement opportunities by increasing foot traffic, dwell times and patronage with potential exposure to new customers.
- Better management of vehicle movements, cycling and pedestrians.
- Improving the accessibility of Leonard Street and Albany Highway.
- Adding to good existing tree canopy cover, providing instant shade and amenity for new public space.
- Encouraging additional active frontage along a Leonard Street piazza and restaurants/cafés along Albany highway to add alfresco areas.
- Being a potential catalyst for redevelopment of the large shopping centre site and improvements to façades, which could have a transformative impact.

OPPORTUNITY LOSS

There are some risks and loss of opportunity to consider if this location does not proceed to concept planning.

- Existing vehicle, cyclist and pedestrian conflicts continue, with increased community frustration.
- Continued anti-social behaviour, crime and conflicts between the public realm and businesses.
- Traders along Albany Highway and Leonard Street internalise their businesses and reduces the vibrancy and level of activity within the public realm.
- Potential increase in empty shopfronts and reduced rental rates encouraging less desired activation and uses.
- Positive momentum and support are lost, which may be challenging to regain.

KEY CONSIDERATIONS

If the Town proceeds with concept planning of Location 1, the following matters identified by the community would need to be considered in the next stages of the project.

1. **Further targeted engagement by the Town with property owners and businesses, particularly adjacent to the new public space.**

   It will be important to advocate for further diversity of shopping and dining experiences and for existing businesses to better engage with the street with alfresco and operating hours. Current tenancy mix to Leonard Street is not ideal to support the public realm proposition and community aspirations.

   The appropriate location of alfresco along Albany highway will also need consideration in order to improve or retain sight lines for turning vehicles.

2. **Relationship and integration of Duncan Street, Albany Highway and Leonard Street.**

   Members of the community expressed that the Duncan Street intersection is an important access point into Albany Highway and Victoria Park, and its current layout is confusing. They have concerns additional pedestrian activity and other uses nearby at Leonard Street may cause additional conflicts if it is not well designed and integrated.

   Further consideration of Leonard Street entry is also needed, for the best urban design outcomes. I.e. should Leonard Street be left hand turn only onto Albany Highway to minimise potential conflicts with people crossing the road, and improve the traffic flow at the Duncan Street intersection?

3. **Consultation with the Department of Transport/Transperth for bus stop relocation and public transport accessibility.**

   It will be important to discuss a suitable relocation for the bus stop outside of the Victoria Park Centre, and generally further consideration of how to improve public transport integration and scheduling as well as accessibility through the concept design to assist people entering the shops. Further consideration is needed in relation to seniors, particularly from Connect Vic Park, who catch the bus to the shopping centre and can walk downhill from the current bus stop location into the centre.



4. **Additional endeavours to address the community's concerns for safety and antisocial behaviour.**

   The concept plan will aim to improve safety and socialisation through design and new activities/uses, however additional interventions and the promotion of this new place should be led by the Town, with the support of local businesses, police, service providers and community groups.

5. **Catalytic role for surrounding redevelopment**

   In consultation with Vicinity Centres it was revealed early planning of a redevelopment of the Victoria Park Central property had been undertaken but put on hold in April when the COVID-19 pandemic began. It could be opportunistic for the Town to consider investment in Location 1 to coincide with redevelopment of the centre to minimise interruption and improve the whole area collectively. Developer funding opportunities may exist to assist with greater improvements through a like-minded community benefit approach.

   In addition, given the relationship of the Location 1 public realm and the Centre's Albany Highway entrance and tenancies, further engagement with Vicinity should be considered in the development of a concept plan for better integration.

6. **Communicate the benefits of a shared space.**

   Some members of the community have requested this part of Leonard Street and Albany Highway be closed to vehicle movement completely, and others would like no restrictions and keeping island refuge points due to existing conflicts between cyclists, pedestrians, buses, and vehicles. A targeted communications plan, coupled with trialing of key moves, could assist in informing the community about the benefits of a shared space and include the explanation of design solutions that address concerns.

7. **Physical constraints at Leonard Street with level changes.**

   The sloping levels of Leonard Street towards Albany Highway and across the intersection will require some innovative design solutions to best enable new uses and activities, and improve accessibility for people.

8. **Managing likely impacts on businesses during the concept plan implementation at Location 1.**

   Given the high vehicle traffic and pedestrian use of the area, it is likely the construction of the public realm improvements would need to be delivered promptly and be carefully controlled, so as to minimise impact on businesses fronting Albany Highway and Leonard Street and provide extensive communications across the community and local businesses.

   Likewise, the Duncan Street intersection is a key entrance/exit point to Albany Highway from Shepperton Road, and a traffic management plan would need to consider this. As most businesses/shops at this location are closed in the evenings, night-works could minimise any potential conflicts.







LOCATION 2 – HARVEY STREET & MCMASTER STREET

INVESTMENT & PUBLIC VALUE

Location 2 has great potential to become an identifiable and enduring place for people within Victoria Park. It was selected by the community as the most preferred location to proceed to concept planning, with 37% of the survey 'vote'.

Its central location with Memorial Gardens on the corner of Harvey Street and Albany Highway provides it with a unique proposition not seen in the other locations, however it currently lacks all-day activity and key attractors like those which Location 1 and Location 3 possess.

During all stages of the engagement activity community members continually identified Memorial Gardens as a significant asset for the community and emphasised its potential to be "so much more".

A key aspect that people identified for this location is that the streets and public realm must better "integrate" with the gardens purposefully. Many of the ideas and commentary around Location 2 focused on how this could be achieved, and how people see the area being transformed as an attractive, safe, and enjoyable local place.

This extends from quiet contemplation, picnics, recreation, play and creative spaces for youth, to regular community events like performances, movies, markets, and larger ANZAC events in a new piazza as well as the park.

It is important to note that Memorial Gardens is not within the scope of the OSNP #3 project, and its planning therefore is not intended to be included in the current concept planning.

Investment in Location 2 could bring broader value such as:

- Creating a new medium-sized public plaza that could be used informally and programmed for community events that attract more workers, visitors, and residents.
- Adding to the existing trees and greenery from Memorial Gardens, which would have an immediate impact on the cooling and beautification of the area.
- Adding interesting creative and heritage elements to connect with the surrounding art and local stories across Victoria Park.
- Aid the slowing and restriction of vehicle movements around the area, to provide a more people-friendly environment.
- Leveraging highly engaged and interested surrounding businesses for advocacy of the space as a place.
- Attract more people to the area with better amenities and potentially increase the use of Memorial Gardens at different times of the day/ evening.
- Improve the pedestrian experience and physical barriers in the public realm and access to/from Memorial Gardens.

OPPORTUNITY LOSS

There are some risks and loss of opportunity to consider if this location does not proceed to concept planning.

- It was selected as the most preferred location to proceed and was identified by the community as the 'Harvey Street Piazza' during the Streets Ahead Engagement, with strong support.
- Businesses surrounding the location are currently supportive of public realm improvements if it does not greatly impede access for clients, which may change over time.
- Victoria Park currently does not have an identifiable place for community events. If this location is not improved the broader impact supporting attraction of people for surrounding restaurants, cafés, and shops would not occur.

KEY CONSIDERATIONS

If the Town proceeds with concept planning of Location 2, the following matters identified by the community would need to be considered in the next stages of the project.

1. **The community desire Memorial Gardens to be 'opened up' and integrate with the public realm physically and through mutual uses, activities, and amenities.**

   Memorial Gardens is not within the scope of this project and would only be considered as surrounding context during concept planning. Most public realm improvements would occur in Harvey Street and along the edge of the park. There is a risk that concept planning proceeds, but a design is not supported by the community as there is not additional benefit and improvements to Memorial Gardens planned.

   Concept planning for this location will need to closely consider the community's sentiment around Memorial Gardens and manage expectations.



2. **Inactive frontages on adjacent buildings does not support the activation of a multifunctional public space.**

   Activation of a future piazza along Harvey Street would heavily rely on programming of events and further investment and promotion by the Town to ensure its ongoing use and reach its potential public value. Further reflection of how the public realm could be used at night and designed to deter antisocial behaviour will need to be considered.

3. **Lack of key attractors for weekend and evenings**

   It has been mentioned that the area is active during certain parts of the day due to the surrounding office and businesses, but is very quiet and inactive during afternoons, evenings, and weekends.

   Some businesses and offices expressed a desire for surrounding cafés to have longer trading periods for their clients and workers, or the provision of additional 'pop-up' amenities and food trucks. It is likely this may not be supported by other 'bricks and mortar' traders in the area.

   Additional strategic uses and amenities in the public realm and Memorial Gardens may encourage businesses to have longer trading, with an increase of visitors to the area.

4. **Maintaining access and parking for businesses along Harvey Street.**

   Swan Taxis, John Hughes, and LJ Hooker use Harvey Street and the rear laneway for vehicle access and parking.

   Taxi's currently use Harvey Street to enter Albany Highway and the company expressed a desire for the concept plan to consider a multi-functional design that maintains some street parking and through access during certain regular periods. Ensuring safety for pedestrians, drivers and their clients are keen concerns for the company.

   It will be important for the Town to communicate the best places for people to park following the construction of the public realm and provide information of any removal of parking bays.

   "I do like this particular proposal but as a local business close to this it would remove 13 bays in which our clients actively use to see us for appointments. I already feel we lack car bays for clients and patrons in the area – that would be my only concern" – survey respondent

5. **Traffic flow impacts of part closure and full closure of Harvey Street for the creation of a public piazza.**

   Some community members highlighted Harvey Street is used to access Shepperton Road and would like to understand what impact the closure of Harvey Street may have on surrounding streets and holistic traffic flow across the whole area.

   Further consideration of the traffic flow and access points would be considered in concept planning this location.

6. **Selection of suitable trees and greening**

   Businesses and community members desire more trees and greening of the street and public realm. However, it was requested that deciduous trees like the existing plain trees not be selected so as to lessen impact on property maintenance and consider allergy sufferers.

7. **Historic place value and impacts on businesses during concept plan implementation at Location 2.**

   Given the inactive frontages at this location, there would be less direct impact on businesses during the construction of the public realm improvements compared to Location 1 and Location 3. However, it will be important to consider the historic value of Memorial Gardens and the community's use of the area as a reflective place for timing of works – particularly in April during ANZAC Day services.







LOCATION 3 – MACKIE STREET & RUSHTON STREET

INVESTMENT & PUBLIC VALUE

Location 3 has been described as the entrance to Victoria Park and a growing day and night destination, which is established as a popular place for locals and visitors alike.

Although Location 3 received the least amount of 'votes', with 28% of survey respondents choosing this location to proceed to a concept plan, the community has acknowledged during the process that it could have the greatest immediate impact for businesses and provide additional value to Victoria Park.

The community and local businesses would like to see the public realm at this location improved so it can leverage its existing appeal, increase patronage, and be widely promoted as an enjoyable place to visit.

Being located on the Perth city end of the Albany Highway strip, it has a unique vantage point that provides a convenient stop for cyclists, exercisers, families, seniors and event goers, whom are regulars visitors for a coffee, bite to eat or a drink.

In comparison to the others, it is the only location that currently provides this all-day appeal and attraction. Its public realm however does not currently support the increase in people to the area and requires improvements.

Investment in Location 3 could provide broader value such as:

- Upgrading the streetscape and widening footpaths to provide more space and improved paving for businesses to spread onto the street and enable better pedestrian thoroughfare.
- Improved safety in a location where there is high pedestrian movement, especially for seniors, school children and families.
- Manage vehicle speeds and reduce conflicts for people crossing the road and visiting businesses to ensure the location can better function.
- Creating an identifiable entry into Victoria Park that welcomes people and provides additional attractions like lighting, projections, trees, greening and art that acknowledges the heritage and stories of the area.
- Create small public break out spaces for people to socialise and amenities for music and performances at parking bays during certain times of the day/night.
- A potential catalyst for future redevelopment of John Hughes properties, which could have a transformative impact and bring more uses and people to the area.
- Increase the value and attraction of tenancy spaces that would enable property owners to fill empty tenancies and further activate the street, providing a lively environment in Victoria Park.

OPPORTUNITY LOSS

There are some risks and loss of opportunity to consider if this location does not proceed to concept planning.

- Investment in a new cyclist and pedestrian bridge that will connect the City of Perth and Town of Victoria Park via Heirisson Island was recently announced by the State Government. Investment in this location now could capitalise on this future asset and provide for cycling infrastructure/end-of-trip facilities before the bridge opens, cementing the destination appeal early.
- This is a popular location today and has potential to welcome more people that would support businesses and property owners following tough COVID-19 restrictions and challenging economic environment.
- Businesses would like to see improvements and add additional value to their investment in frontages, parklets and plant boxes. It is important to acknowledge this support now while it exists and enable further transformation of the street.

KEY CONSIDERATIONS

If the Town proceeds with concept planning of Location 3, the following matters identified by the community would need to be considered in the next stages of the project.

1. **Location of alfresco dining**

   Community members have requested the concept plan consider the location of alfresco dining along Albany Highway, so that it does not obstruct sightlines when crossing the road and vehicles turning at intersections. Further to this, the Town could provide additional guidance for businesses for alfresco dining and public realm use at this location.

   The place possibilities graphic provided in Community Survey #2 for feedback has the alfresco on the property side of the street, where currently alfresco is situated on the outer edge of the footpath.

2. **Integration of parking**

   The redesign of 6–9 car bays in Mackie Street into a public space and potential impacts for the surrounding area will need further resolution and communication. A survey respondent asked about the potential impacts of street parking up the road on Mackie Street in front of residential houses, and a property owner during interviews asked for more angled parking and free parking to support pick-up/deliver services for his tenants.

3. **Accommodating potential increase in cyclists**

   With a future river bridge connection to Perth, the concept plan will need to consider cycling connectivity and provide secure bike parking to accommodate for an increase in visitors.

4. **More shelter and shade for people**

   It is a popular place to visit today and future amenities need to support more social uses in the public realm at all times of the year. Like other locations, property owners have expressed a desire for future trees and plant selection to consider the impact of leaves and financial burden of maintenance on owners and tenants.

5. **Communicate the benefits of shared spaces.**

   Like Location 3, there is some confusion about how a shared space would work in this location, particularly for seniors, parents with prams and school children from Victoria Park Primary School.

   A targeted communications plan, coupled with trialing of key moves, could assist in informing the community about the benefits of a shared space and include design solutions that address their concerns.

   Some community members also asked for clarification of how the current pedestrian crossing would be integrated, as its current location is not ideal for people and felt it would be better on the other side of Mackie Street.

6. **Managing likely impacts on businesses during the concept plan implementation.**

   As this is a day and night destination with several trading businesses offering dining, drinking and take-away offerings, it will be important for the construction of the public realm improvements to be delivered promptly and be carefully controlled, so as to minimise impact on businesses fronting Albany Highway and provide extensive communications across the community.



Recommendations

RECOMMENDATIONS

With complete consideration of all the input and feedback from property owners, businesses, residents, and community groups to date, as well as technical considerations and place analysis, the following is recommended to the Town for consideration and determination by Elected Members:

1. **It is recommended that Location 1 and Location 3 both proceed to concept planning, and Location 2 is further considered through a separate 'master planning' process that includes Memorial Gardens.**
2. **If only one location option can proceed to the concept planning stage of OSNP#3, then it is recommended that Location 3 is pursued.**
3. **In the next phase of the project, it is also recommended that urban design key moves are trialled on the chosen location/s prior to finalisation of the concept plan. I.e. allow the community to see how parking could be transformed into a public space and imagine its future uses and amenity.**

EXPLANATION – RECOMMENDATION 1

It is recommended that Location 1 and Location 3 both proceed to concept planning, and Location 2 is further considered through a separate 'master planning' process that includes Memorial Gardens.

Although Location 2 received the highest level of community support to proceed to concept planning in Community Survey #2, the consultation with stakeholders and community has highlighted the complexities and high expectations for the future of this place, which are currently outside of the current scope of OSNP #3.

We consider that further investigations for how the public realm and Memorial Gardens could be respectfully integrated and considered is best continued through a broader master planning process. This would enable further engagement with property owners, businesses, and community to address known concerns and provide additional justification required for the Town to proceed with the level of investment aspired to by the community.

To successfully deliver on the aspirations of the community with the creation of an active piazza and purposeful integration with the park, it deserves a comprehensive place-led design process that further investigates:

- How best to integrate the social, cultural and heritage value of Memorial Gardens including the War Memorial and boundary walls, with the public piazza and streetscape.
- Developing an activation strategy that includes a well-designed program for activation, activities, and spatial requirements to support the public realm investment.
- Selection of additional amenities and facilities in Memorial Gardens such as those suggested by the community e.g. a nature playground, purpose-built performance spaces, toilets, lighting, and seating.
- How best to treat Harvey Street closure and the potential impact on businesses and general traffic movements with the removal of through access and parking.
- The relationship of activities and uses between Memorial Gardens and Harvey Street Plaza, confirming the preferred disposition when considered as a whole.

Location 1 received the second highest level of community support, and investment in this location has the potential to have broad and lasting social, cultural, environmental, and economic benefits (as mentioned previously).

It is recommend the Location 3 also proceeds to concept planning, as there was a high level of support received by the general community across all the locations, and in particular, significant support for this location in the Walkshop and interviews. This is perhaps not picked up in the survey results as there were a higher proportion of residents to businesses/property owners that completed the survey.

The immediate value and strategic impact that public realm improvements at Location 3 would deliver is substantial, given the location's proximity to the river, future river bridge, Optus Stadium and the growing appeal of the area as a day and night destination. It is also neighbouring Burswood South and potential future development sites such as John Hughes.

New food and beverage businesses are also moving to the area and existing businesses have invested significantly in beautifying the public area and properties. There is only so much they can do to increase the outdoor environment and appeal, and there is a unique opportunity for the Town to add value and contribute to the prosperity of these businesses, particularly as a post-COVID measure during challenging economic times.

EXPLANATION – RECOMMENDATION 2

If only one location option can proceed to the concept planning stage of OSNP#3, then it is recommended that Location 3 is pursued.

Although Location 1 received the second highest level of community support from the Community Survey #2 results, public realm investment at Location #3 right away would bring immediate impact and value to the businesses and property owners and provide a much needed boost to the destination attraction of Victoria Park's entry.

There has also been consistent support for the investment at this location at all stages of the engagement process.

Five out of the seven responding business owners at Location 3 selected it as their preferred option in Community Survey #2.

Property owners and businesses at Location 3 that participated in interviews indicated they would support improvements that are good for the businesses and for the place to bring sustained vibrancy. They emphasised they would like the Town to listen to the – traders' needs and encourage further investment in the area. One property owner stated: "these traders' need bums on seats and any design should support this – not inhibit what they are doing."

As mentioned, Location 3 is fast becoming a popular place for a range of people – locals and visitors. It is unique in that it has long-standing food and beverage institutions, new dining and drinking establishments and sustainability eco shops emerging.

There are several current hindrances the community have identified for this location that are linked to the growing popularity of the area and the aging public realm unable to support its emerging position. There is opportunity to address these issues immediately and add value that primarily focuses on supporting local businesses through improving access and safety and providing new amenities and experiences that attract more people to spend time, money, and return for more.

Although Location 1 could arguably provide similar impact and value, it could be more opportunistic to coincide public realm improvements with the investment by surrounding property owners i.e. Vicinity Centres.

"This area is crying out for better – amenities', there has been a big increase in visitors to this end due to more cafes and restaurants opening up, it would be good for people to have some shaded area to eat, drink and meet." Survey Respondent talking about Location 3

"Area needs attention and more reason for increased foot traffic. First area that visitors from the CBD will see upon entering Victoria Park. Also need something to counteract large car yards. Overall – need to stimulate a positively growing commercial zone." – Business owner at Location 3

EXPLANATION – RECOMMENDATION 3

In the next phase of the project, it is also recommended that urban design key moves are trialled on the chosen location/s prior to finalisation of the concept plan. I.e. allow the community to see how parking could be transformed into a public space and imagine its future uses and amenity.

Following endorsement of the location to proceed to concept planning, there is an opportunity to further engage the community in a creative way and further 'test' the community's ideas in-situ. This 'tactical urbanism' approach to placemaking and design has been successfully delivered in cities across the world.

For OSNP #3, this would involve working with the Town and community groups to shape and activate the space over a course of a few days or a week. Although this will require additional resources outside the current project scope, it could have great impact on positively effecting future changes and challenging perceptions. For example: how parking could be transformed into a public space for people, or how a shared space may operate with existing traffic flow.

During this process feedback would be sought from users and businesses to determine the success of the key move and inform approach for final concept planning.

The extent of how much is trialled through the tactical urbanism would depend on the Town and what it considers important to 'test' and receive feedback on.

A full-scale tactical urbanism version would enable people to experience spaces for themselves in a trial format. It could involve temporary playful painting of the spatial design on surfaces and sourcing trees in pots from the Town's nursery, chairs, and other materials. The space could be monitored by the consultant team with the Town and community groups.

Additional engagement to seek feedback on the place identity and history research to inform the creative elements of the concept plan could also occur concurrently.

APPENDIX A
LOCATION SPATIAL MAPS



Location #1 LEONARD STREET



Town of Victoria Park

Location #2 HARVEY STREET & MCMASTER STREET

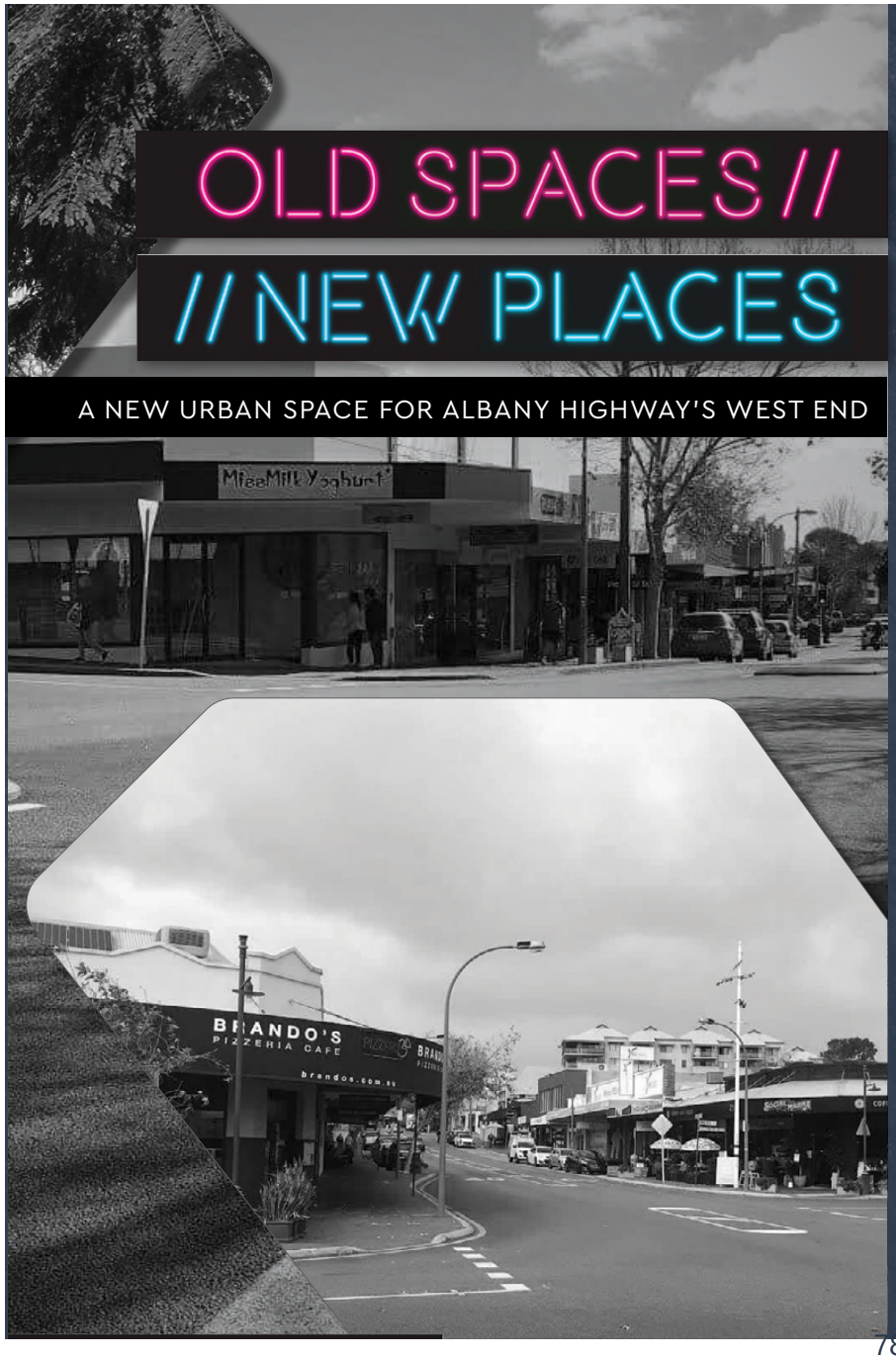


Town of Victoria Park

Location #3 MACKIE STREET & RUSHTON STREET



TOWN OF VICTORIA PARK



Town of Victoria Park

COMMUNITY ENGAGEMENT SUMMARY REPORT

NOVEMBER 2020

HATCH | RobertsDay ASPECT Studios

Old Spaces New Places Project No.3 – Community Survey 2 (Preferred Location Selection) submission comments

Of the 110 submissions received, 70 provided comments in relation to one or more elements of the survey. The comments from these 70 submissions are detailed below.

Note: A schedule of submissions received in relation to Community Survey 1 has not been created as it did not include any general comment fields or open answer questions. The outcomes form this initial survey are summarised in the Officer report and a detailed analysis is contained in the project consultant's Engagement Summary Report.

No.	Location/Issue	Submission Comments	Officer's response
1	Loc 1 Vision	Traffic and parking is an issue around this area, particularly during the weekend.	Noted. The opportunity for dedicated cycle lanes has not been considered at this location and would need to be considered as part of a broader project connecting to the existing network of cycle routes within the Town. Traffic movement, parking and other aspects would be considered in detail during the concept design stage if Location 1 is selected to proceed.
	Loc 1 Place Principles	Street front verges along Leonard Street could do with an uplift, especially since people tend to trample on them when they park their cars.	
	Loc 1 Place Possibilities	Traffic is already bad enough at that junction during peak for cars entering Albany Hwy. Slowing would make it worse? Will a one way street make it harder for residents to come and go? Will removal of parking bays make people park further up the street, sometimes blocking residential driveways?	
	Loc 2 Vision	Need more shops/cafes in that area, seems to be a dead spot separating Vic park. Especially at night.	
	Loc 2 Place Principles	That section could do with a bit more shelter for pedestrians when it rains. That park has a lot of homeless/antisocial behaviour. Will that deter people from using that area?	
	Loc 2 Place Possibilities	As long as increased trees don't mean increased bird swooping.	
	Loc 3 Vision	The caryards have got to go or be more hidden!	
	Loc 3 Place Principles	Maybe a pickup/drop off spot for Uber Eats drivers.	
	Loc 3 Place Possibilities	This area also needs more shelter for pedestrians from the rain and heat	
	Preferred Location	Location 1 selected. Reason: At the moment, traffic is pretty heavy in this area. Also quite a bit of antisocial behaviour in the daytime deters people from hanging around too much.	

No.	Location/Issue	Submission Comments	Officer's response
2	Loc 1 Place Possibilities	I am concerned that reducing vehicle turning space at the corners introduces an extra hazard for cyclists. Drivers have a tendency to still try and squeeze past rather than wait (as happens regularly down near John Hughes where a kerb was added to narrow the road (Columbo St?)	Noted. Any concept design would consider pedestrian and cyclist safety as a key priority, which can be managed through a variety of mechanisms.
	Loc 3 Place Possibilities	Nothing in these statements about narrowing the road on how cyclists are to be handled/protected. Bike lanes to be included?	
	Preferred Location	Selected Location 2. Reason: Memorial park seems under-utilised / cut off from Albany Hwy	
3	Loc 2 Vision	To be honest, all these vision statements sound pretty pompous. Are they really necessary?	Noted.
	Loc 2 Place Principles	It's not entirely clear what is being proposed by most of these statement.	
	Loc 2 Place Possibilities	These specific questions are much more helpful.	
	Preferred Location	Selected all locations to proceed. These specific questions are much more helpful.	
4	Loc 1 Vision	See this as a lower pedestrian use area compared to other options.	Noted.
	Preferred Location	Location 2 selected. No further comments provided.	
5	Preferred Location	Selected Location 3. Reason: As the "entrance" to Vic Park from the City this area should be more attractive and enticing to visitors.	Noted.
6	Loc 1 Vision	I think that particular spot already has its own vibe	Noted.
	Preferred Location	Location 3 selected. Reason: I think being this location the beginning of the Vic Park strip, it would be appropriate to focus here.	
7	Loc 1 Place Possibilities	I think this area is already busy for people going to the shopping centre we need to attract people to support areas and businesses away from the shopping centre.	Noted.
	Loc 2 Place Principles	I think there's already the Memorial Gardens that is a quiet area for people to sit, gather and remember - not sure it should be too busy or loud.	

No.	Location/Issue	Submission Comments	Officer's response
	Loc 3 Vision	This area is the entry to the Vic Park strip and should be a key attraction to entice visitors to stop and explore.	
	Loc 3 Place Principles	Making traffic calming road alterations to this side of Albany Highway would be good as traffic travels too fast as they enter this end of Vic park.	
	Loc 3 Place Possibilities	This area is crying out for better amenities. There has been a big increase in visitors to this end due to more cafes and restaurants opening up it would be good for people to have some shaded area to eat, drink and meet.	
	Preferred Location	Location 3 selected. No further comments provided.	
8	Loc 1 Vision	Needs more thought on public transport interface at this point and interaction with the Duncan and McMillan Street intersection	Noted. The inclusion of other/additional streets/intersection is outside the scope of the current project, however could be considered as part of the Old Spaces New Places program of future public realm works.
	Loc 1 Place Principles	As above	
	Loc 1 Place Possibilities	See above. This needs to be integrated with Duncan and McMillan Street which are very pedestrian unfriendly and are not much better for traffic	
	Loc 2 Vision	Closing off Harvey Street is an excellent idea	
	Loc 2 Place Principles	See above. Close Harvey Street down towards Shepparton road to the full depth of the existing Gardens.	
	Loc 2 Place Possibilities	As above. Make the parkland bigger	
	Loc 3 Vision	The current intersection is a mess from a vehicle and pedestrian perspective with misaligned roads and heavy traffic and no central pedestrian refuges. Anything that improves safety for the busy pedestrian traffic and slows all traffic. Widening footpaths and greening the area.	
	Loc 3 Place Principles	As above. Integration of parking will need careful thoughts to avoid additional impact on residents from removal of parking near Albany highway	
	Loc 3 Place Possibilities	Very good ideas	
	Preferred Location	Location 2 selected. Reason: Location 1 needs further work to include Duncan and McMillan Street. Location 2 will deliver best results for the town and be proof of concept for better design of the remaining two areas. Location 3 needs a wider view to include Teddington street intersection which is part of the issues at the Mackie/Rushton location.	

No.	Location/Issue	Submission Comments	Officer's response
9	Loc 1 Vision	It will be interesting to see the plans and how these will be monitored to ensure people feel safe using the facilities. There are so few places in Vic Park where I feel safe taking my children.. Read Park and John Macmillan Park are both host for groups of people displaying antisocial behaviour (littering, fighting, loud swearing, drinking and drug use).	Noted. Pedestrian accessibility and safety, and Crime Prevention Through Environmental Design (CPTED) principles will be critical components of a successful design concept for the chosen location.
	Loc 1 Place Principles	Prohibit smoking along the strip, especially if there is going to be an increase in alfresco dining. More patrols to ensure there is high standard of public safety. A lot of the current public areas are often frequented by people who harass and intimidate pedestrians.	
	Loc 1 Place Possibilities	Please consider improving pedestrian crossing at side streets (Leonard street, King George Street, Harper Street) by introducing pedestrian islands. There are so many cars turning into and off Albany highway, sometimes it's near impossible to cross safety with a pram and a toddler in tow. I'm surprised there hasn't been a serious incident to date. Please don't remove any parking. The current parking situation in Vic Park is confusing and ridiculous as it is and removal of parking bays will likely harm local business	
	Loc 3 Place Principles	A median strip through Albany Highway would be great if it allowed safe pedestrian crossing. There is no safe way to cross the highway (from Sixteen Ounces to Catalanos) with a pram, without having to either sprint across through traffic, or cross two other side streets (Mackie and Rushton) to get to the pedestrian crossing at DTC	
	Preferred Location Selection	Location 1 selected. Reason: This location seems the most central.	
10	Loc 1 Place Possibilities	Wouldn't this mean people have to walk further? This is against improving accessibility for all.	Noted. The potential movement and integration of the existing bus stops at Location 1 were posed as an idea for community
	Preferred Location	Location 2 selected. No further comments provided.	

No.	Location/Issue	Submission Comments	Officer's response
			input. If Location 1 is selected to proceed, pedestrian accessibility, including travel distance from bus stops, and other implications will be a key consideration during the concept design stage.
11	Loc 1 Place Principles	This is the retail heart of Victoria Park. It should not focus on entertainment and social activity.	Noted. Detailed comments and ideas will be further considered at concept design stage for the chosen location, where they fall within the scope of the project.
	Loc 1 Place Possibilities	Two stops are needed. Elderly and disabled need to ride not walk up the hill from Harvey Street. Integrating the bus stops would be a loss of service. Your description implies that a left turn from Albany Highway into Leonard Street will no longer be possible. If that is the case cars travelling along Albany Hwy towards the causeway will not have access to the parking areas off Leonard Street. Parking spaces are at a premium, so much so that if I could not drive when very hot or wet I would go somewhere else that has easy parking.	
	Loc 2 Place Possibilities	I like the enclosure of Memorial Gardens. It is a comfortable and safe place to be. The fence and is a heritage feature that would be lost if the rails were removed. There are numerous access points if only people would look for them (or they had better entry statements). Clipping the hedges so they are not higher than the brick walls would help.	
	Loc 3 Vision	The place name is Victoria Park. The vision statement should refer to a mix of uses - fostering the existing retail, social, education and community services in this location. Victoria Park would be very boring if all its street life was cafes, restaurants and bars.	
	Preferred Location Selection	Location 3 selected. Reason: It is close to the entry point to the Victoria Park strip, at the bottom of the hill leading to/from the proposed pedestrian/cycling bridge across the Swan and	

No.	Location/Issue	Submission Comments	Officer's response
		is accessible by three sets of bus routes - Albany Hwy, Shepperton Road and Mackie Street. Despite this fantastic accessibility there are no public facilities to encourage visitors.	
12	Loc 1 Vision	I'd like to see Leonard St a 1 way street	Noted.
	Preferred Location Selection	Location 1 selected. Reason: This area needs improvement, currently an ugly car park remains . Close proximity to the shopping centre is a benefit to improve the area. And lastly foot traffic and pedestrians have to negotiate busy traffic to cross the road to get to and from the shops and woollies	
13	Preferred Location	Location 3 selected. Reason: It was a toss up between location 2 with the event space and the welcome to Vic Park - given location 3 also has an event space that is flexible use (parking during the day) that seemed like the most flexible space usage.	Noted.
14	Preferred Location Selection	Location 1 selected. Reason: As the intersection includes the Vic Park Shopping Centre, the slowing of traffic and greening the area would help the pedestrians in this area. It would perhaps encourage people to walk/cycle instead of driving also.	Noted.
15	Preferred Location Selection	Location 1 selected. Reason: This location is a bit dry and not very appealing or safe currently. The proposed design looks like it would revitalize this area and would help the local business there a lot, plus it has the most variety of users I think.	Noted.
16	Loc 2 Vision	Good idea.	Noted.
	Loc 2 Place Possibilities	Would be a better idea to remove Harvey St access as it is little used and would create a strong public open space opportunity	
	Preferred Location Selection	Location 2 selected. No further comments provided.	
17	Loc 1 Place Possibilities	Because of the steepness of Albany Hwy around the Leonard St corner, and some people's inability to negotiate the incline for long distances, I believe reducing the number of bus stops would be a backwards step.	Noted.

No.	Location/Issue	Submission Comments	Officer's response
	Loc 3 Vision	I believe the entrance to Vic Park is actually at the East end, not the river end.	
	Preferred Location Selection	Location 1 selected. No further comments provided.	
18	Loc 1 Place Possibilities	A good number of the businesses in this area rely on the parking in Leonard Street for their customers. There is very limited parking between McMillan Street and Leonard Street, and much the same situation on either side of these intersections.	Noted. Detailed comments and ideas will be further considered at concept design stage for the chosen location, where they fall within the scope of the project.
	Loc 2 Place Possibilities	A lot of vehicles use Harvey Street to access the existing public car park and to access the car park of Swan Taxis and or LJ Hooker. In addition a lot of service vehicles use the loading bays on Harvey Street to service local businesses. Blocking Harvey Street would result in more people parking in McMaster Street and increased traffic through Harper Street.	
	Loc 3 Place Possibilities	The performance space does not make sense as whom would utilise.	
	Preferred Location Selection	Location 3 selected. Reason: Least impact on existing businesses and greatest benefit.	
19	Loc 1 Vision	Widen footpaths (no parallel parking) along Albany Hwy, encouraging business "cappuccino strip" similar to Freo.	Noted. Detailed comments and ideas will be further considered at concept design stage for the chosen location, where they fall within the scope of the project.
	Loc 1 Place Principless	Also allow street meals (similar to Asia)markets & busking.	
	Loc 1 Place Possibilities	There have been a lot of car dealerships close recently leaving opportunity for car parks, shopping malls, market places, children's & families playgrounds etc. and removing bays intersecting from McMaster St.	
	Preferred Location Selection	Location 2 selected. Reason: I live here	
20	Loc 3 Place Possibilities	Possible parklets along Albany Hwy near Dutch Trading Co	Noted.
	Preferred Location Selection	Location 3 selected. Reason: Area needs attention and more reason for increased foot traffic. First area that visitors from the CBD will see upon entering Victoria Park. Also need something to counteract large car yards. Overall, need to stimulate a positively growing commercial zone.	

No.	Location/Issue	Submission Comments	Officer's response
21	Preferred Location Selection	Location 1 selected. Reason: This location is likely to be used by more people as it is near the busiest shop (Woolworths).	Noted.
22	Loc 2 Place Possibilities	I think the existing retaining wall on Harvey St is fine, maybe decorate it with street art.	Noted.
	Preferred Location Selection	Location 2 selected. Reason: Location 2 has more open space, therefore more improvements could be done in this area that will increase overall use for the local community and general public.	
23	Loc 1 Place Possibilities	I think it would be better to have left turn only from Leonard St onto Albany Highway. Even with the current configuration, cars turning right onto Albany Highway cause blockages. With the proposed changes, there would be even longer delays created for cars trying to turn onto Albany Highway.	Noted.
	Loc 2 Place Possibilities	Please just ensure that visibility for vehicles is maintained	
	Preferred Location Selection	Location 1 selected. Reason: This are is near the shopping centre, so would benefit most from improvements.	
24	Loc 3 Vision	The best	Noted.
	Loc 3 Place Principles	Strongly support	
	Loc 3 Place Possibilities	The best project.	
	Preferred Location Selection	Location 3 selected. No further comments provided.	
25	Preferred Location Selection	Location 2 selected. Reason: Slightly away from shopping centre so spreading the parking load and promoting foot traffic between the locations to the advantage of local businesses.	Noted.
26	Loc 2 Place Principles	Of the three locations this one is my preferred as it already has a degree of what the vision statement contains. Mackie and Leonard are needed to access the locations being pondered.	Noted.

No.	Location/Issue	Submission Comments	Officer's response
	Preferred Location Selection	Location 2 selected. Reason: Need to generate all that the vision statement contains from a central spot and spread either way from there. Need to eliminate the thought that Victoria Park is just a car sales domain - many of which have gone and /or turnover quickly.	
27	Loc 2 Place Possibilities	I do like this particular proposal but as a local business close to this it would remove 13 bays in which our clients actively use to see us for appointments. I already feel we lack car bays for clients and patrons in the area - that would be my only concern	Noted.
	Preferred Location Selection	Location 2 selected. Reason: It's close to popular cafes, Memorial Gardens and would flow nicely next to/near these.	
28	Loc 1 Vision	Please add a kids' park for family to sit and relax. Will draw the community to the area.	Noted.
	Preferred Location	Location 1 selected. Reason: This option is close to the shops and has a park. People and shop and enjoy the park together.	
29	Loc 2 Place Principles	Excellent possibilities proposed	Noted.
	Preferred Location Selection	Location 2 selected. Reason: It would integrated with the already existing park and there are more restaurants around this focus area creating a vibrant and community atmosphere.	
30	Preferred Location Selection	Location 1 selected. Reason: This shopping centre with Woolworths desperately needs engagement with the Victoria Park Community & streetscape. As well as better quality of shops/tenancies. The car park is so frustrating to exit. More pedestrian friendly & links with public realm.	
31	Loc 1 Vision	This is a fantastic idea. The Leonard Street intersection is a high traffic area that is lacking a green and open space to support the businesses and heart of	Noted.

No.	Location/Issue	Submission Comments	Officer's response
		the Victoria Park west strip. Also, closing off the Leonard St entry will remove dangerous cut through traffic which should instead be directed along McMillan Street as the major road better suited to high traffic.	
	Preferred Location Selection	Location 1 selected. Reason: This area is close to central along the Vic Park West strip. It will bring people and businesses in centrally and encourage activity and patronage up and down the strip. The Mackie street end is an already vibrant and engaging space that attracts large numbers of patrons.	
32	Loc 1 Vision	Agree wholeheartedly with this idea	Noted.
	Loc 1 Place Principles	People who live in Vic park already interact and would relish the opportunity to interact like this with sufficient space.	
	Loc 2 Vision	This vision provides the most space and most benefit for the public.	
	Loc 2 Place Principles	The memorial gardens are a really important space and well attended on ANZAC day.	
	Loc 2 Place Possibilities	This provides the most space and an easy integration with the natural environment, I love this plan! I'm excited by the possibilities this open space will create!	
	Preferred Location Selection	Location 2 selected. Reason: Even though I live on Mackie St and am excited about the prospect of development there, the McMaster St plan offers the greatest benefit to the community and greatest space opportunity.	
33	Loc 1 Vision	It is all well and good to try and attract people to shop - but you have to have shops - not just the same types of cafes/restaurants. Need diversity.	Noted. Detailed comments and ideas will be further considered at concept design stage for the chosen location, where they fall within the scope
	Loc 1 Place Possibilities	No alfresco dining on street edge of pavement as it blocks views of vehicles travelling along Albany Hwy and if there is an accident and a car veers onto the pavement those diners would be at risk. I would not like the removal of median strips as it is a safety island for pedestrians. An alternative location for the bus stop has not been clearly identified.	

No.	Location/Issue	Submission Comments	Officer's response
		If Leonard Street becomes one way the two lanes turning either left or right need to be clearly marked so that anyone turning left is not held up by a vehicle turning right.	of the project.
	Loc 2 Place Principles	In respect to improving tree canopy and greening of the street DO NOT plant any more Plain trees as they are an extreme health concern for people with allergies.	
	Loc 2 Place Possibilities	In respect to any tree planting careful consideration of the type of trees to be planted is necessary to reduce allergic reactions.	
	Loc 3 Place Principles	Cafes not to have patrons sitting on the street side of the pavement, no tall signs or planting or other items that obstruct the view of vehicles coming down Albany Highway.	
	Loc 3 Place Possibilities	I agree with the plan for this area, however, that is not what is currently in place at the moment. There is a problem on the corner of Mackie and Albany Hwy where seating and high garden arrangements, including beach umbrellas which obstruct the view of vehicles who are trying to turn out of Mackie Street (which is where I live) from seeing vehicles coming down Albany Hwy. I thought cafes where not supposed to encroach past the discs placed in the pavement. There is at times high A-frame signage and other paraphernalia blocking the view up Albany Highway and also impeding access to a clear pavement for people using mobility scooters or walking frames and pedestrians in general. Many vehicles coming down Albany Hwy are also exceeding the 40km speed limit. You also have vehicles stopping on the Albany Hwy T junction and on the No Stopping areas outside Brando's to drop off and pick up patrons.	
	Preferred Location Selection	Location 2 selected. Reason: I prefer the Location 2 plan as it will slow down traffic coming past The Broken Hill Hotel and would also suggest a raised roadway be introduced at Location 3 - again to slow traffic as I find people are still travelling too fast and do not stop for pedestrians at the crosswalk outside the Dutch Trading Company.	

No.	Location/Issue	Submission Comments	Officer's response
34	Loc 1 Vision	Leonard Street is central to the hub of Victoria Park and the logical choice of the three proposed locations.	Noted.
	Preferred Location Selection	Preferred location question was not answered.	
35	Loc 1 Vision	This area already has a lot going on with the lights that intersect Duncan St and Albany Hwy (if you're not familiar with them they can be confusing), this would add further to activity in an already small busy area.	Noted.
	Preferred Location	Location 2 selected. With the Memorial Gardens it will create the impression of larger area being developed. The design concepts suggested will integrate well with the gardens.	
36	Loc 1 Vision	Don't get caught up in the Woolworths complex including parking and vehicle flow. It's about Vic Park and not dependent on Woolies. Stand alone, stand proud.	Noted. Detailed comments and ideas will be further considered at concept design stage for the chosen location, where they fall within the scope of the project.
	Loc 1 Place Principles	I support these design principles regardless of site/location. Don't apply to Woolies site though.	
	Loc 1 Place Possibilities	Support the principles not the location	
	Loc 2 Vision	Support for principles not location	
	Loc 2 Place Principles	Not my preferred location, principles good. Vehicle flow is the challenging outcome. Look at what the whole of Albany Hwy flow through proposed and created. For instance access to Vic Park Albany Hwy from City - it is only Rushton Street! Same off Great Eastern Hwy. You can go to the City out of Vic Park but that's the exit statement! If vehicles don't use Rushton then it is street with lights at post office, but you can't turn right towards City. Pretty obvious front entry statement is Rushton Street from City and Great Eastern. So Rushton is the only real Welcome to Vic Park entry statement site/location if you come at it from a vehicle access point of view.	
	Loc 2 Place Possibilities	Vehicle access and parking at Place (all Place options) is the challenge. Here you are limiting them to create Place. Great. But where do cars go as	

No.	Location/Issue	Submission Comments	Officer's response
		alternative to park? Need whole of Vic Park plan to redirect, relocate parking to then walk to entry Place.	
	Loc 3 Vision	Already has this attraction because of proximity to City and River and 'the bar'. This is the only genuine front of Vic Park from the City end. Can be further developed when car yards go in the future. Upscale entry statement. heaps of parking options in future here. And activity amenities.	
	Loc 3 Place Principles	Need to plan future access to Vic Park from Perth City now as currently only Rushton street from Shepperton Road. Shepperton road is the 'new' Albany Hwy through road to where it merges with Albany Hwy. Consider change name of Albany Hwy through Vic Park to something else (e.g. Victoria Park Drive) and Shepperton Road to Albany Highway!	
	Loc 3 Place Possibilities	Location 3 is the one as Rushton street is the northern and eastern entrance to Vic Park. Car yard future removal creates space for serious revision and development of Vic Park entry statement. This is our 'shopfront' for Vic Park. Allows for future road and parking access in current car yards.	
	Preferred Location	Location 3 selected. Reason: Minor works now are in location for major entry statement and vehicle and parking provision as part of entering Vic Park from the City north and east in the future. Shepperton Road becomes Albany Highway and Albany Hwy through Vic Park becomes Victoria Park Drive!	
37	Loc 1 Vision	Too much of a thoroughfare. Buildings and businesses there don't really support alfresco. Pretty lame option in my opinion.	Noted.
	Loc 2 Vision	Should make better use of the existing gardens.	
	Loc 3 Vision	Already has good restaurants and with our climate the extra alfresco dining would be great.	
	Loc 3 Place Principles	I like this plan the best. I also think it is best for local businesses. Cafes and restaurants hold people and create a vibe.	
	Preferred Location	Location 3 selected. Reason:	

No.	Location/Issue	Submission Comments	Officer's response
		Food and coffee bring people together and hold them there, they are good for local business and employment. Without the good food option/atmosphere the other community items would be lacking.	
38	Loc 1 Vision	It's great to enjoy community together. We get together for various reasons but in doing so can enjoy the same space.	Noted.
	Loc 2 Vision	This is my preferred option but would support all three. Its close enough to the Broken Hill and shopping centre but creates its own new funky space.	
	Loc 2 Place Principles	Lets starting making our own now history. Place history is getting pretty old hat and frankly somewhat boring. We have enough history reminders around the place, which we should keep, but no need for any more. Let's get modern with funky new spaces	
	Loc 2 Place Possibilities	Let's go with this option :)	
	Preferred Location Selection	Location 2 selected. Reason: Please see my comments under this option. Should be no need to write out in full twice.	
39	Loc 1 Place Possibilities	I am interested in how the merging of the bus stops may effect shoppers carrying a lot of shopping from the Centro centre.	Noted. Detailed comments and ideas will be further considered at concept design stage for the chosen location, where they fall within the scope of the project.
	Loc 2 Place Principles	Heritage should be paramount at this intersection. I think this area should be reserved for smaller events and quiet contemplation.	
	Loc 3 Vision	I think that as the gateway to Victoria Park this should be the first point considered.	
	Loc 3 Place Principles	There is already an excellent integration with the street from businesses at this point. It is very difficult to cross Albany Hwy at this intersection. Medium planting and a pedestrian safe crossing point would be very useful. There are more than 80 older people living within 100mtrs of this intersection.	
	Preferred Location	Location 3 selected. Reason: As I said earlier, I think this poses a unique opportunity to send people further up Albany Hwy. I would also like to see it integrate with the cycle paths around the river and with the new pedestrian bridge over the river. I also think that this provides an opportunity to widen footpaths to cater for people	

No.	Location/Issue	Submission Comments	Officer's response
		with difficulty walking and those on mobility scooters. Being close to seniors housing means that there is a higher number of people in this category.	
40	Loc 1 Vision	There is very little communal space for the public realm to enjoy. It is just a road reserve.	Noted. Detailed comments and ideas will be further considered at concept design stage for the chosen location, where they fall within the scope of the project.
	Loc 1 Place Principles	Shop front activation is important but not to lose the main function of this location - it is for vehicles entering Victoria Park and it should be facilitating this otherwise we will end up like Subiaco.	
	Loc 1 Place Possibilities	The location has already a wide footpath and on street car parking. It only has a two way through traffic movement that can become congested. Why would you want to make this even more of a bottleneck? People need short term parking. You cannot expect everyone to drive into a private car park in the shopping centre just to pick up minor convenience goods. A majority of people living west of Albany Highway already walk to the shops. Don't make it even more difficult for vehicles and buses to get through.	
	Loc 2 Vision	The City already owns a public space here. It should be further developed to allow more family friendly location all year round and not just a memorial that is used once a year.	
	Loc 2 Place Principles	There should not be a need to narrow Albany Highway as this operates as a thoroughfare at the northern gateway into Victoria Park. The memorial park should be more flexible in its use throughout the year so more people attend and are educated for its main intent but not be banished for it. The ideas should be supported however, it needs to be much more suited for everyday use. Removing car bays just creates more walking for people to use the park. If the bays are not operational during functions and weekends then that has merit. The multi-purpose use of the memorial park is vital to make any "greening space" peripheral to it to work. Eg., Braithwaite Park in Mount Hawthorn would be something to aspire. It allows functions and families to gather most weekends rather than just being a monument that only is appreciated once a year. But don't just think about an engineering solution.	

No.	Location/Issue	Submission Comments	Officer's response
		That is, raised multi-coloured pavement and meandering patterns, speed bumps and artistic street lamps, grates and bench seats don't equal "place=making".	
	Loc 2 Place Possibilities	Support the idea but would need to see the design and solutions. McMaster Street narrowing has merit but it should still allow for two way traffic.	
	Loc 3 Vision	It is merely an entrance to a car yard suburb more than what is being postulated. The traffic is already slowed down due to the cross walk.	
	Loc 3 Place Principles	As previously stated, the cross walk already creates a slower thoroughfare on Albany Hwy. There is (presumably) very little traffic onto Rushton Street except from the car yard.	
	Loc 3 Place Possibilities	Mackie Street is already narrow, there is no logic to make this even narrower. Albany Hwy section already has ample width for pedestrians. More emphasis should be the treatment of Rushton Street to be more a public square during the weekends.	
	Preferred Location	Location 2 selected. Reason: Being adjacent to an already existing public park provides the City with more flexibility to enhance what happens in the road reserve. But this is not to support further narrowing Albany Hwy to remove car bays and narrowing the two way thoroughfare that it serves.	
41	Loc 1 Vision	Will there be a green/garden outlook and give relaxed feeling.	Noted. CPTED principles, and increased greening and tree canopy will be key considerations for the selected location during concept design stage.
	Loc 1 Place Principles	Should be layout to try and prevent antisocial behaviour and loitering.	
	Loc 1 Place Possibilities	Will it be place where alcohol is drunk? How far away from intersect can you park. Will shopping trolleys litter the area?	
	Preferred Location	Preferred location not selected.	
42	Loc 1 Vision	Concern of antisocial behaviour and residential security. And lack of parking.	Noted
	Loc 2 and 3 Place Principles and Possibilities	Concern of antisocial behaviour and security	

No.	Location/Issue	Submission Comments	Officer's response
43	Loc 1 Vision	This is the best location for a "hub"	Noted.
	Loc 1 Place Possibilities	The piazza sounds amazing, it is a small price to pay! [removal of car bays/two way access]	
	Loc 2 Vision	Not a great location	
	Loc 2 Place Principles	Not a very good hub	
	Preferred Location Selection	Location 1 selected. Reason: Leonard street is most likely to be the most lively location compared to the other two proposals as it is already a hub of activity	
44	Loc 1 Vision	This is outside the shopping centre entrance and really aligns with people needing to be protected in the space, also for the school children who migrate via the shopping centre to the bus stops, but I assume cars will be able to proceed through the area under reduced speed and controls.	Noted.
	Loc 1 Place Principles	As much as possible	
	Loc 2 Place Principles	As there is no ability to turn right from Shepperton road onto Harvey street when heading south, the ability to access this from Albany highway is important to business and vehicle movements.	
	Preferred Location	Location 1 selected. No further comments provided.	
45	Loc 1 Vision	The places would ideally have reasons to stay such as peppered with places for group gathering and kids to play.	Noted.
	Loc 1 Place Principles	Reasons for people to come and stay for a while.	
	Loc 2 Vision	A beautiful green space that is under-utilised and a place to stop if enough facilities for local and business groups.	
	Preferred Location Selection	Location 2 selected. Reason: Possibly the biggest impact to creating more reasons to come to Vic Park for entertainment, meetings, relaxing in a beautiful, interesting and healthier green environment and a place for parents to let the kids have some space and hopefully some things to do.	
46	Loc 1, 2 and 3 Vision	Given that motorists can use Berwick St and Shepperton Road, I believe this part of Albany Highway should be closed entirely to private motor vehicles, with the freed-up street space used to plant shade trees, host al fresco spaces	Noted. However, removal of vehicle through access

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		for cafes and restaurants, cycle racks, and room for musicians to play. Think of beautiful pedestrianised spaces in European cities like Aix-en-Provence or Rome! Safe cycle infrastructure should be installed along the full length of Albany Highway, and yes that may mean removing parking along one side, or making it one-way only for motor vehicles. I have clicked "Neutral" for "Connected" in "Place Principles", because I disagree with the statement about maintaining motor vehicle access. They shouldn't just be slowed: access should be removed.	along Albany Highway is not an objective of the project and would have very significant (potentially adverse) implications for the community and is beyond the scope of this project. Albany Highway remains a key route for vehicles and public transport through Victoria Park, access to/from residential side streets and access/interface for local businesses.
	Loc 1, 2 and 3 Place Principles and Place Possibilities	Go further! Close the road to motor vehicles!	
	Preferred Location	Supported all locations. Reason: I don't mind; they're all within a short cycle of each other. If you close the road to motor vehicles and implement safe cycling infrastructure along Albany Highway then I will definitely bring my family and visit. If not, it doesn't really matter where you put this, it's still too scary to bring small children to and too smelly with all the cars pumping fumes into the air.	
47	Preferred Location	Location 2 selected. Reason: As it incorporates Memorial Gardens and won't impact the traffic to the shopping centre too much.	Noted.
48	Loc 1 Place Possibilities	We already have traffic lights close by for people to cross safely. No need for more pedestrian crossings. Want to attract more people to Victoria Park? Increase parking spaces don't remove.	Noted.
	Preferred Location Selection	Location 3 selected. No further comments provided.	
49	Loc 1 Place Principles	Better still, get rid of motor vehicle access entirely.	Noted. However, removal of vehicle through access along Albany Highway is

No.	Location/Issue	Submission Comments	Officer's response
	Loc 1 Place Possibilities	Better still, get rid of motor vehicle access entirely.	not an objective of the project and would have very significant (potentially adverse) implications for the community and is beyond the scope of this project. Albany Highway remains a key route for vehicles and public transport through Victoria Park, access to/from residential side streets and access/interface for local businesses.
	Loc 2 Place Principles	Better still, get rid of motor vehicle access entirely.	
	Loc 2 Place Possibilities	Better still, get rid of motor vehicle access entirely.	
	Loc 3 Place Principles	Better still, get rid of motor vehicle access entirely.	
	Loc 3 Place Possibilities	Better still, get rid of motor vehicle access entirely.	
	Preferred Location	Preferred location not selected.	
50	Preferred Location Selection	Location 1 selected. Reason: I have a business in location 1.	Noted.
51	Loc 1 Vision	More people, money	Noted.
	Loc 1 Place Principles	More people, more money	
	Preferred Location Selection	Location 1 selected. Reason: This area has the most potential	
52	Loc 1 Vision	This is too busy as it is. It is only a short distance from the very busy Duncan St intersection. There are already a few homeless people who hang about in shop fronts.	Noted.
	Loc 1 Place Possibilities	Many vehicles park here for access to the local restaurants and businesses. Taking away the car bays will ruin the flow. Businesses already struggling!	
	Loc 2 Vision	Good parking nearby, easy access.	
	Preferred Location Selection	Location 2 selected. Reason: The most logical place. Other choices are very busy	

No.	Location/Issue	Submission Comments	Officer's response
53	Loc 1 Place Possibilities	This location is not in need of upgrading	Noted.
	Loc 2 Vision	Where will all these people Park? There already is space to have events but the only issue with the Park is that their aren't any toilets the last event organisers had to pay for them	
	Loc 2 Place Possibilities	Do not change the brickwork around the Park. It's got historical significance. There will be a major public outcry if this wall is altered in any way. Just trim the hedges	
	Loc 3 Place Principles	Footpaths don't need to be expanded further, parking spaces don't need to be removed. A green median strip with trees needs to be put down Albany Hwy to slow the traffic	
	Preferred Location	Location 3 selected. Reason: Because nothing has been done in that area by the Town of Victoria Park and is in desperate need for a median strip to slow the traffic and provide shade.	
54	Loc 1 Place Principles	I don't know what this question is asking, therefore "neutral"	Noted. Detailed comments and ideas will be further considered at concept design stage for the chosen location, where they fall within the scope of the project. Support for multiple locations noted.
	Loc 1 Place Possibilities	It's a steep hill that might be a difficult walk for public transport users with less physical abilities if there are fewer stops. If the bays are replaced with a more parking friendly solution for visitors behind the businesses between Leonard St and McMillan St this could work well. Eg. 2 hour free parking and not designated for particular businesses. Maybe street parking on McMillan too - x hours for free to encourage visitors instead of future ticket inspectors. You don't want to be another Subiaco with oppressive parking fees and no tourists.	
	Loc 2 Vision	This could be a good spot for mobile food stalls, fixed public tables and chairs, maybe with chess boards on the table surface or other board games. Good spot for park benches for respite as you walk up the hill. Could do with trees for shading the afternoon sun. Also, I know this isn't part of it but imagine having all that then doing movies in the park, picnic style for the community? Pop the projector and screen back in the council building after	

No.	Location/Issue	Submission Comments	Officer's response
		for storage. This area is really missing a heartbeat - it feels cold. Suddenly you bring it to life.	
	Loc 2 Place Principles	Turn the Harvey St/Shepparton Road end into a culdesac after the Council building driveway and make the rest of Harvey Street a pedestrian strip. Could have a mini water park feature for kids in summer, stall space for artists or food etc, lots of shaded seating areas for people and would be a good contrast to the formal Memorial Gardens. More of a village vibe that East Vic Park has, which that area doesn't have because it's so solemn. Would also be conducive to a community street party or exhibition area if you include use of the park for more informal events.	
	Loc 3 Vision	Great spot for musicians, buskers and entertainers. Like welcome to Vic Park! Come have a beer and a bite to eat and see what's up the hill. Less residential noise issues at this location. Would be cool to have a retro tram integrated into existing Albany Hwy road as a ride up the hill for visitors and residents that goes all the way to East Vic Park and back. It would be a unique attraction, is practical for transport, interesting as an experience, closes the dreary 'car yard' strip between the suburbs and doesn't affect parking bays. It could literally make the area into a tourist attraction.	
	Loc 3 Place Possibilities	This area is where the adventure begins and people should feel warmly welcomed, so they keep exploring further up Albany Hwy. Elderly residents could do community cookouts or knit bombing workshops, charity events etc that keeps them connected to the broader community and valued for their skills and experience. Useful, aesthetically pleasing space and atmosphere is what's missing here currently.	
	Preferred Location Selection	Location 1 selected. Reason: This is hard. I meant to choose option 2 but can't physically change it on the screen. Anyway, there's already a bit of life and atmosphere around Leonard St, so the other areas need more attention to improve the flow and connectivity of the whole area. Hopefully you'll get the funding to do all of it eventually because that section of Vic Park needs to shed its cold, chopped	

No.	Location/Issue	Submission Comments	Officer's response
		up CBD vibe. Once that's gone it will be a thriving, inviting place to visit with tonnes of personality. It has so much potential. Maybe you could cut costs by doing things like approaching schools or educational facilities to design and create public infrastructure like benches, tables and art installations. You could make it a competition eg. With a focus on renewable materials, energy efficiency, town history, story telling, beauty, innovation etc. There could be prizes, ceremonies or acknowledgements honouring winners or contributors. Getting local schools involved, residents with disabilities, people with life struggles, aged care residents, local artisans - that kind of thing. Then you would have a unique streetscape that's interesting rather than having to put out a tender to some bland, cost cutting company that builds the same boring cookie cutter infrastructure that is impersonal, uninspiring and lifeless in other suburbs. Maybe it could be done with small grants too. Still cheaper than subcontractors and tenders and would involve/include the community instead, so they feel a sense of pride and have a stake in the changes.	
55	Preferred Location	Location 3 selected. Reason: I like the idea of it being a welcoming entrance into Vic Park.	Noted.
56	Loc 1 Vision	This is one of the major intersection for the Vic Park shop pingstrip - any restrictions to vehicle movements (even at the tiniest restrictions) will affect the local businesses which I grew in love with.	Noted. Traffic and car parking will be key considerations during the concept design stage for the chosen location. Support for both Locations 2 and 3 noted.
	Loc 1 Place Possibilities	Parking is already scarce in Vic Park- removal of the limited parking space will impact the local businesses around the area. I agree that we need more public space in Vic Park for community use but I strongly disagree with the location proposed.	
	Loc 2 Vision	I am eager to see this space being developed with respect for integrating the neighbouring Memorial Gardens.	
	Preferred Location	Location 2 selected. Reason:	

No.	Location/Issue	Submission Comments	Officer's response
		Personal preference is both Location 2 and 3 but if I have to choose one location, it will be Location 2. The Memorial Gardens has often been overlooked not only by visitors but also locals.	
57	Loc 1 Place Principles	A number of emerging restaurants have opened in this area, reclaiming road and car park space would make an impact to the businesses as parking spaces would become very limited and congested traffic due to road restrictions.	Noted. Traffic and car parking will be key considerations during the concept design stage for the chosen location. Support for both Location 2 and 3 noted.
	Loc 1 Place Possibilities	There is already a traffic light to aid pedestrian crossing near the intersection, as such it's not necessary to raise the intersection for pedestrian crossing. I have never had issues crossing at the intersection. Also, the existing bus stops at Broken Hill and Victoria Park Centre are evenly spaced. Combining them into one would make it too far apart from other bus stops and making it difficult for those who regularly take public transport. As mentioned, it's becoming a busy area with restaurants coming up around the area. The current parking bays are already fully utilised at peak times. Reducing parking would result in anguished customers unable to find parking to dine in and support local businesses.	
	Loc 2 Place Principles	Integrating the memorial park and with piazza space is a very good idea. It's also a great initiative to promote the heritage and local stories. The plan looks very promising to liven up the area and memorial park, increasing appreciation for the memorial park and local heritage history.	
	Loc 3 Place Possibilities	This is also a good plan to encourage people connectivity, bringing more life to the area. It's a great use of space with an increase of greenery, making it a welcoming area that stands out as an entrance to Victoria Park. It marks the beginning of a vibrant and inviting urban space. I also like the idea that accessibility will be improved, especially for seniors.	
	Preferred Location	Location 2 selected. Reason: Location 2 is currently very quiet with not much going on. As such, it is preferred for development to bring more life to the area.	

No.	Location/Issue	Submission Comments	Officer's response
		If possible, I would also like to see the plan for Location 3 to be developed in the future to revitalise the area further.	
58	Loc 3 Place Principles	I am the owner of a Mackie St property. In principle, support this proposal but am cautious about vehicle access and impact of traffic and surrounds. E.g. increased street parking in front of dwellings.	Noted. Traffic and car parking will be key considerations during the concept design stage for the chosen location.
	Loc 3 Place Possibilities	See previous comment	
	Preferred Location	Location 3 selected. Reason: As a home owner in Mackie St I see this has potential but express caution as the impact of the development. Require a look at an impact statement when available.	
59	Loc 2 Vision	An upgrade of Memorial Gardens is timely. Opening it to Albany Highway and Harvey Street will see it used more by the public. This is not a playground park, it is more for contemplation and formality; but it needs to be used more.	Noted. Detailed comments and ideas can be used should Location 2 proceed to concept design stage or if it is considered as part of a later project that potentially includes Memorial Gardens.
	Loc 2 Place Possibilities	Redesign of the brick walls to be sympathetic to the current design - soft landscape elements can be changed to allow better views and access into the park - more Albany Hwy side. I can envision the Harvey St walls becoming a combo of seating/retaining & steps with tree wells, thus integrating shade trees & greenery - becoming in essence a second amphitheatre.	
	Preferred Location Selection	Location 2 selected. Reason: Love the proposal to make better use of Memorial Gardens, our hidden gem of a park. The full/part closure of Harvey Street adds to the appeal of this project.	
60	Loc 3 Vision	I have lived in Mackie Street for 26 years. I believe this is the ideal location and strongly support the vision.	Noted.
	Loc 3 Place Possibilities	Strongly supported	
	Preferred Location	Location 3 selected. Reason: I believe it is the best option and will activate this area, provide traffic control and pedestrian friendly for elderly residents.	
61	Loc 1 Vision	The west end of Albany Highway needs to be reinvigorated.	Noted.
	Preferred Location	Location 1 selected. No further comments provided.	

No.	Location/Issue	Submission Comments	Officer's response
62	Loc 1 Vision	I think this needs to be combined with a plan to manage vehicle, bike, and pedestrian traffic. This whole area is at the verge of getting too dangerous. The current 40 kmph speed limit is great, but with more people might not be enough. How about a fully pedestrian/cycle district?	Noted. Detailed comments and ideas will be further considered at concept design stage for the chosen location, where they fall within the scope of the project.
	Loc 1 Place Principles	Connectivity is very important. But why do we need through-going traffic at all? Malls in city centres are hugely popular. At the very least, close the road on weekends to allow stores to set up outdoor dining. I've lived in the Netherlands and Germany for a total of eight years and such regions there do very well.	
	Loc 1 Place Possibilities	Great initiatives! Perhaps also work with Transperth to find out where people come from who shop there, and how to get new bus routes to support this? Or what about free busses on a weekend? This way nobody will miss the lack of cars.	
	Loc 2 Vision	Sounds nice. Who will organise community events?	
	Loc 2 Place Principles	Greening is very attractive for community events, especially in summer when shade is at a premium.	
	Loc 2 Place Possibilities	The more space reserved for pedestrians the better and more attractive this will be.	
	Loc 3 Vision	Very good idea, the "entrance" is currently a bit dodgy :-) Thanks btw for all the work people have put into this!	
	Loc 3 Place Possibilities	Be careful with median strips, they prevent cars from overtaking cyclists and can lead to dangerous behaviour due to impatience.	
	Preferred Location Selection	Location 2 selected. Reason: It's closer to existing venues and very often pedestrians cross the road there, i.e. there are clearly already people who spend a lot of time in the vicinity of the road.	
63	Loc 1 Vision	There could also be an element of sustainability/reconnecting with environment.	Noted.
	Loc 1 Place Possibilities	If there's greater value of a one-way, then would support. Ie more value to community in place of inconvenience.	

No.	Location/Issue	Submission Comments	Officer's response
	Preferred Location	Location 1 selected. Reason: Pros and cons for all locations. Generally supportive of all. Leonard Street could be a good option to start bridging the gap between the busier East Vic Park area and Vic Park. Where car yards are in between - represents a lost opportunity.	
64	Loc 1 Vision	This area of Victoria Park has been popular with local residents for a very long time. I first lived in the area in 1967 and I note that commercial buildings e.g., Post Office and Commonwealth Bank continue to offer essential services to the community.	Noted.
	Loc 1 Place Principles	I support facilities that encourage use by all generations.	
	Loc 1 Place Possibilities	Support the ideas to make the area more attractive for all generations of family to use. E.g. more greenery.	
	Loc 2 Place Possibilities	My support is for the Leonard Street improvements.	
	Loc 3 Place Possibilities	My preference is for the Leonard Street transformations.	
	Preferred Location	Location 1 selected. Reason: This area of Victoria Park has been sadly neglected for far too long. It should be developed to make it a safe area that can be visited and enjoyed by all generations.	
65	Preferred Location	Location 3 selected. Reason: This area is the gateway to Vic Park from the City and re vamp of this area would create a great first impression. This area has come alive recently with many new businesses opening which has seen an increase in the number of people visiting this area, therefore an upgrade in Location 3 would definitely be used and appreciated by the local community.	Noted.
66	Loc 2 Vision	Why here and not in East Vic Park. Is it because it is near the Council offices?	Noted. The proximity of Location 2 to Council's administration building was not a consideration in its selection as one of the shortlisted locations.
	Preferred Location	Location 1 selected. No further comments provided.	

No.	Location/Issue	Submission Comments	Officer's response
67	Loc 1 Vision	Given that motorists can use Berwick St and Shepperton Road, I believe this part of Albany Highway should be closed entirely to private motor vehicles, with the freed-up street space used to plant shade trees, host al fresco spaces for cafes and restaurants, cycle racks, and room for musicians to play.	Noted. The expansion of the cycle is network is beyond the scope of the current project, although has been noted. Improved cycle lane connections from the Causeway to Albany Highway (up to Location 3) are planned as part of a separate Town project.
	Loc 1 Place Principles	Safe cycle infrastructure should be installed along the full length of Albany Highway, and yes that may mean removing parking along one side, or making it one-way only for motor vehicles	
	Loc 3 Vision	Safe cycle infrastructure to connect to the South Perth foreshore and causeway bridges and cycleways.	
	Preferred Location	Location 2 selected. Reason: More prominent location and would be a suitable expansion into the Memorial Gardens	
68	Loc 3 Vision	You can see this location as perfect in that is near the Primary school and bus interchange	Noted.
	Preferred Location	Location 3 selected. No further comments provided.	
69	Loc 1 Place Principles	Every time I go to this area, I get asked for money or cigarettes by the same people who linger here. I would love for the area to be more cosmopolitan with some street seating at cafes, but the beggars make this option unattractive.	Noted.
	Loc 2 Place Principles	Not really a place I would visit with a funeral director's on one corner, but I agree that the corner could benefit with a facelift.	
	Loc 3 Vision	Businesses in this area are already proactive in welcoming people into this area. We should support them.	
	Loc 3 Place Possibilities	People still go over the 40km/h limit in this area. Sometimes a case of cross at your own peril at the pedestrian crossing on Albany Hwy adjacent to Rushton St.	
	Preferred Location	Location 3 selected. Reason: People coming in to the area to look at cars, for example, will feel invited by these spaces to stay & bring their custom to the cafes & shops in the area.	

No.	Location/Issue	Submission Comments	Officer's response
70	Loc 1 Place Principles	Leonard St is the perfect location to reduce through traffic on Leonard St and enhance aspects of the currently dull shopping centre.	Noted. Traffic safety, and potential impacts down/upstream of the selected location will be key considerations during the concept design stage. Slowing down traffic and improving pedestrian amenity and accessibility does not necessarily correlate to reduced traffic numbers or foot traffic to local businesses and may have the opposite impact by enticing pedestrians to Albany Highway to enjoy improvements to its amenity and comfort.
	Loc 1 Place Possibilities	By ceasing left turn at Leonard St this would have a flow on effect of improving traffic management at the lights near the post office / comm bank intersection. Tidying up the car park and lane on Leonard St is an absolute MUST as part of this project.	
	Loc 2 Vision	East Vic Park may be better suited for this idea for the local area.	
	Loc 3 Vision	This location may actually work as deterrent for traffic entering Albany Hwy, therefore having a very negative flow on effect for the businesses further up Albany Hwy in Vic Park. Think....when traffic was reduced for extended periods due to Water Corp works, very sad times for businesses further up Albany Hwy.	
	Preferred Location	Location 1 selected. Reason: It will become a destination, and would best suit traffic flow. The other locations could deter people coming along Albany Hwy in Vic Park, being detrimental to businesses up Albany Hwy	

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25 November 2020

Mr Anthony Vuleta
CEO
Town of Victoria Park
99 Shepparton Road
Victoria Park WA 6100

Dear Mr Vuleta,

RE: PROBITY CERTIFICATE – TOWN OF VICTORIA PARK – TREE MAINTENANCE AND ASSOCIATED SERVICES – TVP/20/06

1. Introduction

This report details our opinion regarding the probity of the processes undertaken in the development of the Request for Tender (RFT) documentation, the management of the proposal preparation phase and the conduct of the evaluation process for the above RFT.

This report outlines the involvement of Stantons International (SI) in the process and our opinion that this has been a thorough process that has complied fully with appropriate probity requirements.

2. Involvement of Stantons International

On this occasion, the Town of Victoria Park (the Town) engaged SI as the probity advisors to the process after the RFT had been released to the marketplace, but prior to the industry briefing and closing of tenders. We have provided probity support from the point of our engagement through to recommendation of the Preferred Tenderers. As such, we have been involved throughout the full evaluation process and have been able to make a progressive contribution to the conduct of the process and the review of probity issues relating to the evaluation of submissions once received. However, our scope has been limited to matters from the point in time of our engagement onwards and thus does not include any consideration of any probity risks associated with the procurement planning stage of the process or the development of the RFT document, including whether the established requirements within the Request complied with relevant Town procurement policies or applicable legislative requirements.

3. Purpose and Scope

The purpose of this review was to ensure that the evaluation process was administered fairly and impartially to all parties and was consistent with the process contract implied in the RFT document, relevant legislation and Town policies.

4. Summary and Evaluation Methodology

In summary, this procurement was structured as a single-stage, open tender process, consisting of the release of a RFT publicly to allow any interested party to participate.

After the receipt of submissions from the Tenderers, an evaluation process was carried out by an Evaluation Panel in conformity with the Evaluation Plan that was developed for the RFT. The evaluation process involved individual assessment and scoring of the responses, followed by a consensus process and group assessment to identify the Preferred Respondent for

Liability limited by a scheme approved
under Professional Standards Legislation

Member of Russell Bedford International

recommendation for each Separable Portion. SI was present at all critical points during the process and observed the process as being conducted in an unbiased manner that was fair to the Tenderers at all times.

5. Notable Events

During our review no significant issues were identified that would be likely to have an impact on the outcome of the process from a probity perspective. The process was conducted in a professional and well managed manner at all times.

6. Recommendations

No specific recommendations are made to improve the probity of future evaluations such as this.

7. Deviations from Agreed Procedures

As noted in the Evaluation Report, during the Evaluation process, a decision was made to discard the Annual Usage Assumptions (AUAs) to be applied to the Tenderers pricing schedules that were established in the Evaluation Plan, and to develop alternate assumptions.

SI supported this decision given that upon application, the pre-established AUAs appeared to materially underestimate the actual usage over the contract life and were not reflective of a supportable and accurate basis for estimating the likely contract costs of the Tender offers received.

SI oversaw the process to revise the AUAs and is confident that this process was undertaken with a sufficient level of objectivity and independence. We are confident the changes were not made in order to contrive a particular outcome.

8. Conclusion

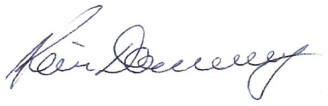
We are satisfied in relation to the following:

- The Evaluation Panel applied all relevant Local Government and Town supply policies and complied with all relevant probity requirements during the evaluation process.
- It is our opinion that the evaluation process was free from bias and inequity.
- Documentation supporting the evaluation process provides sufficient evidence for third party review and accurately describes the process undertaken.
- The process was conducted fairly and equitably.

It is our opinion that the process was fair and equitable and in accordance with the requirements of the RFT document and the supporting Evaluation Plan, subject to the observation noted in Section 7. Should you wish to discuss any matters raised in this report, please contact the undersigned.

Given this was the first time we have engaged with the Town in providing a full-scope probity advisory task, and the application of external probity oversight added some layers of additional governance that may not be business-as-usual for the Town's representatives, we would also like to acknowledge the efforts of the Town's representatives in providing their support for this evaluation process.

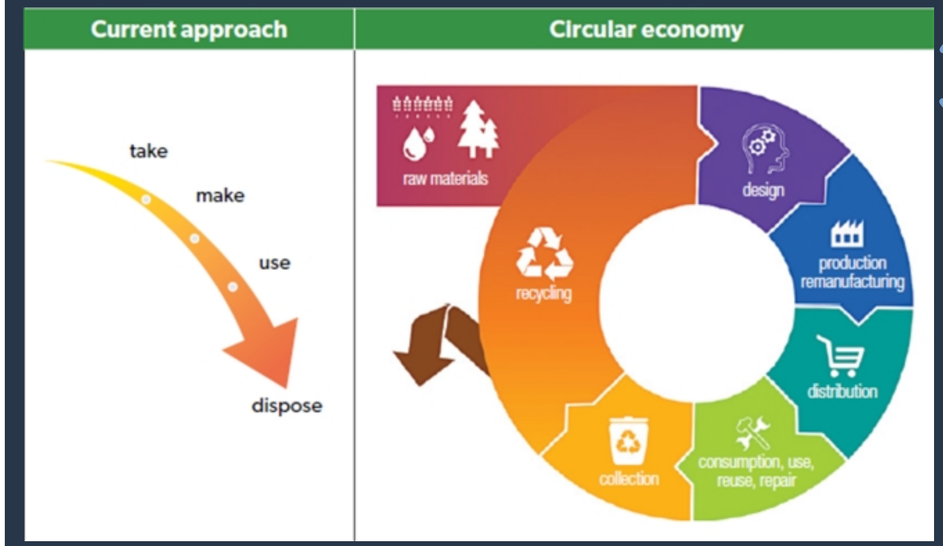
Yours faithfully



Kevin Donnelly
Principal, Probity & Procurement

Food Organics & Garden Organics (FOGO) Collection System

Dec 2020 OCM





Why am I here?

- Council Resolution – Waste Options by December to OCM
- State Govt push for FOGO system by 2025
- Mindarie Regional Council (MRC) – Resource Recovery Facility (RRF) – will reach end of life one day
- Subsequent proposed Strategic Waste Function

- *So… this decision is a big change to the way we do business and will have large initial costs associated and potentially large reputational risks!!!*





Current situation

- 1 x general waste wheelie bin
- 1 x recycling bin
- 2 rounds of green verge collections
- 2 rounds of bulk verge collections







Basic Options for organics collection system

Before 2025

- GO? or FOGO?
- Or GO *then* FOGO?



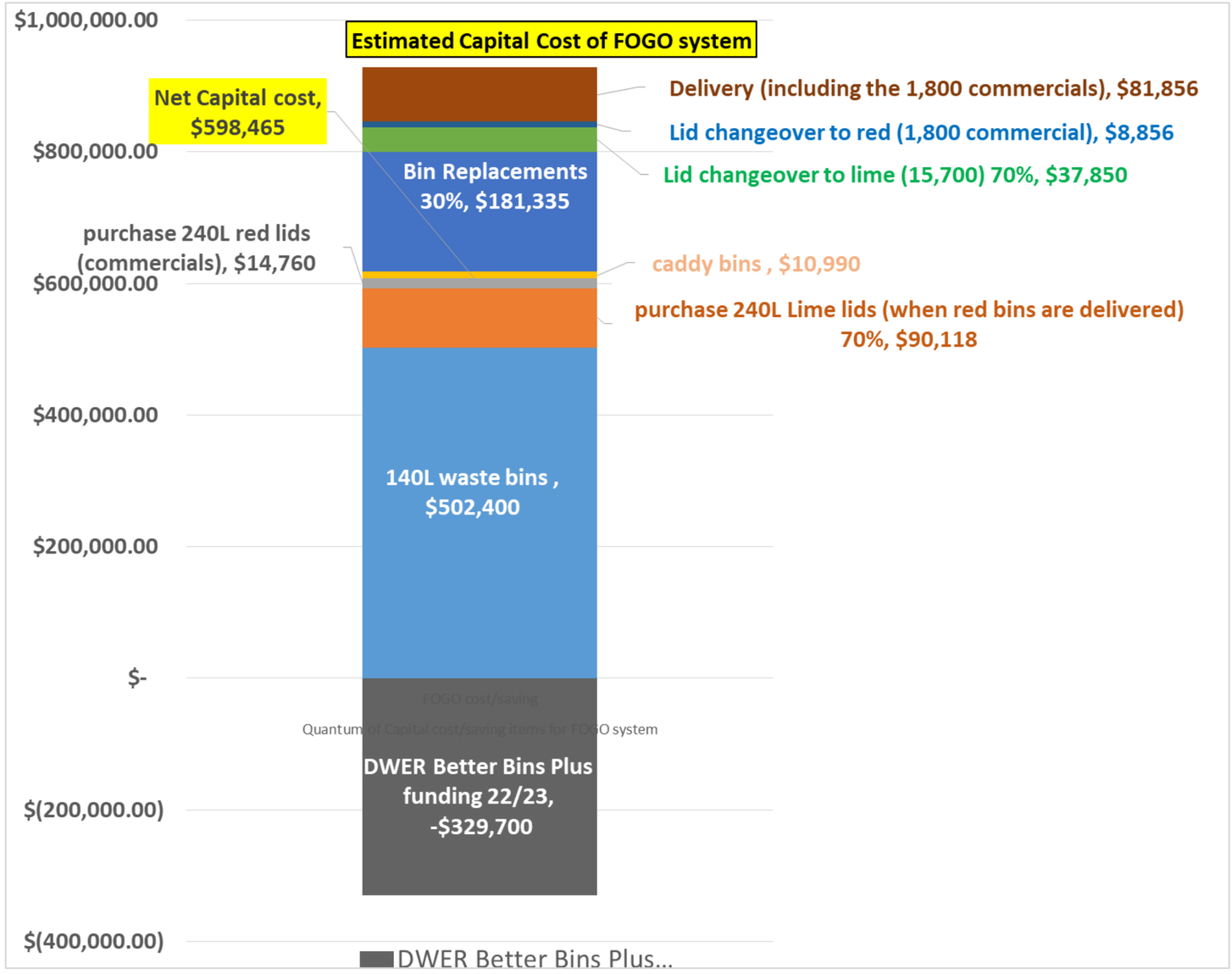
2025 onwards

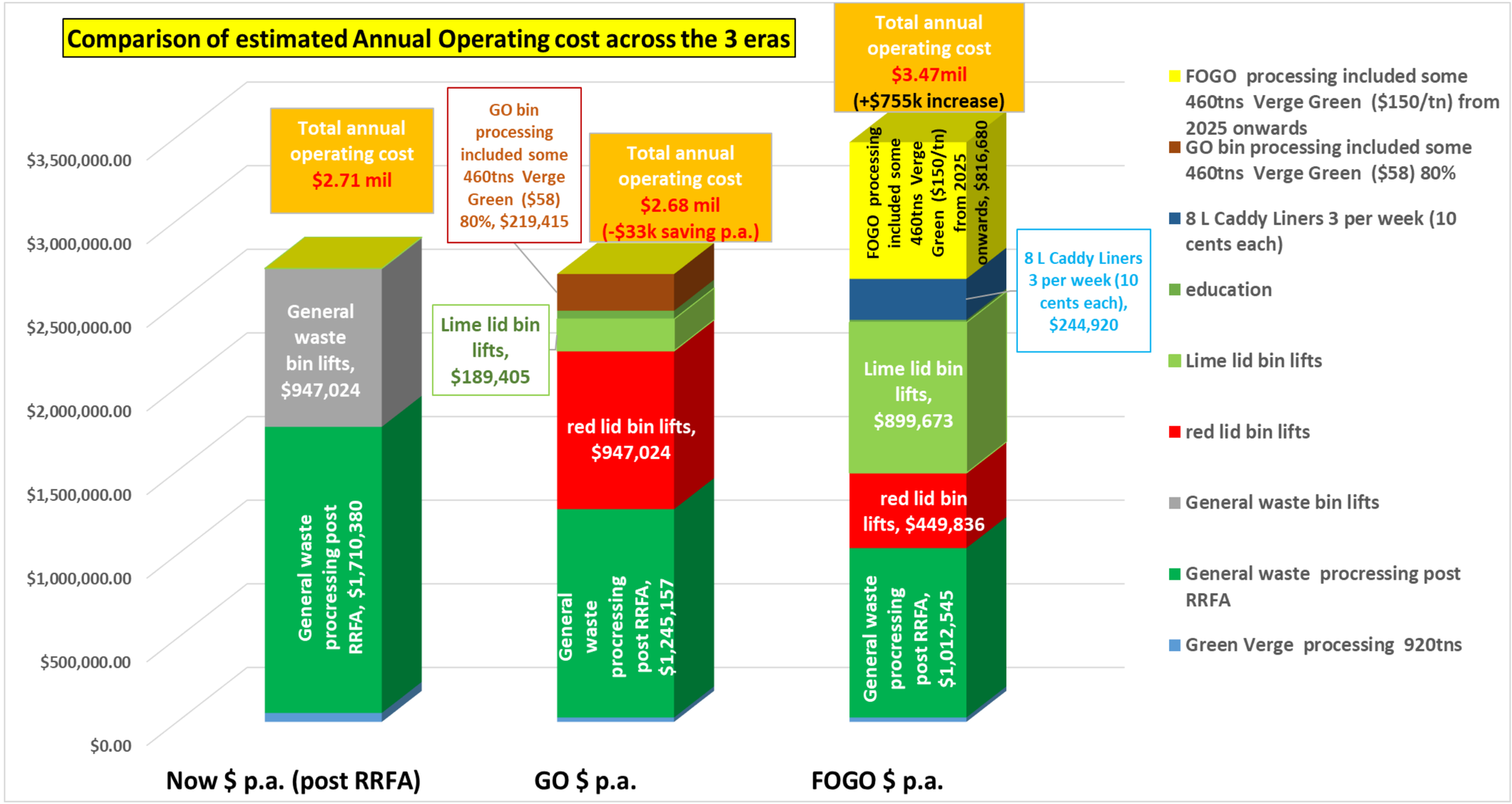
- 1 x general waste red lid bin-fortnightly
- 1 x recycling bin- fortnightly
- 1 x FOGO bin -weekly
- 2 x green verge collections
- 2 x bulk verge collections

Potential Savings
(aka – how do we pay for all this stuff?)

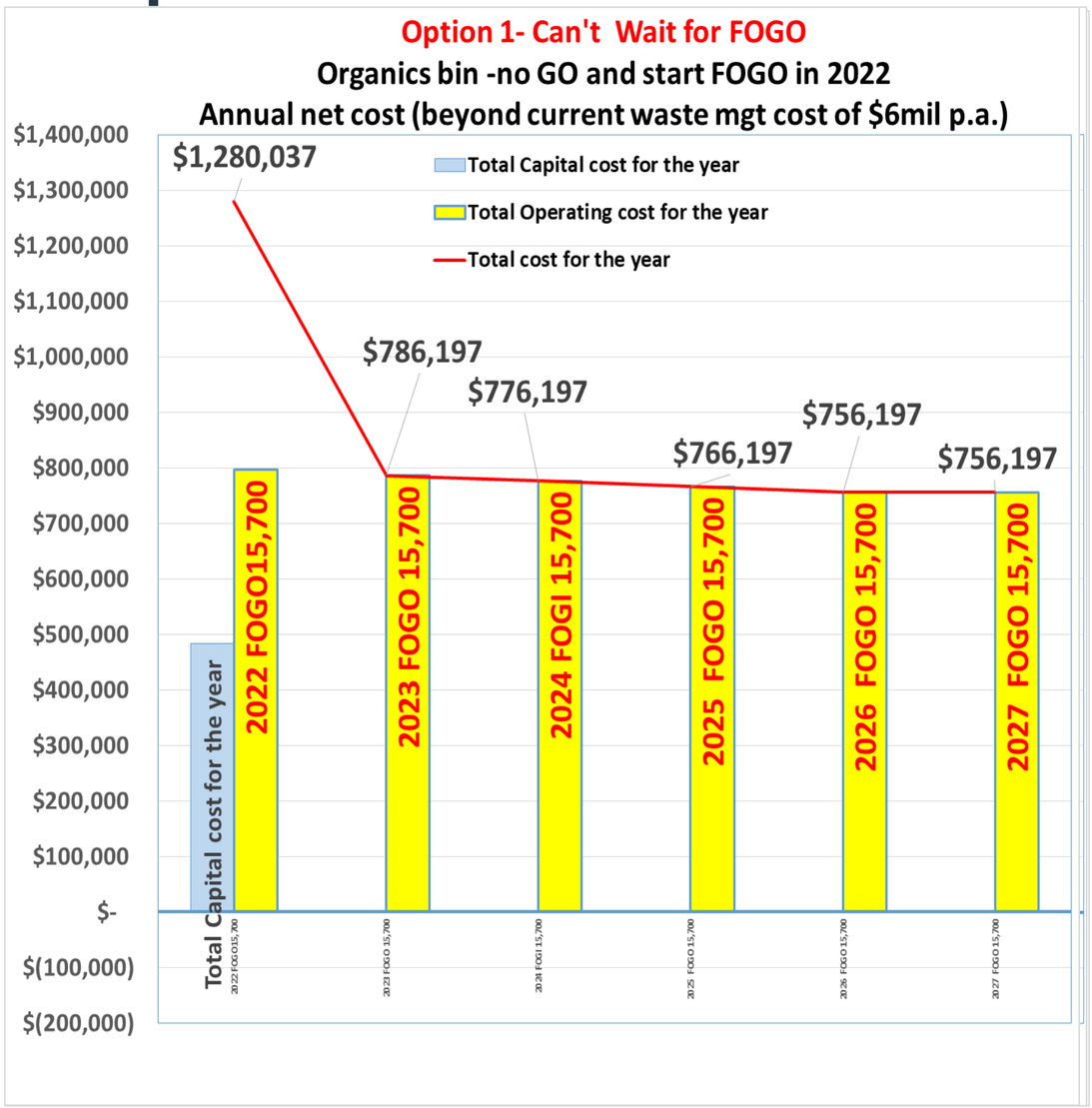
- MRC Education team restructure= $60k saving for the Town
- Post RRF gate fee = ~$800k saving
- MRC and Tamala Park assets = ???




$1,000,000.00
$800,000.00
$600,000.00
$400,000.00
$200,000.00
$-
$(200,000.00)
$(400,000.00)
Estimated Capital Cost of FOGO system
Net Capital cost, $598,465
Delivery (including the 1,800 commercials), $81,856
Lid changeover to red (1,800 commercial), $8,856
Lid changeover to lime (15,700) 70%, $37,850
Bin Replacements 30%, $181,335
purchase 240L red lids (commercials), $14,760
caddy bins , $10,990
purchase 240L Lime lids (when red bins are delivered) 70%, $90,118
140L waste bins , $502,400
FOGO cost/saving
Quantum of Capital cost/saving items for FOGO system
DWER Better Bins Plus funding 22/23, -$329,700
DWER Better Bins Plus...


Comparison of estimated Annual Operating cost across the 3 eras
$3,500,000.00
$3,000,000.00
$2,500,000.00
$2,000,000.00
$1,500,000.00
$1,000,000.00
$500,000.00
$0.00
Total annual operating cost $2.71 mil
General waste bin lifts, $947,024
General waste processing post RRFA, $1,710,380
GO bin processing included some 460tns Verge Green ($58) 80%, $219,415
Lime lid bin lifts, $189,405
Total annual operating cost $2.68 mil (-$33k saving p.a.)
red lid bin lifts, $947,024
General waste processing post RRFA, $1,245,157
Total annual operating cost $3.47mil (+$755k increase)
FOGO processing included some 460tns Verge Green ($150/tn) from 2025 onwards, $816,680
8 L Caddy Liners 3 per week (10 cents each), $244,920
Lime lid bin lifts, $899,673
red lid bin lifts, $449,836
General waste processing post RRFA, $1,012,545
Now $ p.a. (post RRFA)
GO $ p.a.
FOGO $ p.a.
FOGO processing included some 460tns Verge Green ($150/tn) from 2025 onwards
GO bin processing included some 460tns Verge Green ($58) 80%
8 L Caddy Liners 3 per week (10 cents each)
education
Lime lid bin lifts
red lid bin lifts
General waste bin lifts
General waste processing post RRFA
Green Verge processing 920tns

Option 1- FOGO fast!

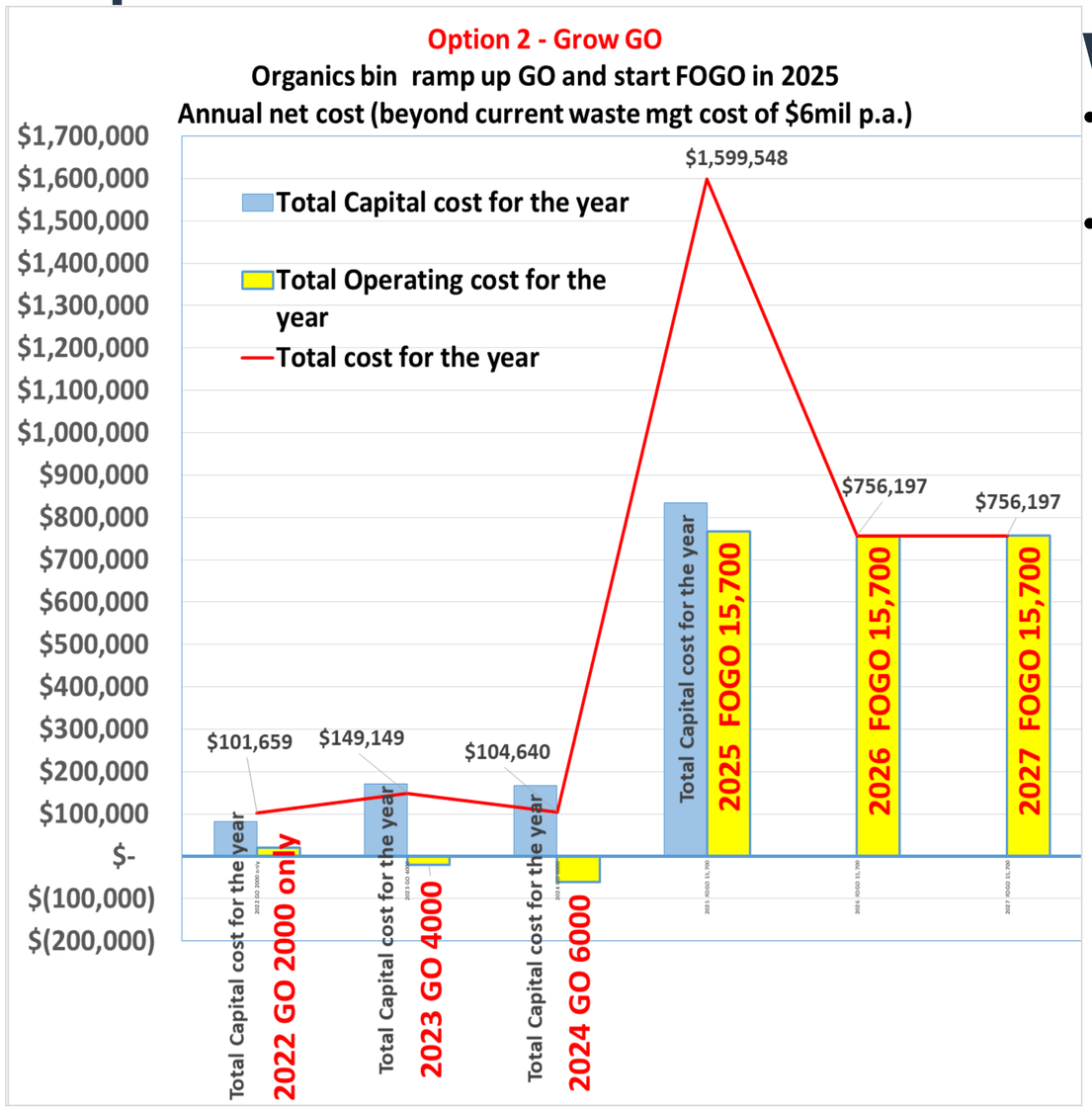


What?

- **Full roll out 3 bin FOGO system to all 15,700 residential properties in 2022.**

Pros	Cons
• State Government SUPER Happy	• SUPER Costly $$$$$$$$$$$
• Simplest Education program	• No viable metro processing plant
• Simplest to roll out	• No real market

Option 2– Slow GO *then* FOGO

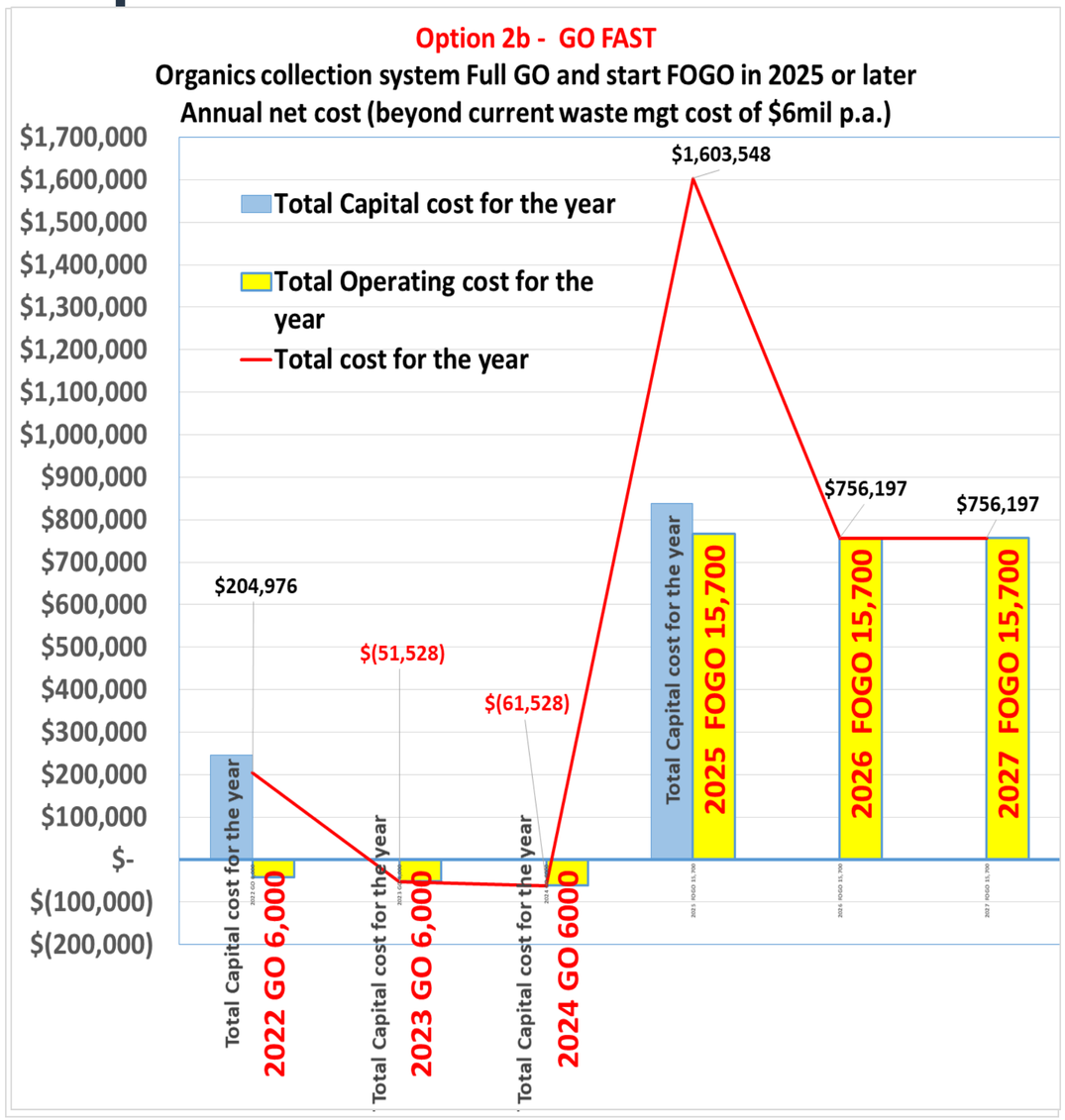


What?

- **Gradually increase GO bins from 2022 at 2,000 bins per year till 2024.**
- **FOGO for all 15,700 residentials in 2025 (or the new State Government dateline).**

Pros	Cons
• Relatively low cost $	• Some re-education to switch from GO to FOGO
• Environmentally responsible	• Reputation
• Responsible finances	• Potential complaints of unfair treatment

Option 2b–GO Fast *then* FOGO

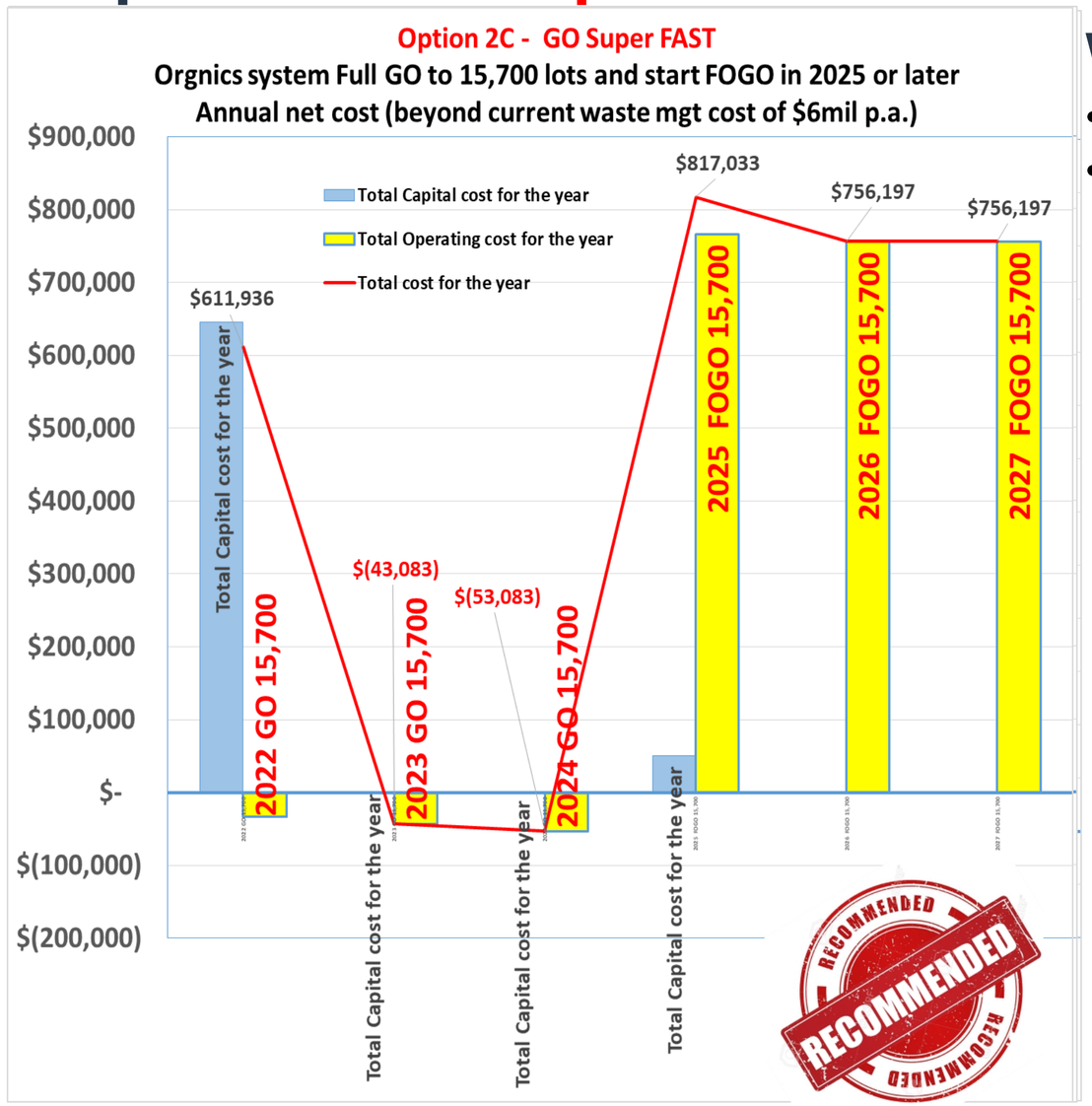


What?

- **Roll out all 6,000 GO bins in 2022**
- **FOGO for all 15,700 residentials in 2025 (or the new State Government dateline).**

Pros	Cons
• Low cost $	• Some re-education to switch from GO to FOGO
• Environmentally responsible	• Reputation
• Responsible finances	• Potential complaints of unfair treatment

Option 2C –GO Super Fast *then* FOGO

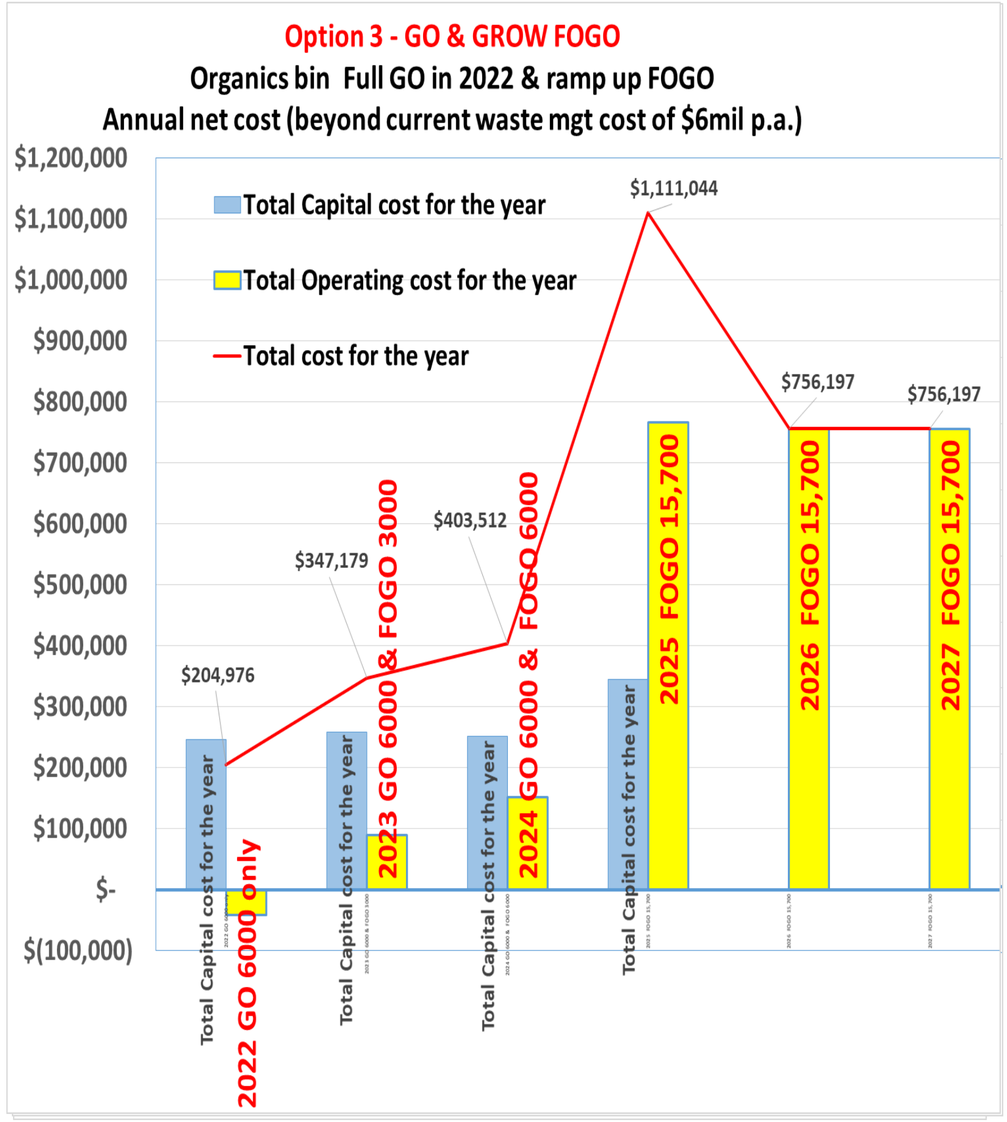


What?

- **Roll out all 15,700 GO bins in 2022**
- **Switch to FOGO for all 15,700 residentials in 2025 (or the new State Government dateline).**

Pros	Cons
• Low cost $	• Some re-education to switch from GO to FOGO
• Environmentally responsible	• Reputation
• Responsible finances	
• Fair & Equitible	

Option 3- GO fast and Grow FOGO

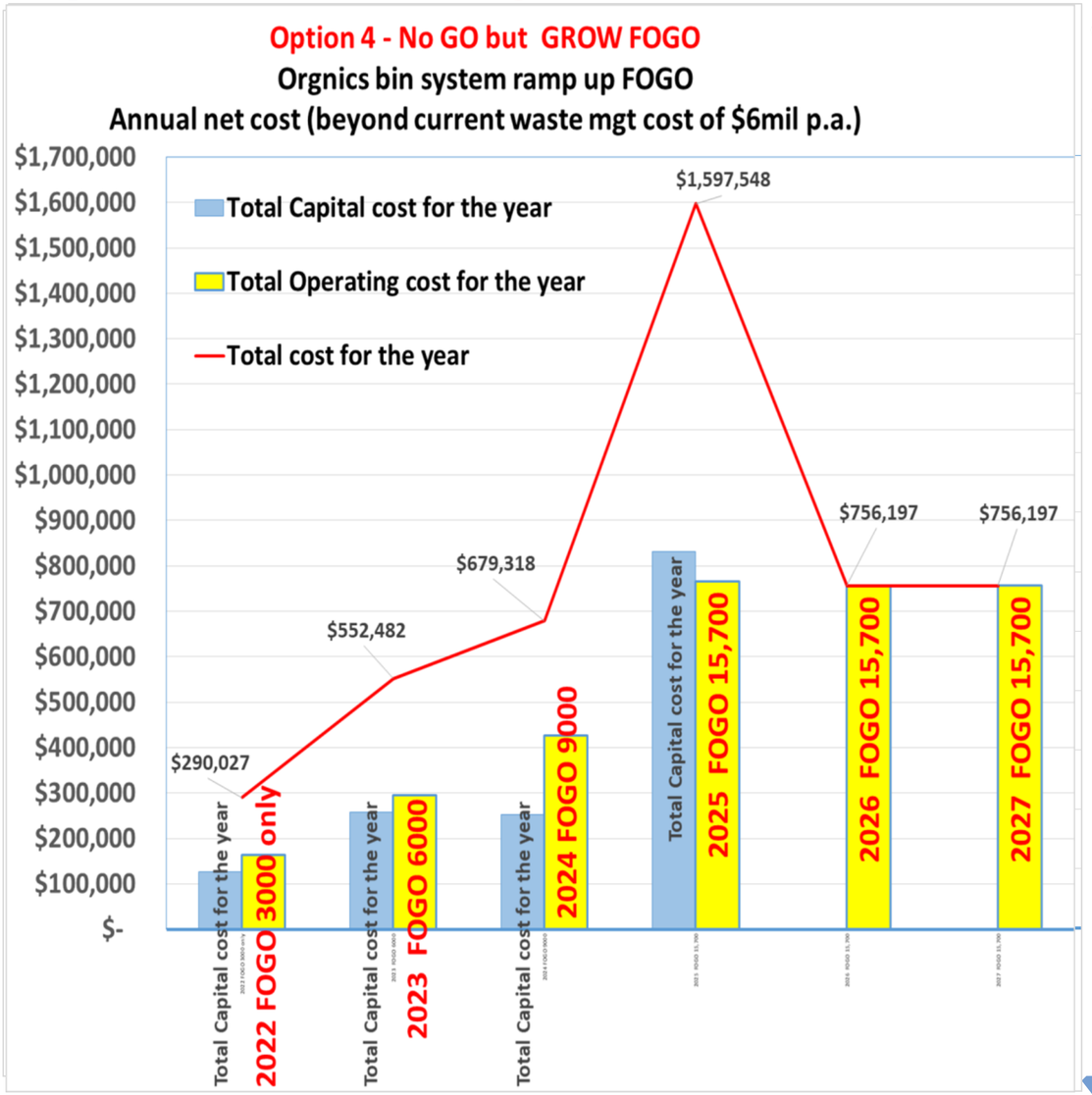


What?

- **Full roll out of GO bins in 2022 and**
- **Gradually increase FOGO bins from 2022 till 2025 (or the new State Government dateline).**

Pros	Cons
• EM Reputation	• Medium to high cost $$
• Environmentally responsible	• No viable processing plant
	• No real market
	• Some confusion for residents
	• Complaint of unfair treatment

Option 4- NO GO just slow FOGO



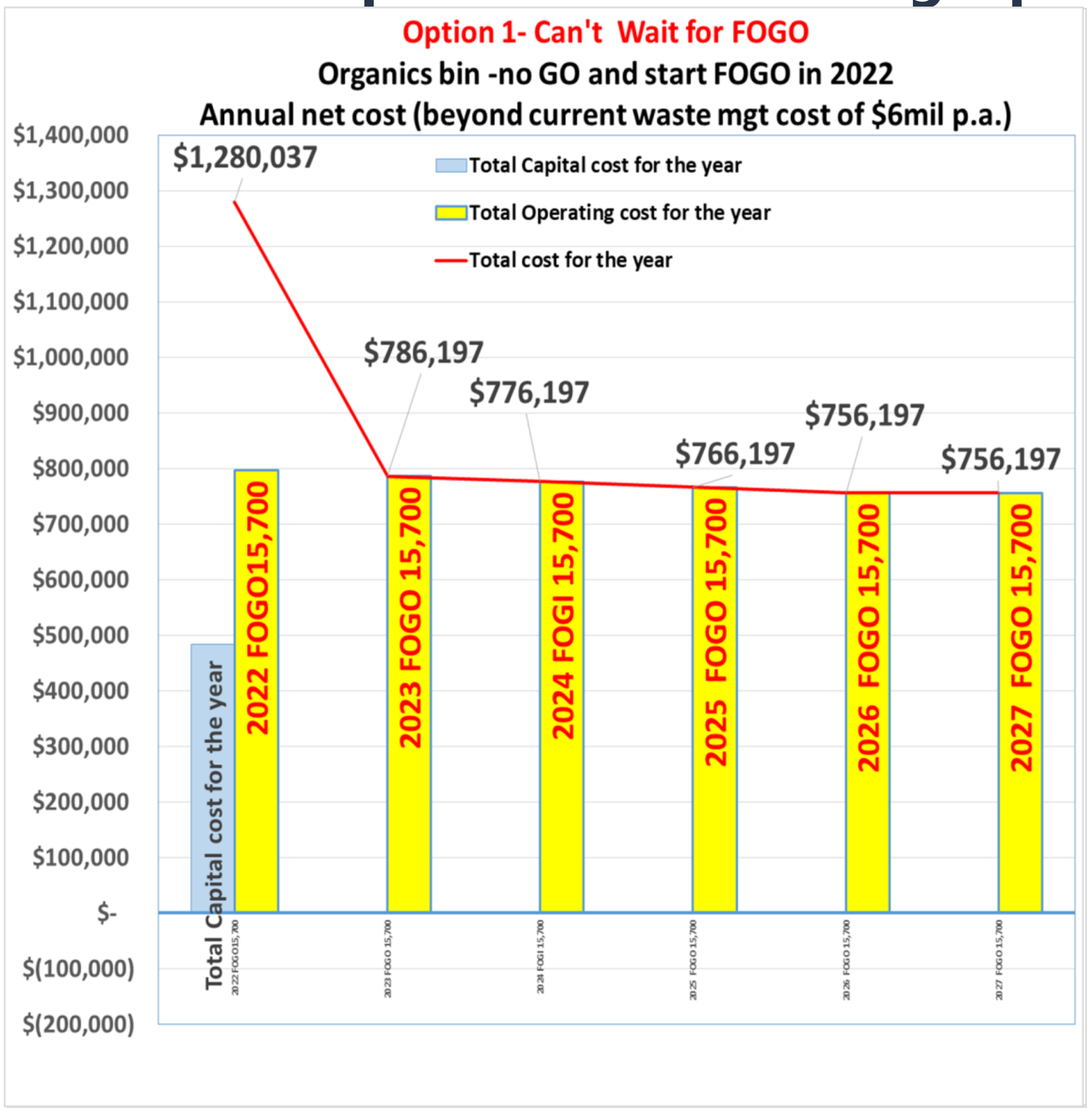
What?

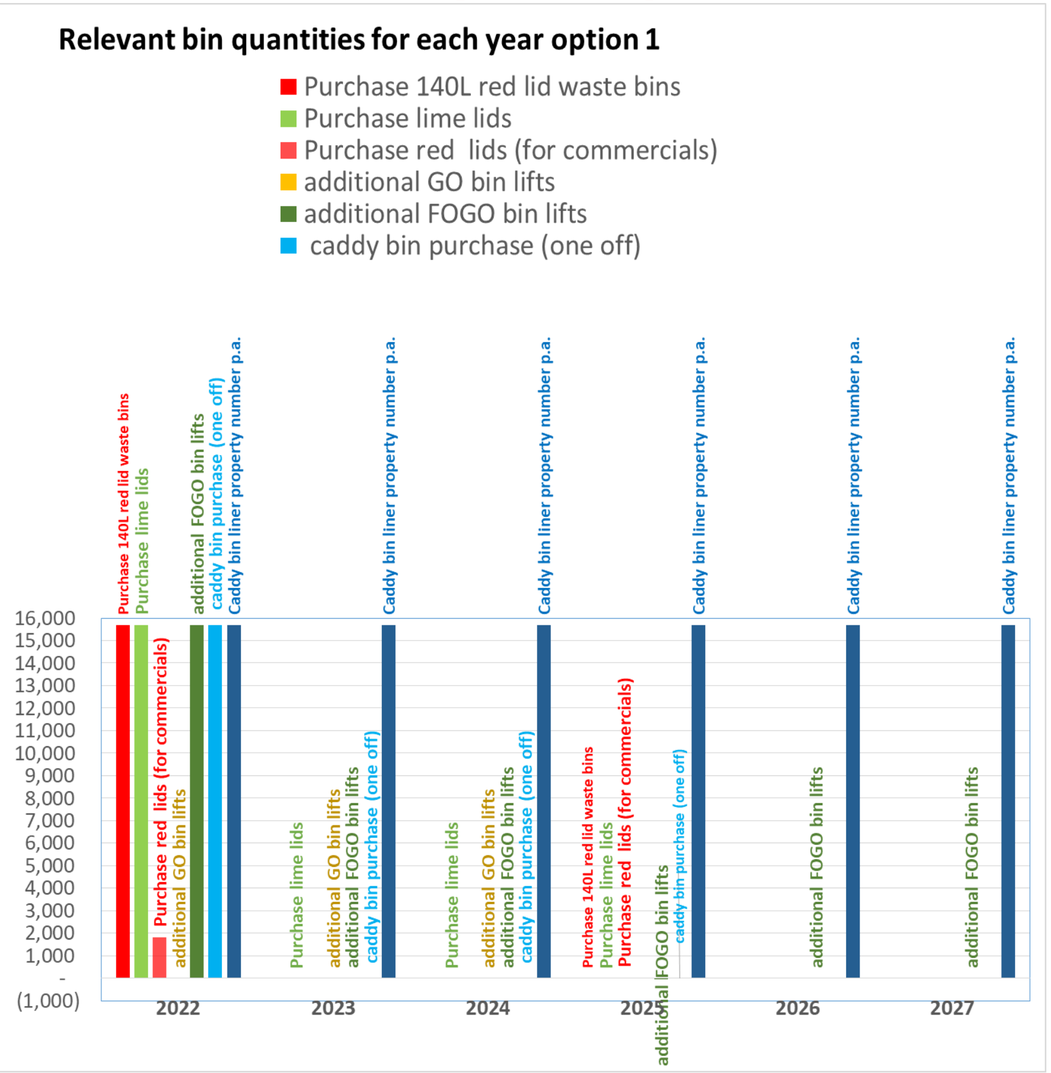
- **Gradually increase FOGO bins from 2022 till 2025 (or the new State Government dateline).**

Pros	Cons
• State Government Happy	• High cost $$$$
• EM reputation	• No viable processing plant
• Environmentally responsible	• No real market

Additional Details if required

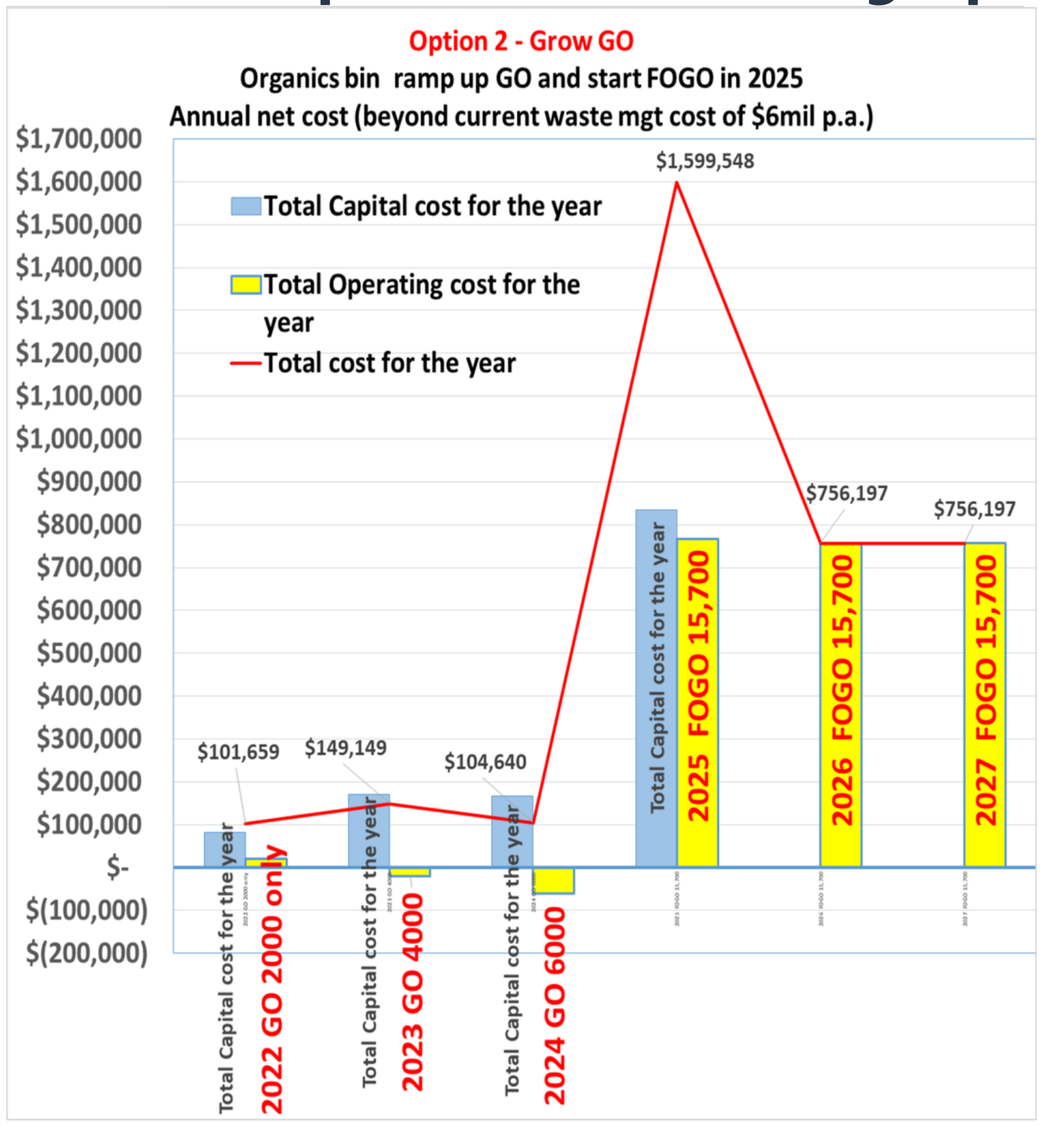
Annual expenditure modelling Option 1- FOGO fast (no GO)

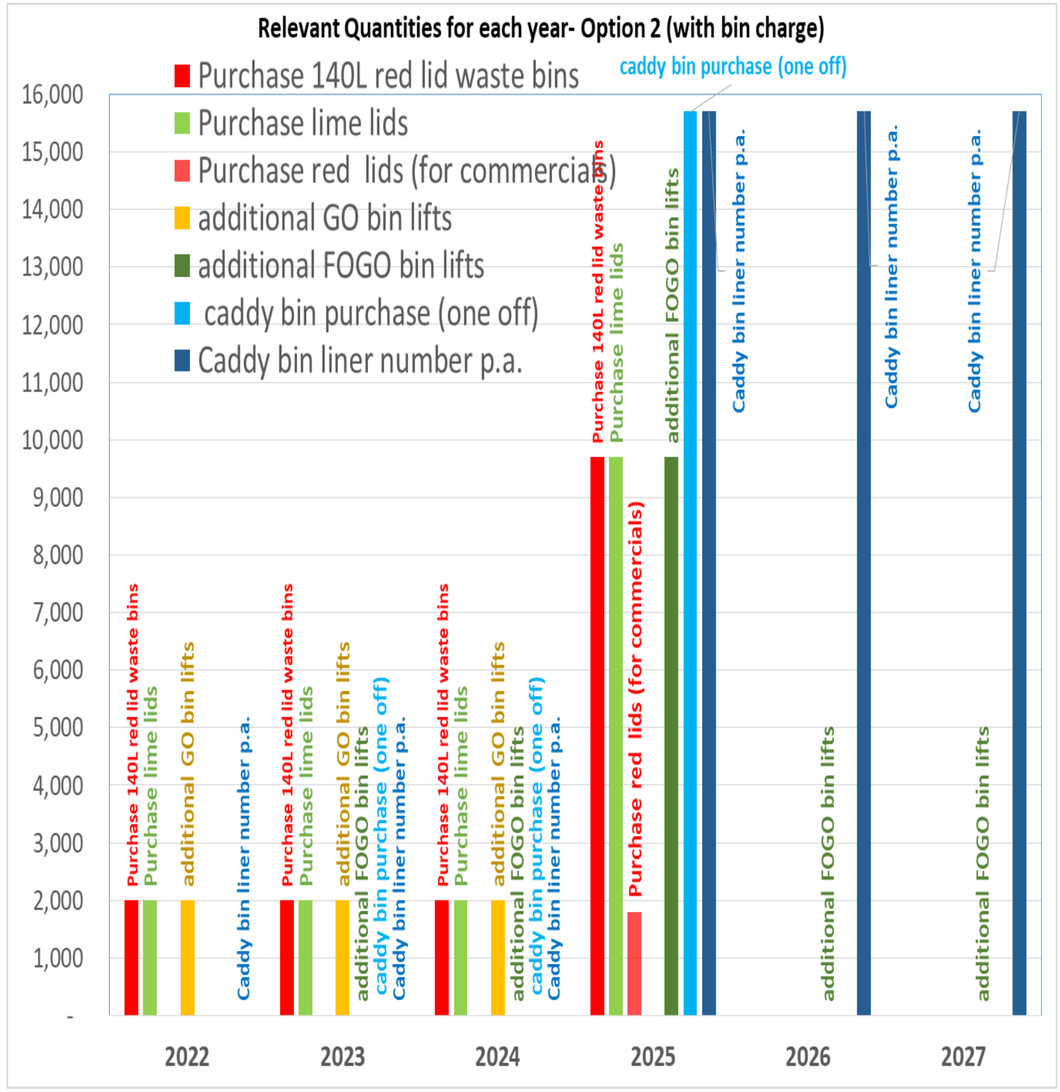




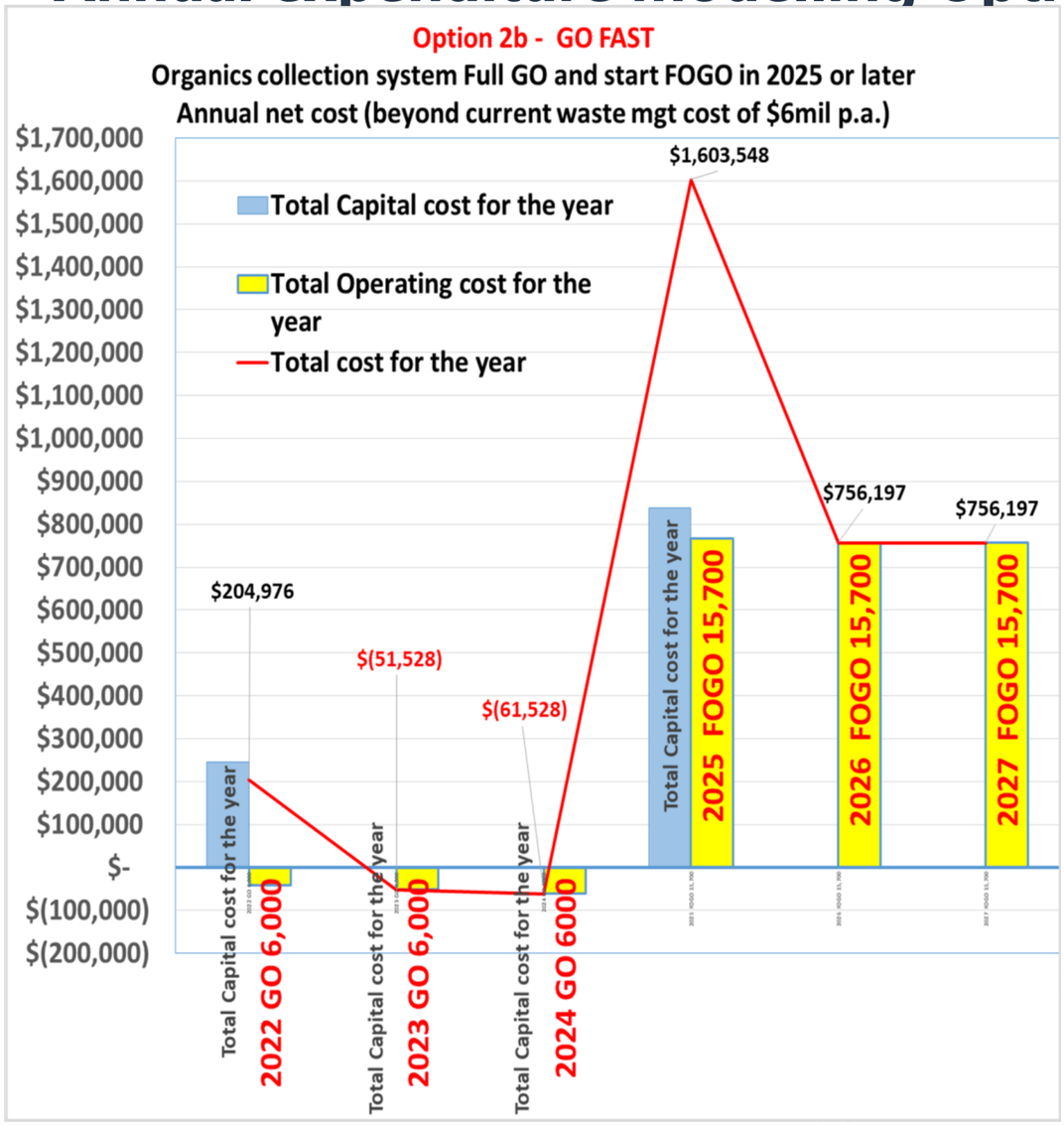
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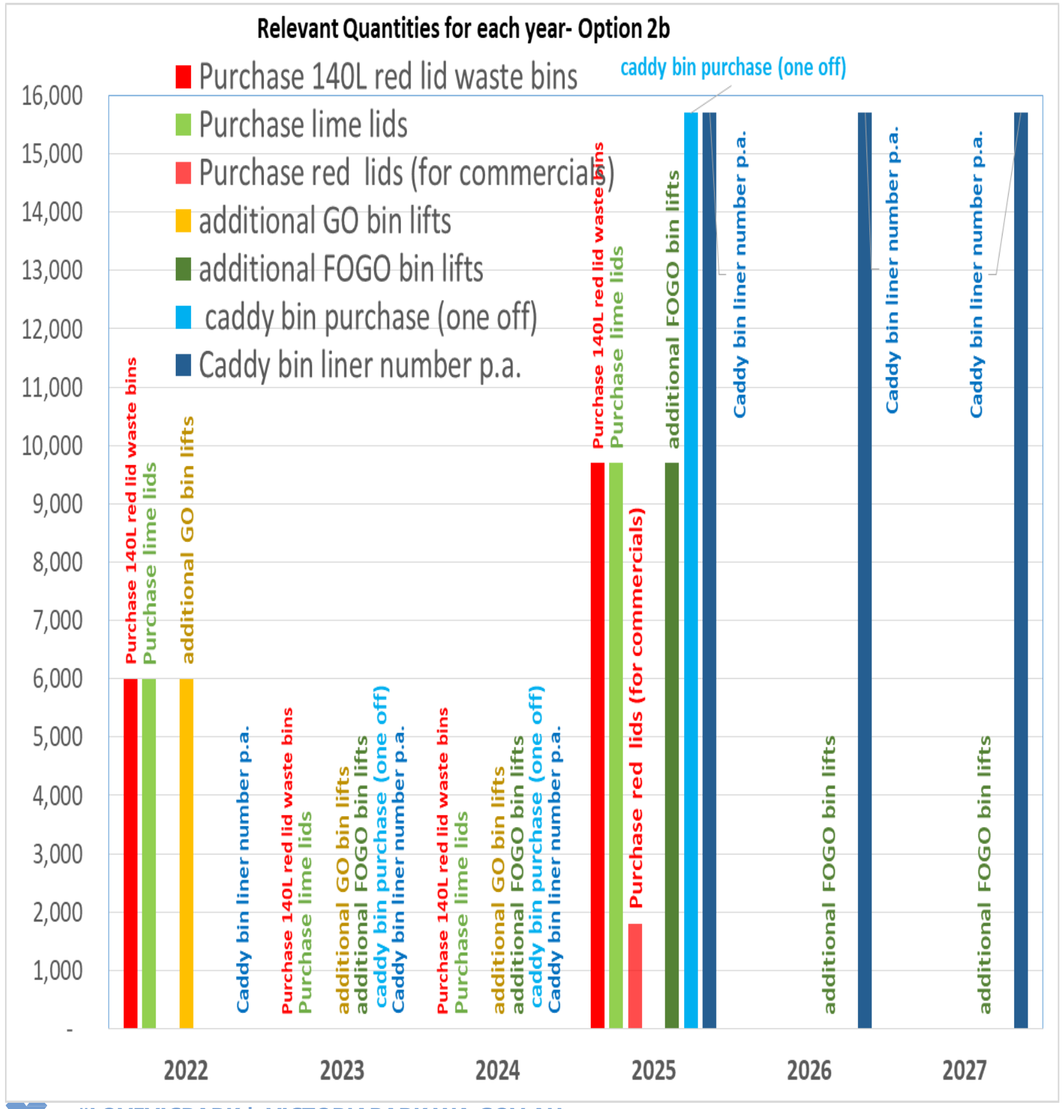
Annual expenditure modelling Option 2- GROW GO then FOGO



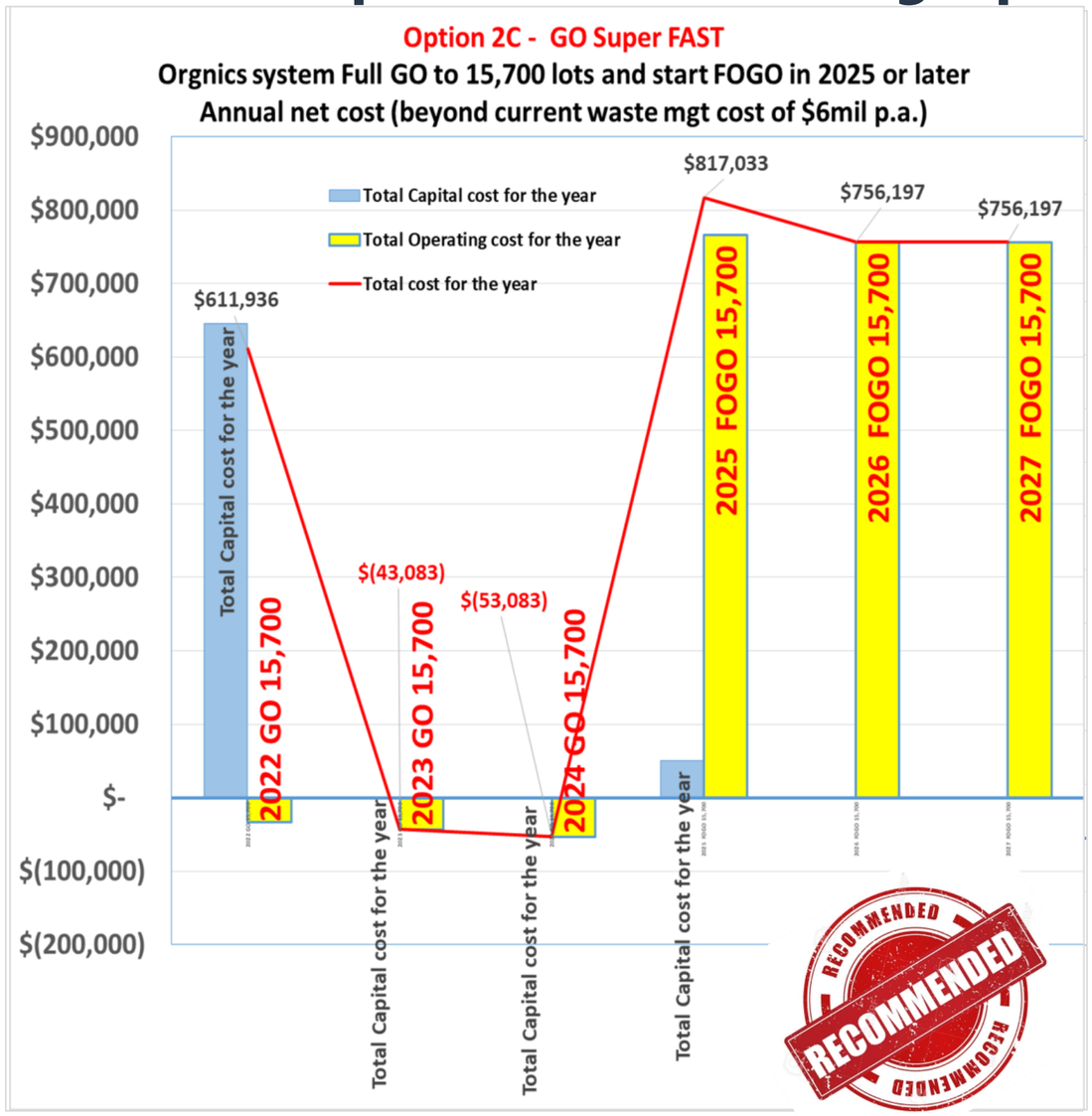


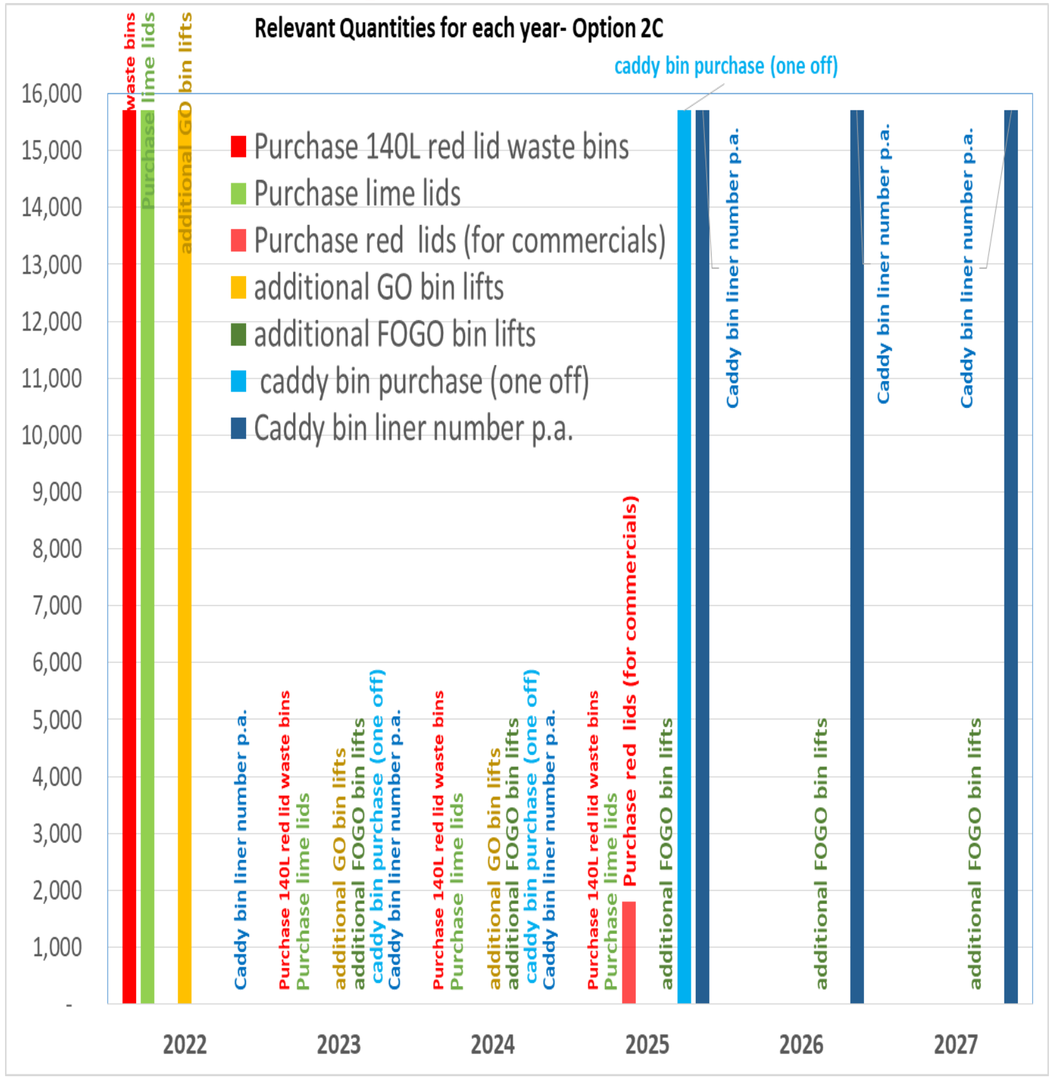
Annual expenditure modelling Option 2b- GO Fast then FOGO



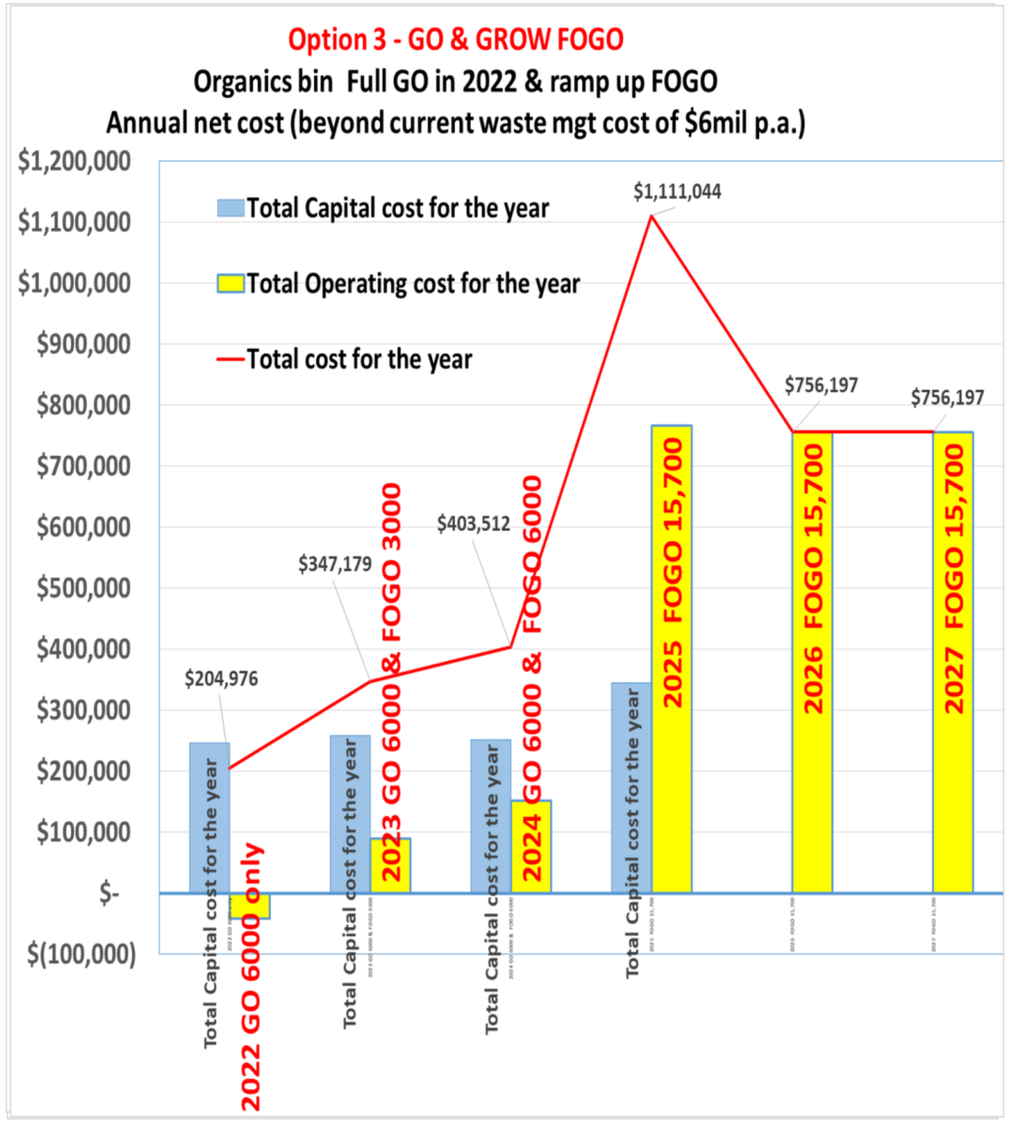


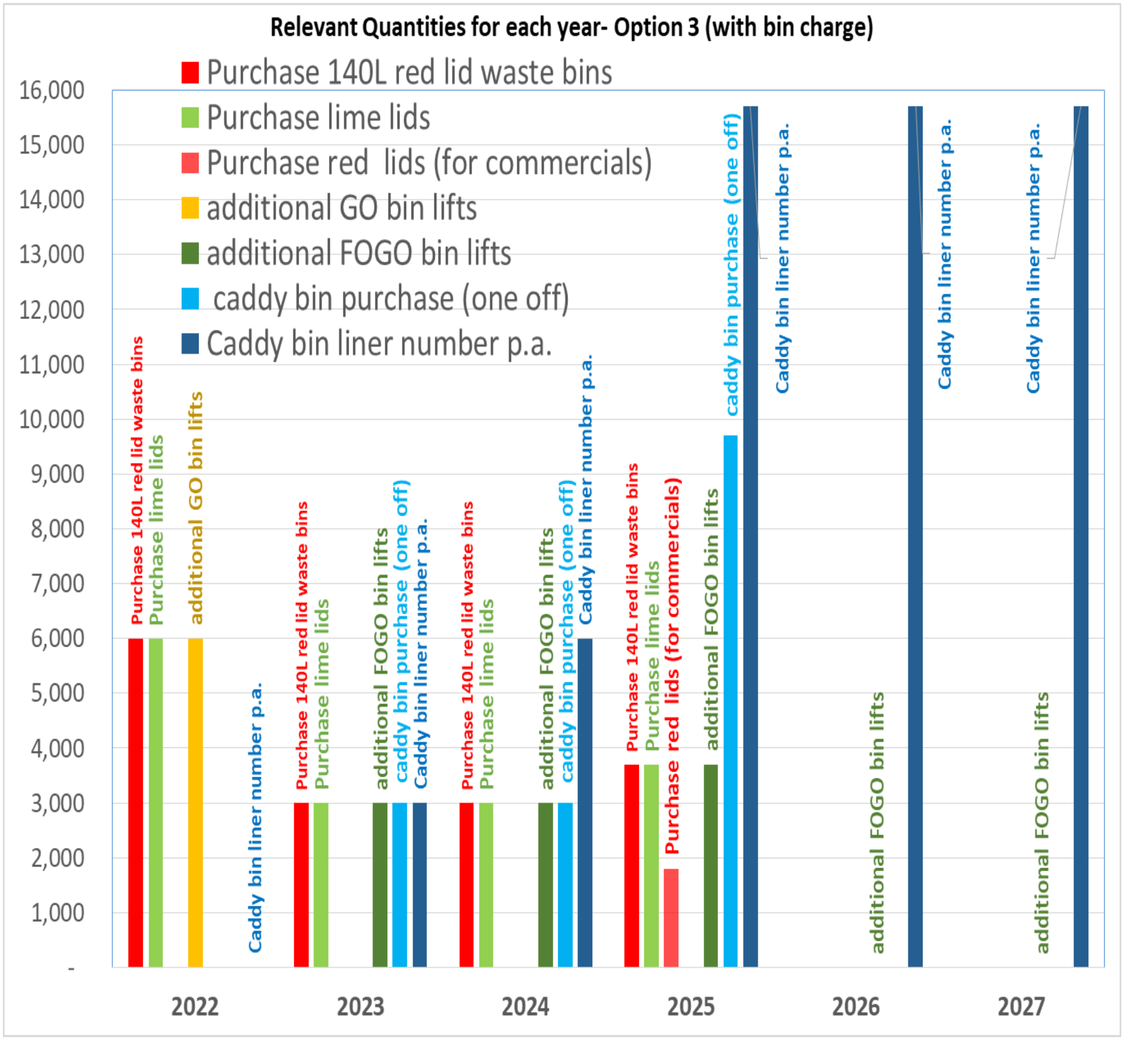
Annual expenditure modelling Option 2C –GO Super Fast *then*



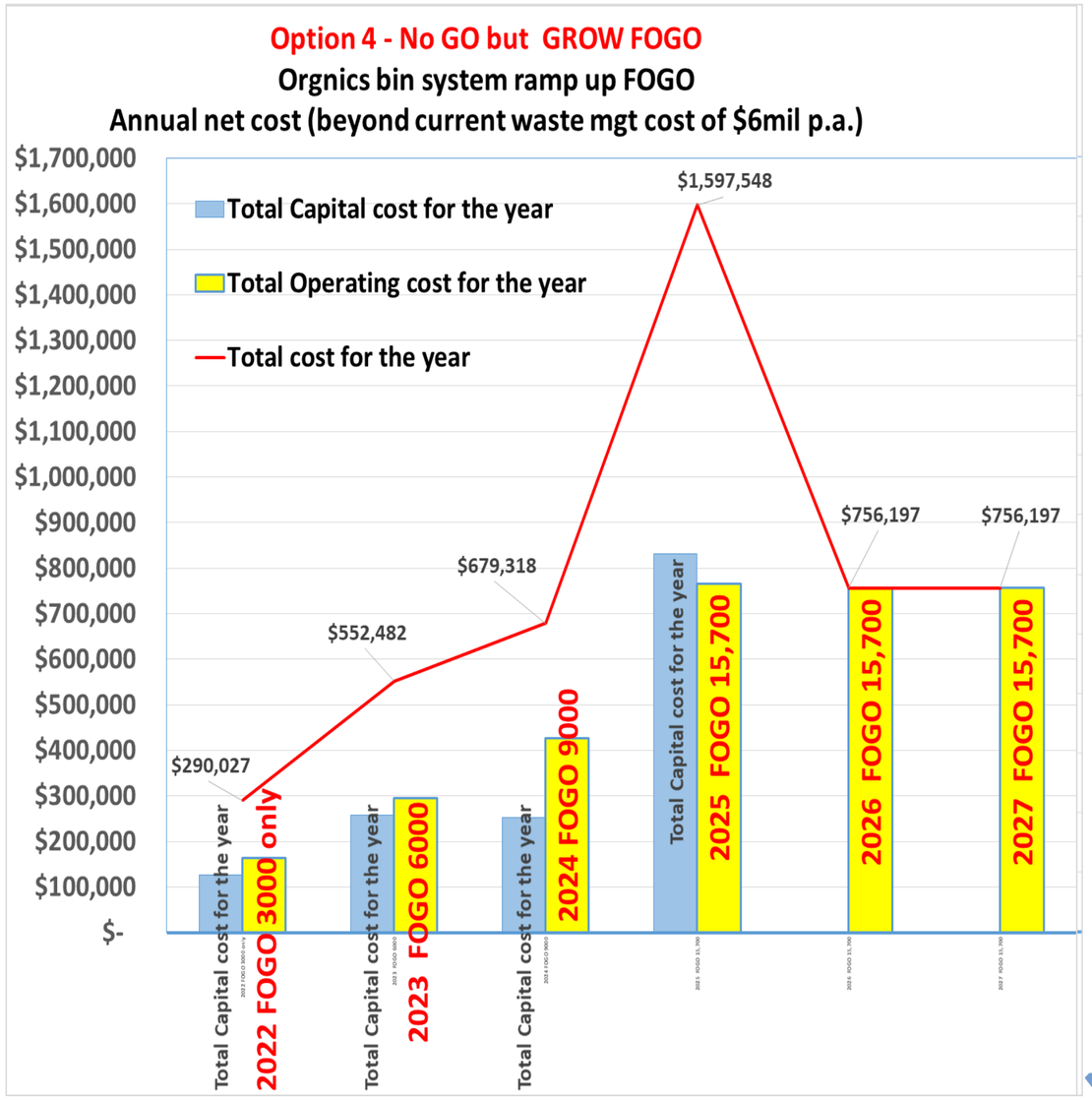


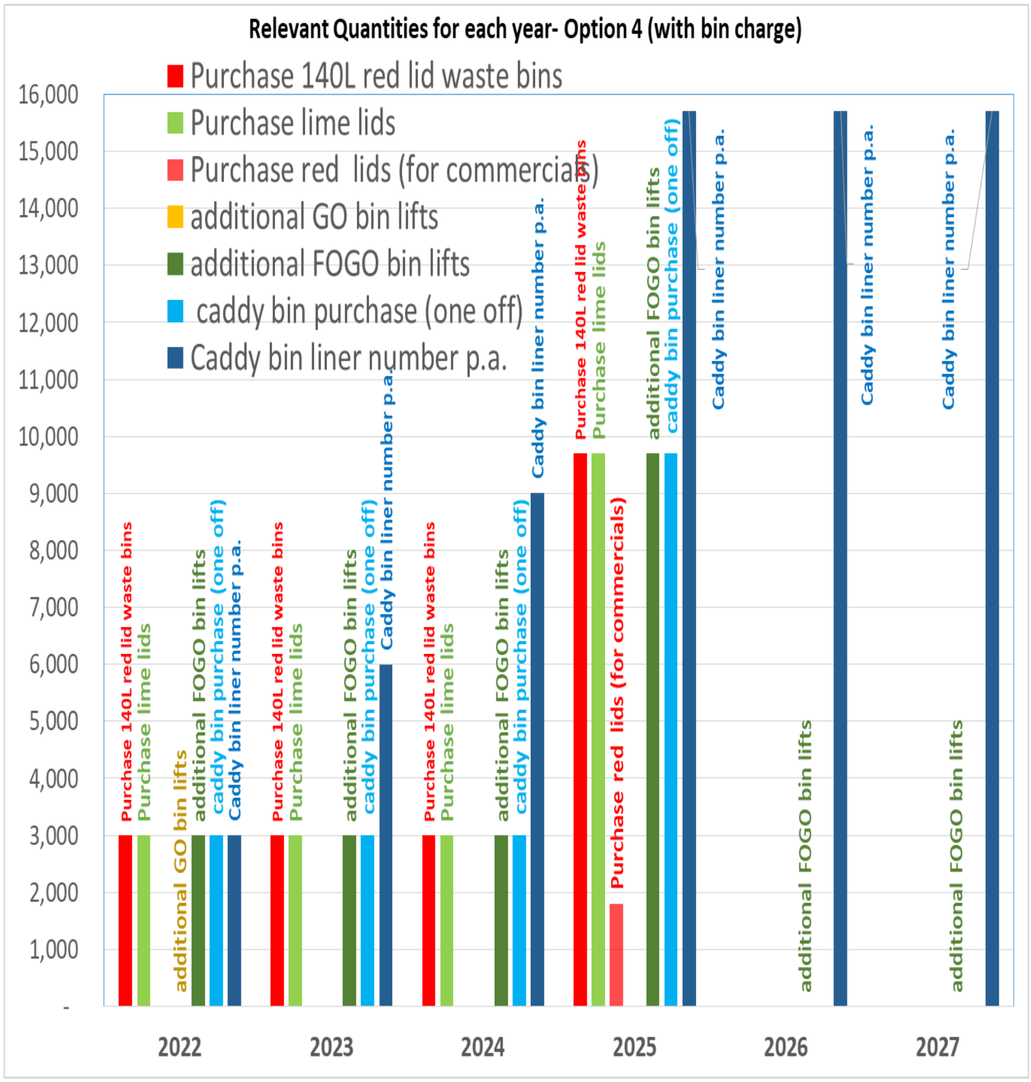
Annual expenditure modelling Option 3- GO FAST & GROW FOGO





Annual expenditure modelling Option 4- NO GO but GROW FOGO





Background

Waste Avoidance and Resource Recovery Strategy 2030
Implementation of FOGO by 2025

RECOVER TARGETS		
◉ 2025 – Increase material recovery to 70% ◉ 2025 – All local governments in the Perth and Peel region provide consistent three bin kerbside collection systems that include separation of FOGO from other waste categories ◉ 2030 – Increase material recovery to 75% ◉ From 2020 – Recover energy only from residual waste		
Waste generators		**Waste managers***
Community	**Government and industry**	**Waste industry**
◉ 2020 – Increase MSW material recovery to 65% in the Perth and Peel regions, 50% in major regional centres ◉ 2025 – Increase MSW material recovery to 67% in the Perth and Peel regions, 55% in major regional centres ◉ 2030 – Increase MSW material recovery to 70% in the Perth and Peel regions, 60% in major regional centres	◉ C&I sector – Increase material recovery to 70% by 2020, 75% by 2025, 80% by 2030 ◉ C&D sector – Increase material recovery to 75% by 2020, 77% by 2025, 80% by 2030	◉ 2030 – All waste facilities adopt resource recovery better practice

Background

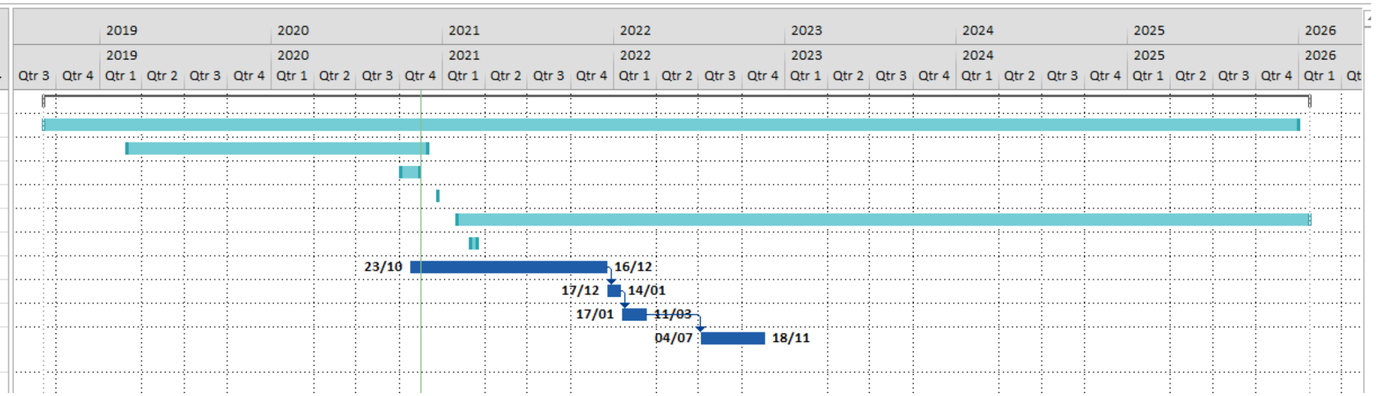
Waste Avoidance and Resource Recovery Strategy 2030
Reduction in waste generation by 2025 and 2030

Overall objectives and state targets

Avoid	Recover	Protect
Western Australians generate less waste.	*Western Australians recover more value and resources from waste.*	*Western Australians protect the environment by managing waste responsibly.*
⊙ **2025** – 10% reduction in waste generation per capita ⊙ **2030** – 20% reduction in waste generation per capita	⊙ **2025** – Increase material recovery to 70% ⊙ **2030** – Increase material recovery to 75% ⊙ **From 2020** – Recover energy only from residual waste	⊙ **2030** – No more than 15% of waste generated in Perth and Peel regions is landfilled ⊙ **2030** – All waste is managed and/or disposed to better practice facilities

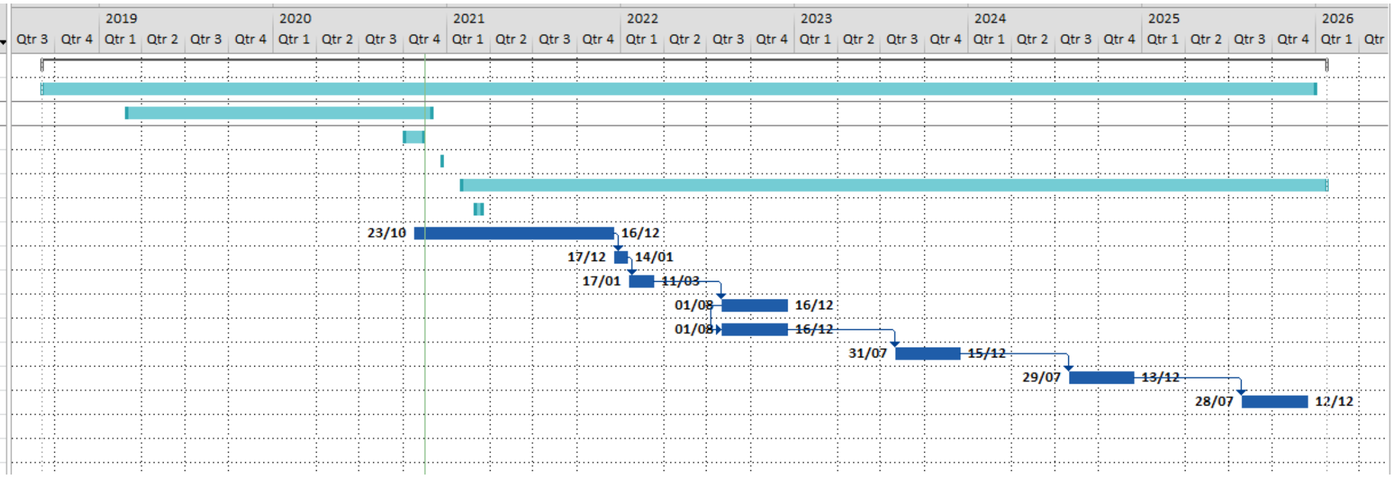
Roll out program- Option 2C Example

Task Name	Duration	Start	Finish
Organics collection system Option 2C (OCM)	**1930 days**	**Mon 03/09/18**	**Fri 23/01/26**
Liaison with WALGA, MRC, Contractors, other LGs	1913 days	Mon 03/09/18	Wed 31/12/25
Concept Forums	457 days	Fri 01/03/19	Mon 30/11/20
OCM report Organics Collection system	30 days	Mon 05/10/20	Fri 13/11/20
OCM decision	1 day	Tue 22/12/20	Tue 22/12/20
Waste education and Comms	1300 days	Mon 01/02/21	Fri 23/01/26
Grant Application - Better bins Plus	10 days	Tue 02/03/21	Mon 15/03/21
Tender specs preparation	300 days	Fri 23/10/20	Thu 16/12/21
Tender advertismenet	21 days	Fri 17/12/21	Fri 14/01/22
Council Report to award contract	40 days	Mon 17/01/22	Fri 11/03/22
roll out 15,700 red lid bins & 12,800 lime lids & 4,700 bin replacements	100 days	Mon 04/07/22	Fri 18/11/22



Roll out program- Option 3 Example

Task Name	Duration	Start	Finish
Organics collection system Option 3 (OCM)	**1930 days**	**Mon 03/09/18**	**Fri 23/01/26**
Liaison with WALGA, MRC, Contractors, other LGs	1913 days	Mon 03/09/18	Wed 31/12/25
Concept Forums	457 days	Fri 01/03/19	Mon 30/11/20
OCM report 3 bin system	30 days	Mon 05/10/20	Fri 13/11/20
OCM decision	1 day	Tue 22/12/20	Tue 22/12/20
Waste education and Comms	1300 days	Mon 01/02/21	Fri 23/01/26
Grant Application - Better bins Plus	10 days	Tue 02/03/21	Mon 15/03/21
Tender specs preparation	300 days	Fri 23/10/20	Thu 16/12/21
Tender advertismenet	21 days	Fri 17/12/21	Fri 14/01/22
Council Report to award contract	40 days	Mon 17/01/22	Fri 11/03/22
roll out 6,000 red lid bins and 15,700 lime lids	100 days	Mon 01/08/22	Fri 16/12/22
roll out 3,000 red lid bins	100 days	Mon 01/08/22	Fri 16/12/22
roll out 3,000 red lid bins	100 days	Mon 31/07/23	Fri 15/12/23
roll out 3,000 red lid bins	100 days	Mon 29/07/24	Fri 13/12/24
roll out 700 red lid bins	100 days	Mon 28/07/25	Fri 12/12/25




WE'RE OPEN
VIC PARK
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VICTORIAPARK.WA.GOV.AU

Paul V 20/10/20
lots above 400m2

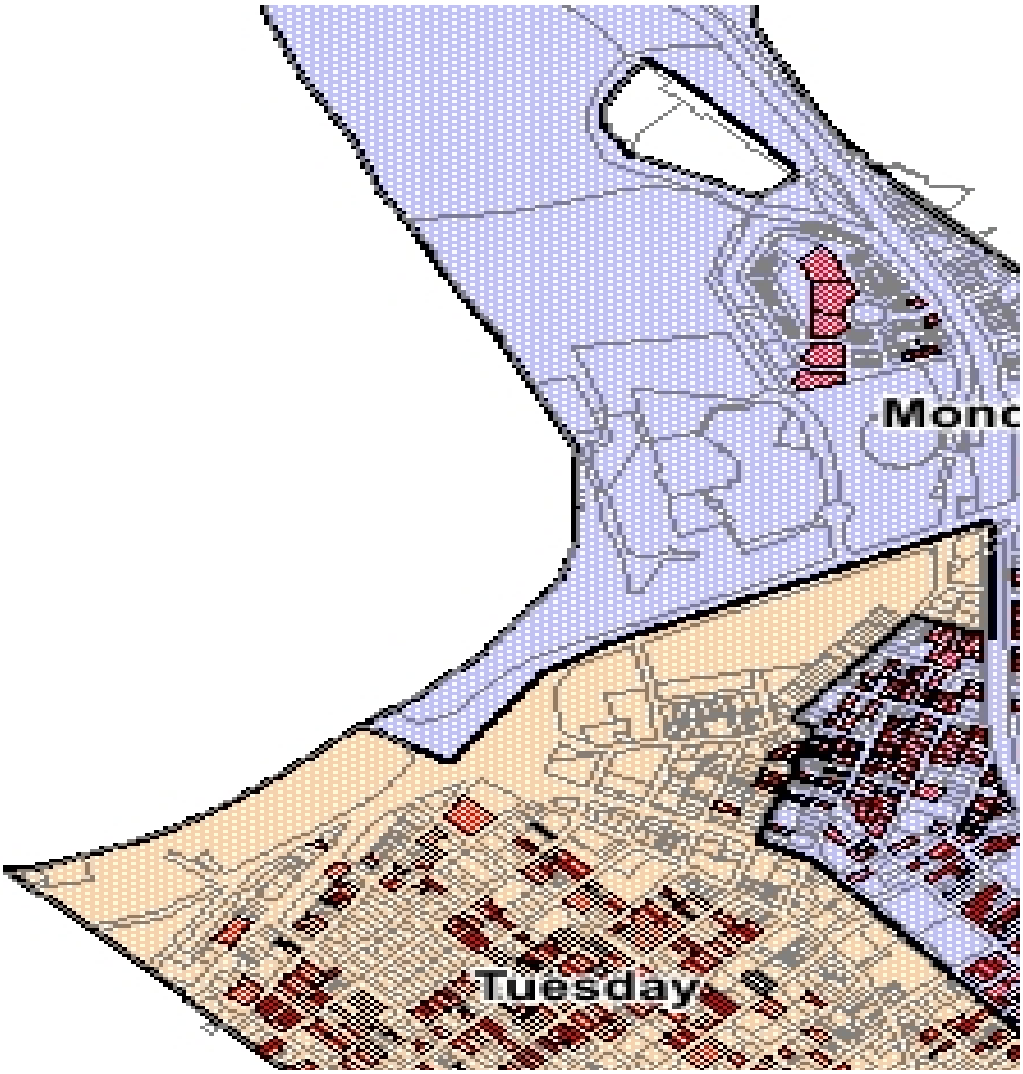
	lots above 400m2
1350 – Monday	1,350
647 – Tuesday	647
1009 – Wednesday	1,009
1017 – Thursday	1,017
1664 – Friday	1,664

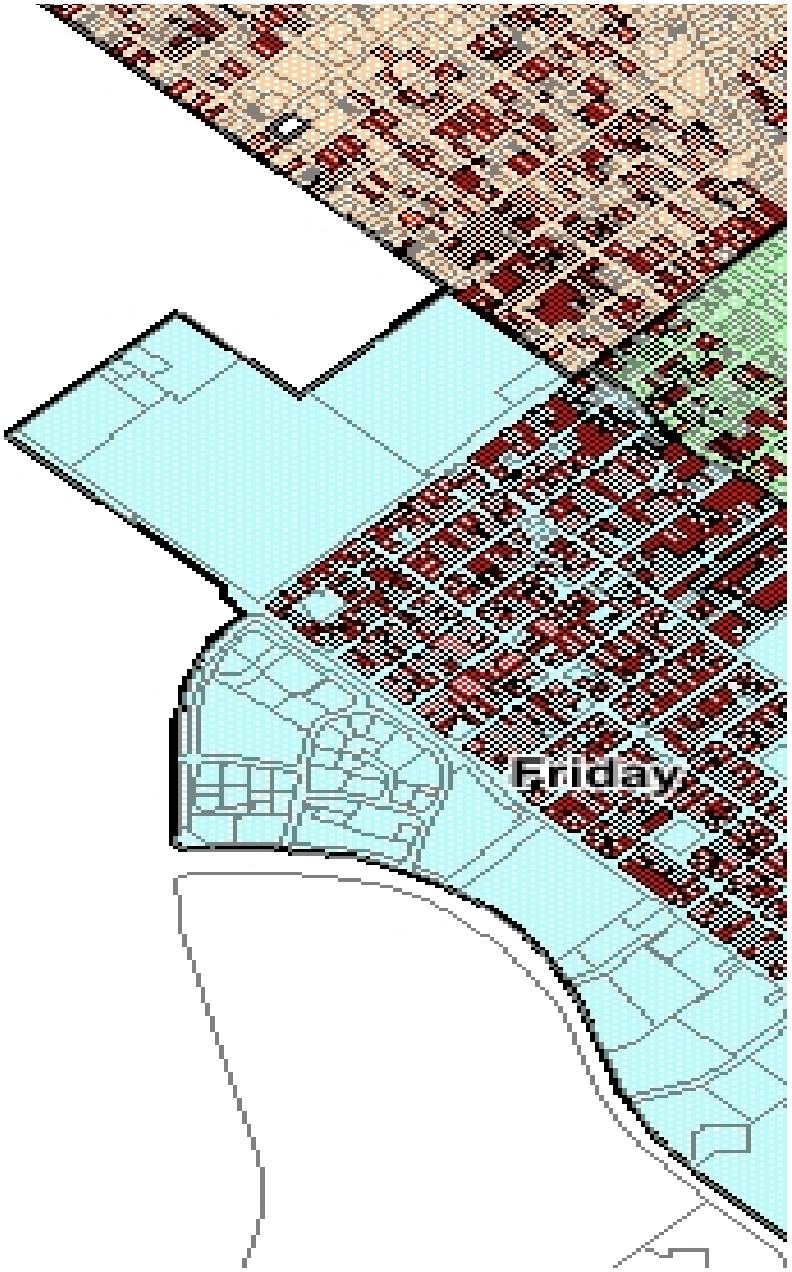
5687 Total	5,687

Paul V 21/10/20
Residential vs Commercial

	Residential >= 400 m2	Residential < 400 m2	Commercial/ Industrial
Monday	1,350	2,338	198
Tuesday	647	3,472	556
Wednesday	1,009	1,868	529
Thursday	1,017	2,545	423
Friday	1,664	185	100
	5,687	10,408	1,806

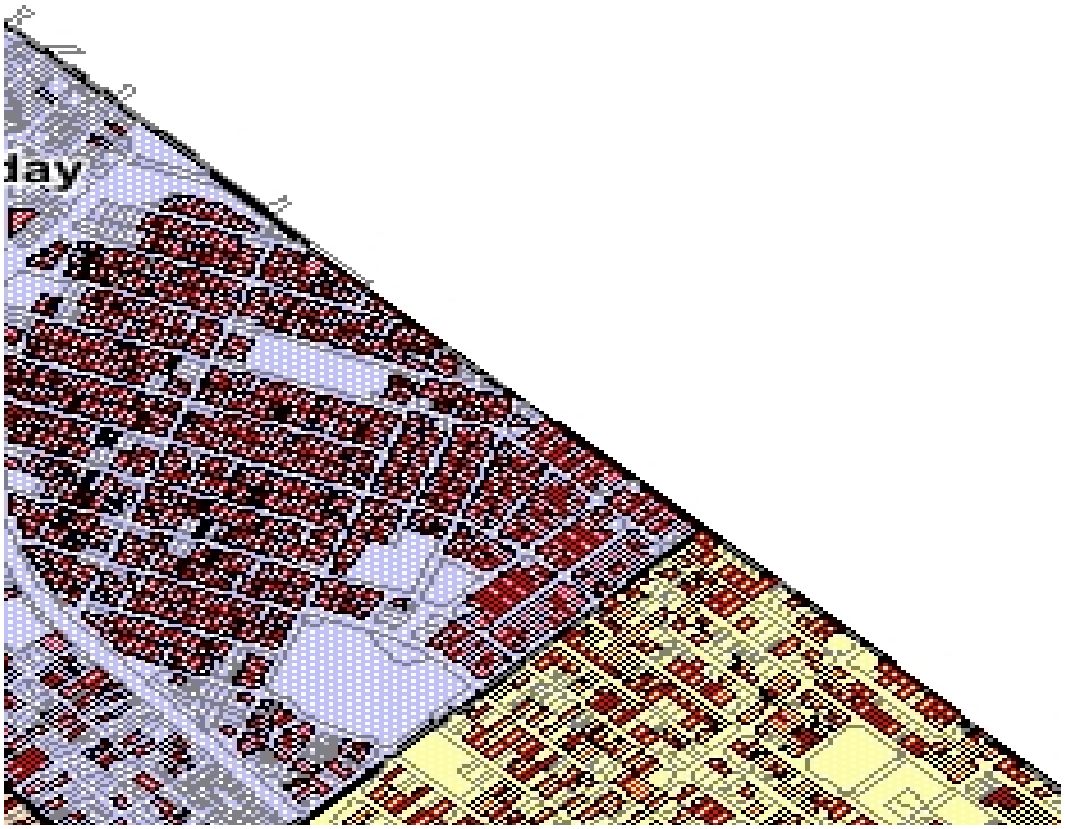
Please note that the accuracy of this is reliant on the accuracy of the data in Authority (ie. Property

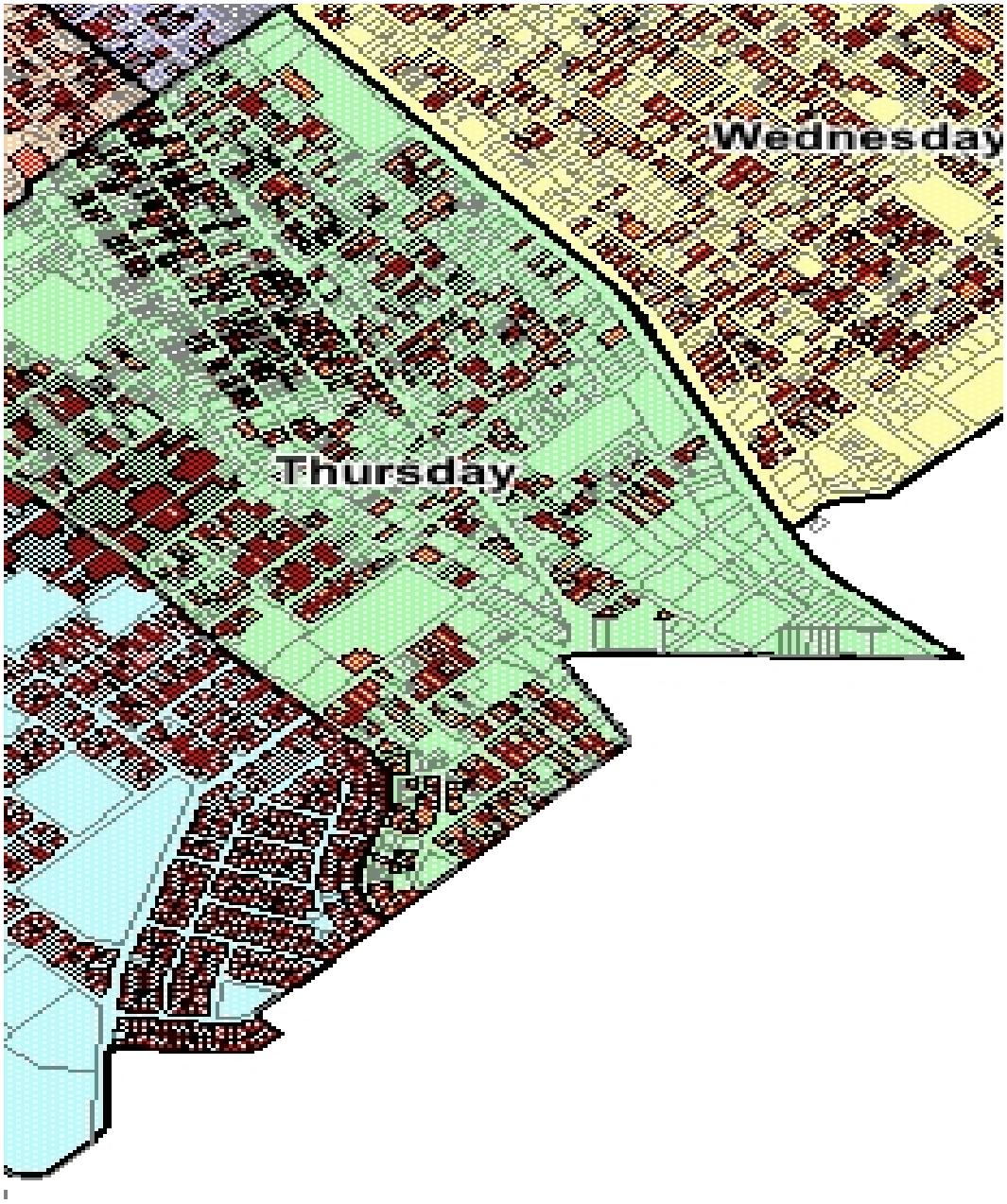



Friday

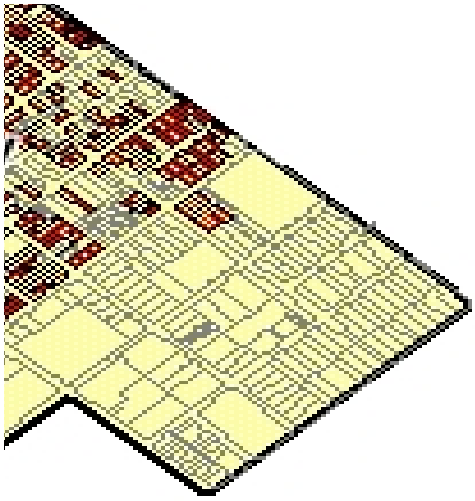
Tonnage

size, and rate class).




Wednesday
Thursday





Time line

			80%	50%	
			Current Residential properties with FO & GO waste		
			17500	Total properties	
			15,700	FO	
		total MRC Tns	6,000	GO	
FO (partial)	17%	2,077	1,661.51	1038	included MU
GO (partial)	34%	4,154	3,323	2077	4,985
waste	21%	2,566			
recyclables	28%	3,421			
	100%	12,217	4,985	3115	
				460	some Verge green waste
				5,445	**Total Capital cost for the year**
					Total Operating cost for the year
				41%	Total residential and commercial
					Total Residential properties
					Number of new red lid bins purchased
				Straigh to FOGO	

(2 yr head start)	(no market)			**140L waste bins**	**$ 32.00**
	70%		purchase 240L Lime lids (when red bins are delivered) 70%		**$ 8.20**
				purchase 240L red lids (commercials)	**$ 8.20**
				caddy bins	**$ 1.00**
			30%	**Bin Replacements 30%**	**$ 55.00**
			70%	**Lid changeover to lime (15,700) 70%**	**$ 4.92**
			100%	**Lid changeover to red (1,800 commercial)**	**$ 4.92**
				Delivery (including the 1,800 commercials)	**$ 6.40**
				DWER Better Bins Plus funding 21/22	**$ (23.00)**
				DWER Better Bins Plus funding 22/23	**$ (21.00)**
				DWER Better Bins Plus funding 23/24	**$ (19.00)**
				DWER Better Bins Plus funding 24/25	**$ (17.00)**
					one off

				Total residential and commercial	
				Total Residential properties	
			Number of bins (cumulative) 40% presentation rate for GO		
				GO tonnage	
				FOGO tonnage	
				some verge green waste spill over	

	GO		FOGO (more trips- MUD)			
$ 1.05	**$ 1.16**	**$ 1.16**		**additional bin lift cost p.a.**	**$**	**1.16**
				education		
				8 L Caddy Liners 3 per week (10 cents each)	**$**	**0.10**

GO bin processing included some 460tns Verge Green ($58) 80%	$	58
FOGO processing included some 460tns Verge Green ($150/tn) from 2025 onwards	$	150
rther Reduction in General waste bin gate fee cost due to switch to GO (MRC$140/tn- $58/tn)	$	(82)
Reduction in Verge green waste processing (460 tns)	$	(58.00)
Reduction in Verge green waste collection (2 rounds)		
net extra cost p.a.		

Denis

38% 2 x Bulk waste - $3.85 per household – Approximate 16,000 households = $3.85

JDs 4 x Green waste - $2.75 per household - Approximate 16,000 households = $2.7

FOGO 88000

Roughly what is the disposal cost for :

Bulk waste per tn = say 850 tons per year - $158 per tons - $134,300

Green waste per tn = say 1,250 tons per year - $58 per tons - $72,500

2022		2023		2024
$ 645,019		$ -		$ -
$ 159,652		$ 149,652		$ 139,652

2022		2023		2024
GO	FOGO	GO	FOGO	GO
17,500	17,500	0	0	0
15,700	15,700	0	0	0
15,700	-	0	-	-

Additional Capital cost

GO	FOGO	GO	FOGO	GO
$ 502,400	$ -	$ -	$ -	$ -
$ 90,118		$ -	$ -	$ -
	$ -		$ -	
$ 259,050	$ -	$ -	$ -	$ -
$ 54,071		$ -		$ -
	$ -		$ -	
$ 100,480	$ -	$ -	$ -	$ -
	$ (361,100)			
			$ -	
$ 1,006,119	**$ (361,100)**	**$ -**	**$ -**	**$ -**
17,500	17,500	17,500	17,500	17,500
15,700	15,700	15,700	15,700	15,700
6,280	-	6,280	-	6,280
3,323		3,323		3,323
	-		-	
460		460		460

Additional **Operating** cost

GO	FOGO	GO	FOGO	GO
$ 189,405	$ -	$ 189,405	$ -	$ 189,405
$ 50,000	$ -	$ -	$ 40,000	$ -
	$ -		$ -	

$	219,415			$	219,415			$ 219,415
		$	-			$	-	
	(272,488)	$	-		(272,488)	$	-	(272,488)
$	(26,680)	$	-	$	(26,680)	$	-	$ (26,680)
$	-	$	-	$	-	$	-	$ -
$	**159,652**	**$**	**-**	**$**	**109,652**	**$**	**40,000**	**$ 109,652**
	2022				**2023**			**2024**

x2x16000 = $123,200
'5x4x16000=$176,000

		2025		2026	
		$ 50,836		$ -	
		$ 1,119,700		$ 1,109,700	
		2025		2026	
FOGO		GO	FOGO	GO	FOGO
0		0	0	0	0
0		0	0	0	0
-		-	-	0	0
al Capital cost		Additional Capital cost		Additional Capital cost	
FOGO		GO	FOGO	GO	FOGO
$ -		$ -	$ -	$ -	$ -
$ -		$ -	$ -	$ -	$ -
			$ 14,760		
$ -			$ 15,700		$ -
$ -		$ -	$ -	$ -	$ -
		$ -		$ -	
$ -			$ 8,856		$ -
$ -		$ -	$ 11,520	$ -	$ -
$ -					
			$ -		$ -
$ -		$ -	$ 50,836	$ -	$ -
17,500		17,500	17,500	17,500	17,500
15,700		15,700	15,700	15,700	15,700
-		-	15,700	-	15,700
		-		-	
-			4,985		4,985
			460		460
Operating cost		Additional Operating cost		Additional Operating cost	
FOGO		GO	FOGO	GO	FOGO
$ -		$ -	$ 473,512	$ -	$ 473,512
$ 30,000		$ -	$ 20,000	$ -	$ 10,000
$ -			$ 244,920		$ 244,920

			$	-			$	-	
$	-				$	816,680.40			$	816,680.40
$	-			-	$	(408,732)		-	$	(408,732)
$	-		$	-	$	(26,680)	$	-	$	(26,680)
$	-		$	-	$	-	$	-	$	-
$	**30,000**		**$**	**-**	**$**	**1,119,700**	**$**	**-**	**$**	**1,109,700**

2025 **2026**

Input values
Input values

	2027
$	-
$	1,109,700

	2026	
	GO	**FOGO**
	0	0
	0	0
	0	0

Additional Capital cost

	GO		**FOGO**	
$	-	$	-	70%
$	-	$	-	
		$	-	
$	-	$	-	
$	-			
		$	-	
$	-	$	-	
		$	-	
$	**-**	**$**	**-**	

17500	17,500
15700	15,700
0	15,700
	4,985
	460

Additional **Operating** cost

	GO		**FOGO**
$	-	$	473,512
$	-	$	10,000
		$	244,920

$	-		
		$	816,680
	-	$	(408,732)
$	-	$	(26,680)
$	-	$	-
$	**-**	**$**	**1,109,700**

2027

	2022
Rate payers	17500
Residenfial	15700
Commercial/non residential	1800

	2022
Purchase 140L red lid waste bins	15,700
Purchase lime lids	15,700
Purchase red lids (for commercials)	
additional GO bin lifts	15,700
additional FOGO bin lifts	
caddy bin purchase (one off)	
Caddy bin liner number p.a.	-

	2022 GO
	15,700
Total Capital cost for the year	$ 645,019
Total Operating cost for the year	$ 159,652
Total cost for the year	**$ 804,671**

Quantum of C

	Rate	
140L waste bins	$	32.00
purchase 240L Lime lids (when red bins are delivered) 70%	$	8.20
purchase 240L red lids (commercials)	$	8.20
caddy bins	$	1.00
Bin Replacements 30%	$	55.00
Lid changeover to lime (15,700) 70%	$	4.92
Lid changeover to red (1,800 commercial)	$	4.92
Delivery (including the 1,800 commercials)	$	6.40
DWER Better Bins Plus funding 22/23	$	(21.00)
Net Capital cost		

~~**Quantum of a**~~

	~~Rate~~	
~~additional bin lift cost p.a.~~	~~$~~	~~1.16~~
~~education~~	~~$~~	-
~~8 L Caddy Liners 3 per week (10 cents each)~~	~~$~~	~~0.10~~
~~GO bin processing included some 460tns Verge Green ($58) 80%~~	~~$~~	~~58.00~~
~~FOGO processing included some 460tns Verge Green ($150/tn) from 2025 onwards~~	~~$~~	~~150.00~~
~~her Reduction in General waste bin gate fee cost due to switch to GO (MRC$140/tn- $58/tn)~~	~~$~~	~~(82.00)~~
~~Reduction in General waste bin gate fee cost due to switch to FOGO (MRC$205/tn- $150/tn)~~		~~-$55.00~~
~~Reduction in Verge green waste processing (460 tns)~~	~~$~~	~~(58.00)~~
~~l Saving in MRC gate fee due to organics diversion ($205/tn to $140/tn) after RRFA exit loan~~	~~$~~	~~(65.00)~~
~~further annual Saving in MRC gate fee due to WTE ($140/tn to $126/tn)~~	~~$~~	~~(14.00)~~
~~Total cost annually~~		
~~FOGO service levy~~		

2023	2024	2025	2026	2027	
17500	17500	17500	17500	17500	
15700	15700	15700	15700	15700	
1800	1800	1800	1800	1800	
2023	**2024**	**2025**	**2026**	**2027**	Total
-	-	-			15,700
-	-	-			15,700
		1,800			1,800
-	-				15,700
-	-	-	-	-	-
-	-	15,700			
-	-	15,700	15,700	15,700	

2023 GO	2024 GO	2025 FOGO	2026 FOGO	2027 FOGO
15,700	15,700	15,700	15,700	15,700
$ -	$ -	$ 50,836	$ -	$ -
$ 149,652	$ 139,652	$ 1,119,700	$ 1,109,700	$ 1,109,700
$ 149,652	**$ 139,652**	**$ 1,170,536**	**$ 1,109,700**	**$ 1,109,700**

Capital cost/saving items for FOGO system

GO Qty	FOGO Qty	GO Cost/Savir	FOGO cost/saving		Frequency
	15,700		$502,400		1
	10,990		$90,118		1
	1,800		$14,760		1
	10,990		$10,990		1
	3,297		$181,335		1
	7,693		$37,850		1
	1,800		$8,856		1
	12,790		$81,856		1
	10,990		-$329,700		1
			$598,465		

~~nnual Operating cost/saving items~~

~~GO Qty~~	~~FOGO Qty~~	~~GO Cost/Savir~~	~~FOGO cost/savi~~	~~Frequency~~
~~6,000~~	~~15,700~~	~~$180,960~~	~~$473,512~~	~~26~~
		~~$50,000~~	~~$0~~	~~1~~
	~~2,449,200~~		~~$244,920~~	~~52~~
~~3,783~~		~~$219,415~~	~~$0~~	~~26~~
	~~5,445~~		~~$816,680~~	~~52~~
~~3,783~~		~~(310,208)~~		
	~~4,985~~		~~(274,149)~~	
~~460~~	~~460~~	~~(26,680)~~	~~(26,680)~~	
~~3,323~~	~~7,232~~	~~(215,997)~~	~~(470,110)~~	
	~~7,232~~		~~(101,254)~~	
		~~(102,509)~~	~~**764,173**~~	
			~~$69.53~~	

GO first then FOGO

		GO
140L waste bins (6,000 first then 9,700)	$	192,000
240L Lime lids (6,000 first then 9,700)	$	49,200
caddy bins (15,700)		
Replacements (6,000 first then 9,700)	$	29,520
Lid changeover to lime and red (15,700 + 1,800)	$	86,100
delivery (17,500)	$	112,000
DWER Better Bins Plus funding 21/22		
	$	**468,820**

$ **695,855** **Total Capex**

$ **(361,100)** **Total Better Bin**

/

Quantum of annual operating cost now and in future for residential properties

	Bin presentation rate Rate
Green Verge processing 920tns	$58.00
General waste procressing post RRFA	$140.00
General waste bin lifts	$1.16
red lid bin lifts	$1.16
Lime lid bin lifts	$1.16
education	$10,000
8 L Caddy Liners 3 per week (10 cents each)	$0.10
GO bin processing included some 460tns Verge Green ($58) 80%	$58.00
FOGO processing included some 460tns Verge Green ($150/tn) from 2025 or	$150.00

Total cost/saving

Waste stream source-verge green
Waste stream source - MSW

Total tonnage

ɪnal **Capital** cost
FOGO

$	310,400	
$	79,540	
$	15,700	
$	47,724	
$	-	
$	112,000	
$	-	
$	**565,364**	one off

2022- GO first for 6,000 lots
Lime lids x 6,000

140L red lid bins x 6,000

2025- Then FOGO for 6,000 + 9,700 lots
Lime lids x 9,700
140L red lid bins x 9,700

ɪs Plus Subsidy (21/22)

Residential lots 15700

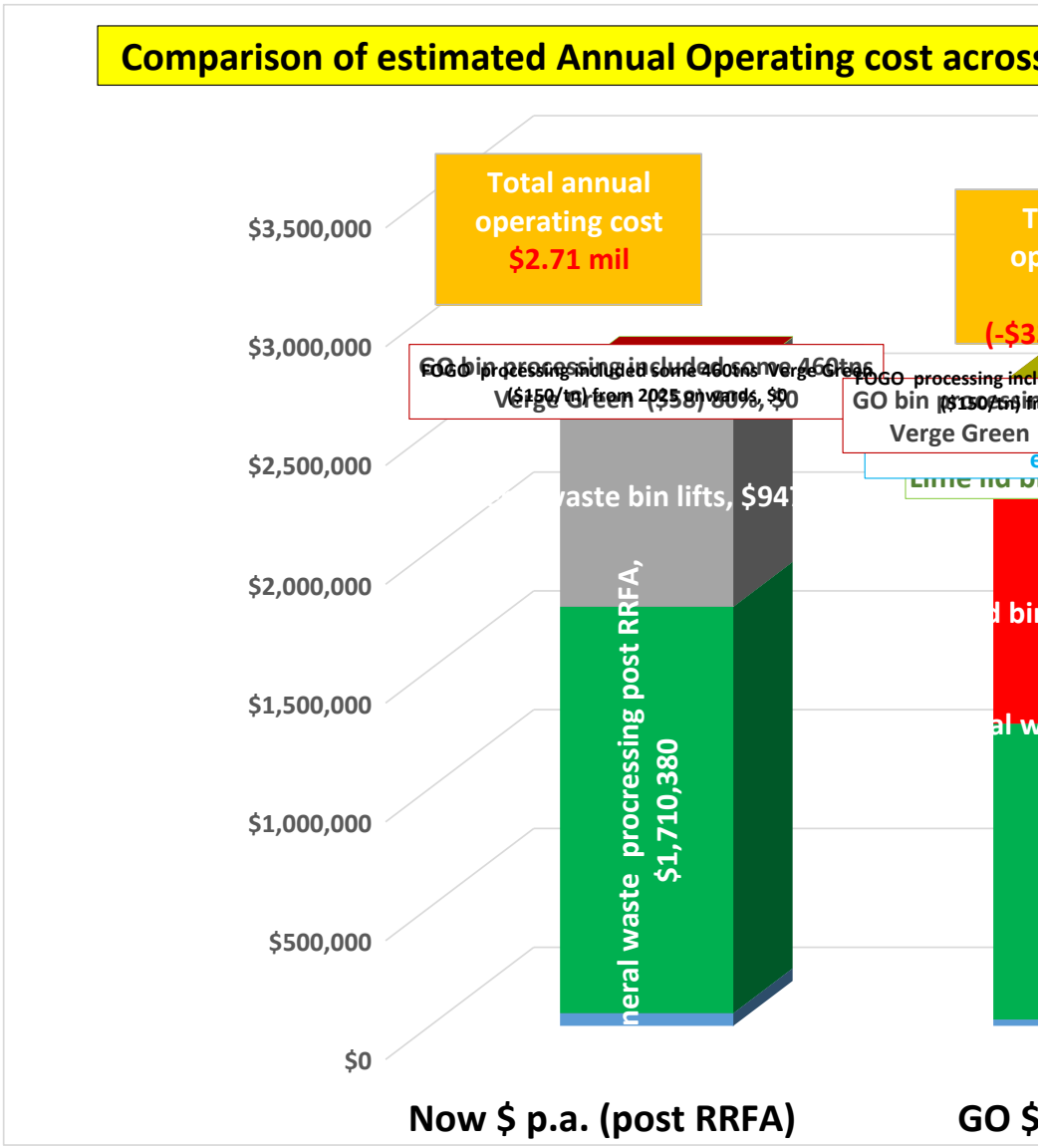
100% included additional bins

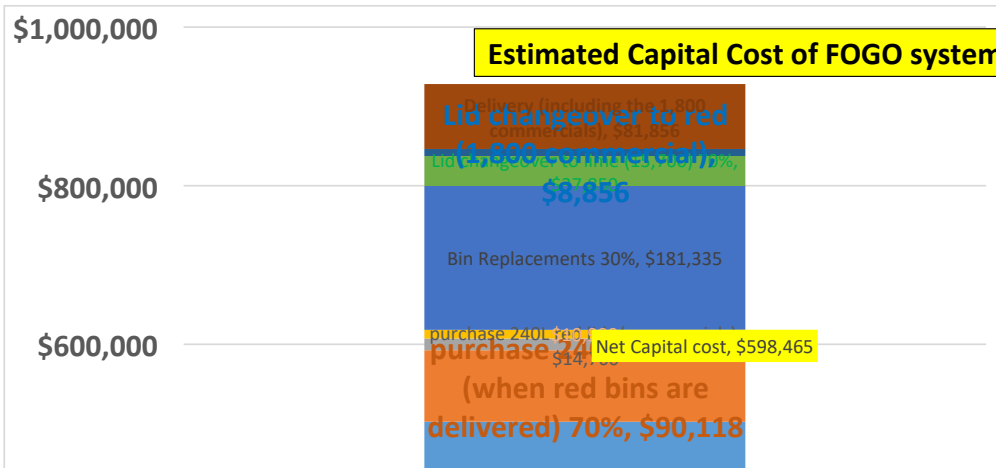
100%	40%	95%			
Qty Now	**Qty GO era**	**Qty FOGO era**	**Now $ p.a. (**	**GO $ p.a.**	**FOGO $ p.a.**
920	460	460	$53,360	$26,680	$26,680
12,217	8,894	7,232	$1,710,380	$1,245,157	$1,012,545
816,400	-	-	$947,024	$0	$0
-	816,400	387,790	$0	$947,024	$449,836
-	163,280	775,580	$0	$189,405	$899,673
-	5	2	$0	$50,000	$15,000
-	-	2,449,200	$0	$0	$244,920
-	3783	-	$0	$219,415	$0
-	-	5,445	$0	$0	$816,680
			$2,710,764	$2,677,681	$3,465,335
	Annual saving during GO era			**-$33,083**	
ɔ FOGO (before factoring in RRFA exit saving)					**$754,571**
	FOGO levy till RRFA loan is fully repaid				$ 48.06

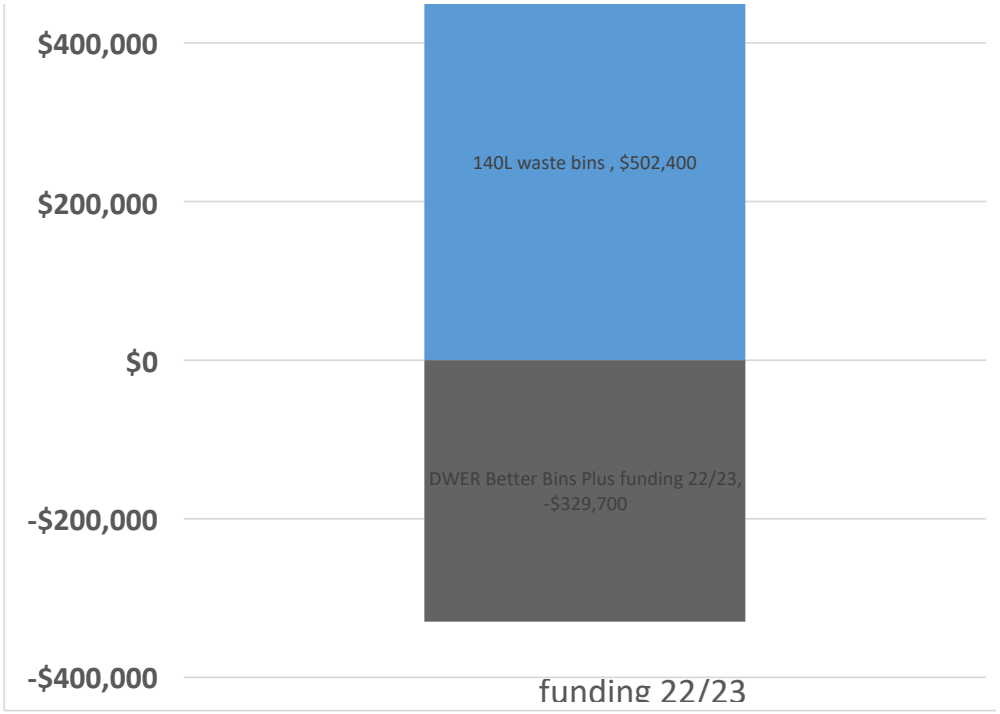
920
12,217

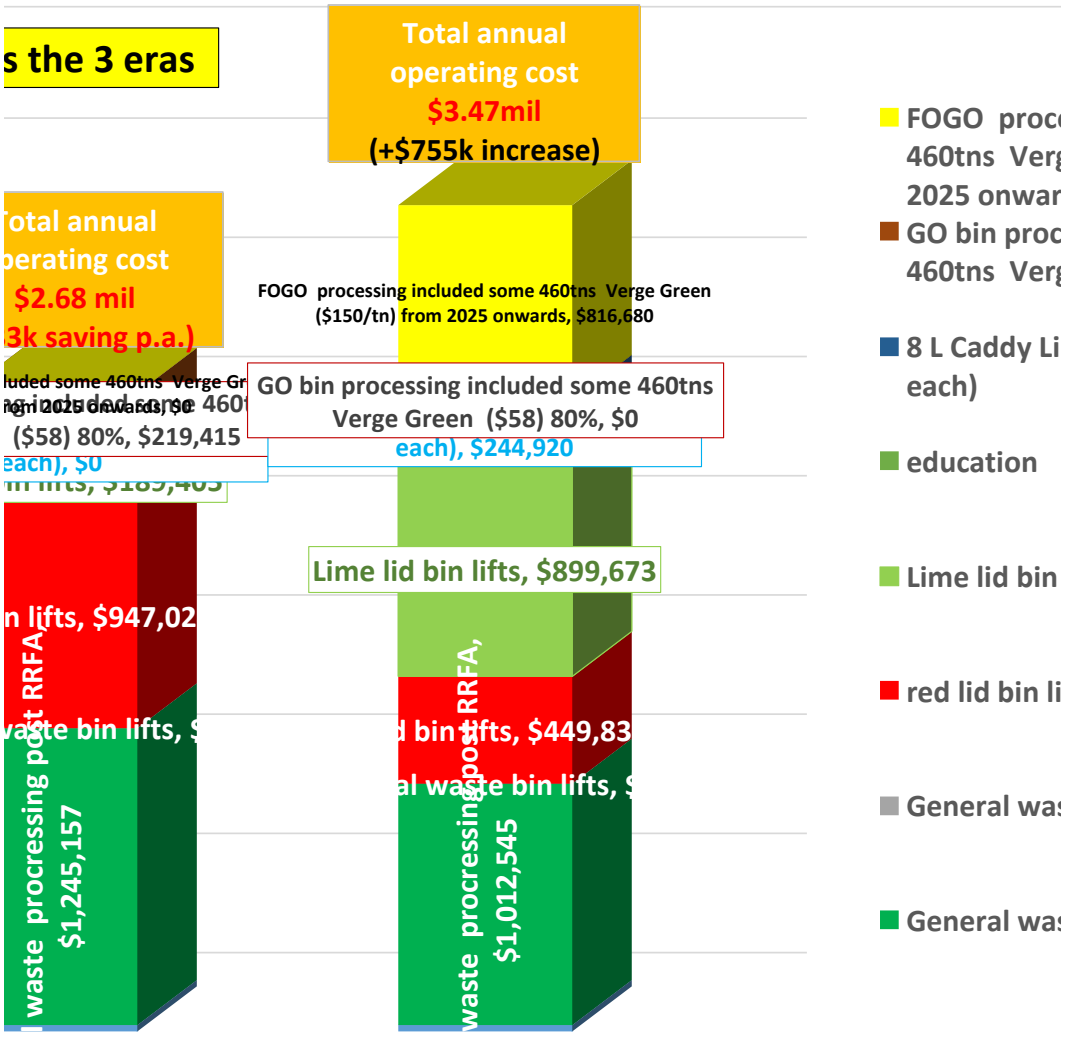
13137	13137	13137




Comparison of estimated Annual Operating cost acros
Total annual operating cost $2.71 mil
$3,500,000
$3,000,000
$2,500,000
$2,000,000
$1,500,000
$1,000,000
$500,000
$0
FOGO processing included some 460tns Verge Green ($150/tn) from 2025 onwards, $0
Verge Green ($58) 86%, $0
waste bin lifts, $94
neral waste processing post RRFA, $1,710,380
Now $ p.a. (post RRFA)
GO $


$1,000,000
$800,000
$600,000
Estimated Capital Cost of FOGO system
Lid changeover to red (1,800 commercial) $8,856
Bin Replacements 30%, $181,335
purchase 240L
(when red bins are delivered) 70%, $90,118
Net Capital cost, $598,465


$400,000
$200,000
$0
-$200,000
-$400,000
140L waste bins , $502,400
DWER Better Bins Plus funding 22/23, -$329,700
funding 22/23


s the 3 eras
Total annual operating cost $3.47mil (+$755k increase)
otal annual erating cost $2.68 mil 3k saving p.a.)
FOGO processing included some 460tns Verge Green ($150/tn) from 2025 onwards, $816,680
GO bin processing included some 460tns Verge Green ($58) 80%, $0
($58) 80%, $219,415
each), $244,920
each), $0
Lime lid bin lifts, $899,673
n lifts, $947,02
waste processing post RRFA, $1,245,157
waste processing post RRFA, $1,012,545
FOGO proc 460tns Verg 2025 onwar
GO bin proc 460tns Verg
8 L Caddy Li each)
education
Lime lid bin
red lid bin li
General was
General was

$ p.a. FOGO $ p.a.

essing included some
ge Green ($150/tn) from
rds
cessing included some
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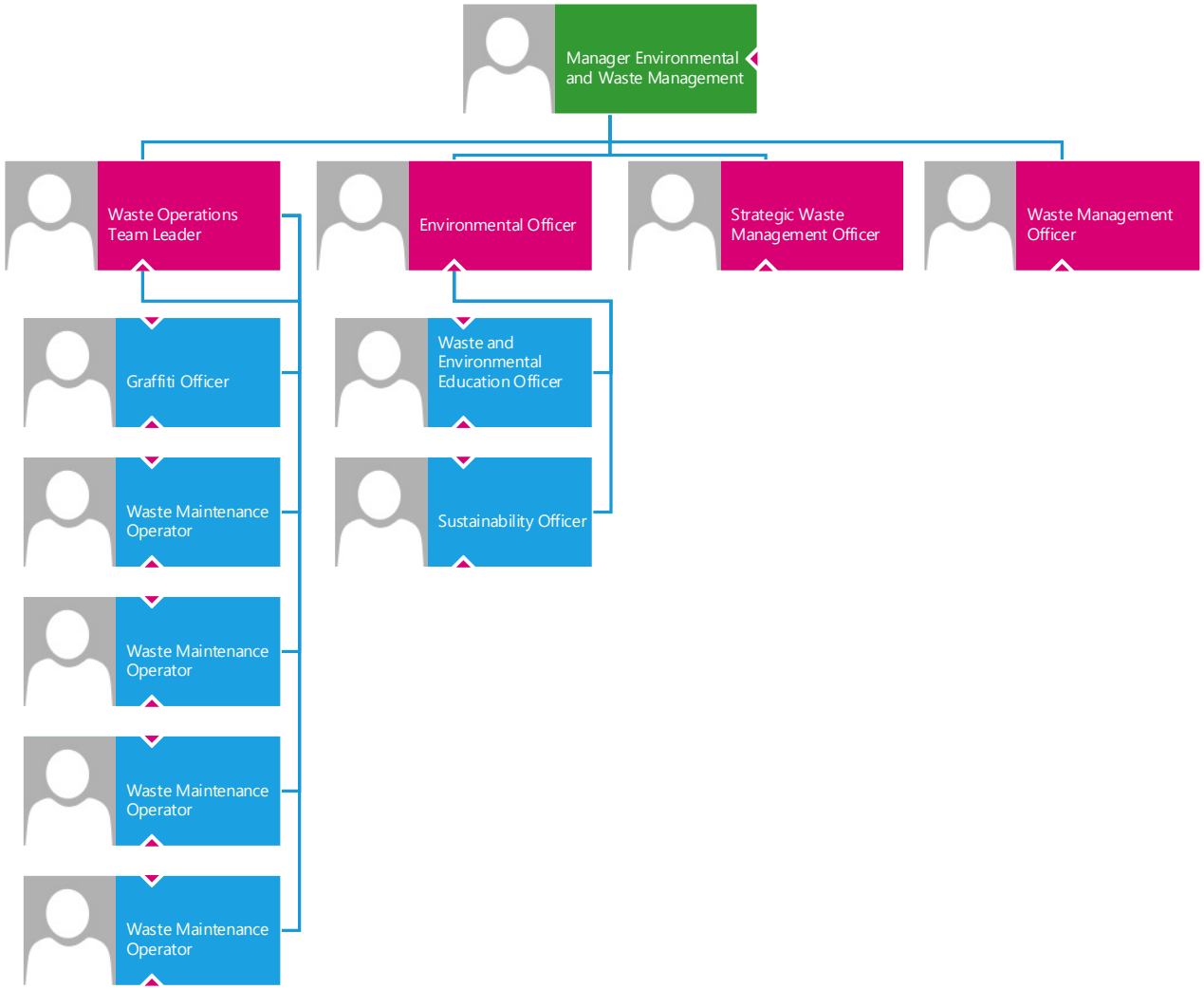
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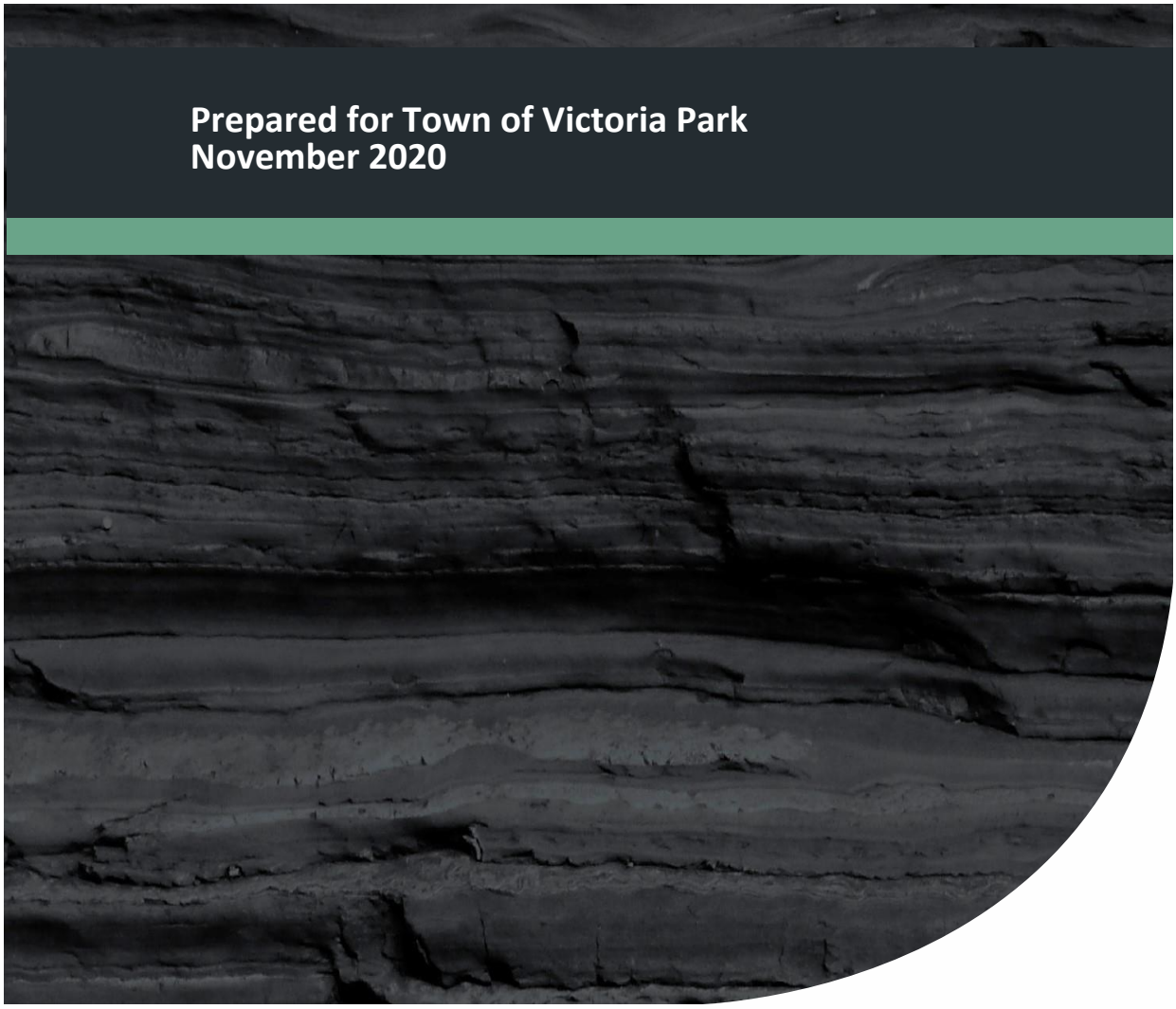


Design Opportunities and Considerations Report

Kent Street Sand Pit

Project No: EP20-055(03)

Prepared for Town of Victoria Park
November 2020



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Executive Summary

The Town of Victoria Park plan to rehabilitate the Kent Street Sand Pit which comprises part of Lot 705 Kent Street in Kensington (the 'site').

This report provides information on design options for rehabilitation of the site to inform future landscape planning, detailed design and project management.

The site is zoned for parks and recreation under the Metropolitan Region Scheme (MRS) and, due to the sites' history as a landfill site, is classified as 'remediated for restricted use' under the *Contaminated Sites Act 2003*. These considerations limit the options for redevelopment of the site.

Fortunately, the previous decisions of the Town of Victoria Park Council, consultation with the Town of Victoria Park representatives and key local stakeholder the Friends of Jirdarup Bushland, strongly indicated a preference for the establishment of a relatively informal, conservation-oriented area of public open space within the site. Overarching goals include revegetation of the site with native plants, establishment of paths to facilitate public access and integrating the site with the broader Jirdarup Bushland Precinct. Additional features to enhance amenity and experience are also proposed to add public amenity value.

While the *Site Management Plan* prepared as part of the contamination investigation and reclassification of the site does not preclude excavation a presumption is made that excavation be avoided and fill imported where features require depth of footing. Most paths and features proposed should be able to be constructed without the need to cut into the soil profile. Planting native tubestock into the upper soil profile is considered appropriate as long as the specific requirements of the *Site Management Plan* are adhered to.

Generally, the revegetation of the site will require consideration of weed control and supplementary watering.

Further community consultation is expected to be completed as part of future landscape planning and detailed design for the site.

Funding requirements and sources will require further investigation.

A preliminary delivery program is recommended that relies on a combination of Town of Victoria Park and external contractor contributions.

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Table of Contents

1 Introduction 2

1.1 Project background 2
1.2 Purpose and scope of work 2

2 Site Background 3

2.1 Planning context 3
2.1.1 Land use history 3
2.1.2 Contamination 5
2.1.3 Zoning 6
2.1.4 Bush Forever 6
2.1.5 Strategic context 6
2.2 Environmental context 8
2.2.1 Topography 8
2.2.2 Geomorphology and soils 8
2.2.3 Hydrology and wetlands 8
2.2.4 Vegetation 8
2.2.5 Conservation significant flora and fauna 10
2.2.6 Conservation significant ecological communities 10
2.2.7 Weeds 11

3 Opportunities and Considerations 12

4 Landscape Concept 15

5 Recommendations 17

5.1 Site preparation 17
5.1.1 Paths 17
5.1.2 Perimeter Fencing 17
5.1.3 Construction/ installation 17
5.1.4 Weed control 17
5.1.5 Native plant establishment 19
5.2 Environmental considerations 19
5.2.1 Climate 19
5.2.2 Soils 20
5.2.3 Fauna habitat retention and creation 20
5.3 Community engagement 20
5.4 Funding 20
5.5 Staging and delivery 21

6 References 22

6.1 General references 22

List of Tables

Table 1: Opportunities assessment 13
Table 2: Considerations assessment 14

List of Plates

Plate 1: Historical aerial image 1953 (WALIA 2020) 3
Plate 2: Historical aerial image 1981 (WALIA 2020) 4
Plate 3: Historical aerial image 2000 (WALIA 2020) 4
Plate 4: Historical aerial image 2006 (WALIA 2020) 5
Plate 5: Jirdarup Bushland Precinct from the Town's Public Open Space Strategy (UDLA 2019) 7
Plate 6: Native vegetation on the margins of the site 9
Plate 7: Predominantly non-native vegetation across the majority of the site 10
Plate 8: Example 'woody' weeds including Melia azedarach (white cedar) 18
Plate 9: Example 'grass and herb' weeds including perennial grasses Cynodon dactylon (couch) and Cenchrus clandestinus (kikuyu) 19

Figures

Figure 1: Site Map
Figure 2: Bush Forever Site 48

Appendices

Appendix A

Kent St Sand Pit Opportunities and Considerations

Appendix B

Kent St Sand Pit Landscape Design

Appendix C

Kent St Sand Pit Opinion of Probable Costs

Abbreviation Tables

Table A1: Abbreviations – Organisations

Organisations	
DBCA	Department of Biodiversity, Conservation and Attractions
DWER	Department of Water and Environmental Regulation
WAPC	Western Australia Planning Commission

Table A2: Abbreviations – General terms

General terms	
PEC	Priority ecological community
TEC	Threatened ecological community

Table A3: Abbreviations –Legislation

Legislation	
BAM Act	*Biosecurity and Agriculture Management Act 2007*
EP Act	*Environmental Protection Act 1986*
EPBC Act	*Environment Protection and Biodiversity Conservation Act 1999*
BC Act	*Biodiversity Conservation Act 2016*

Table A4: Abbreviations – planning

Planning terms	
MRS	Metropolitan region scheme
TPS	Town planning scheme

Table A5: Abbreviations – units of measurement

Units of measurement	
cm	Centimetre
ha	Hectare
m	Metre
m^2	Square metre
m AHD	m in relation to the Australian height datum
mm	Millimetre

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1 Introduction

1.1 Project background

The Town of Victoria Park (the 'Town') plan to rehabilitate the Kent Street Sand Pit which comprises part of Lot 705 Kent Street in Kensington (the 'site').

The site is leased and managed by the Town and is currently zoned 'parks and recreation' under the provisions of *Town Planning Scheme No.1* (TPS1) and *Draft Local Planning Strategy*.

The site is approximately 4.33 hectares (ha) in size and is bound by Kent Street to the south east, remnant bushland associated with Bush Forever Site No. 48 adjacent to Baron-Hay Court to the south west, Kensington Bushland north west and north east.

The location and extent of the site is shown in **Figure 1**.

1.2 Purpose and scope of work

Emerge Associates (Emerge) were engaged by the Town to assist in preparing a 'design opportunities and considerations report' for the site.

The purpose of this report is to provide information on suitable design options for rehabilitation of the site to inform future landscape planning and project management as previously proposed under the Town's *Public Open Space Strategy* (UDLA 2019).

The scope of work was specifically to prepare a report with recommended option(s) that:

- was consistent the site's zoning as a 'parks and recreation' reserve under the provisions of *Town Planning Scheme No.1*
- considered past recommendations and decisions made in relation to the site
- explored opportunities for enhancing the experience of adjacent Kensington Bushland to strengthen the connection between the community and the environment
- contained sufficient detail to guide future stages of planning and implementation.

2 Site Background

2.1 Planning context

2.1.1 Land use history

The history of the site is not particularly well documented. However, from review of historical aerial imagery (WALIA 2020) and previous survey reports (OTEK 2009; AECOM 2012; SERS 2015), the site has been used as a source of sand, a domestic landfill and storage area for building materials, construction and road sweeping waste, vehicle washing and as a discharge area for run off.

Part of the site was cleared of native vegetation by 1953 (**Plate 1**). From that time until approximately 1980 the entire site was progressively cleared and utilized for sand extraction based on aerial imagery (**Plate 2**). SERS (2015) report that the site was used as a landfill from the mid-60s until 1992. Based on aerial imagery progressive filling of the site did not seem to occur significantly until after 1981 and had been completed to current day levels between 2000 and 2006 (**Plate 3** and **Plate 4**). According to site investigations, filling was primarily achieved through receipt of building waste, with smaller portion of domestic waste and then overlain with uncontrolled fill sand (SERS 2015). Parts of the site were also excavated or left unfilled so as to form shallow basins to receive stormwater from the surrounding road network. The site has had no active use since it was filled, remaining vacant and fallow.



Plate 1: Historical aerial image 1953 (WALIA 2020)



Plate 2: Historical aerial image 1981 (WALIA 2020)



Plate 3: Historical aerial image 2000 (WALIA 2020)



Plate 4: Historical aerial image 2006 (WALIA 2020)

2.1.2 Contamination

As a consequence of landfill activities, the site was classified by the Department of Water and Environmental Regulation (DWER) under the *Contaminated Sites Act 2003* as 'possibly contaminated – investigation required' on 3 September 2012 following investigation completed by OTEK (2009).

Subsequent detailed site investigations by AECOM (2012) and SERS (2015) characterised the fill as largely comprising building materials, bricks, concrete, blue metal, limestone and pea gravel. Intact and non-friable fragments of asbestos containing material (ACM) were recorded as buried and scattered on the ground surface in the northern corner of the site. Otherwise the investigations did not identify elevated contaminates in soils. Elevated copper, zinc, benzene and TPH were identified in groundwater beneath the site. However, groundwater contamination was not considered to pose any risk to human health (SERS 2015). Elevated levels of carbon dioxide were also identified in soil profile (ground gas).

In June 2017 the Department of Water Environmental Regulation (DWER) reclassified the site to 'remediated for restricted use' subject to implementation of the *Site Management Plan* (SERS 2017). Under the *Contaminated Sites Act 2003* this classification was applied to convey the site is considered suitable for passive recreational use.

Key requirements of the *Site Management Plan* include:

- site management and work control procedures for ACM ground water and ground gas
- periodic inspection and review (SERS 2017).

2.1.3 Zoning

Under the *Metropolitan Region Scheme* (MRS), approval by the Western Australian Planning Commission (WAPC) is required for any development on land reserved for 'parks and recreation'. The WAPC's *Development Control Policy 5.3: Use of Land Reserved for Parks and Recreation and Regional Open Space* (DC 5.3) states that land reserved for parks and recreation may be used for:

- passive recreation
- active sporting pursuits
- cultural and or community activities
- activities promoting community education of the environment uses that are compatible with and or support the amenity of the reservation where specific facilities for such purposes have been approved by the WAPC.

2.1.4 Bush Forever

The Government of Western Australia's *Bush Forever* policy is a strategic plan for conserving regionally significant bushland within the Swan Coastal Plain portion of the Perth Metropolitan Region. The objective of *Bush Forever* is to protect comprehensive representations of native vegetation (Government of WA 2000). *Bush Forever* sites are representative of regional ecosystems and habitat and have a key role in the conservation of Perth's biodiversity.

Bush Forever Site No. 48 (Kensington Bushland) intersects the site as shown in **Figure 2**.

2.1.5 Strategic context

A range of documents, recommendations and Council decisions have led to proposal to rehabilitate the site.

Minutes of the Town of Victoria Park Ordinary Council Meeting on 11/07/2000 under '2.5 Kent Street Sandpit Usage' state "… and the preliminary plans discussed at the Councillors Workshop on March 30 1999 regarding the development of the Kent Street sand pit for predominantly passive recreational and cultural use."

In August 2015 the Town of Victoria Park Council resolved to merge the site with the Kensington Bushland Reserve and George Street Reserve into an area known as the Jirdarup Bushland Precinct (UDLA 2019)(refer **Plate 5**). The creation of the Jirdarup Bushland Precinct recognises the fact that these three areas do not function independently from each other, and that they are all linked to provide a valuable natural asset that needs to be protected. Implicit in this resolution was that the site should be rehabilitated as a conservation area and managed in a similar way to the other two reserves within the Jirdarup Bushland Precinct.



Plate 5: Jirdarup Bushland Precinct from the Town's Public Open Space Strategy (UDLA 2019)

The site, which forms part of the Jirdarup Bushland Precinct, is mapped as having a passive function in the Town's *Public Open Space Strategy* and is the subject of Council resolutions committing to a future environmental and bushland function (UDLA 2019). The *Public Open Space Strategy* identifies the sandpit area as future POS but notes that it comprises a former quarry site which is not considered to be usable public open space without future works such as rehabilitation (UDLA 2019).

The *Bentley-Curtin Specialised Activity Centre Plan* places the site within 'bushland' character zone (DPLH 2018). Contrasting to other documents, the *Bentley-Curtin Specialised Activity Centre Plan* identifies the former sandpit site as a potential infrastructure location for a future rapid transit, light rail network (DPLH 2018). It is understood that there is no active discussion between the State government and the Town regarding use of the site in this way.

The Town's *Urban Forest Strategy* identifies the Jirdarup Bushland Precinct as regionally significant and the sand pit site is seen as a key opportunity for increasing urban canopy within Victoria Park (Town of Victoria Park 2018). The *Urban Forest Strategy* also proposed that establishing an 'environmental resource centre' at the site or another suitable site be investigated (Town of Victoria Park 2018). An environmental resource centre was proposed to be located at the Kent Street sand quarry site by the Friends of Kensington Bushland circa 1999.

2.2 Environmental context

2.2.1 Topography

The elevation of the site ranges from 14 m in relation to the Australian height datum (mAHD) in the centre of the site to 20 mAHD on the southern side of the site (AECOM 2012).

2.2.2 Geomorphology and soils

The site occurs on the Swan Coastal Plain, which is the geomorphic unit that characterises much of the Perth metropolitan area. Soil mapping by Gozzard (2011) also places the site in Bassendean sand (S8) which are typically very light grey at surface, yellow at depth, fine to medium-grained, sub-rounded quartz, moderately well sorted of eolian origin (Purdie *et al.* 2004).

In addition to natural soils the central parts of the site contain a layer of fill consisting of brown fine to medium grained sandy material with building materials throughout including fragments of bricks and concrete, gravels of blue metal, limestone and pea gravel (AECOM 2012).

2.2.3 Hydrology and wetlands

Wetlands include "areas of seasonally, intermittently or permanently waterlogged soils or inundated land, whether natural or otherwise, fresh and saline, e.g. waterlogged soils, ponds, billabongs, lakes, swamps, tidal flats, estuaries, rivers and their tributaries" (Wetlands Advisory Committee 1977). Wetlands can further be recognised by the presence of vegetation associated with waterlogging or the presence of hydric soils such as peat, peaty sand or carbonate mud (Hill *et al*. 1996).

Examination of the Department of Water and Environmental Regulation (DWER) hydrography dataset (DWER 2018) shows no mapped wetland or water related features occur within the site.

The site is principally a terrestrial landform. Two excavated areas that function as stormwater basins occur within the site that may function as seasonal wetlands to some extent (SERS 2017). However, during previous investigations these basins have consistently been dry and it is unknown whether they have a hydrology consistent with their classification as wetlands.

2.2.4 Vegetation

Native vegetation is described and mapped at different scales in order to illustrate patterns in its distribution. At a continental scale the *Interim Biogeographic Regionalisation of Australia* (IBRA) divides the Swan Coastal Plain into two floristic subregions (Environment Australia 2000). The site is contained within the 'SWA02' or Perth subregion, which is characterised as mainly supporting *Banksia* low woodland on leached sands with *Melaleuca* swamps where ill-drained; and woodland of *Eucalyptus gomphocephala* (tuart), *E. marginata* (jarrah) and *Corymbia calophylla* (marri) on less leached soils (Beard 1990). This subregion is recognised as a biodiversity hotspot and contains a wide variety of endemic flora and vegetation types.

Variations in native vegetation can be further classified based on regional vegetation associations. Beard *et al.* (2013) places the site within 'Bassendean_1001' association which is described as 'low forest, woodland or low woodland with scattered trees' of '*Eucalyptus marginata*, *Banksia* spp., *Allocasuarina* spp.' The adjacent Kensington Bushland provides a perfect local reference for this

vegetation association as it would have once occurred within the site (prior to the sites' use as sand pit and landfill).

The site currently contains only small areas of native woodland vegetation around its margins where native plants were retained or have regrown on the batters of the sand pit (**Plate 5**). The center of the site contains predominantly non-native vegetation comprising non-native trees and shrubs over non-native grasses and herbs (**Plate 6**). The south eastern boundary contains a mix of native and non-native plants that have regrown or been planted following works within the site and the adjacent Kent St road reserve along the south east boundary of the site since the late 1980s.

The embankment area of the sandpit was revegetated from Kensington Bushland provenance stock over 3 years from 2012 to 2014. Anecdotally survival rates for planted stock were greatest on the Kent Street side along the south east boundary of the site, where the shallow underlying soils are yellow sands.



Plate 6: Native vegetation on the margins of the site



Plate 7: Predominantly non-native vegetation across the majority of the site

2.2.5 Conservation significant flora and fauna

Plants and animals that are considered to be rare or under threat warrant special protection under Commonwealth and/or State legislation. At a Commonwealth level, species may be listed as 'threatened' under the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act). Any action likely to have a significant impact on a taxon listed under the EPBC Act requires Ministerial approval.

In Western Australia species may also be classed as 'threatened' under the *Biodiversity Conservation Act 2016* (BC Act). It is an offence to 'take' or 'disturb' threatened flora listed under the BC Act without Ministerial approval.

Plants or animals that do not currently meet the criteria for listing as threatened but are potentially rare or threatened may be added to the Department of Biodiversity Conservation and Attractions'(DBCA) priority lists. Although not under direct statutory protection, priority species are considered during State approval processes.

The site is unlikely to currently provide important habitat for threatened or priority flora species. Native vegetation at the margin of the site and within adjacent Kensington Bushland Reserve, non-native pine trees within the site and a lesser extent non-native eucalypt trees within the site may provide foraging resource for threatened species of cockatoo and in particular Carnaby's cockatoo.

2.2.6 Conservation significant ecological communities

An ecological community is a naturally occurring group of native plants, animals and other organisms that are interacting in a unique habitat. 'Threatened ecological communities' (TECs) are ecological communities that are recognised as rare or under threat and therefore warrant special protection.

Selected TECs are afforded statutory protection at a Commonwealth level under the EPBC Act. Similar to flora species, TECs listed under the EPBC Act are assigned a conservation status. Any action likely to have a significant impact on a community listed under the EPBC Act requires Ministerial approval.

A plant community that is under consideration for listing as a TEC in Western Australia, but does not yet meet survey criteria or has not been adequately defined, may be listed as a 'priority ecological community' (PEC). Listing as a PEC is similarly considered during State approval processes.

Native vegetation on the perimeter of the site and within adjacent Kensington Bushland Reserve represents the EPBC Act listed 'banksia woodland of the Swan Coastal Plain' TEC which is also a State listed PEC.

2.2.7 Weeds

Due to historical land uses a wide variety of weed species are present within the site. The term 'weed' can refer to any plant that, anthropocentrically, is considered to be growing in the wrong place and so may require some form of management to reduce its effect on the economy, the environment, human health or amenity (Arcioni 2004). Many non-native flora species and some native species are considered to be weeds.

3 Opportunities and Considerations

Opportunities and considerations relevant to the redevelopment of the site were determined from review of background information including previous decisions of Council (refer **Section 2**) and consultation with Friends of Jirdarup Bushland and representatives of the Town.

Consultation with Friends of Jirdarup Bushland commenced on Saturday 13 June 2020 at the club rooms at Harold Rossiter Park and comprised an informal and interactive workshop wherein the site constraints and opportunities were discussed and preferred design options identified. Consultation with representatives of the Town was completed on Thursday 18 June 2020 and video conference over MS Teams where the site constraints and opportunities and design options were further discussed.

Primarily the opportunities that were identified centred around revegetation of the site with native plants and establishment of paths to facilitate public access, support conservation objectives and integrate the site with the rest of the Jirdarup Bushland Precinct. The Friends of Jirdarup Bushland's vision for the site is essentially to restore native banksia woodland for "cockatoos, community and conservation". The importance of an opportunity to restore a relatively large area of banksia woodland within an urban part of the Perth metropolitan area is in particular highlighted by the friend's group.

Additional features to enhance amenity and heighten interactive experiences within the restored bushland were then suggested to add value to the designed outcome. It is also noted that this site has the potential to be the key location for indigenous cultural exchange in the Town of Victoria Park. With regards to the education centre option (previously outlined in **Section 2.1.5**), the current Friends of Jirdarup Bushland group has indicated a preference that such a centre be located outside of the site (that is not within the sand pit area).

Considerations which may include constraints or aspects that may need to be accommodated in the future generally include the following:

- The site's zoning as parks and recreation.
- The site's classification under the *Contaminated Sites Act 2003* as remediated for restricted use and associated limitations posed by the *Site Management Plan* (SERS 2017).
- Variability in soil conditions across the site due to historical landuse.
- Lack of water supply within the site to facilitate revegetation.
- Legislated protection of native banksia woodland vegetation surrounding the site.
- Weed infestation within the site that may limit revegetation.
- The necessity to create safe public spaces.

While the sites zoning allows for active sporting use, there is no intention to infrastructure that supports such uses catered for within the site.

Note that the site's zoning and contaminated site classification do not preclude the construction of certain types of buildings or excavation. However, as these activities were not identified as a priority by stakeholders a presumption against the construction of buildings or deep excavation has been accepted to guide the scope of future works. Excavation can nonetheless be safely undertaken in line

with the requirements of the *Site Management Plan* if required to facilitate the installation of minor structures such as shelters, bench seats or signage, or the removal of bitumen hardstand or other site components, as required.

A summary of opportunities is provided in **Table 1** and summary of considerations is provided in **Table 2**.

Opportunities and considerations are illustrated on plan provided as **Appendix A**.

Table 1: Opportunities assessment

Item		Details
1	Bushland restoration	With the goal to integrate the site with the Jirdarup Bushland Precinct.
2	Urban forest creation	Existing trees retained (mostly), new trees planted providing a significant opportunity for the Town to increase canopy.
3	Passive recreation	Focus on local community, walkers / dog walkers, appreciation of nature. Opportunities for interactive experiences within the restored bushland.
4	Local access	Interconnected path network across Jirdarup Bushland Precinct.
5	Fauna habitat creation / enhancement	Black cockatoo foraging habitat, rainbow bee-eater habitat, understorey habitat for lizards, quenda, bird watering points, insect hotels.
6	Education	Meeting areas, signage. Interactive experiences within the restored bushland. Potential key location in the town for indigenous cultural exchange. The existing club house buildings at Harold Rossiter reserve may provide environment resource centre function in combination with features proposed in the site.

Table 2: Considerations assessment

Item		Details
1	Zoning	Zoning limits potential use to: • passive recreation • active sporting pursuits • cultural and or community activities • activities promoting community education. Note there is no intention to include opportunities for active sporting pursuits within the site.
2	Contamination	Remediated for restricted use means it is suitable for passive recreational use, subject to implementation of the *Site Management Plan* (SERS 2017).
3	Stormwater	Existing basins are connected to local stormwater network and may need to be retained. In particular, the larger basin in centre of site will require modification in order to ensure public safety and enhance amenity once access to the site is permitted.
4	Bushland restoration	Modified soils and entrenched weed populations may limit short to medium term restoration outcomes. Current knowledge and restoration techniques cannot guarantee restoration of banksia woodland ecosystem. That is, it may not be feasible to recreate banksia woodland within the site as it occurs within adjacent Kensington Bushland over short timeframes. However, commencing restoration will in the very least act to extend, buffer and integrate the site to adjacent areas of remnant bushland.
5	Antisocial behaviour	Important that spaces do not encourage antisocial behaviour.
6	Irrigation	The site does not have a water source and requires that water cannot be drawn from surficial aquifer below the site (*Site Management Plan* (SERS 2017)).
7	Residual bitumen / hard stand	Small areas of bitumen hardstand could limit revegetation outcomes Where they occur. Removal or covering with imported fill may be considered to lessen potential influence of residual hardstand.
8	Weeds	Two broad categories of weeds occur in site that require control to facilitate restoration: 'woody' and 'grass and herb'.

4 Landscape Concept

Recommended design options are illustrated in concept landscape design provided as **Appendix B**.

The concept landscape design components generally include the following:

- Primary entry point and parking area adjacent Harold Rossiter Park access.
- Secondary entry points of Baron Hay Court to the south and adjacent to the Harold Rossiter Park club rooms to the north.
- A network of primary and secondary paths integrating the site to the rest of Jirdarup Bushland Precinct.
- Restoration areas where native vegetation of similar composition to Kensington Bushland is proposed to be planted according to four habitat types, as outlined below.
- Feature locations that provide shade and may comprise seating, shelters, viewing platforms simple 'nature play' installations or fauna habitat features such as bird waterers or insect hotels.
- Infrastructure options comprising a boardwalk, amphitheatre, mounded landform, stairs and ramps.

Entry points were identified to provide optimal access and egress points for users of the Jirdarup Bushland Precinct. Dedicated car parking was considered appropriate to support users of the bushland path network. The secondary entry point adjacent to the Harold Rossiter Park is intended to connect users to the amphitheatre and provide a link to club room facilities that may support the use of the site for educational or community events.

The path network and feature locations and feature infrastructure aim to provide opportunities for passive recreation.

Proper planning and construction of the path layout shall ensure that fragmentation of remnant bushland and habitat is avoided or at least kept to a minimum. The location of paths shown are preliminary and intended to indicate where connections or thoroughfares may be considered. The paths have been generally co-located with the batter around the edge of the site to manage change in levels and next to existing trees where possible to maximize shade. The path network has a 'figure of eight' design to provide ability for users to walk a circuit within the site and linking back to other parts of the Kensington Bushland. Two options for secondary path locations to connect the site to the Jirdarup Bushland Precinct along its northern boundary are provided ('A' and 'B' in **Appendix A**). Option 'A' would require impact to relatively intact remnant vegetation within the Kensington Bushland. However, is considered to potentially be a better pathway for pedestrian movement than option 'B', which would impact less remnant vegetation between the Harold Rossiter Club Rooms and the north east boundary of the site.

Paths are expected to be constructed from crushed or stabilized compacted limestone or similar treatment. The path network will also provide an initial separation of restoration areas.

Some form of perimeter fencing may be required to reduce access to sensitive areas and further encourage the use of paths and dedicated entry points. In parts of the site the existing perimeter fencing may be considered appropriate to retain. Identified habitat of endangered or protected native fauna such as rainbow bee-eater nesting sites or black cockatoo foraging sites may be

considered for installation of specific protective fencing. Fencing types and location will require further consideration during planning process.

Restoration areas are proposed over the majority of the site. Restoration would generally require progressive weed control, mulch application and planting with native species of similar composition to adjacent Kensington Bushland. A combination of the following four habitat types is suggested to provide a variety of experiences:

- 'woodland'
- 'shrubland'
- 'forest'
- 'open'.

Note the habitat labels are indicative and may be further developed or changed as planning for the site continues. The intention of the four habitat types is to ensure that a variety of different zones are established that combine to enhance native biodiversity, as well as, provide fauna habitat, shade and urban forest benefits, view lines, a sense of space and offer additional (off path) areas for passive recreation experiences.

Woodland and shrubland habitats would be planted with local tree species such as *Banksia menziesii* (firewood banksia), *B. attenuata* (slender banksia), *Eucalypt marginata* (jarrah), *E. todtiana* (prickly bark) and *Allocasuarina fraseriana* (sheoak) as well as shrubs and understory plant species common to Kensington Bushland. The woodland and shrubland restoration areas may be further themed to enhance character and recognition of selected native species.

The basin area may be planted with appropriate native wetland species. However, as the basin is not suspected to hold water for long periods a forest of *Corymbia calophylla* (marri) could be a suitable treatment and would have additional benefit of providing a foraging resource for black cockatoos.

Open areas are intended to be clear and robust such that they can allow pedestrian movement. They may include trees but with a low managed understory. No specific understory treatment is recommended, but options may include low planted shrubs with mulch paths, open mulch with native herbs or grasses or managed turf or managed grassland. Irrespective of the treatment chosen, it is envisaged that the open areas would be non-irrigated and maintained, as appropriate, to create usable spaces..

Feature locations and infrastructure were selected to take advantage of existing shade, offer viewing interest, space out visitor experiences and encourage interaction across the site. The amphitheatre provides a relatively low-cost option to give a unique character and experience to the site and build on educational and community event opportunities by providing suitable space for hosting groups. The amphitheatre concept may meet broad objectives for the environmental resource centre proposed in the *Urban Forest Strategy* (refer **Section 2.1.5**). Additionally, it was raised during stakeholder consultation that the existing club house buildings at Harold Rossiter reserve may provide an environment resource centre function in combination with features proposed in the site.

5 Recommendations

5.1 Site preparation

5.1.1 Paths

Paths are expected be constructed from compacted or stabilized limestone or similar lower cost treatment. Generally, construction of paths should be preceded by application of fill overlay to ensure sufficient depth is maintained above contaminated fill and adhere to the requirements of the of the *Site Management Plan* (SERS 2017).

5.1.2 Perimeter Fencing

Perimeter fencing is expected to be Town of Victoria Park specification for conservation fencing. Fence installation will need to adhere to the requirements of the of the *Site Management Plan* (SERS 2017).

5.1.3 Construction/ installation

Construction will have to adhere to requirements of the *Site Management Plan*, which does not preclude intrusive works (excavation), rather recommending avoidance and the application of safe work methods and protective measures. As a minimum the *Site Management Plan requires* unauthorised personnel must be restricted from entering the boundaries of any intrusive work area. Nevertheless, it is expected that excavation to any depth would generally be avoided across the site. Where depth is required for footings of features additional fill overlay may first be applied. Generally, mounding or reshaping of batters to allow construction of features should be preceded by application of fill overlay to ensure sufficient depth is maintained above contaminated fill.

5.1.4 Weed control

The Jirdarup Buhland Precinct has been well maintained with effective 'integrated weed management' working in cooperation with volunteers in the local community, the Town's contactors and the Town's Natural Areas Team which has contained and limited the weed population within the site. A staged removal of weeds within the site is therefore considered a very achievable task.

Broadly, two categories of weeds occur in site that might require control to facilitate restoration:

- 'woody'
- 'grasses and herbs'.

'Woody' weeds include some exotic trees not proposed for retention occur within the site. These could be removed as soon as practicable ahead of future works. Removal may include manual or combination of manual and herbicide treatment options. Manual removal should avoid disturbance to soils subject to the *Site Management Plan.*

Much of the site is currently covered with grass and herb weeds in particular the perennial grass species *Cynodon dactylon* (couch). These weeds will need to systematically be removed and managed to facilitate revegetation.

Couch typically requires significant effort to control and its removal may further allow other weeds species present as seed to express, including other non-grass weed species. Mechanical removal of the couch would require shallow excavation and so is not possible under the *Site Management Plan*. Treatment of couch and other weeds with herbicide in multiple years leading up to planting is likely to be the practical option for control.

Herbicide should only be applied by a licensed pest management technician according to Australian Pesticides and Veterinary Medicines Authority (APVMA) *Permit to allow minor use of an agvet chemical product for control of environmental weeds in various situations* (PER13333) and instructions on product label.



Plate 8: Example 'woody' weeds including Melia azedarach (white cedar)



Plate 9: Example 'grass and herb' weeds including perennial grasses Cynodon dactylon (couch) and Cenchrus clandestinus (kikuyu)

5.1.5 Native plant establishment

Native plants are likely to be best established in restoration areas through planting of lower cost tube stock. However other methods such as transplantation, topsoil application or direct seeding may be considered ((Stevens *et al.* 2016)).

Tubestock installation requires labor for which coordinated volunteer, contract or the Towns in-house capability may be considered. Tubestock should be able to be safely installed in the top 300 mm of soil profile in line with *Site Management Plan* (SERS 2017). However, the application of a fill overlay to ensure sufficient depth is maintained above the zone of contamination would be appropriate.

Watering of plants is understood to be common practice in revegetation in other parts of Jirdarup Precinct. As water is not currently available on site a source of water may need to be established or supplementary watering option such as water truck may be considered, if watering of plants is proposed within restoration areas within the site.

5.2 Environmental considerations

5.2.1 Climate

In lieu of the provision of supplementary water, the optimal time to establish native plants in the site is between May and June of a given year during the wetter and cooler seasonal period in the south west Western Australia.

5.2.2 Soils

It is unknown how native plants will perform in modified soil profile that has been filled above zone of contamination within the site. The characteristics of the modified soil are not particularly concerning and it is expected that native plants will generally perform adequately. Nevertheless, some trial and error may be expected before it is known which species perform best in the conditions that occur within the site.

Areas with native, low nutrient (sub) soils remaining following past use as sand extraction and along the batter surrounding the site may require further consideration of plant nutrition requirements during installation.

5.2.3 Fauna habitat retention and creation

Rainbow bee-eater has been observed nesting in the west of the site. These migratory birds nest in burrows in sandy banks and often utilise disturbed areas such as quarries. The nesting locations could be protected by ensuring paths are kept at a distance and/or fenced off in order to keep walkers and dogs away from such important sites. Planning of restoration activities in these locations will need to take nesting sites and the retention of sandy banks into consideration. Noting that planting of batters may reduce the habitat value to rainbow bee-eaters.

Threatened species of black cockatoo utilise the Jirdarup Bushland Precinct and creation of foraging habitat for these birds is identified as a particularly relevant opportunity. All of the native overstorey species recommended for woodland and forest habitat types will provide foraging options for black cockatoos.

While open area habitat types may include fewer native species, it is expected that they will also provide important habitat preferred by fauna that inhabit clearings such as species of bird or reptiles.

5.3 Community engagement

In preparing this report consultation was completed with the Town and key stakeholder the Friends of Jirdarup Bushland. Notice was extended to local Aboriginal / traditional owner groups via the Towns existing communication process. Further consultation with local Aboriginal groups and the wider community is expected to occur in subsequent stages of planning and development for the site. Additionally, consultation with Department of Communities on how the site might best interface with the proposed redevelopment of Agriculture Department facility south of the site.

5.4 Funding

Funding will be required from Towns budget or external sources to develop the site. Range of State base funding programs may be investigated such as Lotterywest.

Opinion of probable costs (OPCs) for proposed features and works are provided as **Appendix C**. Note that these costs are not approved estimates and should be considered indicative pending further refinement during future landscape planning or detailed design.

5.5 Staging and delivery

The staging and delivery of works within the site will be well informed by the recently instigated George Street Reserve Revegetation Project on the north eastern side of eth Jirdarup Bushland Precinct. Further detailed design work is required in order to set a specific program of works. However, a recommended general staging of works is as follows:

1. Landscape plan preparation including community consultation (externals consultants / Town).
2. Detailed design preparation (external consultants).
3. Tender works for construction of the parking area and paths and features (Town).
4. Construct parking area, paths and features (external contractor).
5. Tender or coordinate progressive works for planting of restoration areas (external contractor / Town).
6. Complete progressive works within restoration areas (External contractor / Town).
7. Ongoing maintenance of infrastructure and restoration areas (Town).

6 References

6.1 General references

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Figures

Figure 1: Site Map

Figure 2: Bush Forever Site 48



Figure 1: Site Map

Project:	Opportunities and Constraints Report Document Preparation
Client:	Town of Victoria

Plan Number:
EP20-055(03)--F03

Drawn:	AFF
Date:	7/07/2020
Checked:	TAA
Approved:	TAA
Date:	29/07/2020

N

0 20 40 60 80
Metres

Scale: 1:3,000@A4

GDA 1994 MGA Zone 50

emerge ASSOCIATES

While Emerge Associates makes every attempt to ensure the accuracy and completeness of data, Emerge accepts no responsibility for externally sourced data used



Figure 2: **Bush Forever Site 48**

Project:	Opportunities and Constraints Report Document Preparation
Client:	Town of Victoria

Plan Number:
EP20-055(03)--F04a

Drawn:	AFF
Date:	19/10/2020
Checked:	TAA
Approved:	TAA
Date:	19/10/2020

N

0 50 100
Metres

Scale: 1:5,000@A4

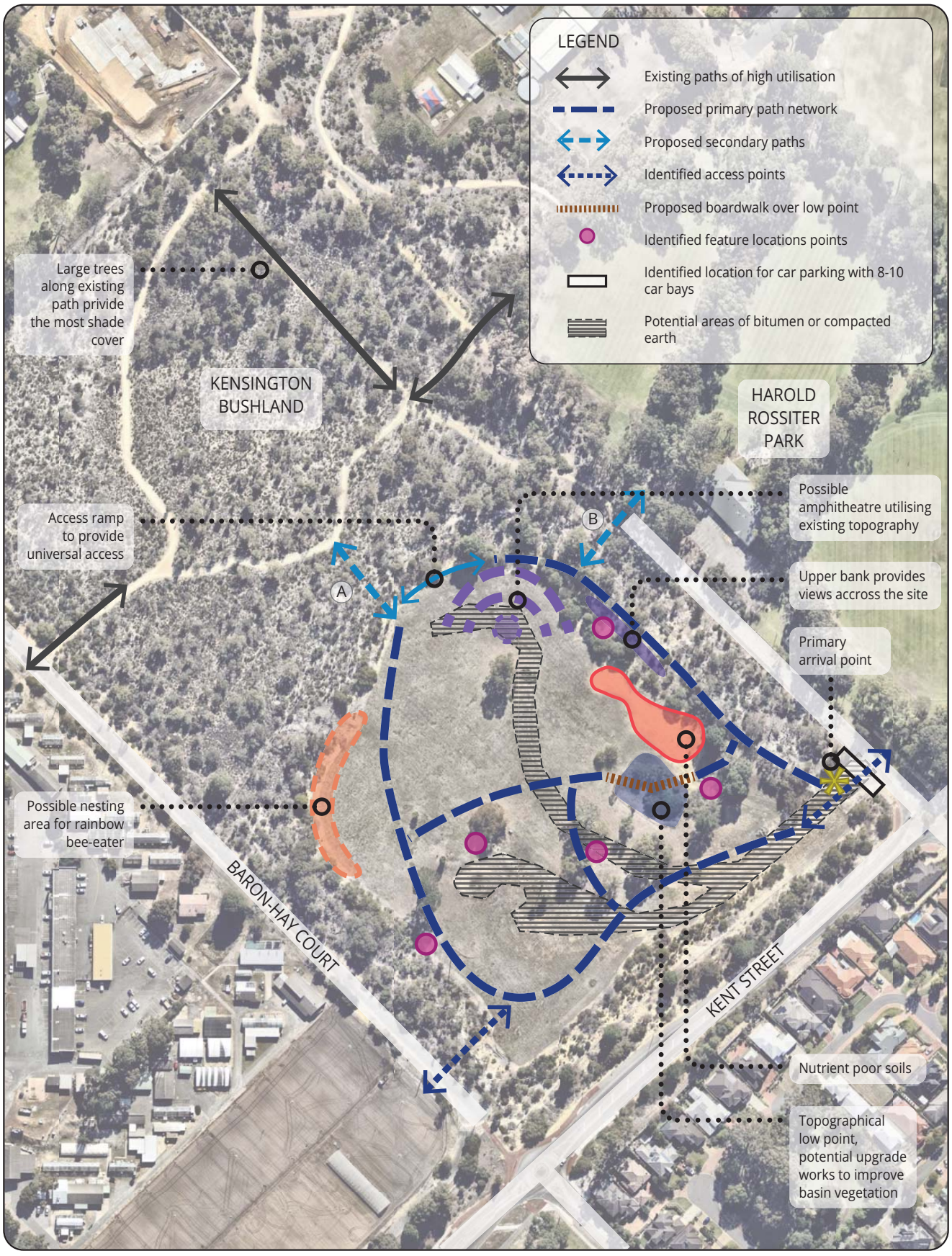
GDA 1994 MGA Zone 50

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Appendix A

Kent St Sand Pit Opportunities and Considerations



KENT STREET SAND PIT

OPPORTUNITIES AND CONSIDERATIONS

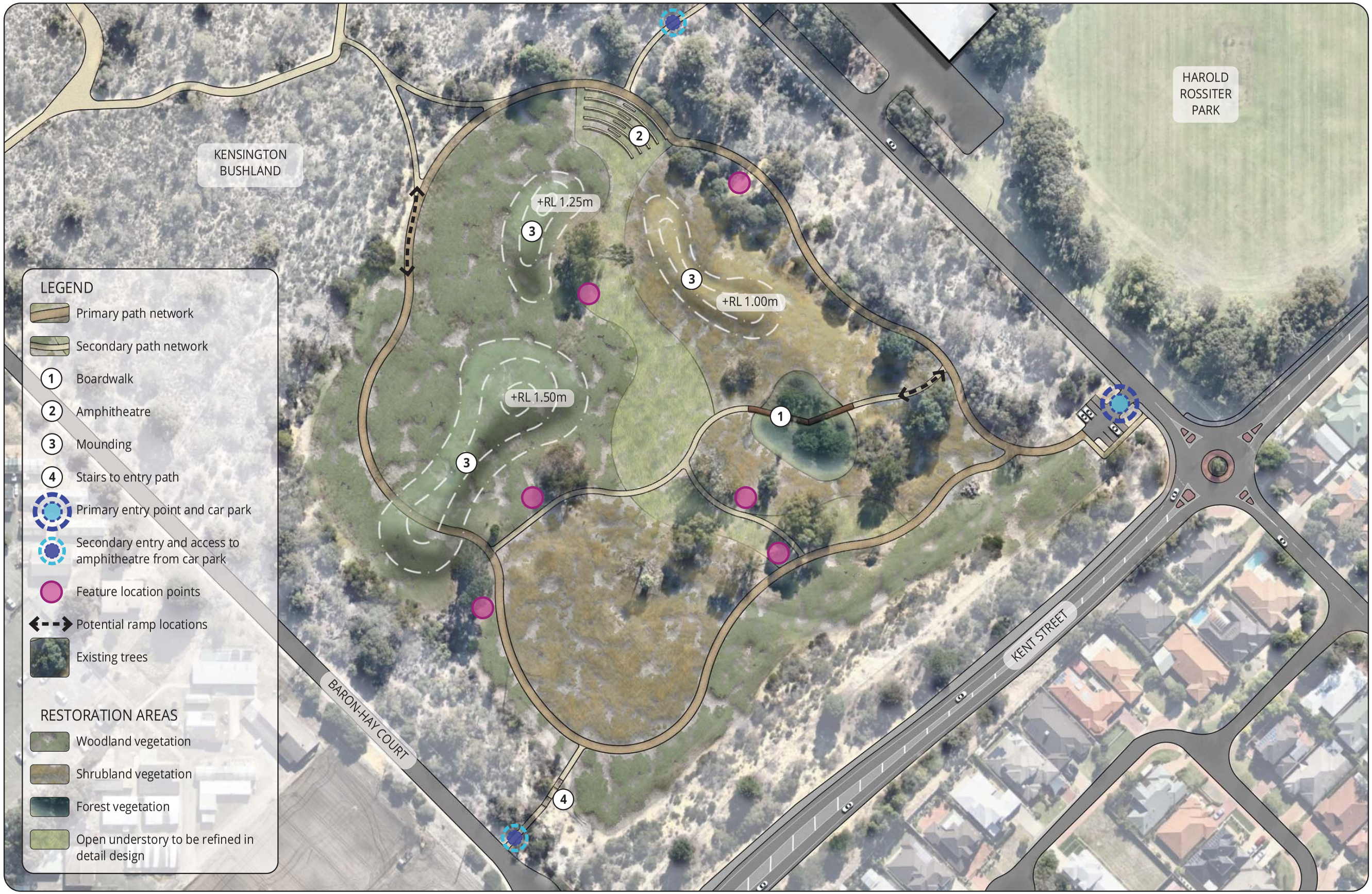
DWG ENVIRO67-01
REV C
DATE 20-10-20
0 10 20 30 40 50 m
SCALE 1 : 2500 @ A4

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Appendix B

Kent St Sand Pit Landscape Design



KENT STREET SAND PIT
LANDSCAPE DESIGN

DWG ENVIRO67-01
REV B
DATE 20-10-20
SCALE 1 : 1200 @ A3
0 6 12 18 24 30 m

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U:\CURRENTPROJECTS\ENVIRO67KentStSandPitTownPlX000-01\PhotosDrawings&Scans\XX-01\02_ConceptPlans,Scans&Graphics\02_LVED.vwgs\01_OverallProjectPlans\04INDD\ENVIRO67-KentStSandPitDesign.indd

Appendix C

Kent St Sand Pit Opinion of Probable Costs

Project: **Kent Street Sand Pit**
Client: Town of Victoria Park
Task: **PRELIMINARY OPINION OF PROBABLE COST**
Plan Ref: Landscape Design
Prepared by: ML
Date: 19-Oct-20
Revision: **(B) Issued for Client Review**

emerge ASSOCIATES
Integrated Science & Design

		Total area	41,892	sq.m		
No	**ITEM**	**PROPOSED CONTENTS**	**QTY**	**UNIT**	**$ RATE**	**COST**
A	**PRELIMS AND SITE WORKS**					
A1	Preliminaries	Site work / Mobilisation/Insurances	1	item	$3,000	$3,000
A2	Survey	Survey and setout, including levels	1	item	$1,500	$1,500
A3	Risk Assessment, CDC Certification, BL	Site Risk Assessment, Building Permits, CDC Certification (Construction certified by Building Surveyor)	1	item	$650	$650.00
A4	Minor earthworks /Fine grading	Final trim & grading, including additional site soil where required to meet grades (+/-100mm)	430	sq.m	$1.00	$430.00
A4	Imported Fill	Imported and spread clean fill to feature mounding	3,200	cube.m	$30.00	$96,000.00
A5	Structural Certification	Allow for structural certification for all items	1	each	$1,200.00	$1,200.00
A6	Existing Grass Removal	Remove and dispose of existing turf	37,970	sq.m	$2.50	$94,925.00
A7	Temporary Site Fencing	Allow for supply and install of temporary site fencing	1,380	lin.m	$5.00	$6,900.00
A8	Removal of existing bitumen	Remove and dispose existing bitumen	300	sqm	$20.00	$6,000.00
PRELIMINARIES & SITE WORKS SUBTOTAL						**$210,605**
B	**HARD SURFACES**					
B1	Crushed Limestone Path	Supply and install crushed limestone path to secondary path network	3,660	sq.m	$20	$73,200
B2	Bitumen Road	Supply and install bitumen road to car park and primary access	250	Item	$60	$15,000
B3	Boardwalk	Supply and install fibre reinforced plastic (FRP) boardwalk	40	lin.m	$800	$32,000
B4	Limestone Block Steps	Supply and install reconstituted limestone blocks to access path stairs	40	lin.m	$250	$10,000
B5	Limestone Block Amphitheatre	Supply and install reconstituted limestone blocks to amphithreatre	160	lin.m	$250	$40,000
HARD PAVEMENTS AND SOFTFALL SUBTOTAL						**$170,200**
C	**FEATURE LOCATIONS ITEMS**					
C1	Shade Structure	Supply and install custom cantilever Landmark shelter - 'King' shelter range K651 4m x 4m or approved equivalent	1	item	$15,150	$15,150
C2	Picnic Table	Supply and install Cox Urban Furniture parkline range table setting - wheelchair accessible or approved equivalent	1	item	$3,400	$3,400
C3	Bench Seat	Supply and install Cox Urban Furniture parkline range bench seat or approved equivalent	1	item	$1,200	$1,200
C4	Timber Wobble Logs	Supply and install natural timber wobble logs 300mm diameter cut down the centre to make for a flat surface. Stumps to be smoothed and oiled.	1	each	$1,200	$1,200
C5	Timber Submerged Stump/stepper	Supply and install Timber Submerged Stumps various sizes 150-500mm diameter and not exceeding 500mm height. Stumps to be smoothed and oiled.	1	each	$150	$150
C6	Natural log	Supply and install timber natural log various sizes 150-500mm diameter and not exceeding 500mm height. Stumps to be smoothed and oiled.	5	each	$550	$2,750
C7	Bird Waterers	Supply and install bird waterer	1	item	$1,100	$1,100
C8	Insect Hotels	Supply and install insect hotel	1	item	$50	$50
PLAY ELEMENTS SUBTOTAL						**$25,000**
E	**SOFTWORKS**					
E1	General Planting	Supply and install tubestock shrubs @ 3 plants per sq. m	98,670	each	$2.50	$246,675
E2	Soil conditioner to general planting	Supply and install soil conditioner to general planting	32,890	sq.m	$3.00	$98,670
E3	Mulch to planted areas	Supply and install 75mm thick mulch to planted areas	32,890	sq.m	$5.00	$164,450
SOFTWORKS SUBTOTAL						**$509,795**
					Sub-Total Landscape Works (excl. GST)	**$915,600**

Municipal Fund Bank Account

Payments

Creditors Cheques

Payment	Date	Payee	Description	Amount
00608802	29-Oct-20	RevenueWA	Financial Services	75.23
00608795	8-Oct-20	Services Australia, Collector of Pu	Refund - Fees and Charges	2,714.04
			Total Creditors Cheques	**2,789.27**

Creditors EFT Payments

1716.6839-01	22-Oct-20	A Mujkic & H Mujkic	Refund - Rates	1,439.05
1706.4-01	8-Oct-20	AAC Wristbands Australia Pty Ltd	Equipment Supply and Repair	886.68
1718.1121-01	29-Oct-20	ABC Blinds & Awnings	Furniture Supply and Repair	2,125.00
1706.1328-01	8-Oct-20	Abco Products Pty Ltd	Cleaning Services and Equipment	776.03
1718.1328-01	29-Oct-20	Abco Products Pty Ltd	Cleaning Services and Equipment	1,567.32
1706.3400-01	8-Oct-20	Academy Services (WA) Pty Ltd	Cleaning Services and Equipment	7,340.20
1706.1138-01	8-Oct-20	Achieveability Pty Ltd	Training Services	88.00
1699.9-01	1-Oct-20	ACMV Design Consultants	Design and Drafting Services	1,925.00
1718.331-01	29-Oct-20	Active Games & Entertainment	Event Performance and Activity	550.00
1708.538-01	8-Oct-20	Alinta	Gas Usage Charges	931.30
1699.6168-01	1-Oct-20	All Signs WA Pty Ltd	Sign Installation and Supply	1,936.00
1718.2937-01	29-Oct-20	Allied Forklifts Pty Ltd	Equipment Supply and Repair	1,370.93
1706.2774-01	8-Oct-20	Ampac Debt Recovery (WA) Pty Ltd	Financial Services	60.50
1711.1920-01	15-Oct-20	Aqua Well Being	Health Instructors	65.00
1715.4093-01	22-Oct-20	Aquatic Services WA Pty Ltd	Equipment Supply and Repair	5,629.80
1706.1791-01	8-Oct-20	Askwith Safe Company	Furniture Supply and Repair	304.00
1711.662-01	15-Oct-20	Asphaltech Pty Ltd	Road Construction Materials and Services	254,139.10
1715.662-01	22-Oct-20	Asphaltech Pty Ltd	Road Construction Materials and Services	2,404.51
1718.662-01	29-Oct-20	Asphaltech Pty Ltd	Road Construction Materials and Services	2,143.36
1699.1435-01	1-Oct-20	Atom Supply	Equipment Supply and Repair	382.46
1715.1435-01	22-Oct-20	Atom Supply	Equipment Supply and Repair	336.56
1718.1435-01	29-Oct-20	Atom Supply	Equipment Supply and Repair	320.30
1706.2248-01	8-Oct-20	Aussie Telecom	Software and IT Solutions	3,523.50
1699.1866-01	1-Oct-20	Austraffic WA	Traffic Control Services	1,804.00
1706.271-01	8-Oct-20	Australasian Performing Right	Licencing and Subscriptions	2,189.31
1711.273-01	15-Oct-20	Australia Post	Postage Services	12,864.41
1706.1158-01	8-Oct-20	Australian Hvac Services	Equipment Supply and Repair	209.00
1715.1158-01	22-Oct-20	Australian Hvac Services	Equipment Supply and Repair	2,279.76
1711.424-01	15-Oct-20	Australian Institute Of Building	Conference and Workshop Enrolment	300.00
1699.1995-01	1-Oct-20	Australian Office Leadingbrands.com	Office Supplies	163.96
1706.1995-01	8-Oct-20	Australian Office Leadingbrands.com	Office Supplies	1,058.50
1711.1995-01	15-Oct-20	Australian Office Leadingbrands.com	Office Supplies	96.76
1718.1995-01	29-Oct-20	Australian Office Leadingbrands.com	Office Supplies	71.80
1702.50-01	1-Oct-20	Australian Service Union	Superannuation	25.90
1712.50-01	15-Oct-20	Australian Service Union	Superannuation	25.90
1721.50-01	29-Oct-20	Australian Service Union	Superannuation	25.90
1702.98000-0	1-Oct-20	Australian Taxation Office	Taxation	173,561.00
1712.98000-0	15-Oct-20	Australian Taxation Office	Taxation	187,796.51
1721.98000-0	29-Oct-20	Australian Taxation Office	Taxation	163,499.00
1715.6775-01	22-Oct-20	Australian Wholistic Health & Wellb	Health Services	1,925.00
1699.3881-01	1-Oct-20	AWB Building Co	Facility Maintenance Services	2,668.50
1706.3881-01	8-Oct-20	AWB Building Co	Facility Maintenance Services	1,845.23
1711.3881-01	15-Oct-20	AWB Building Co	Facility Maintenance Services	2,570.05
1715.3881-01	22-Oct-20	AWB Building Co	Facility Maintenance Services	82.50
1718.3881-01	29-Oct-20	AWB Building Co	Facility Maintenance Services	463.10
1706.724-01	8-Oct-20	Baileys Fertilisers	Landscaping Materials and Services	4,027.52
1699.3161-01	1-Oct-20	Bang the Table	Software and IT Solutions	27,225.00
1718.5625-01	29-Oct-20	Barefoot Media Co.	Photography and Imaging Services	2,500.00
1699.6684-01	1-Oct-20	Battery World Maddington	Equipment Supply and Repair	199.80
1711.6684-01	15-Oct-20	Battery World Maddington	Equipment Supply and Repair	7.99
1699.6794-01	1-Oct-20	Baylie David Hutchison	Event Performance and Activity	540.00
1706.280-01	8-Oct-20	Beaver Tree Services	Landscaping Materials and Services	159,417.51
1711.280-01	15-Oct-20	Beaver Tree Services	Landscaping Materials and Services	82,322.14
1718.280-01	29-Oct-20	Beaver Tree Services	Landscaping Materials and Services	202,905.40
1706.409-01	8-Oct-20	Bidfood WA Pty Ltd	Resale Inventory	330.73
1711.409-01	15-Oct-20	Bidfood WA Pty Ltd	Resale Inventory	556.78
1718.409-01	29-Oct-20	Bidfood WA Pty Ltd	Resale Inventory	498.12

Payment	Date	Payee	Description	Amount
1715.5155-01	22-Oct-20	Bin Bath Corporation Pty Ltd	Waste Management Services	399.74
1719.6867-01	29-Oct-20	Bishopgate Enterprises Pty Ltd	Refund - Rates	1,606.22
1706.283-01	8-Oct-20	Blackwell & Associates Pty Ltd	Planning and Building Services	2,131.25
1699.5404-01	1-Oct-20	Blasta Brewing Company	Room Hire	500.00
1718.4992-01	29-Oct-20	Bloomin Box Company	Flowers	72.00
1706.287-01	8-Oct-20	BOC Limited	Equipment Supply and Repair	151.29
1715.287-01	22-Oct-20	BOC Limited	Equipment Supply and Repair	880.61
1711.6539-01	15-Oct-20	Bolinda Digital Pty Ltd	Library Equipment and Stock	2,500.00
1715.4684-01	22-Oct-20	Bollig Design Group	Design and Drafting Services	8,800.00
1699.6147-01	1-Oct-20	Boomerang Alliance Incorporated	Environmental Services	2,750.00
1699.333-01	1-Oct-20	Boral Construction Materials Group	Road Construction Materials and Services	192.50
1711.333-01	15-Oct-20	Boral Construction Materials Group	Road Construction Materials and Services	454.00
1715.333-01	22-Oct-20	Boral Construction Materials Group	Road Construction Materials and Services	355.74
1718.333-01	29-Oct-20	Boral Construction Materials Group	Road Construction Materials and Services	321.86
1709.2093-01	13-Oct-20	BP Australia Pty Ltd	Fuel and Oils	4,085.32
1699.290-01	1-Oct-20	Bunnings Building Supplies Pty Ltd	Equipment Supply and Repair	104.86
1706.290-01	8-Oct-20	Bunnings Building Supplies Pty Ltd	Equipment Supply and Repair	419.34
1711.290-01	15-Oct-20	Bunnings Building Supplies Pty Ltd	Equipment Supply and Repair	379.74
1715.290-01	22-Oct-20	Bunnings Building Supplies Pty Ltd	Equipment Supply and Repair	976.59
1718.290-01	29-Oct-20	Bunnings Building Supplies Pty Ltd	Equipment Supply and Repair	724.48
1706.4821-01	8-Oct-20	Buzz Enterprises P/L T/A Sifting Sa	Equipment Supply and Repair	4,407.20
1718.785-01	29-Oct-20	CA Technology Pty Ltd (CAMMS Group)	Software and IT Solutions	5,868.50
1699.2185-01	1-Oct-20	Cable Locates & Consulting Trust	Communication Services	657.80
1706.279-01	8-Oct-20	Caltex Aust Limited	Fuel and Oils	6,638.48
1706.300-01	8-Oct-20	Carlisle Events Hire Pty Ltd	Equipment Hire	800.80
1699.1503-01	1-Oct-20	CCM Furniture Pty Ltd t/as CCM Clea	Cleaning Services and Equipment	9,737.10
1706.1503-01	8-Oct-20	CCM Furniture Pty Ltd t/as CCM Clea	Cleaning Services and Equipment	20,333.41
1715.1503-01	22-Oct-20	CCM Furniture Pty Ltd t/as CCM Clea	Cleaning Services and Equipment	473.00
1718.6797-01	29-Oct-20	CelloPark Australia Pty Ltd	Parking Management Services	1,155.00
1699.1044-01	1-Oct-20	City of Armadale	Printing Services	423.82
1711.1044-01	15-Oct-20	City of Armadale	Printing Services	657.30
1718.1044-01	29-Oct-20	City of Armadale	Printing Services	102.51
1706.638-01	8-Oct-20	City of Gosnells	Local Government Services	5,500.00
1699.369-01	1-Oct-20	City of Perth	Local Government Services	8,112.20
1715.369-01	22-Oct-20	City of Perth	Local Government Services	8,280.87
1704.57-01	1-Oct-20	City of Perth Superannuation Plan	Superannuation	1,193.26
1722.57-01	29-Oct-20	City of Perth Superannuation Plan	Superannuation	1,056.57
1711.563-01	15-Oct-20	City of South Perth	Local Government Services	10,285.00
1711.711-01	15-Oct-20	City of Wanneroo	Rates	28,616.51
1718.511-01	29-Oct-20	City Subaru	Plant Supply and Servicing	834.45
1711.466-01	15-Oct-20	Civica Pty Ltd	Software and IT Solutions	701.23
1699.483-01	1-Oct-20	Cleanaway	Waste Management Services	40,686.92
1715.483-01	22-Oct-20	Cleanaway	Waste Management Services	223,629.87
1718.483-01	29-Oct-20	Cleanaway	Waste Management Services	170,313.28
1715.629-01	22-Oct-20	Clever Patch Pty Ltd	Library Equipment and Stock	588.57
1711.2965-01	15-Oct-20	Cobble Stone Concrete Pty Ltd	Road Construction Materials and Services	27,529.98
1718.2965-01	29-Oct-20	Cobble Stone Concrete Pty Ltd	Road Construction Materials and Services	5,564.90
1715.5959-01	22-Oct-20	Cockburn GP Super Clinic t/a Cockbu	Medical Equipment and Services	170.00
1715.2588-01	22-Oct-20	Coles Supermarket Australia Pty Ltd	Groceries	149.50
1715.1199-01	22-Oct-20	ColleaguesNagels	Printing Services	2,951.64
1706.3353-01	8-Oct-20	Connect Victoria Park Inc	Community Grant	32,029.00
1711.413-01	15-Oct-20	Construction Training Fund	Levy Payments	8,098.58
1699.689-01	1-Oct-20	Copley Contracting	Road Construction Materials and Services	16,237.98
1715.689-01	22-Oct-20	Copley Contracting	Road Construction Materials and Services	8,130.10
1718.689-01	29-Oct-20	Copley Contracting	Road Construction Materials and Services	10,704.10
1706.209-01	8-Oct-20	Coretex Australia Pty Ltd	Software and IT Solutions	435.60
1706.2186-01	8-Oct-20	Cornerstone Legal Pty Ltd	Legal Services	1,995.40
1711.2186-01	15-Oct-20	Cornerstone Legal Pty Ltd	Legal Services	748.00
1715.2186-01	22-Oct-20	Cornerstone Legal Pty Ltd	Legal Services	1,111.00
1711.356-01	15-Oct-20	Council On The Ageing (WA) Inc	Membership and Subscription	722.70
1699.1735-01	1-Oct-20	Covs Parts Pty Ltd	Machinery Servicing and Parts	177.46
1706.1735-01	8-Oct-20	Covs Parts Pty Ltd	Machinery Servicing and Parts	474.05
1715.1735-01	22-Oct-20	Covs Parts Pty Ltd	Machinery Servicing and Parts	323.20
1711.6654-01	15-Oct-20	CRPM Services High Pressure Cleanin	Cleaning Services and Equipment	2,026.75
1718.6654-01	29-Oct-20	CRPM Services High Pressure Cleanin	Cleaning Services and Equipment	308.00
1702.55-01	1-Oct-20	CSA Employer Services	Superannuation	616.67

Payment	Date	Payee	Description	Amount
1712.55-01	15-Oct-20	CSA Employer Services	Superannuation	646.52
1721.55-01	29-Oct-20	CSA Employer Services	Superannuation	648.51
1699.5881-01	1-Oct-20	D.B.Cunningham Pty Ltd T/As	Construction Services	1,207.36
1699.426-01	1-Oct-20	Daytone Printing Pty Ltd	Printing Services	423.50
1706.426-01	8-Oct-20	Daytone Printing Pty Ltd	Printing Services	387.20
1711.426-01	15-Oct-20	Daytone Printing Pty Ltd	Printing Services	368.50
1706.4899-01	8-Oct-20	Decanter Pty Ltd	Catering and Refreshments	3,850.00
1715.346-01	22-Oct-20	Della's Group Pty Ltd	Printing Services	8,243.40
1706.263-01	8-Oct-20	Department of Fire and Emergency	Levy Payments	97,565.94
1700.6821-01	1-Oct-20	Department of Mines, Industry	Refund - Rates	10,826.61
1706.5435-01	8-Oct-20	Department of Mines, Industry	Levy Payments	11,987.20
1718.2143-01	29-Oct-20	Department of Planning - Developmen	Town Planning Services	561.30
1711.708-01	15-Oct-20	Department of Transport	Licencing and Subscriptions	431.80
1716.6848-01	22-Oct-20	Developments By A & L Pty Ltd	Refund - Rates	1,661.83
1719.6858-01	29-Oct-20	Devlyn Constructions	Refund - Debtor Overpayment	210.98
1711.2598-01	15-Oct-20	Dial Before You Dig WA Ltd	Road Construction Materials and Services	1,663.53
1715.4216-01	22-Oct-20	Dienst Consulting	Software and IT Solutions	35,171.68
1715.1372-01	22-Oct-20	Direct Coffee Supplies	Amenities	240.00
1699.6656-01	1-Oct-20	Direct Office & Commercial Furnitur	Equipment Supply and Repair	110.00
1706.497-01	8-Oct-20	Discus Digital Print	Printing Services	253.00
1711.5892-01	15-Oct-20	Domus Nursery	Landscaping Materials and Services	417.28
1715.4697-01	22-Oct-20	Downer EDI Engineering Power Pty Lt	Fire Alarm and Security Services	972.51
1699.859-01	1-Oct-20	Dulux Australia	Equipment Supply and Repair	117.66
1706.411-01	8-Oct-20	Dunbar Services (WA) Pty Ltd	Cleaning Services and Equipment	21.45
1706.6169-01	8-Oct-20	Dyenamic Sublimation WA Pty Ltd	Uniforms and Protective Equipment	250.80
1711.2375-01	15-Oct-20	Dynasty Embroidery (Australia) Pty	Uniforms and Protective Equipment	378.95
1715.2375-01	22-Oct-20	Dynasty Embroidery (Australia) Pty	Uniforms and Protective Equipment	360.14
1711.1145-01	15-Oct-20	E & M J Rosher Pty Ltd	Machinery Servicing and Parts	1,019.83
1699.355-01	1-Oct-20	E Fire & Safety	Fire Alarm and Security Services	214.50
1702.3243-01	1-Oct-20	EasiSalary Pty Ltd trading as Expre	Superannuation & Employee Deductions	12,133.46
1712.3243-01	15-Oct-20	EasiSalary Pty Ltd trading as Expre	Superannuation & Employee Deductions	12,676.05
1721.3243-01	29-Oct-20	EasiSalary Pty Ltd trading as Expre	Superannuation & Employee Deductions	12,676.05
1715.1164-01	22-Oct-20	Eastern Metropolitan Regional Counc	Environmental Services	18,942.00
1715.2120-01	22-Oct-20	Elan Energy Matrix	Waste Management Services	358.14
1706.421-01	8-Oct-20	Elite Pool Covers	Equipment Supply and Repair	611.60
1711.421-01	15-Oct-20	Elite Pool Covers	Equipment Supply and Repair	440.00
1718.6074-01	29-Oct-20	Engineer Perth Pty Ltd	Engineering & Surveying Services	1,760.00
1718.4752-01	29-Oct-20	Enzed Welshpool	Equipment Supply and Repair	385.56
1718.4461-01	29-Oct-20	Everbloom Flowers Pty Ltd	Flowers	484.00
1718.2732-01	29-Oct-20	Exteria	Furniture Supply and Repair	330.00
1706.6646-01	8-Oct-20	F Jones & A.C Pettit/ ACEconnect/ W	Community Service	300.00
1718.6646-01	29-Oct-20	F Jones & A.C Pettit/ ACEconnect/ W	Community Service	750.00
1699.6728-01	1-Oct-20	Far Lane	Consultancy Stakeholder Relations	5,032.50
1699.541-01	1-Oct-20	Fennell Tyres Inernational Pty Ltd	Tyres	40.00
1706.541-01	8-Oct-20	Fennell Tyres Inernational Pty Ltd	Tyres	160.00
1715.541-01	22-Oct-20	Fennell Tyres Inernational Pty Ltd	Tyres	230.00
1718.541-01	29-Oct-20	Fennell Tyres Inernational Pty Ltd	Tyres	480.00
1699.5086-01	1-Oct-20	Filterco Pty Ltd	Equipment Supply and Repair	237.80
1706.5086-01	8-Oct-20	Filterco Pty Ltd	Equipment Supply and Repair	591.33
1705.672-01	2-Oct-20	Fines Enforcement Registry	Financial Services	231.00
1710.672-01	14-Oct-20	Fines Enforcement Registry	Financial Services	22,792.00
1717.672-01	26-Oct-20	Fines Enforcement Registry	Financial Services	385.00
1711.621-01	15-Oct-20	Fleet Fitness	Equipment Supply and Repair	110.00
1718.621-01	29-Oct-20	Fleet Fitness	Equipment Supply and Repair	104.50
1699.4259-01	1-Oct-20	Flexi Staff Pty Ltd	Agency and Contract Staff	3,076.13
1706.4259-01	8-Oct-20	Flexi Staff Pty Ltd	Agency and Contract Staff	1,645.60
1711.4259-01	15-Oct-20	Flexi Staff Pty Ltd	Agency and Contract Staff	1,645.60
1715.4259-01	22-Oct-20	Flexi Staff Pty Ltd	Agency and Contract Staff	2,115.96
1718.4259-01	29-Oct-20	Flexi Staff Pty Ltd	Agency and Contract Staff	1,645.60
1711.3191-01	15-Oct-20	Flick Anticimex Pty Ltd	Waste Management Services	744.69
1718.3191-01	29-Oct-20	Flick Anticimex Pty Ltd	Waste Management Services	218.90
1706.4417-01	8-Oct-20	Forum Group Pty Ltd	Printing Services	2,355.25
1718.4417-01	29-Oct-20	Forum Group Pty Ltd	Printing Services	1,649.61
1716.5494-01	22-Oct-20	Fowler Group Properties Pty Ltd	Refund - Rates	1,660.45
1711.371-01	15-Oct-20	Frazzcon Enterprises	Sign Installation and Supply	4,948.12
1718.351-01	29-Oct-20	Fuji Xerox Australia Pty Ltd	Equipment Hire	1,588.40

Payment	Date	Payee	Description	Amount
1699.2701-01	1-Oct-20	Full Steam Ahead Ironing Service	Cleaning Services and Equipment	253.54
1706.2701-01	8-Oct-20	Full Steam Ahead Ironing Service	Cleaning Services and Equipment	106.23
1711.2701-01	15-Oct-20	Full Steam Ahead Ironing Service	Cleaning Services and Equipment	461.58
1715.2701-01	22-Oct-20	Full Steam Ahead Ironing Service	Cleaning Services and Equipment	187.00
1718.2679-01	29-Oct-20	Funtastic Faces	Event Performance and Activity	780.00
1718.5780-01	29-Oct-20	Go Doors Pty Ltd (T/As Go Doors)	Facility Maintenance Services	232.38
1718.5679-01	29-Oct-20	Good Samaritan Industries	Postage Services	693.79
1699.2716-01	1-Oct-20	Grasstrees Australia	Landscaping Materials and Services	1,825.00
1699.3380-01	1-Oct-20	Greenacres Turf Group	Landscaping Materials and Services	3,066.80
1711.6833-01	15-Oct-20	Greenery Imports	Plant Supply and Servicing	487.00
1715.2570-01	22-Oct-20	Greensteam Australia Pty Ltd	Landscaping Materials and Services	4,994.00
1718.453-01	29-Oct-20	Gronbek Security	Fire Alarm and Security Services	404.18
1711.313-01	15-Oct-20	Hames Sharley (WA) Pty Ltd	Town Planning Services	2,200.00
1706.5623-01	8-Oct-20	Hancock Creative Pty Ltd	Training Services	1,650.00
1718.1301-01	29-Oct-20	Harold Hawthorne Senior Citizens Ce	Qtrly Operational Subsidy	134,177.77
1718.616-01	29-Oct-20	Hart Sport	Equipment Supply and Repair	189.60
1706.5683-01	8-Oct-20	Hassell Ltd	Design and Drafting Services	65,208.00
1706.314-01	8-Oct-20	Hiway Cycles	Plant Supply and Servicing	463.64
1718.314-01	29-Oct-20	Hiway Cycles	Plant Supply and Servicing	290.00
1699.364-01	1-Oct-20	Holcim (Australia) Pty Ltd	Road Construction Materials and Services	292.82
1718.4979-01	29-Oct-20	Hydroplan	Irrigation Supply and Repair	3,520.00
1706.2251-01	8-Oct-20	IAP2 Australasia	Conference and Workshop Enrolment	2,200.00
1699.3796-01	1-Oct-20	Iconic Property Services	Cleaning Services and Equipment	324.94
1711.3796-01	15-Oct-20	Iconic Property Services	Cleaning Services and Equipment	16,796.01
1718.3796-01	29-Oct-20	Iconic Property Services	Cleaning Services and Equipment	1,032.41
1718.4685-01	29-Oct-20	ILX Group Pty Ltd	Training Services	671.00
1711.6802-01	15-Oct-20	Impechable Pantry Pty Ltd	Health Services	1,100.00
1706.210-01	8-Oct-20	Indoor Gardens Pty Ltd	Landscaping Materials and Services	1,100.00
1716.6854-01	22-Oct-20	Integrity Developments (WA) Pty Ltd	Refund - Bond	1,839.50
1711.217-01	15-Oct-20	Interconnect It Solutions	Software and IT Solutions	1,492.10
1706.5903-01	8-Oct-20	InterStream Pty Ltd	Media Services	1,386.00
1711.4837-01	15-Oct-20	Iron Mountain Australia Group Pty L	Record Management Services	1,160.35
1699.284-01	1-Oct-20	J Blackwoods & Sons Pty Ltd	Uniforms and Protective Equipment	596.71
1711.284-01	15-Oct-20	J Blackwoods & Sons Pty Ltd	Uniforms and Protective Equipment	90.00
1715.284-01	22-Oct-20	J Blackwoods & Sons Pty Ltd	Uniforms and Protective Equipment	540.00
1701.6198-01	1-Oct-20	J K Karimi	Member Payment	2,178.08
1715.757-01	22-Oct-20	J Tagz Pty Ltd	Equipment Supply and Repair	1,236.40
1711.4932-01	15-Oct-20	Jack Brickpaving & Reinstating Pty	Landscaping Materials and Services	876.26
1715.4932-01	22-Oct-20	Jack Brickpaving & Reinstating Pty	Landscaping Materials and Services	1,551.00
1718.4932-01	29-Oct-20	Jack Brickpaving & Reinstating Pty	Landscaping Materials and Services	572.00
1711.5790-01	15-Oct-20	Jamor (WA) Pty Ltd t/as Unlimited T	Towing Services	374.00
1715.1846-01	22-Oct-20	JB HI FI	Library Equipment and Stock	233.55
1718.1846-01	29-Oct-20	JB HI FI	Library Equipment and Stock	195.90
1706.1376-01	8-Oct-20	JBA Surveys	Engineering & Surveying Services	3,850.00
1706.3553-01	8-Oct-20	Jim's Fencing (North Perth)	Fencing	1,485.00
1718.3553-01	29-Oct-20	Jim's Fencing (North Perth)	Fencing	269.50
1706.2432-01	8-Oct-20	Jim's Mowing (Cloverdale)	Landscaping Materials and Services	334.00
1706.2884-01	8-Oct-20	John Curtin Gallery	Event Performance and Activity	3,300.00
1711.230-01	15-Oct-20	Johns Building Supplies Pty Ltd	Equipment Supply and Repair	335.50
1715.230-01	22-Oct-20	Johns Building Supplies Pty Ltd	Equipment Supply and Repair	421.52
1718.230-01	29-Oct-20	Johns Building Supplies Pty Ltd	Equipment Supply and Repair	1,140.38
1699.2508-01	1-Oct-20	Keston Australia Pty Ltd	Equipment Supply and Repair	738.65
1703.5268-01	1-Oct-20	Kleenheat Gas	Gas Usage Charges	79.62
1714.5268-01	16-Oct-20	Kleenheat Gas	Gas Usage Charges	15,892.75
1706.2337-01	8-Oct-20	Kmart	Equipment Supply and Repair	25.00
1715.2145-01	22-Oct-20	Kott Gunning	Legal Services	7,425.00
1714.2814-01	16-Oct-20	Landfill Gas & Power Pty Ltd	Electricity Usage Charges	30,708.98
1723.2814-01	29-Oct-20	Landfill Gas & Power Pty Ltd	Electricity Usage Charges	32,634.69
1699.501-01	1-Oct-20	Landgate	Local Government Services	476.08
1706.501-01	8-Oct-20	Landgate	Local Government Services	186.90
1718.246-01	29-Oct-20	Landmark Operations Limited	Environmental Services	284.72
1699.252-01	1-Oct-20	Les Mills Asia Pacific	Licencing and Subscriptions	458.99
1706.252-01	8-Oct-20	Les Mills Asia Pacific	Licencing and Subscriptions	3,209.47
1699.6814-01	1-Oct-20	Les Mills Asia Pacific Industries	Equipment Supply and Repair	559.36
1711.256-01	15-Oct-20	LGIS Liability	Insurance	318,752.75
1699.3008-01	1-Oct-20	LGIS Risk Management	Conference and Workshop Enrolment	324.50

Payment	Date	Payee	Description	Amount
1706.5366-01	8-Oct-20	Lifeskills Australia	Human Resource Services	1,276.00
1711.5366-01	15-Oct-20	Lifeskills Australia	Human Resource Services	1,056.00
1715.5366-01	22-Oct-20	Lifeskills Australia	Human Resource Services	704.00
1718.5366-01	29-Oct-20	Lifeskills Australia	Human Resource Services	1,232.00
1699.547-01	1-Oct-20	LO GO Appointments	Agency and Contract Staff	5,148.35
1706.547-01	8-Oct-20	LO GO Appointments	Agency and Contract Staff	2,786.61
1711.547-01	15-Oct-20	LO GO Appointments	Agency and Contract Staff	6,747.84
1715.547-01	22-Oct-20	LO GO Appointments	Agency and Contract Staff	2,335.19
1718.547-01	29-Oct-20	LO GO Appointments	Agency and Contract Staff	4,089.88
1711.3967-01	15-Oct-20	Local Government Professionals	Membership and Subscription	100.00
1715.3967-01	22-Oct-20	Local Government Professionals	Membership and Subscription	100.00
1702.60-01	1-Oct-20	Local Government Racing and Cemeter	Superannuation	164.00
1712.60-01	15-Oct-20	Local Government Racing and Cemeter	Superannuation	184.50
1721.60-01	29-Oct-20	Local Government Racing and Cemeter	Superannuation	164.00
1699.261-01	1-Oct-20	Local Health Authorities Analytical	Health Services	4,636.06
1706.457-01	8-Oct-20	Lochness Pty Ltd	Landscaping Materials and Services	113,594.96
1711.457-01	15-Oct-20	Lochness Pty Ltd	Landscaping Materials and Services	12,463.00
1715.457-01	22-Oct-20	Lochness Pty Ltd	Landscaping Materials and Services	759.00
1718.457-01	29-Oct-20	Lochness Pty Ltd	Landscaping Materials and Services	1,556.50
1711.687-01	15-Oct-20	Love Grid Badminton Academy Inc	Equipment Supply and Repair	1,130.00
1718.6184-01	29-Oct-20	Lush - The Content Agency	Consultancy Stakeholder Relations	8,681.20
1718.1904-01	29-Oct-20	Mackay Urbandesign	Planning and Building Services	3,437.50
1699.2515-01	1-Oct-20	Maia Financial Pty Ltd	Equipment Hire	7,773.66
1715.2515-01	22-Oct-20	Maia Financial Pty Ltd	Equipment Hire	4,306.01
1718.2515-01	29-Oct-20	Maia Financial Pty Ltd	Equipment Hire	22,589.57
1706.494-01	8-Oct-20	Major Motors Pty Ltd	Plant Supply and Servicing	269.46
1715.494-01	22-Oct-20	Major Motors Pty Ltd	Plant Supply and Servicing	336.53
1699.930-01	1-Oct-20	Malcolm & Caril Barker	Landscaping Materials and Services	2,310.00
1706.930-01	8-Oct-20	Malcolm & Caril Barker	Landscaping Materials and Services	25,850.00
1699.3209-01	1-Oct-20	Manheim Auctions Australia Pty Ltd	Plant Supply and Servicing	110.00
1706.1693-01	8-Oct-20	Marketforce Pty Ltd	Advertising Services	3,616.94
1711.1693-01	15-Oct-20	Marketforce Pty Ltd	Advertising Services	3,709.44
1715.1693-01	22-Oct-20	Marketforce Pty Ltd	Advertising Services	14,011.90
1699.6384-01	1-Oct-20	Matthew Mark McGuire	Event Performance and Activity	1,765.00
1706.319-01	8-Oct-20	McLeods	Legal Services	3,386.76
1711.319-01	15-Oct-20	McLeods	Legal Services	1,604.04
1715.319-01	22-Oct-20	McLeods	Legal Services	1,180.74
1699.6370-01	1-Oct-20	MDM Entertainment Pty Ltd	Event Performance and Activity	649.77
1711.6370-01	15-Oct-20	MDM Entertainment Pty Ltd	Event Performance and Activity	67.33
1718.6370-01	29-Oct-20	MDM Entertainment Pty Ltd	Event Performance and Activity	314.80
1706.6661-01	8-Oct-20	Meet the Animals	Library Services	620.00
1706.600-01	8-Oct-20	Message4U Pty Ltd	Communication Services	531.96
1699.692-01	1-Oct-20	Metal Artwork Creations	Office Supplies	115.50
1718.865-01	29-Oct-20	MetroCount	Engineering & Surveying Services	451.00
1699.3408-01	1-Oct-20	Michael Page International	Agency and Contract Staff	2,165.26
1706.3408-01	8-Oct-20	Michael Page International	Agency and Contract Staff	10,000.68
1711.3408-01	15-Oct-20	Michael Page International	Agency and Contract Staff	3,340.21
1715.3408-01	22-Oct-20	Michael Page International	Agency and Contract Staff	4,315.80
1718.3408-01	29-Oct-20	Michael Page International	Agency and Contract Staff	3,850.88
1699.6812-01	1-Oct-20	Midland Brick	Road Construction Materials and Services	674.14
1706.189-01	8-Oct-20	Mindarie Regional Council	Waste Management Services	93,041.31
1711.189-01	15-Oct-20	Mindarie Regional Council	Waste Management Services	66,504.46
1718.189-01	29-Oct-20	Mindarie Regional Council	Waste Management Services	108,131.77
1718.5961-01	29-Oct-20	Mojo Digital Studio	Design and Drafting Services	3,225.00
1706.3280-01	8-Oct-20	Moore Stephens (WA) Perth Pty Ltd	Financial Services	3,300.00
1715.3280-01	22-Oct-20	Moore Stephens (WA) Perth Pty Ltd	Financial Services	1,782.00
1715.1073-01	22-Oct-20	Motor Trade Association of WA	Membership and Subscription	816.00
1707.6830-01	8-Oct-20	Mr A B Jani	Refund - Rates	1,317.33
1718.3959-01	29-Oct-20	Mr A E Bocchetti	Security Incentive Scheme 2020 Waitlist	105.00
1700.6790-01	1-Oct-20	Mr A E Thomas	Crossover Contribution	400.00
1707.6826-01	8-Oct-20	Mr A G Crisafio & Ms C Crisafio	Refund - Rates	43.84
1700.6801-01	1-Oct-20	Mr A Rusli	Refund - Fees and Charges	84.36
1700.6798-01	1-Oct-20	Mr B McDonald	Refund - Fees and Charges	70.00
1701.2475-01	1-Oct-20	Mr B Oliver	Member Payment	2,178.08
1700.6820-01	1-Oct-20	Mr C Sorgiovanni	Crossover Contribution	400.00
1700.6817-01	1-Oct-20	Mr G R Brown & Ms P E Brown	Crossover Contribution	400.00

Payment	Date	Payee	Description	Amount
1719.6840-01	29-Oct-20	Mr J Chia	Refund - Fees and Charges	39.96
1707.6828-01	8-Oct-20	Mr J W O'Callaghan	Crossover Contribution	400.00
1711.6774-01	15-Oct-20	Mr K J Backheuer	Event Performance and Activity	220.00
1718.2477-01	29-Oct-20	Mr M A Blaquiere	Staff Payments and Reimbursement	974.00
1699.6769-01	1-Oct-20	Mr N Collard	Training Services	400.00
1716.6850-01	22-Oct-20	Mr P N Flynn & Ms S P Flynn	Security Incentive Scheme 2020 Waitlist	250.00
1707.6824-01	8-Oct-20	Mr R D Brand & Ms K M Henderson	Refund - Rates	2,213.93
1713.6843-01	15-Oct-20	Mr R Jamnadass & S L Jamnadass	Refund - Rates	154.72
1700.6818-01	1-Oct-20	Mr R L Anderson & Mrs S L Buzza	Crossover Contribution	400.00
1716.5142-01	22-Oct-20	Mr R P Davis & Mrs C M Earle	Security Incentive Scheme 2020 Waitlist	250.00
1701.4004-01	1-Oct-20	Mr W J Hendriks	Member Payment	2,178.08
1718.1899-01	29-Oct-20	Mrs D B Singh	Staff Payments and Reimbursement	18.18
1716.6851-01	22-Oct-20	Mrs J Hazell	Security Incentive Scheme 2020 Waitlist	250.00
1711.4994-01	15-Oct-20	Mrs N E Martin Goode	Staff Payments and Reimbursement	158.00
1718.4994-01	29-Oct-20	Mrs N E Martin Goode	Staff Payments and Reimbursement	79.00
1718.5599-01	29-Oct-20	Mrs R P Foss	Library Services	480.00
1719.6866-01	29-Oct-20	Mrs S C Bellamy & Mr R P Bellamy	Refund - Rates	34.94
1719.6864-01	29-Oct-20	Mrs S G Sattler	Refund - Rates	1,660.45
1701.4601-01	1-Oct-20	Ms B L Ife	Member Payment	3,467.01
1707.6829-01	8-Oct-20	Ms C A Marshall	Refund - Fees and Charges	44.40
1699.6334-01	1-Oct-20	Ms C Burton	Library Services	640.00
1716.6807-01	22-Oct-20	Ms C L Jordan	Security Incentive Scheme 2020 Waitlist	1,967.90
1701.398-01	1-Oct-20	Ms C N Anderson	Member Payment	2,178.08
1713.6841-01	15-Oct-20	Ms E Borracinno	Crossover Contribution	400.00
1719.6865-01	29-Oct-20	Ms E E Cooke	Refund - Rates	2,171.41
1700.6822-01	1-Oct-20	Ms E LAMBKIN	Refund - Bond	500.00
1713.6837-01	15-Oct-20	Ms E Palmer	Staff Payments and Reimbursement	79.98
1700.6811-01	1-Oct-20	Ms G L Willmott	Refund - Fees and Charges	5.00
1711.4015-01	15-Oct-20	Ms J D Criddle	Event Performance and Activity	610.00
1707.6827-01	8-Oct-20	Ms J Kwa	Refund - Fees and Charges	44.40
1700.6815-01	1-Oct-20	Ms J L Whitehead	Refund - Registration	150.00
1719.3612-01	29-Oct-20	Ms J S Keane	Refund - Fees and Charges	44.40
1713.6796-01	15-Oct-20	Ms J Traldi	Refund - Memberships	74.35
1701.4603-01	1-Oct-20	Ms K A Vernon	Member Payment	8,027.19
1701.6494-01	1-Oct-20	Ms L Lisandro	Member Payment	2,178.08
1719.6825-01	29-Oct-20	Ms M Ho	Refund - Fees and Charges	33.00
1700.6816-01	1-Oct-20	Ms M J Tarrant	Adopt a Verge Rebate	500.00
1719.6863-01	29-Oct-20	Ms O V Schofield	Refund - Rates	569.97
1711.5472-01	15-Oct-20	Ms P Vanessie	Communication Services	3,630.00
1701.4602-01	1-Oct-20	Ms R A Potter	Member Payment	2,178.08
1701.1601-01	1-Oct-20	Ms V Potter	Member Payment	2,178.08
1706.6768-01	8-Oct-20	myCaseCovers	Equipment Supply and Repair	119.97
1715.2160-01	22-Oct-20	Neil Urry	Health Instructors	80.00
1706.3970-01	8-Oct-20	Netstar Australia Pty Ltd t/a Pinpo	Fleet Management Services	275.00
1706.202-01	8-Oct-20	Officeworks Superstores Pty Ltd	Office Supplies	9.90
1711.202-01	15-Oct-20	Officeworks Superstores Pty Ltd	Office Supplies	98.00
1718.202-01	29-Oct-20	Officeworks Superstores Pty Ltd	Office Supplies	79.00
1706.5312-01	8-Oct-20	OpenForms Pty Ltd	Software and IT Solutions	354.20
1706.6701-01	8-Oct-20	Oracle Customer Management Solution	Equipment Supply and Repair	1,104.46
1718.661-01	29-Oct-20	Ovato Print Pty Ltd trading as PMP	Printing Services	732.89
1706.4584-01	8-Oct-20	Owen's Painting Services Pty Ltd	Painting Services	3,366.00
1718.4584-01	29-Oct-20	Owen's Painting Services Pty Ltd	Painting Services	506.00
1706.2554-01	8-Oct-20	Paperbark Technologies Pty Ltd	Professional Services	9,952.40
1711.2554-01	15-Oct-20	Paperbark Technologies Pty Ltd	Professional Services	1,690.00
1715.2554-01	22-Oct-20	Paperbark Technologies Pty Ltd	Professional Services	13,183.35
1706.2434-01	8-Oct-20	Park Appliances	Equipment Supply and Repair	299.00
1699.820-01	1-Oct-20	Party Frenzy	Equipment Supply and Repair	126.00
1715.1967-01	22-Oct-20	Pember Wilson Eftos	Valuation Services	1,650.00
1718.1967-01	29-Oct-20	Pember Wilson Eftos	Valuation Services	550.00
1706.401-01	8-Oct-20	Perth Cricket Club Inc	Facility Maintenance Services	17,160.00
1718.6209-01	29-Oct-20	Perth Materials Blowing Pty Ltd	Plant Supply and Servicing	1,067.00
1718.1946-01	29-Oct-20	Perth Safety Products	Uniforms and Protective Equipment	670.45
1706.6418-01	8-Oct-20	Place Laboratory	Landscaping Materials and Services	1,980.00
1707.6836-01	8-Oct-20	Porter Matthews Victoria Park	Refund - Rates	322.13
1706.2603-01	8-Oct-20	Poster Passion	Printing Services	569.25
1711.2603-01	15-Oct-20	Poster Passion	Printing Services	495.00

Payment	Date	Payee	Description	Amount
1718.3317-01	29-Oct-20	PR Power Pty Ltd	Electrical Services and Maintenance	425.70
1715.6610-01	22-Oct-20	Prestige Jointing and Electrical	Electrical Services and Maintenance	1,870.00
1718.4346-01	29-Oct-20	Price Consulting Group Pty Ltd	Human Resource Services	7,366.70
1699.4442-01	1-Oct-20	Prime Trophies	Equipment Supply and Repair	2,076.00
1711.5858-01	15-Oct-20	Progenesis Holdings Pty Ltd	Software and IT Solutions	3,960.00
1715.5858-01	22-Oct-20	Progenesis Holdings Pty Ltd	Software and IT Solutions	2,200.00
1711.4977-01	15-Oct-20	Prompt Settlements	Professional Services	561.88
1706.2885-01	8-Oct-20	Public Outdoor Ping Pong	Equipment Supply and Repair	207.00
1715.6084-01	22-Oct-20	Pundit Connect Pty Ltd T/A Localise	Internet Hosting Services	4,950.00
1699.4949-01	1-Oct-20	QESS Electrical & Security Pty Ltd	Equipment Supply and Repair	132.00
1699.746-01	1-Oct-20	Quick Corporate Australia	Office Supplies	89.32
1706.746-01	8-Oct-20	Quick Corporate Australia	Office Supplies	617.17
1711.746-01	15-Oct-20	Quick Corporate Australia	Office Supplies	1,417.51
1715.746-01	22-Oct-20	Quick Corporate Australia	Office Supplies	133.98
1718.746-01	29-Oct-20	Quick Corporate Australia	Office Supplies	369.74
1718.2267-01	29-Oct-20	Quickmail	Postage Services	1,245.49
1706.5287-01	8-Oct-20	Redfish Technologies Pty Ltd	Software and IT Solutions	2,145.00
1706.2457-01	8-Oct-20	Reino International Pty Ltd	Parking Equipment and Supplies	8,052.37
1718.2457-01	29-Oct-20	Reino International Pty Ltd	Parking Equipment and Supplies	11,797.50
1718.2934-01	29-Oct-20	Riley Family Trust T/A Woodbridge	Painting Services	4,873.00
1699.6770-01	1-Oct-20	RiverMint Dining	Catering and Refreshments	2,335.00
1699.5422-01	1-Oct-20	Robert Half	Human Resource Services	3,710.44
1711.5422-01	15-Oct-20	Robert Half	Human Resource Services	3,660.97
1715.5422-01	22-Oct-20	Robert Half	Human Resource Services	2,226.26
1699.6328-01	1-Oct-20	Roberts Day Group Pty Ltd	Planning and Building Services	13,811.60
1706.6328-01	8-Oct-20	Roberts Day Group Pty Ltd	Planning and Building Services	21,815.94
1706.1041-01	8-Oct-20	Rome Energy & Environment Pty Ltd	Planning and Building Services	1,100.00
1718.6581-01	29-Oct-20	Rooforce Facility Services	Sanitation Services	25,000.00
1699.3146-01	1-Oct-20	Rosevale Electrical Pty Ltd	Electrical Services and Maintenance	3,328.00
1706.3146-01	8-Oct-20	Rosevale Electrical Pty Ltd	Electrical Services and Maintenance	6,851.10
1711.3146-01	15-Oct-20	Rosevale Electrical Pty Ltd	Electrical Services and Maintenance	124.00
1718.3146-01	29-Oct-20	Rosevale Electrical Pty Ltd	Electrical Services and Maintenance	270.00
1699.5505-01	1-Oct-20	Rosmech Sales & Services Pty Ltd	Plant Supply and Servicing	1,698.04
1715.5505-01	22-Oct-20	Rosmech Sales & Services Pty Ltd	Plant Supply and Servicing	1,671.82
1711.2738-01	15-Oct-20	Safer Sands WA	Landscaping Materials and Services	2,158.92
1699.2455-01	1-Oct-20	Scott Print	Printing Services	82.50
1718.3763-01	29-Oct-20	SeamlessCMS Pty Ltd	Communication Services	438.90
1706.1816-01	8-Oct-20	Secure Cash trading as Cash in Tran	Financial Services	1,601.60
1711.1820-01	15-Oct-20	Secure Cash trading as Cash in Tran	Financial Services	303.80
1711.2367-01	15-Oct-20	SEM Distribution	Equipment Supply and Repair	12.40
1711.2158-01	15-Oct-20	Seton Australia Pty Ltd	Equipment Supply and Repair	84.65
1706.1208-01	8-Oct-20	Shane McMaster Surveys	Engineering & Surveying Services	3,300.00
1699.354-01	1-Oct-20	Sigma Chemicals	Equipment Supply and Repair	394.35
1706.354-01	8-Oct-20	Sigma Chemicals	Equipment Supply and Repair	1,525.16
1715.354-01	22-Oct-20	Sigma Chemicals	Equipment Supply and Repair	354.75
1718.354-01	29-Oct-20	Sigma Chemicals	Equipment Supply and Repair	1,563.28
1711.6359-01	15-Oct-20	Sign Here Signs Pty Ltd	Sign Installation and Supply	66.00
1699.122-01	1-Oct-20	Signarama Burswood	Sign Installation and Supply	308.00
1700.6623-01	1-Oct-20	Signarama Burswood	Refund - Application Fee	77.00
1711.122-01	15-Oct-20	Signarama Burswood	Sign Installation and Supply	165.00
1713.6623-01	15-Oct-20	Signarama Burswood	Refund - Application Fee	154.00
1715.124-01	22-Oct-20	SJR Civil Consulting Pty Ltd	Engineering Design	4,356.00
1699.2493-01	1-Oct-20	Sonic HealthPlus Pty Ltd - Osborne	Medical Equipment and Services	542.20
1706.2493-01	8-Oct-20	Sonic HealthPlus Pty Ltd - Osborne	Medical Equipment and Services	358.75
1715.2493-01	22-Oct-20	Sonic HealthPlus Pty Ltd - Osborne	Medical Equipment and Services	1,057.10
1718.2493-01	29-Oct-20	Sonic HealthPlus Pty Ltd - Osborne	Medical Equipment and Services	1,538.90
1706.1953-01	8-Oct-20	Spider Waste Collection Services Pt	Waste Management Services	9,286.20
1706.138-01	8-Oct-20	St John Ambulance Australia (WA) In	Training Services	260.70
1718.138-01	29-Oct-20	St John Ambulance Australia (WA) In	Training Services	347.60
1718.473-01	29-Oct-20	State Law Publisher	Advertising Services	407.88
1718.6847-01	29-Oct-20	State of Social	Conference and Workshop Enrolment	1,837.00
1706.3391-01	8-Oct-20	Stewart & Heaton Clothing Co	Equipment Supply and Repair	1,232.00
1711.1522-01	15-Oct-20	Stiles Electrical & Communications	Electrical Services and Maintenance	6,062.49
1699.3996-01	1-Oct-20	StrataGreen	Landscaping Materials and Services	275.00
1706.3996-01	8-Oct-20	StrataGreen	Landscaping Materials and Services	3,515.20
1715.3996-01	22-Oct-20	StrataGreen	Landscaping Materials and Services	1,876.51

Payment	Date	Payee	Description	Amount
1700.6653-01	1-Oct-20	Summit Homes Group	Refund - Fees and Charges	783.77
1699.1363-01	1-Oct-20	Sunny Industrial Brushware	Plant Supply and Servicing	1,634.60
1699.141-01	1-Oct-20	Sunny Sign Company Pty Ltd	Sign Installation and Supply	47.85
1718.141-01	29-Oct-20	Sunny Sign Company Pty Ltd	Sign Installation and Supply	534.05
1704.4916-01	1-Oct-20	SuperChoice Services	Superannuation	224,181.84
1722.4916-01	29-Oct-20	SuperChoice Services	Superannuation	234,837.17
1718.4550-01	29-Oct-20	Sushi Time (Australia) Pty Ltd	Catering and Refreshments	88.50
1706.5769-01	8-Oct-20	Swan Smash Repairs	Plant Supply and Servicing	1,039.83
1711.5769-01	15-Oct-20	Swan Smash Repairs	Plant Supply and Servicing	544.50
1699.3780-01	1-Oct-20	Swansea Street Markets	Amenities	129.85
1715.3780-01	22-Oct-20	Swansea Street Markets	Amenities	129.85
1718.3780-01	29-Oct-20	Swansea Street Markets	Amenities	133.00
1708.144-01	8-Oct-20	Synergy	Electricity Usage Charges	67,507.94
1714.144-01	16-Oct-20	Synergy	Electricity Usage Charges	2,030.42
1723.144-01	29-Oct-20	Synergy	Electricity Usage Charges	4,249.74
1706.714-01	8-Oct-20	T & C Transport Service	Courier Services	59.14
1706.145-01	8-Oct-20	Taborda Contracting Pty Ltd	Traffic Control Services	2,057.01
1718.145-01	29-Oct-20	Taborda Contracting Pty Ltd	Traffic Control Services	396.00
1711.2156-01	15-Oct-20	Tamala Park Regional Council	Environmental Services	4,231.94
1715.2156-01	22-Oct-20	Tamala Park Regional Council	Environmental Services	9,366.82
1706.3513-01	8-Oct-20	Technology One Limited	Software and IT Solutions	25,963.08
1703.152-01	1-Oct-20	Telstra Corporation Ltd	Telephone Usage Charges	110.00
1708.152-01	8-Oct-20	Telstra Corporation Ltd	Telephone Usage Charges	1,714.47
1714.152-01	16-Oct-20	Telstra Corporation Ltd	Telephone Usage Charges	33.95
1706.1939-01	8-Oct-20	TenderLink.com	Advertising Services	198.00
1718.4480-01	29-Oct-20	Termico Pest Management Pty Ltd	Pest Control Services	385.00
1706.1869-01	8-Oct-20	The BBQ Man	Cleaning Services and Equipment	1,465.20
1706.2764-01	8-Oct-20	The Integralis Holdings Unit Trust	Software and IT Solutions	2,192.30
1715.6362-01	22-Oct-20	The Pamphleteers	Community Service	412.50
1706.156-01	8-Oct-20	The Pressure King	Cleaning Services and Equipment	974.05
1706.312-01	8-Oct-20	The Royal Life Saving Society WA In	Medical Equipment and Services	872.00
1706.6047-01	8-Oct-20	The Trustee for Deluca Family Trust	Vehicle Operating Expenses	796.00
1711.6742-01	15-Oct-20	The Trustee for S & F Pawley Family	Landscaping Materials and Services	1,072.50
1718.6742-01	29-Oct-20	The Trustee for S & F Pawley Family	Landscaping Materials and Services	1,787.50
1706.2787-01	8-Oct-20	The Vic Park Collective	Community Grant	16,775.00
1711.6008-01	15-Oct-20	Thomson Geer	Legal Services	4,977.50
1699.3724-01	1-Oct-20	Threat Protect	Fire Alarm and Security Services	321.52
1706.3724-01	8-Oct-20	Threat Protect	Fire Alarm and Security Services	924.27
1715.3724-01	22-Oct-20	Threat Protect	Fire Alarm and Security Services	69.38
1715.3863-01	22-Oct-20	Tiger Batteries	Equipment Supply and Repair	352.00
1706.3682-01	8-Oct-20	Tocojepa Pty Ltd T/as T-Quip	Plant Supply and Servicing	226.90
1715.3682-01	22-Oct-20	Tocojepa Pty Ltd T/as T-Quip	Plant Supply and Servicing	3,532.85
1718.3682-01	29-Oct-20	Tocojepa Pty Ltd T/as T-Quip	Plant Supply and Servicing	344.28
1699.725-01	1-Oct-20	Toolmart Australia Pty Ltd	Equipment Supply and Repair	605.00
1711.725-01	15-Oct-20	Toolmart Australia Pty Ltd	Equipment Supply and Repair	184.95
1718.725-01	29-Oct-20	Toolmart Australia Pty Ltd	Equipment Supply and Repair	360.00
1718.931-01	29-Oct-20	Total Eden Pty Ltd	Irrigation Supply and Repair	361.02
1718.163-01	29-Oct-20	Total Packaging (WA) Pty Ltd	Equipment Supply and Repair	8,053.76
1711.6281-01	15-Oct-20	Totally Workwear Belmont	Uniforms and Protective Equipment	1,013.43
1718.6281-01	29-Oct-20	Totally Workwear Belmont	Uniforms and Protective Equipment	1,700.10
1721.733-01	29-Oct-20	Town of Bassendean	Human Resource Services	4,577.19
1702.59-01	1-Oct-20	Town of Victoria Park - Lotto Club	Superannuation & Employee Deductions	72.25
1712.59-01	15-Oct-20	Town of Victoria Park - Lotto Club	Superannuation & Employee Deductions	124.00
1721.59-01	29-Oct-20	Town of Victoria Park - Lotto Club	Superannuation & Employee Deductions	124.00
1702.63-01	1-Oct-20	Town of Victoria Park - Staff Socia	Superannuation & Employee Deductions	310.25
1712.63-01	15-Oct-20	Town of Victoria Park - Staff Socia	Superannuation & Employee Deductions	308.55
1721.63-01	29-Oct-20	Town of Victoria Park - Staff Socia	Superannuation & Employee Deductions	318.75
1718.4239-01	29-Oct-20	TPG Network Pty Ltd	Software and IT Solutions	5,733.44
1715.550-01	22-Oct-20	Trailer Parts Pty Ltd	Machinery Servicing and Parts	10.45
1718.550-01	29-Oct-20	Trailer Parts Pty Ltd	Machinery Servicing and Parts	53.12
1718.168-01	29-Oct-20	Tranen Pty Ltd	Environmental Services	11,095.35
1700.6823-01	1-Oct-20	Trinity College	Refund - Bond	500.00
1711.1038-01	15-Oct-20	Truckline	Machinery Servicing and Parts	266.01
1715.4543-01	22-Oct-20	Trustee for Wilson Trust T/A Wilson	Sign Installation and Supply	577.50
1699.173-01	1-Oct-20	Tudor House	Printing Services	825.00
1711.173-01	15-Oct-20	Tudor House	Printing Services	495.00

Payment	Date	Payee	Description	Amount
1699.529-01	1-Oct-20	UN Plumbing	Facility Maintenance Services	2,310.00
1706.529-01	8-Oct-20	UN Plumbing	Facility Maintenance Services	269.50
1711.529-01	15-Oct-20	UN Plumbing	Facility Maintenance Services	5,846.50
1715.529-01	22-Oct-20	UN Plumbing	Facility Maintenance Services	737.00
1718.529-01	29-Oct-20	UN Plumbing	Facility Maintenance Services	390.50
1706.4472-01	8-Oct-20	United Fasteners WA Pty Ltd	Equipment Supply and Repair	248.97
1718.858-01	29-Oct-20	Valvoline (Australia) Pty Limited	Fuel and Oils	877.78
1715.1071-01	22-Oct-20	Veraison Enterprises Pty Ltd	Organisational Development Services	1,386.00
1706.2009-01	8-Oct-20	Vorgee Pty Ltd	Resale Inventory	2,186.80
1711.2009-01	15-Oct-20	Vorgee Pty Ltd	Resale Inventory	2,130.15
1706.29-01	8-Oct-20	WA Local Government Association (WA	Local Government Services	215.00
1715.29-01	22-Oct-20	WA Local Government Association (WA	Local Government Services	440.00
1718.29-01	29-Oct-20	WA Local Government Association (WA	Local Government Services	176.00
1718.3136-01	29-Oct-20	Walcott Industries Pty Ltd	Carpentry Services	1,265.00
1708.36-01	8-Oct-20	Water Corporation	Water Usage Charges	717.34
1714.36-01	16-Oct-20	Water Corporation	Water Usage Charges	22,786.85
1723.36-01	29-Oct-20	Water Corporation	Water Usage Charges	241.60
1706.2074-01	8-Oct-20	West Australian Newspapers Ltd	Membership and Subscription	149.99
1715.2074-01	22-Oct-20	West Australian Newspapers Ltd	Membership and Subscription	37.19
1718.1153-01	29-Oct-20	West Coast Shade	Shade Sails Supply and Installation	792.00
1706.46-01	8-Oct-20	Westbooks	Library Equipment and Stock	1,122.63
1711.46-01	15-Oct-20	Westbooks	Library Equipment and Stock	1,673.34
1718.46-01	29-Oct-20	Westbooks	Library Equipment and Stock	1,077.06
1715.828-01	22-Oct-20	Western Australian Treasury Corpora	Loan Repayments	272,874.54
1711.667-01	15-Oct-20	Western Maze Pty Ltd T/A WA Recycli	Cleaning Services and Equipment	14,162.90
1699.731-01	1-Oct-20	Western Power	Electrical Services and Maintenance	1,320.00
1718.41-01	29-Oct-20	Weston Road Systems	Engineering & Surveying Services	3,234.00
1715.568-01	22-Oct-20	Westrac Pty Ltd	Plant Supply and Servicing	80.17
1699.2383-01	1-Oct-20	Wright Express Australia Pty Ld	Groceries	356.97
1706.2383-01	8-Oct-20	Wright Express Australia Pty Ld	Groceries	235.57
1711.2383-01	15-Oct-20	Wright Express Australia Pty Ld	Groceries	665.34
1715.2383-01	22-Oct-20	Wright Express Australia Pty Ld	Groceries	528.51
1718.2383-01	29-Oct-20	Wright Express Australia Pty Ld	Groceries	198.86
1715.2071-01	22-Oct-20	WSP Parsons Brinckerhoff	Design and Drafting Services	15,594.55
1715.104-01	22-Oct-20	Youngs Holden	Plant Supply and Servicing	601.72
1718.104-01	29-Oct-20	Youngs Holden	Plant Supply and Servicing	396.20
			Total Creditors EFT Payments	**4,877,788.46**

Non Creditors Cheques

00608799	29-Oct-20	Janet & Paul Attwood		500.00
00608797	29-Oct-20	Margaret Lawlor		1,000.00
00608800	29-Oct-20	Mr Paul Ryan		2,000.00
00608801	29-Oct-20	Mr Pham Nguyen		1,000.00
00608798	29-Oct-20	Mr Shaun Winduss		500.00
00608796	29-Oct-20	Ms C A Smit		705.70
			Total Non Creditors Cheques	**5,705.70**

Payroll

PY01-08	11-Oct-20	Municipal Fund Bank Account		544,620.10
PY01-09	25-Oct-20	Municipal Fund Bank Account		539,781.86
			Total Payroll	**1,084,401.96**

Total Payments From Municipal Fund Bank Account	**5,970,685.39**
	5,970,685.39

Cheques Cancelled between 1-Oct-20 and 31-Oct-20 that were raised in a prior period

Cheque	Payee	Raised	Value	Cancelled

TOWN OF VICTORIA PARK



Financial Activity Statement Report

For the month ended 31 October 2020

WE'RE OPEN
VIC PARK

Contents

Statement of Financial Activity Variances

Proposed Budget Amendments

Accounting Notes

Service 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

Statement of Financial Activity Variances

Material Variances Defined

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

Revenues (Operating and Non-Operating)
Service 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)
Service 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 Service Unit that significantly contribute to the variance will be highlighted.

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

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

Material Variances Explained

The Financial statements are presented based on the new organisational structure

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

Revenue

Chief Executive Office
No material variance to report

Community Planning

- **Building Services**

- The period variation is favourable to period budget by $34,476
- The variation predominantly relates to a successful prosecution paid in full which was not budgeted.
- The impact of this favourable variation on the year end position will be addressed in the annual budget review.

- **Urban Planning**

- The period variation is favourable to period budget by $64,763
- The variation predominantly relates to an increase in received large value development applications to date.
- The estimated impact of this favourable variation on the year end position will be addressed in the annual budget review.

Finance

- **Aqualife**

- The period variation is favourable to period budget by $45,031
- The variation is predominantly a result of higher than expected membership revenue within the Swim and Health and Fitness service areas.
- The estimated impact of this favourable variation on the year end position will be addressed in the annual budget review.

- **Corporate Funds**

- The period variation is favourable to period budget by $59,902
- The variation is predominantly a result of higher than anticipated municipal and reserve interest and interim rate revenue to date.
- The estimated impact on year end position is nil as this is a budget timing variance.

- **Leisurelife**

- The period variation is favourable to period budget by $183,591
- The variation is predominantly a result of the Bingo program returning to operations significantly earlier than anticipated and higher than expected gym membership sales.
- The estimated impact of this favourable variation on the year end position will be addressed in the annual budget review.

Operations

- **Asset Planning**

- The period variation is favourable to period budget by $78,422
- The variation predominantly relates to revenue received in relation to underground power project reimbursements.
- The estimated impact of this favourable variation on the year end position will be addressed in the annual budget review.

- **Parks and Reserves**

- The period variation is favourable to period budget by $37,131
- The variation predominantly relates to revenue received from Main Roads Western Australia in relation to maintenance contributions was received in the 2021 financial year instead of 2020 financial year.
- The estimated impact of this favourable variation on the year end position will be addressed in the annual budget review.

- **Street Operations**

- The period variation is favourable to period budget by $50,648
- The variation predominantly relates to receiving grants earlier than anticipated for Albany Highway Cycle Lanes, Kent Street road renewal and Turner Avenue pathway.
- The estimated impact on year end position is nil as this is a budget timing variance.

Operating Expense

Chief Executive Office

- **Customer Relations**

- The period variation is favourable to period budget by $39,457
- The variance predominantly relates to a vacancy within the area.
- The estimated impact of this favourable variation on the year end position will be addressed in the annual budget review.

- **Human Resources**

- The period variation is favourable to period budget by $144,125
- The variance predominantly relates to underspend within the areas of agency staff and corporate training. The agency staff relates to a trainee/graduate program which has not yet been filled. Corporate training is underspent due to ongoing planning and development and is expected to be spent in the coming months.

- The estimated impact of this favourable variation on the year end position will be addressed in the annual budget review.

- **Leadership and Governance**

- The period variation is favourable to period budget by $46,196
- The variance predominantly relates to a vacancy in the area. The remainder is underspend for internal audit and elected member training.
- The estimated impact of this favourable variation on the year end position will be addressed in the annual budget review.

Community Planning

- **Building Services**

- The period variation is favourable to period budget by $27,504
- The variance predominantly relates to vacancies within the area and unspent agency staff funding.
- The estimated impact on the year end position is nil as agency staff will be utilised to cover upcoming long service leave.

- **Community Development**

- The period variation is unfavourable to period budget by $36,729
- The expenditure variation predominantly relates to budget timing of payment for operating subsidies. This is offset by underspend in the areas of safer neighbourhoods and events delivery due to COVID restrictions.
- The estimated impact on the year end position will be addressed in the annual budget review.

- **Environmental Health**

- The period variation is favourable to period budget by $36,777
- The variance predominantly relates to a vacancies within the area and underspend within the programs area due to less external events occurring (noise monitoring and prosecutions).
- The estimated impact of this favourable variation on the year end position will be addressed in the annual budget review.

- **Library Services**

- The period variation is favourable to period budget by $74,403
- The variance predominantly relates to vacancies within the area and limited program development and delivery relating to the vacancy.
- The estimated impact of this favourable variation on the year end position will be addressed in the annual budget review.

- **Place Management**

- The period variation is favourable to period budget by $95,322
- The variance predominantly relates to a delay within Urban Forrest Strategy Programs. These include the Albany Highway Greening project which is delayed until January due to a shortage in tree grates and the Planting Season 2020 program due to operational delays. The planting season is due to start in November. There is also lower than expected expenditure to date for Place Grants and Covid-19 Recovery.
- The estimated impact of this favourable variation on the year end position will be addressed in the annual budget review.

- **Urban Planning**

- The period variation is favourable to period budget by $120,874
- The variance predominantly relates to underspend within the services area for consultancy and design review group expenditure expected year to date as well as a vacancy within the area.
- The estimated impact of this favourable variation on the year end position will be addressed in the annual budget review.

Finance

- **Financial Services**

- The period variation is favourable to period budget by $28,071
- The variance predominantly relates to underspend within bank and finance charges expected for year to date. It is expected these charges will increase in coming months following rate notice release and payments.
- The estimated impact on the year end position is nil as this is a budget timing variance.

- **Leisurelife**

- The period variation is unfavourable to period budget by $102,440
- The variation is predominantly a result of the Bingo program returning to operations significantly earlier than anticipated. This increase in expenditure for the program is offset by increased revenue in this area.
- The estimated impact of this unfavourable variation on the year end position will be addressed in the annual budget review.

- **Parking**

- The period variation is favourable to period budget by $131,715
- The variance predominantly relates a decrease in parkers into the area. This has a flow on effect and has shown reduction in expenditure within the areas of salaries, programs (Fines Enforcement collection) and services (parking management contract costs).
- The estimated impact of this favourable variation on the year end position will be addressed in the annual budget review.

- **Ranger Services**

- The period variation is favourable to period budget by $61,410
- The variance predominantly relates to the salaries area due to a significant reduction in staff utilisation in response to COVID-19 which has then resulted in savings within the programs area.
- The estimated impact of this favourable variation on the year end position will be addressed in the annual budget review.

Operations

- **Parks and Reserves**

- The period variation is favourable to period budget by $398,148
- The variance predominantly relates to a delay in receiving invoices from tree contractors for street tree maintenance and invoices relating to street tree audits. Tree watering has also commenced later than anticipated due to mild weather. Overall expenditure for parks maintenance is lower than anticipated year to date.
- The estimated impact of this favourable variation on the year end position will be addressed in the annual budget review.

- **Project Management**

- The period variation is favourable to period budget by $99,509
- The variance predominantly relates to underspend in the area of Land Asset Optimisation consultancy, particularly for Edward Millen Heritage Redevelopment due to delays in receiving invoices. There is also underspend within Project Management consultancy for Taylor/McCallum detailed design whilst awaiting invoices.
- The estimated impact on the year end position is nil as this is a budget timing variance.

- **Street Operations**

- The period variation is favourable to period budget by $186,532
- The variance predominantly relates to a reduction in submitted maintenance requests, resulting in a reduction in expenditure as well as budget timing of some received invoices for the areas of roads, drainage, pathways, street furniture and street lighting.
- The estimated impact of this favourable variation on the year end position will be addressed in the annual budget review.

- **Waste Services**

- The period variation is favourable to period budget by $369,315
- The variance predominantly relates to invoices for processable household waste (recycling and household bins) and Mindarie Regional Council being received later than expected and variances in the tonnage and lifts of the bins (lower than expected). The variance also relates

to delays in street and pathway cleaning of Albany Highway due to COVID 19. This has now been started and invoices are expected.
- The estimated impact of this favourable variation on the year end position will be addressed in the annual budget review.

Capital Expense

Chief Executive Office
No material variance to report

Community Planning

- **Community Development**

- The period variation is unfavourable to period budget by $32,500
- The variation relates to capital works for public art. The remaining budget for these works was not carried forward as at 30 June 2020.
- The estimated impact on the year end position is nil as this is being remedied as part of quarterly review.

Finance
No material variance to report

Operations

- **Asset Planning**

- The period variation is favourable to period budget by $48,623
- The variance predominantly relates to invoices for planned capital works not being received when expected.
- The estimated impact on the year end position is nil as this is a budget timing variance.

- **Parks and Reserves**

- The period variation is favourable to period budget by $95,975
- The variance predominantly relates to a delay in reticulation works on Canning Highway due to technical issues as well as delays for works at GO Edwards and awaiting invoices for bore meter replacements.
- The estimated impact on the year end position is nil as this is a budget timing variance.

- **Project Management**

- The period variation is favourable to period budget by $30,000
- The variance predominantly relates to delays in works for subdivision of 25 Boundary Road due to contractual delays.
- The estimated impact on the year end position is nil as this is a budget timing variance.

Non-Operating Revenue

Finance
No material variance to report

Operations

- **Fleet Services**

- The period variation is favourable to period budget by $156,135
- The variance predominantly relates to vehicle sales revenue being received earlier than anticipated.
- The estimated impact on the year end position is nil as this is a budget timing variance.

Non-Operating Expenses
No material variance to report

Proposed Budget Amendments
No proposed budget amendments to report

Accounting Notes

Significant Accounting Policies

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

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.

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.

2020 - 2021 Actual Balances
Balances shown in this document as 2020-2021 Actual are subject to final adjustments.

Rounding Off Figures

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

Rates, Grants, Donations and Other Contributions

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

Operating grants, subsidies and contributions are grants, subsidies or contributions that are not non-operating in nature. Non-operating grants, subsidies and contributions are amounts received for the acquisition or construction of recognisable non-financial assets to be controlled by the local government.

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.

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.

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.

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.

Inventories

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

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.
Revenue arising from the sale of property is recognised as at the time of signing an unconditional contract of sale. Land held for resale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

Fixed Assets

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

Initial Recognition

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

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

Revaluation

Certain asset classes may be re-valued on a regular basis such that the carrying values are not materially different from fair value. For infrastructure and other asset classes, where no active market exists, fair value is determined to be the current replacement cost of an asset less, where applicable, accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset. Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity; all other decreases are recognised in profit or loss. Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the re-valued amount of the asset.

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

Land Under Roads

In Western Australia, all land under roads is Crown land, the responsibility for managing which, is vested in the local government. Council has elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the fact Local Government (Financial Management) Regulation 16 (a) (i) prohibits local governments from recognising such land as an asset. In respect of land under roads acquired on or after 1 July 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	Not depreciated
- Construction and Road Base	5 – 80 years
- Original Surface / Major Resurface	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
Assets with a value below $5,000 at the time of acquisition, are excluded from the assets reported in the financial report. These assets are instead reported as an expense in the year of acquisition.

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 of 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.

Contract Assets

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

Impairment

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

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another standard (e.g. AASB 116). For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset. At the time of adopting the Annual Budget, it was not possible to estimate the amount of impairment losses (if any) as at 30 June 2020. In any event, an impairment loss is a non-cash transaction and consequently, has no impact on the Annual Budget.

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.

Lease Liabilities

The present value of future lease payments not paid at the reporting date, discounted using the incremental borrowing rate where the implicit interest rate in the lease is not readily determined.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to be controlled by the Town are recognised as a liability until such time as the Town satisfies its obligations under the agreement.

Employee Benefits

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

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

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.

Provisions

Provisions are recognised when the Town has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and 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.

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.

Comparative Figures

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

Budget Comparative Figures

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

Service Unit Definitions

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

Chief Executive Office

Chief Executive Office

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

Communications and Engagement

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

Customer Relations

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

Leadership and Governance

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

Human Resources

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

Community Planning

Building Services

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

Community Development

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

Community Planning Office

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

Digital Hub

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

Economic Development

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

Environmental Health

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

General Compliance

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

Healthy Community

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

Library Services

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

Place Management

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

Strategic Town Planning

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

Urban Planning

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

Finance

Aqualife

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

Budgeting

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

Corporate Funds

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

Finance Office

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

Financial Services

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

Information Systems

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

Leisurelife

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

Parking

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

Rangers

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

Operations

Asset Planning

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

Environment

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

Fleet Services

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

Operations Office

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

Parks and Reserves

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

Project Management

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

Street Improvement

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

Street Operations

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

Waste

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

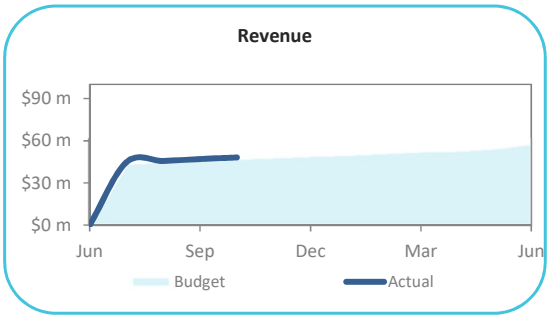
Particulars	Material Variance $		%	Revised Budget $	31 October 2020 Year-to-Date Budget $	Year-to-Date Actual $
Revenue						
Chief Executive Office				**5,004**	**1,664**	**7,470**
Chief Executive Office				2,004	668	378
Communications and Engagement				0	0	0
Customer Relations				0	0	0
Human Resources				3,000	996	0
Leadership and Governance				0	0	7,092
Community Planning				**1,038,775**	**424,898**	**579,084**
Building Services	34,476	▲	34.2%	335,000	100,706	135,182
Community Development				165,750	50,884	73,541
Community Planning Office				1,300	0	717
Digital Hub				3,075	324	16,000
Economic Development				1,000	0	0
Environmental Health				182,300	157,284	155,579
General Compliance				16,500	5,500	16,954
Healthy Community				24,250	8,084	13,254
Library Services				24,100	6,960	7,937
Place Management				0	0	0
Strategic Town Planning				0	0	0
Urban Planning	64,763	▲	68.1%	285,500	95,156	159,919
Finance				**53,172,666**	**45,543,124**	**45,828,605**
Aqualife	45,031	▲	7.4%	2,126,631	605,965	650,996
Budgeting				1,704,507	0	0
Corporate Funds	59,902	▲	0.1%	45,449,967	43,607,489	43,667,391
Finance Office				1,350	0	0
Financial Services				834,000	320,414	313,840
Information Systems				2,790	736	518
Leisurelife	183,591	▲	43.5%	1,378,139	421,760	605,351
Parking				1,545,482	550,160	541,067
Ranger services				129,800	36,600	49,440
Operations				**3,999,509**	**1,518,814**	**1,669,462**
Asset Planning	78,422	▲	42.3%	387,560	185,516	263,938
Environment				0	0	0
Fleet Services				10,000	3,332	3,921
Operations Office				1,100	364	0
Parks and Reserves	37,131	▲	1566.7%	12,500	2,370	39,501
Project Management				0	0	461
Street Improvement				168,000	1,174	358
Street Operations	50,648	▲	9.2%	2,585,849	550,980	601,628
Waste Services				834,500	775,078	759,654
Total Revenue				**58,215,954**	**47,488,500**	**48,084,621**

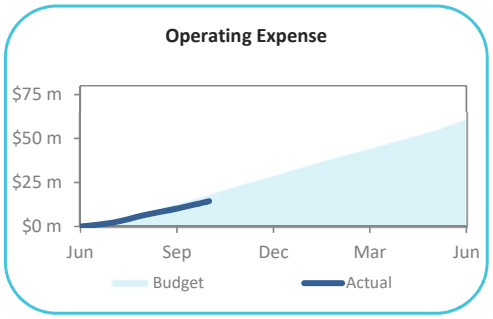
Particulars	Material Variance $		%	Revised Budget $	31 October 2020 Year-to-Date Budget $	Year-to-Date Actual $
Operating Expense						
Chief Executive Office				**(5,013,850)**	**(1,695,451)**	**(1,429,122)**
Chief Executive Office				(1,002,497)	(327,078)	(304,814)
Communications and Engagement				(794,017)	(302,998)	(288,711)
Customer Relations	39,457	▼	13%	(877,450)	(300,187)	(260,730)
Human Resources	144,125	▼	34%	(1,152,400)	(419,611)	(275,486)
Leadership and Governance	46,196	▼	13%	(1,187,486)	(345,577)	(299,381)
Community Planning				**(10,975,703)**	**(3,067,456)**	**(2,672,769)**
Building Services	27,504	▼	15%	(578,340)	(185,729)	(158,225)
Community Development	36,729	▲	6%	(2,509,471)	(620,194)	(656,923)
Community Planning Office				(947,000)	(293,233)	(275,768)
Digital Hub				(170,152)	(58,835)	(51,095)
Economic Development				(318,124)	(86,617)	(68,948)
Environmental Health	36,777	▼	18%	(663,978)	(207,501)	(170,724)
General Compliance				(141,048)	(47,112)	(42,171)
Healthy Community				(286,024)	(98,272)	(81,116)
Library Services	74,403	▼	17%	(1,299,828)	(432,763)	(358,360)
Place Management	95,322	▼	20%	(1,992,435)	(471,812)	(376,490)
Strategic Town Planning				(879,322)	(158,896)	(147,332)
Urban Planning	120,874	▼	30%	(1,189,981)	(406,492)	(285,618)
Finance				**(22,599,743)**	**(4,261,916)**	**(4,150,163)**
Aqualife				(2,449,978)	(856,292)	(873,990)
Budgeting				(9,309,534)	0	0
Corporate Funds				(1,192,393)	(187,450)	(178,999)
Finance Office				(736,063)	(236,044)	(241,038)
Financial Services	28,071	▼	7%	(1,115,927)	(400,998)	(372,927)
Information Systems				(3,488,888)	(1,161,800)	(1,154,561)
Leisurelife	102,440	▲	19%	(1,652,165)	(539,857)	(642,297)
Parking	131,715	▼	21%	(1,853,562)	(617,886)	(486,172)
Ranger services	61,410	▼	23%	(801,233)	(261,589)	(200,179)
Operations				**(23,635,305)**	**(7,179,243)**	**(6,112,176)**
Asset Planning				(3,600,490)	(1,179,918)	(1,196,687)
Environment				(209,535)	(84,978)	(70,466)
Fleet Services				0	(286)	(286)
Operations Office				(751,233)	(250,384)	(237,684)
Parks and Reserves	398,148	▼	24%	(5,448,765)	(1,625,870)	(1,227,722)
Project Management	99,509	▼	15%	(3,027,688)	(674,675)	(575,166)
Street Improvement				(1,345,354)	(333,478)	(330,358)
Street Operations	186,532	▼	21%	(2,865,160)	(889,482)	(702,950)
Waste Services	369,315	▼	17%	(6,387,080)	(2,140,172)	(1,770,857)
Total Operating Expense				**(62,224,601)**	**(16,204,066)**	**(14,364,230)**

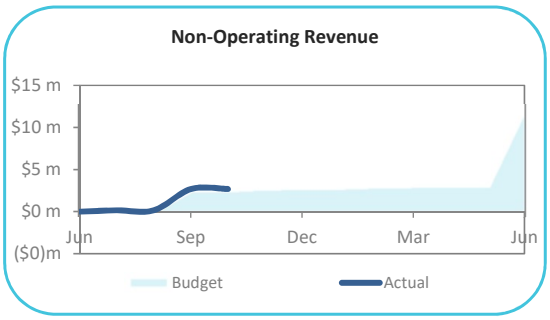
Particulars	Material Variance $		%	Revised Budget $	31 October 2020 Year-to-Date Budget $	Year-to-Date Actual $
Capital Expense						
Chief Executive Office				**0**	**0**	**0**
Chief Executive Office				0	0	0
Communications and Engagement				0	0	0
Customer Relations				0	0	0
Human Resources				0	0	0
Leadership and Governance				0	0	0
Community Planning				**0**	**0**	**(32,500)**
Building Services				0	0	0
Community Development	32,500	▲	#DIV/0!	0	0	(32,500)
Community Planning Office				0	0	0
Digital Hub				0	0	0
Economic Development				0	0	0
Environmental Health				0	0	0
General Compliance				0	0	0
Healthy Community				0	0	0
Library Services				0	0	0
Place Management				0	0	0
Strategic Town Planning				0	0	0
Urban Planning				0	0	0
Finance				**(738,740)**	**(45,332)**	**(34,137)**
Aqualife				0	0	0
Budgeting				0	0	0
Corporate Funds				0	0	0
Finance Office				0	0	0
Financial Services				0	0	0
Information Systems				(698,740)	(32,000)	(34,137)
Leisurelife				0	0	0
Parking				(40,000)	(13,332)	0
Ranger services				0	0	0
Operations				**(16,367,994)**	**(1,350,550)**	**(1,144,603)**
Asset Planning	48,623	▼	42%	(1,175,940)	(115,000)	(66,377)
Environment				0	0	0
Fleet Services				(880,340)	(10,400)	(2,267)
Operations Office				0	0	0
Parks and Reserves	95,975	▼	47%	(3,009,027)	(205,004)	(109,029)
Project Management	30,000	▼	100%	(63,473)	(30,000)	0
Street Improvement				0	0	0
Street Operations				(11,239,214)	(990,146)	(966,930)
Waste Services				0	0	0
Total Capital Expense				**(17,106,734)**	**(1,395,882)**	**(1,211,240)**

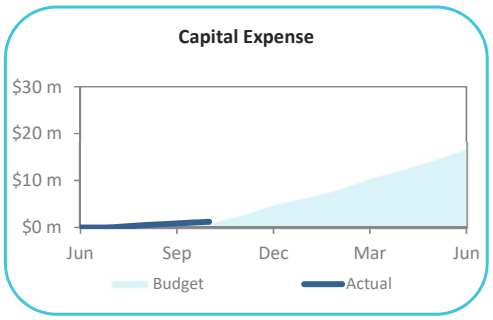
Particulars	Material Variance $		%	Revised Budget $	31 October 2020 Year-to-Date Budget $	31 October 2020 Year-to-Date Actual $
Non-Operating Revenue						
Finance				**11,675,760**	**2,503,760**	**2,503,760**
Corporate Funds				11,675,760	2,503,760	2,503,760
Operations				**532,000**	**28,000**	**184,135**
Fleet Services	156,135	▲	558%	532,000	28,000	184,135
Total Non-Operating Revenue				**12,207,760**	**2,531,760**	**2,687,895**
Non-Operating Expense						
Finance				**(7,252,508)**	**(1,523,373)**	**(1,523,299)**
Corporate Funds				(7,252,508)	(1,523,373)	(1,523,299)
Total Non-Operating Expense				**(7,252,508)**	**(1,523,373)**	**(1,523,299)**
Non-Cash Items Adjustments						
Profit and Loss				(1,633,623)	4,531	0
Depreciation				9,565,650	3,147,988	0
Total Non-Cash Items Adjustments				**7,932,027**	**3,152,519**	**0**
Suspense Items Yet To Be Applied				0	0	(34,665)
Opening Surplus / (Deficit)				8,254,482	8,254,482	9,618,689
Closing Surplus / (Deficit)				**26,380**	**42,303,940**	**43,257,770**

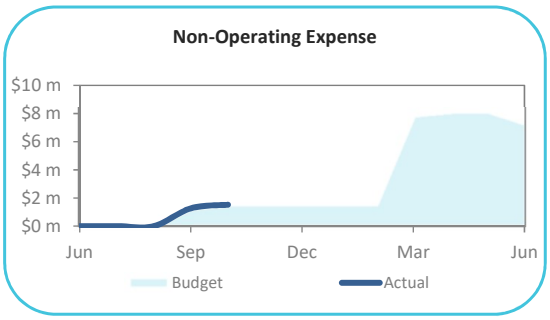
Graphical Representation

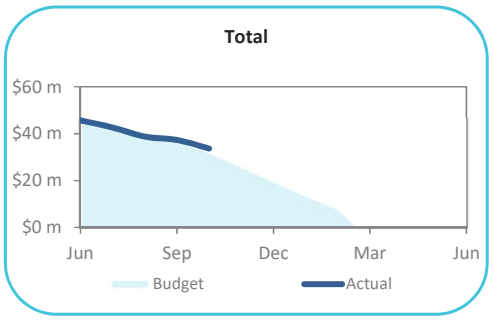












Particulars	Brought Forward 1 July $	2020-2021 Revised Budget $	Year To Date Actual $
Current Assets			
Cash - Unrestricted	15,519,356	15,237,076	34,006,893
Cash - Reserves / Restricted	45,567,473	45,686,415	43,095,726
Receivables and Accruals	4,203,836	10,041,104	20,654,069
Inventories	11,570	32,331	11,570
	65,302,235	**70,996,926**	**97,768,258**
Less Current Liabilities			
Payables and Provisions	(10,116,073)	(15,085,199)	(11,414,762)
	(10,116,073)	**(15,085,199)**	**(11,414,762)**
Net Current Asset Position	**55,186,162**	**55,911,727**	**86,353,496**
Less			
Cash - Reserves / Restricted	(45,567,473)	(47,657,245)	(43,095,726)
Estimated Surplus / (Deficiency) Carried Forward	**9,618,689**	**8,254,482**	**43,257,770**

Cash and Investments Analysis

	Amount Invested $	Interest Rate %	Term (Days)	Maturity Date	Projected Earnings $	Percentage of Portfolio
Cash - Unrestricted						
CBA	**29,006,893**				**2,021**	**39%**
At Call	10,006,893	Variable	11am	Daily	2,021	
Online Saver	19,000,000	0.65	11am	Daily	7,893	
BOQ	**3,000,000**				**13,414**	**4%**
	3,000,000	0.60	272	13-Jul-21	13,414	
Total Cash - Unrestricted	**32,006,893**				**19,381**	**0%**
Cash - Restricted						
CBA	**23,095,726**				**2,816**	**31%**
At Call	13,095,726	Variable	11am	Daily	111	
Online Saver	10,000,000	0.65	11am	Daily	2,705	
NAB	**10,000,000**				**59,819**	**13%**
	6,000,000	0.90	181	14-Dec-20	26,778	
	4,000,000	0.90	335	15-Jun-21	33,041	
BOQ	**5,000,000**				**45,205**	**7%**
	5,000,000	1.10	300	12-Apr-21	45,205	
AMP	**5,000,000**				**55,068**	**7%**
	5,000,000	1.20	335	14-Jun-21	55,068	
Total Cash - Restricted	**43,095,726**				**162,909**	**51%**
Total Cash - Invested	**75,102,619**				**182,290**	**75%**
Cash on Hand	8,005					
Total Cash	**75,110,624**					

Cash and Investments Analysis

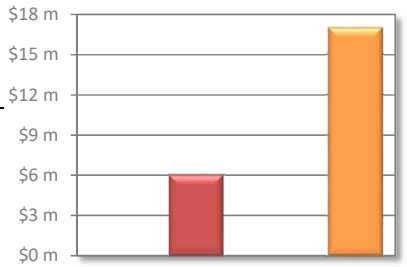
Portfolio Diversity

Institution	%
Bankwest	0
BOQ	11
CBA	69
ME Bank	0
AMP	7
NAB	13
	100

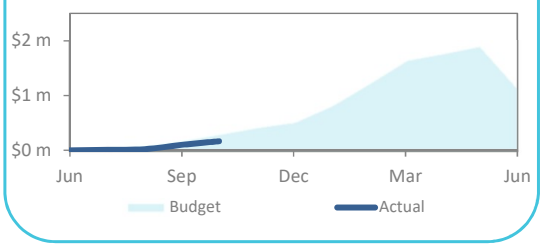


Investment Maturity Timing

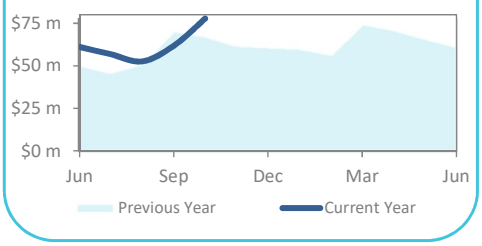
Maturity	$
Up to 30 days	0
31 - 60 days	6,000,000
61 - 90 days	0
90+ days	17,000,000
	23,000,000
CBA Online Saver	29,000,000
Total Investment	**52,000,000**



Interest Earnings

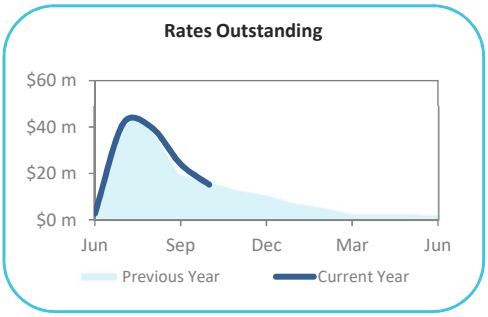


Total Cash Holdings



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

	Total
Balance from Previous Year	2,656,453
Rates Levied - Initial	43,430,422
Rates Levied - Interims	(2,029)
Total Rates Collectable	**46,084,846**
Current Rates Collected To Date	28,265,881
Current Rates Outstanding	**17,818,965**
% Rates Outstanding	**38.7%**
% Rates Outstanding same time last year	**31.5%**

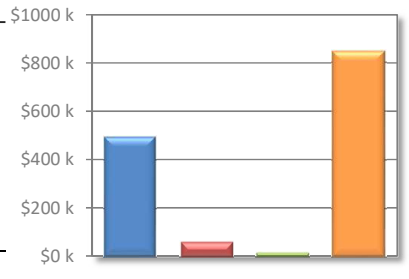


Sundry Debtors

Type	Total	30 Days	60 Days	90 Days	90+ Days
Grants and Subsidies	407,550	369,034	-	-	38,516
Property Rent	4,922	3,958	-	964	-
Aqualife Fees	27,853	27,853	-	-	-
Leisurelife Fees	14,616	14,501	115	-	-
Community Development Fees	2,750	207	101	2,243	199
Health Fees	45,962	4,046	40,809	-	1,107
Other Fees and Charges	48,023	12,456	-	467	35,100
Building and Planning Application Fees	13,407	11,910	186	1,091	220
Infringements - Parking	760,086	32,480	14,136	7,601	705,869
Infringements - Animals	38,009	16,800	1,200	-	20,009
Infringements - General	29,258	-	-	-	29,258
Infringements - Bush Fire	13,673	-	-	-	13,673
Infringements - Health	3,009	-	-	-	3,009
Total Sundry Debtors	**1,409,118**	**493,245**	**56,547**	**12,366**	**846,960**

Sundry Debtor Aged Analysis

Maturity	$
Up to 30 days	493,245
31 - 60 days	56,547
61 - 90 days	12,366
90+ days	846,960
	1,409,118



Grants and Contributions

Details	Original Budget $	Revised Budget $	Receipt Status Invoiced	Remaining
Operating Funding				
Chief Executive Office				
Not Applicable	-	-	-	-
Community Planning				
Community Development - Sponsorships	13,000	13,000	-	13,000
Digital Hub - Grants	1,500	1,500	16,000	(14,500)
Library Services - Grants	1,000	1,000	880	120
Environmental Health	1,000	1,000	24	976
Finance				
Corporate Funds - Grants	1,100,000	1,100,000	134,357	965,643
Financial Services - Commission	40,000	40,000	35,835	4,165
Parking	82,500	82,500	36,060	46,440
Ranger Services	3,000	3,000	2,336	664
Operations				
Street Improvement - Grants	70,000	70,000	-	70,000
Street Operations	121,000	121,000	83,332	37,668
Capital Funding				
Operations				
Project Management:				
McCallum Park Active Area	-	-	-	-
Street Operations Grants:				
Rutland Avenue Shared Path (Miller to Oats)	68,500	68,500	(34,250)	102,750
Oats Street - Tuckett to Rutland - Renew Seal (MRRG)	-	-	2	(2)
Hordern and Geddes Intersection (Blackspot)	107,387	107,387	-	107,387
Hordern and McMillan Intersection (Blackspot)	122,588	122,588	-	122,588
Archer and Orrong Intersection (Blackspot)	718,449	718,449	-	718,449
Star Street and Briggs Street (Blackspot)	148,334	148,334	(148,334)	296,668
Roads to Recovery Funding Income - Location TBA	285,000	285,000	(11,265)	296,265
Kent Street - Albany to Gloucester MRRG	181,266	181,266	(60,422)	241,688
Oats Street - Swanswa to Rutland MRRG	208,200	208,200	(83,280)	291,480
Carlisle Laneways (Community Development Grant)	60,000	60,000	(46,827)	106,827
Terminus Lane (Community Development Grant)	240,000	240,000	-	240,000
Total Cash Deposits	**3,572,724**	**3,572,724**	**(75,552)**	**3,648,276**

Reserve Funds Descriptions

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

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

Cash-in-Lieu
To be used to assist in funding initiatives associated with payments received as cash in lieu of required obligations or works.

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

COVID-19 Recovery Reserve
To be used to assist in funding recovery initiatives related to COVID-19.

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

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

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

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

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

Harold Hawthorne - Carlisle Memorial
To be used to provide funds to assist in conducting future Spring Garden Competitions.

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

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

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

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

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

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

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

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

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

Urban Forest Strategy
To assist in funding initiatives associated with the Urban Forest Strategy

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

Reserve Funds Transactions

	Annual Opening Balance $	Transfer to Reserve $	Transfer from Reserve $	31 October 2020 Balance Actual $	Balance Budget $	Annual Revised Budget $
Building Renewal	1,534,483	1,077	-	1,535,560	1,534,483	770,031
Cash-in-Lieu	-	-	-	-	-	-
Community Art	658,478	463	-	658,941	658,478	613,269
COVID-19 Recovery Reserve	500,000	351	-	500,351	500,000	-
Drainage Renewal	281,890	198	-	282,088	281,890	7,715
Edward Millen Site	2,025,265	1,423	-	2,026,688	2,025,265	1,735,453
Furniture and Equip Renewal	665,984	468	-	666,452	665,984	678,558
Future Fund	14,607,271	10,262	-	14,617,534	14,607,271	12,951,506
Future Projects	143,606	100	-	143,706	143,606	495,631
Harold Hawthorn - Carlisle	182,816	128	-	182,944	182,816	203,896
Information Technology Renewal	1,081,575	760	-	1,082,335	1,081,575	1,100,112
Insurance Risk Reserve	457,980	322	-	458,302	457,980	497,714
Land Asset Optimisation	1,680,429	1,181	-	1,681,610	1,680,429	5,138,040
Other Infrastructure Renewal	333,484	234	-	333,718	333,484	159,083
Parks Renewal	1,124,573	790	-	1,125,363	1,124,573	234,311
Pathways Renewal	31,368	22	-	31,390	31,368	95,505
Plant and Machinery	326,498	229	-	326,727	326,498	337,945
Renewable Energy	279,978	197	-	280,176	279,978	162,032
Roads Renewal	1,460,633	1,027	-	1,461,659	1,460,633	1,256,539
Underground Power	16,779,487	11,788	(2,503,760)	14,287,515	14,275,727	16,781,487
Urban Forest Strategy	500,000	352	-	500,352	500,000	-
Waste Management	911,675	641	-	912,316	911,675	1,122,188
	45,567,473	**32,013**	**(2,503,760)**	**43,095,726**	**43,063,713**	**44,341,015**

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

Particulars	Budget Status	Completion Stage	Revised Budget $	Year-to-Date Actual $
Land and Buildings			**1,239,413**	**66,377**
Renewal - Land and Buildings				
Toilet Blocks - Painting Program (Archer St, GO Edwards, Read Park	☐	■■■□	60,000	4,430
Reactive Building Renewal Works Various - BUDGET ONLY	☐	□□□□	75,000	0
ViC Park Quarter - Community Room Fitout	☐	□□□□	20,274	0
Aqualife - Outdoor Pool Refurbishment	☐	■■■■	48,370	38,268
10 Kent Street - Interior Refurbishment (Disability Access)	☐	■□□□	190,000	0
Aqualife - 50m Pool Starting Blocks and Submersible Wall	☐	□□□□	27,296	0
Aqualife - BMS Renewal	☐	■□□□	30,000	0
Aqualife - Roof Renewal	☐	■■■■	15,000	9,971
Aqualife - Pool Plant Renewal	☐	■□□□	60,000	0
Clubrooms - Painting Program (Parnham & Fletcher Park)	☐	■■□□	60,000	0
Carlisle Reserve Clubrooms - Changeroom Refurbishment	☐	■□□□	100,000	0
Library - Fitout and Layout changes (RFID) - External Doors	☐	□□□□	150,000	0
Leisurelife - Skylight Replacements	☐	■■□□	20,000	0
Leisurelife - Hotwater System Replacement	☐	■■□□	40,000	0
12 Kent Street - External Refurbishment	☐	■■□□	30,000	0
Energy Efficiency Initiatives - Lighting Replacement (LEDs)	☐	■□□□	50,000	13,709
Changeroom Refurbishment - JA Lee Clubrooms	☐	■■□□	80,000	0
Upgrade - Land and Buildings				
Solar PV Installation - Administration Building	☐	□□□□	120,000	0
Land - Upgrade: 25 Boundary Road Subdivision	☐	■■■□	63,473	0

Capital Items

Particulars	Budget Status	Completion Stage	Revised Budget $	Year-to-Date Actual $
Plant and Machinery			**880,340**	**2,267**
Renewal - Plant and Machinery				
Minor Plant Renewal - Parks	☐	■□□□	20,000	2,267
Mazda CX5 (174VPK - Plant 398)	☐	□□□□	35,000	0
Vehicle Purchase - Rangers (122VPK)	☐	■■□□	44,000	0
Vehicle Purchase - Rangers (127VPK)	☐	■■□□	44,000	0
Vehicle Purchase - Asset Management (184VPK)	☐	□□□□	25,000	0
Vehicle Purchase - Finance (181VPK - Plant 345)	☐	□□□□	25,000	0
Vehicle Purchase - Parking Area (178VPK)	☐	□□□□	25,000	0
138 VPK - Flocon Truck (Plant 39)	☐	■■□□	147,940	0
174 VPK - Trailer (Plant 178)	☐	□□□□	10,000	0
Heavy Truck 9T (137VPK)	☐	□□□□	200,000	0
Pavement Sweeper (136VPK)	☐	□□□□	165,000	0
1.5T Forklift (146VPK)	☐	■■□□	55,000	0
Nissan X-Trail SUV (1GET373)	☐	■■□□	45,000	0
Trailer (153VPK)	☐	■■■□	3,000	0
Custom Made Water Tank (Plant 167)	☐	□□□□	29,000	0
Trailer (150VPK)	☐	□□□□	4,600	0
Fibre Furn Tank (Plant 194)	☐	□□□□	2,800	0
Information Technology			**698,740**	**34,137**
New - Information Technology				
Library - RFID Self-Service System	☐	■□□□	87,900	0
Software - Asset Management System	☐	■■□□	98,200	0
New- Software - Volunteer Database	☐	■□□□	7,000	0
New - Software - CAMMS Project PoC	☐	■□□□	16,550	0
New - Software - Human Resources - Online Leave and Work Patte	☐	■■■■	5,500	0
IT - Relocation Hardware - 6 - 8 Kent Street (Parking and Rangers)	☐	■■■■	26,700	0
Software - Microsoft 365	☐	■■■■	90,000	0
Risk Management Software (Governance)	☐	■□□□	18,000	0
Minutes Digitisation (Records)	☐	■□□□	20,000	0
ICT Business Systems and Infrastructure Review	☐	■■■□	40,000	0
Recruitment Software (HR)	☐	■■□□	30,000	0

Capital Items

Particulars	Budget Status	Completion Stage	Revised Budget $	Year-to-Date Actual $
Information Technology (continued)				
Renewal - Information Technology				
Hardware - Council Chambers Live Streaming System	☐	■■■■	12,400	0
Upgrade - Information Technology				
IT - Library Management System (Software)	☐	■■■■	15,490	0
System Upgrade - Authority 7.x	☐	■■□□	140,000	31,974
Upgrade - Software - AP Workflow (Authority)	☐	■■■■	24,000	0
Hardware - Leisurelife Centre Technology Upgrade	☐	■■■□	15,000	0
Digital Hub - IT Hardware Upgrade	☐	■■■□	27,000	0
Implement Local Laws - Auto Issue (Rangers)	☐	■□□□	10,000	0
Online images of infringements (Parking)	☐	■□□□	15,000	0
Software - TRIM CM9 Upgrade	☒	■■□□	0	2,163
Roads			**7,715,578**	**502,591**
Renewal - Roads				
Oats Street and Star Street Roundabout	☐	■■□□	166,573	0
Solar Way - Mercury to Mercury - Road Rehab	☐	■■□□	139,552	0
Carnarvon Street (Dane to Somerset) - Reseal	☐	■■■■	95,874	0
Streately Road (Gallipoli to Castle)	☐	■■■■	7,820	0
Sussex Sreet (Devenish to Berwick)	☐	■■■■	72,951	0
Custance Street - Band to Getting	☐	■■■■	191,265	0
Kent Street - Albany to Gloucester MRRG	☐	■■□□	271,900	4,076
Oats Street - Swanswa to Rutland MRRG	☐	■■□□	312,300	4,748
Roads to Recovery Funding Income - Location TBA	☐	■■□□	285,000	0
Norseman Street - Carnarvon to End	☐	■■□□	74,745	41,495
Howick Street West - Kitchener to Burswood	☐	■■■□	92,529	53,021
Lake View Street - Carnarvon to End	☐	■■■□	62,150	36,851
Tuam Street - Washington to Albany Highway	☐	■■□□	69,650	37,858
Dome Place - VPD to End	☐	■■□□	21,420	0
Anglesea Street - Gerard to Carnarvon	☐	■■■□	85,131	53,542
Patricia Street - Carson to Albany Highway	☐	■■■□	91,575	0
Leigh Street - Kitchener to Burswood	☐	■■■□	65,142	2,511
Ashburton Street North - Gloucester to End	☐	■■■□	181,255	32,794
Willis Street - Albany to Fraser	☐	■■□□	181,005	0
Baron Hay Court - George Street to End	☐	■■■■	165,956	0
Read Street - Withnell to Oats	☐	■□□□	32,076	0
Tuckett Street - Briggs to Cohn	☐	■□□□	49,896	0
Sandra Place - Harris to End	☐	■□□□	65,484	0
Watts Place - Turner to End	☐	■□□□	85,725	22,548
Briggs Street - Star to Orrong	☐	■□□□	174,645	11,776

Capital Items

Particulars	Budget Status	Completion Stage	Revised Budget $	Year-to-Date Actual $
Renewal - Roads (continued)				
Raleigh Street - Archer to End	☐	■□□□	205,390	0
Savill Place - Cohn to End	☐	■□□□	40,185	1,051
Sussex Street and Moorgate Street Intersection	☐	■□□□	15,000	0
Blair Athol Street - Carnarvon to Gerard	☐	■■■□	68,827	37,002
Lion Street - Rutland to Planet	☐	■□□□	143,905	0
Downing Street - Cohn to Briggs	☐	■□□□	69,984	0
Mars Street West - Lion to Mercury	☐	■■□□	144,666	2,215
Midgley Street - Rutland to Gallipoli	☐	■■■□	201,663	66,224
Maude Street - Anglesea to Blair Athol	☐	■■■□	61,902	30,617
Template Street - Washington to Berwick	☐	■■■□	143,208	63,038
Wyndham Street - Burlington to Albany	☐	■□□□	93,312	0
ROW 46 Upgrade	☐	■□□□	265,000	0
Garland Street Renewal	☐	■□□□	700,000	0
Upgrade - Roads				
Hill View Terrace and Oats Street - Intersection and Pedestrian	☐	■■■■	64,079	1,068
Roberts Road and Orrong Road - Intersection	☐	■■□□	25,000	0
Rutland Avenue - Oats Street to Welshpool Road	☐	■■■■	39,655	157
Star Street and Briggs Street (Blackspot)	☐	■□□□	222,500	0
Archer and Orrong Intersection (Blackspot)	☐	■□□□	1,343,220	0
Hordern and Geddes Intersection (Blackspot)	☐	■□□□	215,581	0
Hordern and McMillan Intersection (Blackspot)	☐	■□□□	275,882	0
Traffic Calming Gallipoli St - Cornwall to Streatly	☐	■□□□	25,000	0
Upgrade - ROW 59	☐	■□□□	200,000	0
Oats Street - Bicycle Improvements	☐	■■□□	60,000	0
Albany Highway Cycle Lanes (Mackie to Oswald)	☐	■□□□	50,000	0
Drainage			**440,000**	**8,463**
Renewal - Drainage				
Drainage - Right Of Ways - Various Locations	☐	■□□□	20,000	0
Various - Pipe Renewal- Allocation	☐	■□□□	140,000	0
Various - Pit Renewal- Allocation	☐	■□□□	140,000	5,467
Various - Sump Renewal- Allocation	☐	□□□□	120,000	0
Unplanned Renewal Projects - BUDGET ONLY Individual work orders t	☐	■□□□	20,000	2,996

Capital Items

Particulars	Budget Status	Completion Stage	Revised Budget $	Year-to-Date Actual $
Pathways			**2,279,636**	**452,856**
Renewal - Pathways				
Rutland Avenue - Roberts to Forster Avenue (North Side)	☐	■■■□	6,555	0
Oldfield Street - Vantage Way to Bow River (West Side)	☐	■■■□	4,545	0
Harold Rossiter Park - Kent to Rathay	☐	■■■□	46,710	0
Cohn Street - Star to Harris (North Side)	☐	■■■□	12,535	0
Clydesdale Street - Teague to Kitchener (West Side)	☐	■■■□	32,960	17,117
Victoria Park Drive - GED to Dome (West Side)	☐	□□□□	18,310	0
Clydesdale Street - Sunbury to Kitchener (East Side)	☐	■■■■	16,465	0
Hill View Terrace - Burlington to Albany (South Side)	☐	■■■■	17,300	12,763
Rushton Street - Benporath to Shepperton (West Side)	☐	■■■□	24,090	0
Harper Street - Albany to Shepperton (North Side)	☐	□□□□	11,625	0
Camberwell Street - Archdeacon to Devenish (South Side)	☐	■■■■	20,860	16,490
Kitchener Avenue - Leigh to Howick (West Side)	☐	□□□□	20,575	0
Kessack Street - McCartney to Howick (Both Sides)	☐	□□□□	12,585	0
Howick Street - Getting to Roberts (East Side)	☐	■■■□	6,105	5,059
Keyes Street - Enfield to Custance (West Side)	☐	■■■□	18,700	0
Kitchener Ave - Harper to Clydesdale (West Side)	☐	■■■■	15,610	9,850
New - Pathways				
Goodwood Parade - Shared Path - Surface	☐	■■■□	37,000	15,586
Rutland Avenue Shared Path (Miller to Oats)	☒	■■■□	357,106	374,339
Rutland Avenue Shared Path (Miller to Great Eastern Highway)	☐	□□□□	1,600,000	1,653
Parks			**3,009,027**	**109,029**
Renewal - Parks				
GO Edwards Park - Redevelopment	☐	■□□□	88,610	5,540
George Street Reserve - Revegetation Project	☐	■□□□	87,732	1,500
Raphael Park - Reticuation System Renewal	☐	■■■□	175,485	4,195
Flood Lighting - JA Lee Reserve	☐	□□□□	18,000	0
Play Equipment - JA Lee Reserve	☐	■□□□	80,000	200
Gazebo Renewal - Victoria Heights Park	☐	■□□□	25,000	0
Shade Sails - Hawthorne Reserve	☐	□□□□	17,000	0
Synthetic Practice Wickets and Nets - Harold Rossiter	☐	■■□□	30,000	0
Raphel Park - Softfall	☐	■□□□	25,000	0
Playground Renewal - The Promenade	☐	□□□□	80,000	0
Bore Water Meters - Various Sites	☐	■■■□	50,000	0
Cricket Nets and Pitch - Carlisle Reserve	☐	■■□□	20,000	0
Carlisle Reserve - Pole Floodlight Renewal	☒	■■■□	0	5,511
Upgrade - Parks				
Upgrade - Higgins Park Tennis Club - Court Modifications	☐	■■□□	211,239	78,370
Bolton Avenue Verge - Retaining Wall and Fencing	☐	□□□□	20,000	0
GO Edwards Park Upgrade - Stage 5	☐	□□□□	1,700,000	0

Capital Items

Particulars	Budget Status	Completion Stage	Revised Budget $	Year-to-Date Actual Actual
New - Parks				
John Macmillan Park - Redevelopment	☐	■■■■	204,062	0
Lathlain Redevelopment (Zone 2x) - Parks	☐	■■□□	136,899	13,712
Fertigation Tanks (Various Sites)	☐	■■□□	25,000	0
BBQ Shade Sails - The Promenade	☐	□□□□	15,000	0
Other Infrastructure			**844,000**	**34,732**
Renewal - Other Infrastructure				
Carpark #15 Renewal - Fletcher Park	☐	■□□□	90,000	0
Carpark #8 Renewal - Kent Street Bowling Club	☐	■□□□	80,000	0
Street Furniture - Bus Shelters - Allocation	☐	□□□□	40,000	0
Street Lighting - Albany Highway and Laneways	☐	■■□□	64,000	580
Mirvac - Lighting Replacement	☐	□□□□	150,000	0
Upgrade - Other Infrastructure				
Street Lighting - Safety Improvements (Safer Neighbourhoods Plan)	☐	■□□□	25,000	0
Carlisle Laneways (Community Development Grant)	☐	■■□□	60,000	1,653
Terminus Lane (Community Development Grant)	☐	■□□□	240,000	0
New - Other Infrastructure				
Parking - ACROD Bays - Allocation	☐	■□□□	15,000	0
Purchase and Installation of parking meters - Parking Initiative	☐	□□□□	40,000	0
Pedestrian Infrastructure Improvements	☐	□□□□	40,000	0
Lathlain Redevelopment (Zone 2) - Public Art	☒	■■□□	0	7,500
Lathlain Redevelopment (Zone 2x) - Public Art	☒	■■□□	0	25,000

Policy number	Policy 307
Policy title	Sponsorship by private companies on Town property including events
Strategic outcomes supported	CL6 – Finances are managed appropriately, sustainably and transparently for the benefit of the community. CL8 – Visionary civic leadership with sound and accountable governance that reflects objective decision-making.

POLICY OBJECTIVE:

To provide guidance to sponsorship by private companies on Town property.

POLICY SCOPE:

This policy applies to the sponsorship arrangements with private companies.

DEFINITIONS:

Nil.

POLICY STATEMENT:

1. The Town may seek sponsorship from business and/or other organisations for the promotion and delivery of community initiatives, events and facilities which contribute to the vibrancy and wellbeing of the Town.

2. Any sponsorship arrangements shall be made in accordance with the following Procedure.

3. Sponsorship must not:

    a. compromise the Town's reputation, public image, probity, ability to fulfil its functions or influence decisions or actions by the Town
    b. be in conflict with the Town's strategic objectives and policies (for example, political parties, drugs and alcohol, smoking, fast food, pornography)
    c. provide personal benefits to Town staff, sitting members or staff of the sponsoring agent.

4. Sponsorship arrangements must be;

    a. confirmed in writing and provide the Sponsor and the Town with a clear outline of proposed benefits and responsibilities
    b. communicated to the responsible officers before acceptance
    c. endorsed by Council.

5. Sponsorship Delivery Risk Assessment;

a. risk assessment of the sponsorship delivery must identify potential issues that may arise in managing the sponsorship
b. control/s to be implemented identified to ensure that the relationship with the sponsor is enhanced and strengthened
c. complete the prescribed risk assessment.

6. Formalising the Agreement;

a. sponsorship that involves a transfer of resources to the Town of the value of $5,000 or more must have an endorsed partnership/sponsorship agreement by all parties
b. sponsorship for less than $5,000 requires an endorsed letter of agreement or Memorandum Of Understanding
c. any invitations or gifts should be noted on Town's Gift Register
d. complete an appropriate agreement as prescribed.

7. Annual Call for Expressions of Interest;

a. the annual call for expressions of interest will be advertised in the West Australian, the summer edition of Life in the Park and Town website for one month to allow potential sponsors equal opportunity for involvement. The advertisement will;

i. overview The Town's strategic objectives
ii. list events which are open for sponsorship during the next year
iii. provide Town's internal contact for responses
iv. ensure information provided is consistent for all organisations
v. the annual call does not prohibit The Town from directly approaching potential sponsors in accordance with the terms of this Policy

8. Unsolicited Offers;

a. the Town may be approached directly by an organisation with an unsolicited sponsorship offer. The Town may obtain better value for money by accepting the sponsorship than calling a new expression of interest.
b. where an unsolicited offer of sponsorship is received and there is a desire to test the market for further interest, the commercially valuable ideas and strategies of the organisation or the individual that proposed the original offer must be protected.
c. there may be occasions when it is considered desirable to accept an unsolicited offer or to renew an existing sponsorship agreement without first testing the market for alternative offers.

9. Such instances could include;

a. sole or limited supplier situations
b. where a considered assessment establishes that the calling or expressions of interest or tenders will threaten the viability of the existing sponsors and/or lead to a lesser end result
c. where there is reason to believe that no other competitor could provide a better offer

d. when deadlines prohibit the calling of expressions of interest or tenders.

10. Engagement and Management of existing Sponsors and Prospective Sponsors;

    a. these engagement activities include but are not limited to;

        i. Life in the Park. (4 x editions with personal note as per Engagement Policy)
        ii. Christmas Card / New Year's note as per Engagement Policy
        iii. Minimum of 2 x one on one meetings per year
        iv. Thank you/debrief of event
        v. Annual update regarding current sponsors marketing drivers
        vi. Invitations to Town events
        vii. Acceptance of invitations issued by sponsors to the Town
        viii. Email updates

11. Sponsorship Review;

    a. Post event meeting/thank you with each sponsor to gain feedback and check any changed sponsor drivers/marketing segment objectives
    b. appropriate transitioning of key sponsorship relationships (both Town staff and sponsor personnel changes)
    c. review of attendance numbers to ensure the subject of the sponsorship retains appeal

12. Evaluation;

    a. total value of sponsorship to event: cash and in kind
    b. value add for each sponsorship (stalls, punter appeal and reach)
    c. number of long term sponsorship partnerships managed

RELATED DOCUMENTS:

Nil.

Policy manager	Manager – Stakeholder Relations
Responsible officers	-
Approval authority	Council
Next Evaluation Date	

REVISION HISTORY

Version	Approved, Amended, Rescinded or Reviewed	Date	Authority	Resolution Number	Key Changes/Notes
1	Adopted	26/04/2000	Council	-	Item 3.2
2	Amended	11/12/2007	Council	-	-
2	Reviewed	09/07/2013	Council	-	Item 10.1
2	Reviewed	11/08/2015	Council	-	Item 10.1

3	Reviewed and Amended	20/08/2019	Council	148/2019	Item 10.1

Policy number	**Policy 114**
Policy title	Community Funding
Strategic outcomes supported	CL6 – Finances are managed appropriately, sustainably and transparently for the benefit of the community. S3 – An empowered community with a sense of pride, safety and belonging

Policy objective:

This policy aims to ensure the success and prosperity of the Town's community while ensuring transparency of funding decisions and accountability of those parties receiving funding.

Policy scope:

This policy applies to any eligible party seeking funding from the Town through the following programs:

- Community grants program.
- Place grants program
- Donations.
- Operating subsides (including peppercorn lease).
- Rebates.
- ~~Sponsorship.~~

Policy definitions:

The following definitions apply in this policy:

auspice organisation means legal entity which must take responsibility for applying, receiving, holding, administrating and acquitting against a grant or funding on behalf of an unincorporated organisation or individual.

business means a registered trading business.

business group means a group of two or more local businesses who work in partnership.

community grants program includes any grant program which is open to the local community and residents in return for social outcomes at an individual and community level.

cost-benefit comparison relates to social benefits and outcomes achieved at an individual and community level being greater than the totality of funding and support provided by the Town. The funding recipient will be required to attribute a cost against the operational service delivery cost required to achieve the social benefits and outcomes.

cost-effectiveness analysis means the comparison of two similar programs or services taking into consideration cost and resourcing against the benefits and outcomes anticipated to be achieved or achieved. A cost-effectiveness analysis helps to determine which 'applicant' should receive funding/ resources based upon:

a. the greatest potential impact at an individual and community level informed through a cost-benefit comparison; and
b. should sufficient funds be available Council may elect to approve two or more similar operating subsides.

donation means a financial gift to an eligible party.

economic efficiency is when goods and services that are produced are the ones that are most valued by society, produced at least cost and allocated to those who value them most highly. Economic efficiency comprises:

a. allocative efficiency- allocating resources to their most productive use;
b. technical efficiency- providing goods and services at least cost; and
c. dynamic efficiency- ensuring that investments are optimal over the long-term (three year maximum contracts) in both their timing and location.

established and solvent means:

a. operating a business for all or part of the income year;
b. cash reserve and/or guaranteed income to cover three months' worth of operating costs at any time;
c. has an aggregated turnover less than $10 million annually; and
d. has demonstrated capacity to deliver upon Funding Agreements.

funding agreement means a contract entered into by the Town and funding recipient which stipulates obligations inclusive of, deliverables, reporting requirements, roles and responsibilities, termination of funding and funding period.

incorporated association means an association, as defined by the *Associations Incorporation Act 2015 (WA)*, inclusive of any association, society, club, institution, community group or body formed or carried on for a lawful purpose. All profits made by the association must be used to benefit the association or, in the case of a charity, the beneficiaries of that charity, and not for the gain of its individual members.

in-kind support means goods or services provided to eligible parties by the Town. Such as fee waiver for the use of the Town's facilities and services, inclusive of parks, reserves or equipment; or support inclusive of but not limited to cross-promotion through social media platforms and production of marketing material. In-kind support will be attributed a monetary value and considered within the totality of funds provided by the Town to the eligible party.

intervention means a program, service or initiative.

operating subsidy means a cash payment and/ or peppercorn lease made to an eligible party to support its sustainable operating capacity to deliver programs, support and services to the local community, capped at 50% of total operating costs.

party means any person, community group, business group, organisation or other, applying for funding from the Town.

peppercorn lease means a subsidised nominal rental amount which is significantly below the market valuation, thus forfeiting revenue in return for social benefits for the community (to be informed by cost-benefit comparison).

program means an intervention, event, initiative, or service delivered by a party to a specific community cohort or the general community.

rebate means a financial reimbursement of the expenditure of funds, to an eligible party, excluding rate rebates or concessions.

social enterprise (also referred to as business) means:

a. a small business that is led by an economic, social, cultural or environmental mission consistent with a public or community benefit;
b. derive a substantial portion of their income from trade; and
c. reinvest the majority of their profits/ surplus in the fulfilment of their mission.

~~**sponsorship** means a commercial arrangement in which a sponsor provides a contribution in money and or in-kind support, to support an activity in return for certain specified benefits. Sponsorship is not philanthropic. A sponsor expects to receive a reciprocal benefit beyond modest acknowledgement.~~

sustainable operating capacity means the capacity of an organisation to remain financially viable over a long-term period through diverse revenue and funding streams which meet the full cost of services delivery, attract and retain human capital, and manage operational risks.

town team/ place-based group means a group of residents, businesses and landowners working collaboratively to improve their local neighbourhood.

Policy statement:

1. The Town will administer funding programs to support the resilience of the community.

2. Funding programs are subject to an annual budget approval process. The Town reserves the right to withhold the administration or availability of any of the following funding programs based upon the long term and annual financial position of the Town.

3. Any party wishing to apply for funding must have Public Liability Insurance of $10 million with the exception of rebates, donations and for grants, in instances where initiatives are not exposed to public risk.

4. The Town reserves the right to deny funding to any party should the proposed program or initiative or party conflict with the Town's Vision, Mission or Values, or bring the Town's brand or reputation into disrepute, or at its discretion.

5. All funding provided under this policy is to be reported on in the Annual Report.

6. The Town must ensure that all documentation relating to community funding programs, including executed agreements, is recorded, as required under the *State Records Act 2000*.

Ineligibility criteria:

7. Unless otherwise stated in additional ineligibility criteria under each funding program, applicants will be ineligible where:

   a. the applicant has an outstanding debt to the Town;
   b. the applicant has failed to submit a satisfactory acquittal for a previous Town funding program; or
   c. the application is submitted retrospectively i.e. after a project, activity and/or program has already taken place.
   d. the applicant is a Town employee or Elected Member.

Conflicts of interest:

8. In the administration and awarding of community funding programs any real, potential or perceived conflicts of interest are to be managed in keeping with the *Local Government Act 1995,* the code of conduct and the Town's values.

9. In order to achieve this, in keeping with the requirements of the *Local Government Act 1995, Local Government (Rules of Conduct) Regulations 2007* and *Local Government (Administration) Regulations 1996* employees and elected members with any involvement in community funding programs shall declare:

    a. any financial, indirect financial, proximity or gift interests that they have with any applicant for a community funding program; and
    b. any impartiality interests they have with any applicant for a community funding program.

10. As is required under the Act, where any employee or elected member discloses a financial, indirect financial, proximity or gift related interest they must not be involved in that particular community funding program application. If:

    a. this is as a member of a panel, they must not participate in the panel and the CEO should appoint another person as a member of the panel;
    b. as an employee who awards or assesses applications for funding, the application must be referred to another appropriate employee who can award or undertake the assessment for the funding; and
    c. the application is referred to a committee or Council, in accordance with the requirements of the Act.

11. Where an impartiality interest by an employee is disclosed, the interest should be referred to the CEO to establish if it continues to be appropriate for that employee to be involved in the assessment process.

Community grants program:

12. The community grants program will increase the capacity of community groups, businesses, clubs and organisations within the Town of Victoria Park, to implement projects, activities and programs that enhance and promote community wellbeing, aligned to the Town's Strategic Community Plan.

Grant funding programs:

13. The Community Grants program is comprised of a range of community grant programs inclusive of, but not limited to:

    a. Community Development Grants;
    b. Sport and Club Development Grants;
    c. Youth Project Grants;
    d. Community Safety and Crime Prevention Grants;
    e. Art and Culture Grants;
    f. Healthy Communities Grants; and
    g. Urban Forest Grants.

Aims:

14. The aims of the Town's Community Grants Program are to:

    a. Complement and achieve the Town of Victoria Park's strategic objectives;
    b. Provide financial assistance to the community to develop and implement projects, activities and programs that enhance the wellbeing of the community;
    c. Strengthen local community capacity and cohesion through capitalising on the strengths and abilities of the community to effectively identify its own needs and to plan, develop and implement innovative solutions;
    d. Facilitate fair, transparent and equitable distribution of community resources and programs through the Town; and
    e. Increase participation and accessibility to a range of quality and innovative programs and activities for the residents of the Town.

Eligibility:

15. Eligible applicants are:

    a. not-for-profit organisations;
    b. community group or clubs;
    c. artists, individuals and businesses;
    d. resident associations;
    e. town teams or place-based groups;
    f. parents and citizen (P&C) and parents and friends (P&F) associations;
    g. schools (only for projects falling outside the Department of Education responsibilities); and
    h. social-enterprises.

Approval process:

16. The CEO will be responsible for receiving community grants applications. The CEO shall establish a panel of no less than three members to assess all eligible applications received. The panel will assess applications against the requirements and assessment criteria and make a recommendation to Council for consideration.

17. Funding rounds will be tailored to the specific community grants program, and detailed in Practice 114.1 Community Grants which is to be made publically available.

18. The Town may require public recognition of the grant through means as deemed appropriate by the Town.

Place grants program:

Aims:

19. Place grants aim to support community-led initiatives that:
    a. make a positive contribution to the physical character, amenity or activation of a neighbourhood
    b. build the capacity and capability of a town team or place-based group

Eligibility:

20. Eligible applicants are:

    a. not-for-profit organisations;
    b. community group or clubs;
    c. artists, individuals and businesses;
    d. resident associations;
    e. town teams or place-based groups;
    f. parents and citizen (P&C) and parents and friends (P&F) associations;
    g. schools (only for projects falling outside the Department of Education responsibilities); and
    h. social-enterprises.

Approval process:

21. The CEO will be responsible for receiving, assessing and approving place grant applications detailed in Practice 114.6 Place Grants which is to be made publically available.

22. Dependent upon annual budget approval, funding will be available year-round, or until funds have been expended.

23. The Town may require public recognition of the grant through means as deemed appropriate by the Town.

Donations:

24. The donations program will support the local community through an annual financial assistance program.

25. Donations will be for the provision of charitable purposes or services or to support individual or group achievement at a state, national or international level of competition.

26. The Town reserves the right to request a profile of the donation recipient including what the funds will be or have been used for.

Aims:

27. The aims of the Town's Community Donations Program are:

    a. To complement the Town of Victoria Park's strategic objectives; and
    b. The support the following three (3) categories through financial assistance:

Youth National and International Sport Donation

i. To support local residents who reside within the Town aged between 12- 25 years to participate within their sporting discipline at a national or international level.
ii. Applicants must produce a letter of selection from their state sporting association or national body.

Youth Leadership and Development Donation

iii. To support individuals aged between 12-25 years nominated to undertake a youth leadership or development course delivered by a recognised organisation for personal and/ or professional development.
iv. Applicants must demonstrate a letter of offer to undertake the personal or professional development.

School Welfare

v. Maximum of two applications per school, per financial year, to support the welfare of students and families requiring assistance with educational fees or items.
vi. The school must submit the application on behalf of the student/ family.

Approval process:

28. The CEO will be responsible for receiving, assessing and approving donations applications.

29. Dependent upon annual budget approval, funding will be available year-round, or until funds have been expended.

30. The Chief Executive Officer will be responsible for operationalising and administering the Donations program in accordance with Practice 114.2 Donations which is to be made publically available.

~~Sponsorships:~~

~~31. The objective of the Sponsorship program is to maximise opportunities for collaboration/partnerships between the Town and the community.~~

~~Aims:~~

~~32. The aims of the Sponsorship program are:~~

~~a. To complement the Town's strategic objectives;~~
~~b. To increase economic vibrancy by raising the profile of the Town/achieving the Town's marketing and communications objectives; and~~
~~c. To build relationships with key stakeholders.~~

~~Eligibility:~~

~~33. The following parties are eligible to apply for Town Sponsorship:~~

~~a. An established and solvent commercial business or operator; and~~
~~b. An established and solvent incorporated community group.~~

~~Ineligibility:~~

~~34. In addition to the ineligibility clause 5. applicants will be ineligible for Sponsorship if they meet any of the following:~~

~~a. The applicant is insolvent;~~
~~b. An applicant is in legal or financial conflict with the Town; or~~
~~c. The applicant connects the Town with a political party or lobby group.~~

~~Approval process:~~

~~35. The CEO will be responsible for receiving sponsorship applications. The CEO shall establish a panel of no less than three members to assess all eligible applications received. The panel will assess applications against the requirements and assessment criteria and make a recommendation to Council for consideration.~~

~~36. Dependent upon annual funding approval, funding will be released in two rounds per year and publically advertised.~~

~~37. Sponsorship can be administered in the form of cash, in-kind support, or a combination of the both.~~

~~38. The Chief Executive Officer will be responsible for operationalising and administering the Sponsorship program in accordance with Practice 114.3 Sponsorship, which is to be made publically available.~~

~~39. Successful applicants will be required to provide the Town with a satisfactory acquittal demonstrating cost benefit analysis.~~

~~40. Should the acquittal process be deemed unsatisfactory, the Town reserves the right to request the full reimbursement of funds.~~

Operating subsidy:

~~41.~~31. The Operating subsidy program will support the operating capacity of eligible parties to deliver meaningful interventions, programs and services to the community.

Aim:

42.32. To ensure economic efficiency, accountability and transparent financial management of funds by the Town, inclusive of in-kind support, cash and peppercorn lease.

Eligibility:

43.33. Applicants must meet the following:

a. must be an established and solvent incorporated not-for-profit organisation or social enterprise;
b. the mission/ purpose of the organisation or social-enterprise must be of a sporting or recreational, cultural or community service focus;
c. the mission / purpose will be stated in the organisation's constitution, details of incorporation or similar statement of purpose;
d. operating subsidy request is based upon industry benchmarked standard costs of operation; and
e. the impact of the operating subsidy upon competition and economic efficiency are minimised as far as practicable and evidenced by the applying party.

Ineligibility:

44.34. Applicants will be ineligible for an Operational Subsidy where:

a. the eligibility criteria is not met;
b. the applicant does not operate within the Town from a rateable premise;
c. the applicant has previously breached a requirement of a lease or licence with the Town and failed to rectify the breach to the satisfaction of the Town; or
d. the applicant is insolvent.

Approval Process:

45.35. The CEO will be responsible for receiving operating subsidy applications. The CEO shall establish a panel of no less than three members to assess all eligible applications received. The panel will assess applications against the requirements and assessment criteria and make a recommendation to Council for consideration.

46.36. The Chief Executive Officer will be responsible for operationalising and administering the Operating subsidy program in accordance with Practice 114.4 Operating subsidies which is to be made publically available.

47.37. Dependent upon annual budget approval, the Operating Subsidy Program will be advertised publically with one founding round open per year.

48.38. Operating subsidies will be capped at 50% of total operating costs, inclusive of cash, in-kind support relating to subsided rental value of the lease forfeited under a peppercorn lease.

49.39. The Town will be responsible for receiving operating subsidy applications and making a recommendation to Council for consideration.

50.40. Applications will be assessed against cost-benefit comparison aligned to the Town's Strategic Community Plan outcomes.

51.41. In the instance where two or more applicants apply for an operating subsidy to deliver similar services, a cost-effectiveness analysis (CEA) will be undertaken to ensure the most efficient use of rate payers funds.

52.42. Should sufficient funds be available Council may elect to approve two or more similar operating subsides.

53.43. Three (3) year recurrent Funding Agreements will be entered into with the successful applicant.

54.44. Consumer Price Index Perth all Groups will be applied annually to the life of the funding contract

55.45. Successful applications will be required to provide quarterly 'output reports' and an annual 'outcome report' to the Town, to be used by the Town as the Town deems fit.

56.46. Successful applicants will be required to provide the Town with an annual statement of income and expenditure of the operating subsidy which has been certified by the applicant's auditor.

57.47. The annual outcome report must demonstrate cost-benefit comparison in return for the operating subsidy.

58.48. The Town reserves the right to terminate a Funding Agreement upon unsatisfactory annual outcomes reported in an acquittal and or report.

59.49. Should the acquittal process be deemed unsatisfactory, the Town reserves the right to request the full reimbursement of funding provided.

60.50. The Town reserves the right to incrementally decrease funding per year to promote sustainable operating capacity, should the financial position of the funding recipient change.

61.51. The eligibility criteria, reporting and acquittal process will be made publically available on the Town's website.

Rebates:

62.52. The Rebates programs relates to the following funding programs:

a. Adopt-a-verge;
b. CCTV Partnership Program;
c. Security Incentive Scheme; and
d. Street Meet and Greet.

63.53. The CEO will be responsible for receiving, assessing and approving rebate applications.

Adopt-a-verge

64.54. The 'Adopt-a-Verge' program supports residents to transform the verge areas in their street into beautiful native gardens, with the assistance of the Town of Victoria Park. A verge is considered to be the area between the road and your property.

Aims:

65.55. The aims of the Adopt-a-Verge program are to:

a. Reduce water use;
b. Increase Biodiversity; and
c. Promote aesthetically pleasing verges.

Eligibility:

~~66.~~56. Local residents are eligible for an Adopt-a-Verge rebate.

Ineligibility:

~~67.~~57. The following parties are ineligible for an Adopt-a-Verge rebate:

a. Commercial or industrial properties; and
b. Property developers.

CCTV Partnership Program:

Aims:

~~68.~~58. To assist private residences, businesses or community groups to install an effective CCTV system and create a partnership between the applicant, WA Police Force, and the Town to address crime and safety problems through visual surveillance.

Eligibility:

~~69.~~59. Any property owner, resident, business or community group in the Town is eligible to apply for funding of up to half the total project cost, per project (refer to management practice 114.1 Community Funding for capped amount).

Ineligibility:

~~70.~~60. The following parties are ineligible to join the CCTV Partnership Program:

a. State or Federal government agencies; or
b. Properties outside the Town of Victoria Park.

Security Incentive Scheme:

Aims:

~~71.~~61. To support residents in taking an active role to deter burglaries.

Eligibility:

~~72.~~62. Any local property owner, resident, business or community group in the Town.

Ineligibility:

~~73.~~63. The following parties are ineligible for a Security Incentive Scheme rebate:

a. State or Federal government agencies;
b. Any party that has already received their maximum rebate under the Security Incentive Scheme for the financial year; or
c. Any party that does not comply with the operational Terms and Conditions of the program.

Street Meet n Greet:

Aims:

~~74.~~64. To empower community members to deliver local street events throughout the Town.

Eligibility:

~~75.~~65. Any resident, business or community group in the Town is eligible to apply.

Ineligibility:

~~76.~~66. The following parties are ineligible for a Street Meet n Greet rebate:

a. State or Federal government agencies;
b. Properties outside the Town of Victoria Park;
c. Any party with a current outstanding debt with the Town;
d. Any event that does not target local street neighbours as the focus of the event; or
e. Any party that does not comply with the operational Terms and Conditions of the program.

Related documents

Practice 114.1 Community grants
Practice 114.2 Donations
~~*Practice 114.3 Sponsorship by the Town*~~
Practice 114.4 Operating subsidies
Practice 114.5 Rebates

Responsible officers	Community Development Coordinator
Policy manager	Manager - Community
Approval authority	Council
Next evaluation date	

Revision history

Version	Action	Date	Authority	Resolution number	Report number
1	Adopted	17/12/2019	Council	284/2019	Item 14.5
2	Amended	16/09/2020	Council	519/2020	Item 15.2
3	Amended	20/10/2020	Council	535/2020	Item 12.6

Policy number	**Policy 116**
Policy title	Sponsorship
Strategic outcomes supported	CL6 - Finances are managed appropriately, sustainably and transparently for the benefit of the community. CL8 - Visionary civic leadership with sound and accountable governance that reflects objective decision-making. EC1 - A desirable place for commerce and tourism that supports equity, diverse local employment and entrepreneurship. S4 - A place where all people have an awareness and appreciate of arts, culture, education and heritage.

Policy objective:

The purpose of this policy is to provide for the good government of sponsorship arrangements between the Town and other organisations.

Policy scope:

This policy applies to any sponsorship arrangement including:

- where the Town sponsors another organisation's activity; and
- where another organisation sponsors a Town activity.

Policy definitions:

activity includes an award, event, program, initiative facility or team.

event has the meaning given to it in section 5.90A of the *Local Government Act 1995* and regulations.

Note: Section 5.90A of the *Local Government Act 1995* states the following:

> **event** includes the following —
> (a) a concert;
> (b) a conference;
> (c) a function;
> (d) a sporting event;
> (e) an occasion of a kind prescribed for the purposes of this definition.

in-kind support means resources, goods or services provided to eligible parties by the Town other than money, these may include:

a. a fee waiver for the use of the Town's facilities and services, inclusive of parks, reserves or equipment

b. support inclusive of, but not limited to, resources for logistical coordination, production of marketing material or cross promotional opportunities.

In-kind support will be attributed a monetary value and considered within the totality of funds provided by the Town to the eligible party.

personal benefit means a personal financial benefit such as directly receiving money, a gift or tickets to an event. However personal benefit does not include tickets to an event where they are to be given to the community, or tickets to an award ceremony where the Town has potential to win an award.

sponsorship means a commercial arrangement in which a sponsor provides a contribution in money and or in-kind support, to support an activity in return for certain specified benefits. Sponsorship is not philanthropic. A sponsor expects to receive a reciprocal return on investment, beyond modest acknowledgement.

Policy statement:

Aims:

1. Sponsorship may be by the Town sponsoring a person or body or by that person or body sponsoring a community initiative or event delivered by the Town.

2. The aims of Sponsorship are to:

    a. maximise opportunities for collaboration between the Town and likeminded organisations

    b. assist in meeting the Town's strategic objectives as set out in the Strategic Community Plan.

    c. increase economic vibrancy by raising the profile of the Town

    d. complement the Town's marketing and communications objectives

    e. deliver reciprocal benefits, of community value, beyond modest acknowledgment

3. Sponsorship must not:

    a. compromise the Town's values, public image, ability to fulfil its functions or influence decisions or actions of the Town;

    b. be in conflict with the Town's strategic objectives and policies (for example promotion of drugs, alcohol, tobacco or fast-food products or other material likely to offed reasonable sensitivities).

    c. provide personal benefit to:

        i. town employees or elected members

        ii. the employees or directors of the person or body receiving or providing sponsorship.

    d. be for more than a third of the total cost of the activity to ensure the Town is not the main or only funding source for the activity;

    e. provide personal benefit for elected members or staff as part of the sponsorship agreement or application.

Eligibility

4. Sponsorship may only be given or received from an organisation which means:

    a. an established and solvent commercial business or operator

b. an established and solvent incorporated community group.

Ineligibility

5. An organisation will not be eligible to receive or give sponsorship if they meet any of the following:

   a. the organisation is insolvent

   b. the organisation has an outstanding debt to the Town

   c. the organisation has failed to submit a satisfactory acquittal for a previous Town funding program

   d. the organisation is in legal or financial conflict with the Town

   e. the organisation connects the Town with a political party or lobby group.

Managing conflicts of interest associated with sponsorship

6. In the administration and awarding of sponsorship any real, potential or perceived conflicts of interest are to be managed in keeping with the *Local Government Act 1995*, the code of conduct and the Town's values.

7. In order to achieve this, in keeping with the requirements of the *Local Government Act 1995*, *Local Government (Rules of Conduct) Regulations 2007* and *Local Government (Administration) Regulations 1996,* employees and elected members with any involvement in sponsorship arrangements shall declare:

   a. any financial, indirect financial or proximity interests that they have with any sponsorship arrangement

   b. any impartiality interests they have with any sponsorship arrangement.

8. As is required under the Act, where any employee or elected member discloses a financial, indirect financial, proximity or gift related interest they must not be involved in that particular sponsorship arrangement. If:

   a. this is as a member of a panel, they must not participate in the panel and the CEO should appoint another person as a member of the panel

   b. the application is referred to a committee or Council, in accordance with the requirements of the Act.

9. Where an impartiality interest by an employee is disclosed, the interest should be referred to the CEO to establish if it continues to be appropriate for that employee to be involved in the assessment process.

10. Where a sponsorship arrangement may result in some form of free ticket to an event and this is an expected part of the reciprocal arrangements between the parties, under Policy 024 Event attendance:

    a. the tickets wherever possible should be given to the community, unless it is clearly intended the tickets would be accepted only by elected members and employees, such as for an award ceremony;

    b. tickets accepted by elected members and the CEO should only be those necessary for the fulfilment of the civic responsibility, such as the Town's representative presenting an award;

    c. If the tickets are accepted by elected members and the CEO, consideration should be given to preapproval of the event under clause 7 of Policy 024 Event attendance.

Sponsorship panel

11. The CEO shall establish a panel of at least three members, none of whom shall be elected members, who shall be responsible for:

    a. recommending sponsorship arrangements to Council;

    b. assessing sponsorship applications;

    c. assessing the risks associated with sponsorship arrangements; and

    d. preparing sponsorship evaluation reports.

12. The sponsorship panel is to assess a proposed sponsorship arrangement against the following criteria:

Criteria	Weighting
Does the application maximise opportunities for collaboration between the Town and the organisation?	20%
Does the sponsorship arrangement assist in meeting the Town's strategic objectives as set out in the Strategic Community Plan?	20%
Does the sponsorship arrangement increase economic vibrancy by raising the profile of the Town?	20%
Does the sponsorship arrangement complement the Town's marketing and communications objectives?	20%
Does the Town and Community receive reciprocal benefit from the sponsorship arrangement beyond modest acknowledgment?	20%

Funding process

13. A sponsorship arrangement can only be entered into with the approval of the Council.

14. Sponsorship can be in the form of cash, in-kind support, or a combination of the both.

15. A sponsorship arrangement can come about from either:

    a. active sponsorship, where the Town approaches an organisation to sponsor the organisation's activity, event or facility;

    b. unsolicited offers, where an organisation approaches the Town seeking sponsorship or seeking to sponsor a Town event or activity.

    c. funding rounds, where the Town seeks to receive applications for sponsorship.

16. All sponsorship arrangements must be underpinned by a written agreement setting out the sponsorship arrangements and protecting the Town's interests including the requirement that:

    a. successful applicants will be required to provide the Town with a satisfactory acquittal demonstrating a cost benefit analysis

b. should the acquittal be deemed unsatisfactory, the Town reserves the right to request the full reimbursement of funds, or deem the organisation ineligible for future sponsorship

c. the Town has the right to terminate the sponsorship arrangement:

i. if the organisation acts contrary to the sponsorship agreement; or

ii. if the organisation acts in a way that is contrary to the Town's values.

Active sponsorship

17. The CEO is authorised where they consider it appropriate to approach an organisation with an offer to sponsor their activities.

18. If an organisation accepts the offer, the CEO is to prepare an application for consideration by the sponsorship panel.

Unsolicited offers for sponsorship

19. Where the Town receives an unsolicited offer for sponsorship, the offer should be referred to the panel for initial assessment.

20. If the panel considers the unsolicited offer to be worthy of further consideration, the organisation will be invited to make a formal application.

21. A sponsorship application must be in writing and set out:

a. the proposed sponsorship arrangements;

b. the value of the proposed sponsorship; and

c. how the sponsorship meets the assessment criteria.

22. For the panel to make a recommendation to accept an unsolicited offer it must:

a. not have been able to be lodged during a funding round, and thereby subject to a competitive evaluation;

b. bring extraordinary benefits and opportunities to the Town that could not have otherwise been; and

c. be received at least three months before the proposed activity, to allow appropriate due diligence, assessment and council approval to occur.

Funding rounds

23. Applications for the Town to sponsor an organisation will be opened by the Town as a funding round where the whole or part of budget for sponsorship is unallocated to any particular organisation.

24. A sponsorship application must be in writing and set out the proposed sponsorship arrangements, how the proposed sponsorship meets the criteria, and provides return on investment value.

Sponsorship acquittal and evaluation

25. Following the sponsored event or activity and receipt of acquittal, the panel should meet to evaluate if the sponsorships achieved their objectives and the agreement was met.

26. An evaluation report should be prepared which must be considered as part of any future application for sponsorship by the same organisation.

27. All sponsorship arrangements shall be reported on in the annual report and records kept in the record management system.

Related documents

Practice 116.1 Sponsorship

Responsible officers	
Policy manager	Manager Stakeholder Relations
Approval authority	Council
Next evaluation date	

Revision history

Version	Action	Date	Authority	Resolution number	Report number
1	Adopted		Council		

Policy number	Policy 204
Policy title	Plant containers on commercial paved areas
Strategic outcomes supported	EN2 – A safe, interconnected and well-maintained transport network that makes it easy for everyone to get around. EN5 – Appropriate and sustainable facilities for everyone that are well built, well maintained and well managed. EN7 – Increased vegetation and tree canopy.

POLICY OBJECTIVE:

To allow commercial property owners, subject to the Town's approval, to place containerized plants on commercial paved areas immediately in front of the properties in question.

POLICY SCOPE:

This policy applies to the paving of verges in commercial areas.

DEFINITIONS:

Nil.

POLICY STATEMENT:

Size

1. Containers shall be in the order of 600 millimetres high by 750 millimetres wide and between 750 to 1500 millimetres long to ensure they are of an appropriate scale in relation to other elements of the street, and to ensure visibility to the pedestrian.

Design

2. Including materials, colour and finish should be in sympathy with surrounding streetscape and to the satisfaction of the Town.

Plant Material

3. May be at the discretion of the property owner but must reach a height of 1.2 metres above ground to ensure visibility by motorists when reversing or alighting from vehicle. The plants should not exceed a height of 1.5 metres above ground, except in the case of a plant with a clean trunk higher than 1.5 metres, to prevent screening of pedestrians, cluttering of the street and reduced visibility generally and should not extend more than 300 millimetres beyond the container laterally. However, if a plant with a clean trunk is to be used, providing the trunk is clean to a height of 1.5 metres the canopy can extend to the underside of the building awning.

4. Plant material should be in healthy, tidy condition at all times, and all maintenance is the responsibility of the property owners. The watering should be in the form of a mini tank system incorporated inside the container. No drainage or other discharges from the containers are to flow across the footpath or

stain the pavement in any way. No poisonous prickly or other harmful plant material is to be used and maintenance procedures should not interfere with pedestrians at any time.

Quantity

5. When used to complement alfresco dining, the number of plants will be determined by the following spacing requirements:

   a. parallel to kerbline – a pedestrian gap of at least 2.0 metres every 7000 mm;
   b. right angles to kerbline – one at each end of the alfresco area.

6. When not used as part of an alfresco application, a maximum of two planters shall be permitted unless otherwise approved by the Town.

7. The foregoing requirements will be cognisant of the furniture adjacent to neighbouring properties.

Location

8. Plant containers must not obstruct parking bays, public utilities or other public facilities in the street. The plants and containers shall not restrict the footpath to a width of less than 2.0 metres and shall be:

   a. 0.8 metres from the face of the roadside kerb;
   b. 6.0 metres from a street corner;
   c. 3.0 metres from a crossover.

Approvals

9. The proposals for the placement of plant containers in the street indicating all relevant details are to be submitted to the Town for approval prior to implementation. The Town reserves the right to request owners to remove the containers at any time.

Cleaning

10. The applicant shall be responsible for the cleaning of the area adjacent to and under the container.

Costs

11. All costs associated with the application, purchase of containers and plants and installation are to be borne by the applicant.

Indemnification

12. Notwithstanding the granting of approval, the Town reserves the right to remove the containers at any time, and applicants must ensure that the Town is indemnified against all claims resulting from the installation of plant containers.

Damage

13. Any damage to footpath, verge or other street furniture caused by the planter or its movement shall be the responsibility of the applicant/property owner.

14. Plant containers will not be permitted in public areas where, in the opinion of the Chief Executive Officer, they have abrasive surfaces or sharp angles that may be a hazard to pedestrians.

RELATED DOCUMENTS:

Policy 209 Paving of verges in commercial areas

Policy manager	Manager – Place Planning
Responsible officers	-
Approval authority	Council
Next Evaluation Date	

REVISION HISTORY

Version	Approved, Amended, Rescinded or Reviewed	Date	Authority	Resolution Number	Key Changes/Notes
1	Approved	12/08/1997	Council	-	Item 14.3
1	Reviewed	15/08/2006	Council	-	Item 4.1
1	Reviewed	09/07/2013	Council	-	Item 10.1
1	Reviewed	11/08/2015	Council	-	Item 10.1
2	Reviewed and Amended	20/08/2019	Council	148/2019	Item 10.1

Policy number	Policy 209
Policy title	Paving of verges in commercial areas
Strategic outcomes supported	EC1 – A desirable place for commerce and tourism that supports equity, diverse local employment and entrepreneurship. EN5 – Appropriate and sustainable facilities for everyone that are well built, well maintained and well managed.

POLICY OBJECTIVE:

To allow commercial property owners, subject to the Town's approval, to place containerized plants on commercial paved areas immediately in front of the properties in question.

POLICY SCOPE:

This policy applies to the placing of plant containers on verges in commercial areas.

DEFINITIONS:

Nil.

POLICY STATEMENT:

1. Plant containers on paved verges or public places must be placed so as not to:

    a. impede pedestrian movement
    b. obstruct public utilities or access to public facilities
    c. adversely affect traffic safety and movement
    d. obstruct access to parking bays.

2. Where plant containers are kept on a paved verge, a clear pedestrian strip with a minimum width of 1.5 meters is to be maintained parallel to the road kerb at all times.

3. Plant containers will not be permitted in public areas where, in the opinion of the Chief Executive Officer, they have abrasive surfaces or sharp angles that may be a hazard to pedestrians.

RELATED DOCUMENTS:

Policy 204 Plant containers on commercial paved areas

Policy manager	Manager – Technical Services
Responsible officers	-
Approval authority	Council
Next Evaluation Date	

REVISION HISTORY

Version	Approved, Amended, Rescinded or Reviewed	Date	Authority	Resolution Number	Key Changes/Notes
1	Approved	12/08/1997	Council	-	Item 14.3
1	Reviewed	15/08/2006	Council	-	Item 4.1
1	Reviewed	09/07/2013	Council	-	Item 10.1
1	Reviewed	11/08/2015	Council	-	Item 10.1
2	Reviewed and Amended	20/08/2019	Council	148/2019	Item 10.1

Policy number	Policy 204
Policy title	Improvement of verges or footpaths adjacent to commercial propertiesPlant containers on commercial paved areas
Strategic outcomes supported	EC2 - A clean, safe and accessible place to visit. EN2 – A safe, interconnected and well-maintained transport network that makes it easy for everyone to get around. EN5 – Appropriate and sustainable facilities for everyone that are well built, well maintained and well managed. EN7 – Increased vegetation and tree canopy.

POLICY OBJECTIVE:

To allow commercial property ownersapplicants, subject to the Town's approval, to aesthetically improve commercial areas immediately adjacent to the property in question by paving or placing plant containers on the verge or footpath.to place containerized plants on commercial paved areas immediately in front of the properties in question.

POLICY SCOPE:

This policy applies to the paving of verges and the placing of plant containers on verges andor footpaths immediately adjacent to commercial properties.in commercial areas.

DEFINITIONS:

Nil.

Applicant means the entity who is proposing the paving or, plant container or other improvement to the verge or footpath immediately adjacent to the street frontage of a commercial property, who must be the property owner, business owner, tenant or other person responsible for the maintenance and/or management of the commercial property.

Commercial property means A property from which commercial activities are legally carried out, in accordance with any necessary approvals of permits from Council, including (but not limited to) the Town of Victoria Park Town Planning Scheme No. 1, any relevant Local Planning Policies and/or Local Laws.

Verge means that part of a thoroughfare between the carriageway and the land which abuts the thoroughfare.

Footpath means the paved or made portion of a thoroughfare used or intended for use by pedestrians and

cyclists.

POLICY STATEMENT:

1. The intent of this policy is to allow for and encourage enhancements to public verge or footpath areas immediately adjacent to commercial property frontages by the installation of aesthetically suitable and well-maintained paving materials and/or the placement of appropriate plant containers .
2. All paving of verges immediately adjacent to commercial properties should conform to the Town of Victoria Park's Street Verge Guidelines, except where otherwise approved in writing by the Town.
3. All placement of plant containers on verges or footpaths immediately adjacent to commercial properties should conform to the Town of Victoria Park's Street Verge Guidelines.

~~Maintenance:~~

~~4.~~ All maintenance and cleaning is the responsibility of the applicant, unless otherwise agreed with the Town.

4.

5. Maintenance procedures should not interfere with pedestrians at any time.
6. No drainage or other discharges from the containers are to flow across the footpath or stain the pavement in any way.

~~Costs:~~

7. All costs associated with the construction, purchase, installation, greening, maintenance and removal remains with the applicant, unless otherwise agreed with the Town..

~~Damage~~

8. Any damage to the footpath, verge or other street furniture caused by the paving or plant container or its movement shall be the responsibility of the applicant.
9. Replacing stolen, or repairing damaged or vandalised paving or plant containers is the responsibility of the applicant.

~~:~~

~~Indemnification:~~

Commented [LO1]: Just make this one clause as there's no 5b :)

Commented [LO2R2]: Also need to say "unless otherwise agreed with the Town"

Commented [EvR3R2]: Done – cheers

10. The Town reserves the right to remove the containers or paving at any time.

11. If a liability arises out of the actions of the applicant, then the applicant will indemnify the Town against all claims resulting from that action. If a liability arises out of the Town's negligence then it is the Town that will manage the claim.

~~Applicants must ensure that the Town is indemnified against all claims resulting from the installation of plant containers or paving.~~

~~5. Size~~

~~a. Containers shall be in the order of 600 millimetres high by 750 millimetres wide and between 750 to 1500 millimetres long to ensure they are of an appropriate scale in relation to other elements of the street, and to ensure visibility to the pedestrian.~~

~~6. Design~~

~~a. Including materials, colour and finish should be in sympathy with surrounding streetscape and to the satisfaction of the Town.~~

~~7. Plant Material~~

~~a. May be at the discretion of the property owner but must reach a height of 1.2 metres above ground to ensure visibility by motorists when reversing or alighting from vehicle. The plants should not exceed a height of 1.5 metres above ground, except in the case of a plant with a clean trunk higher than 1.5 metres, to prevent screening of pedestrians, cluttering of the street and reduced visibility generally and should not extend more than 300 millimetres beyond the container laterally. However, if a plant with a clean trunk is to be used, providing the trunk is clean to a height of 1.5 metres the canopy can extend to the underside of the building awning.~~

~~b. Plant material should be in healthy, tidy condition at all times, and all maintenance is the responsibility of the property owners. The watering should be in the form of a mini tank system incorporated inside the container. No drainage or other discharges from the containers are to flow across the footpath or stain the pavement in any way. No poisonous prickly or other harmful plant material is to be used and maintenance procedures should not interfere with pedestrians at any time.~~

~~8. Quantity~~

~~a. When used to complement alfresco dining, the number of plants will be determined by the following spacing requirements:~~

~~a. parallel to kerbline – a pedestrian gap of at least 2.0 metres every 7000 mm;~~
~~b. right angles to kerbline – one at each end of the alfresco area.~~

~~b. When not used as part of an alfresco application, a maximum of two planters shall be permitted unless otherwise approved by the Town.~~

c. The foregoing requirements will be cognisant of the furniture adjacent to neighbouring properties.

9. Location

a. Plant containers must not obstruct parking bays, public utilities or other public facilities in the street. The plants and containers shall not restrict the footpath to a width of less than 2.0 metres and shall be:

c. 0.8 metres from the face of the roadside kerb;
d. 6.0 metres from a street corner;
e. 3.0 metres from a crossover.

10. Approvals

a. The proposals for the placement of plant containers in the street indicating all relevant details are to be submitted to the Town for approval prior to implementation. The Town reserves the right to request owners to remove the containers at any time.

11. Cleaning

a. The applicant shall be responsible for the cleaning of the area adjacent to and under the container.

12. Costs

a. All costs associated with the application, purchase of containers and plants and installation are to be borne by the applicant.

13. Indemnification

a. Notwithstanding the granting of approval, the Town reserves the right to remove the containers at any time, and applicants must ensure that the Town is indemnified against all claims resulting from the installation of plant containers.

14. Damage

a. Any damage to footpath, verge or other street furniture caused by the planter or its movement shall be the responsibility of the applicant/property owner.

b. Plant containers will not be permitted in public areas where, in the opinion of the Chief Executive Officer, they have abrasive surfaces or sharp angles that may be a hazard to pedestrians.

RELATED DOCUMENTS:

Street Verge Guidelines 2016

Policy 204 Improvement of verges or footpaths adjacent to commercial propertiesPlant containers on commercial paved areas

Policy 209 Paving of verges in commercial areasPolicy 211 Parklets and alfresclets

Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000 Consolidated

Policy manager	Manager – Place Planning Manager – Technical Services
Responsible officers	-
Approval authority	Council
Next Evaluation Date	

REVISION HISTORY

Version	Approved, Amended, Rescinded or Reviewed	Date	Authority	Resolution Number	Key Changes/Notes
1	Approved	12/08/1997	Council	-	Item 14.3
1	Reviewed	15/08/2006	Council	-	Item 4.1
1	Reviewed	09/07/2013	Council	-	Item 10.1
1	Reviewed	11/08/2015	Council	-	Item 10.1
2	Reviewed and Amended	20/08/2019	Council	148/2019	Item 10.1
3	Reviewed and Amended				

Policy 204 Improvement of verges or footpaths adjacent to commercial propertiesPlant containers on commercial paved areas

Policy number	Policy 204
Policy title	Improvement of verges or footpaths adjacent to commercial properties
Strategic outcomes supported	EC2 - A clean, safe and accessible place to visit. EN2 – A safe, interconnected and well-maintained transport network that makes it easy for everyone to get around. EN5 – Appropriate and sustainable facilities for everyone that are well built, well maintained and well managed. EN7 – Increased vegetation and tree canopy.

POLICY OBJECTIVE:

To allow commercial applicants, subject to the Town's approval, to aesthetically improve commercial areas immediately adjacent to the property in question by paving or placing plant containers on the verge or footpath.

POLICY SCOPE:

This policy applies to the paving of verges and the placing of plant containers on verges or footpaths immediately adjacent to commercial properties.

DEFINITIONS:

Applicant means the entity who is proposing the paving or plant container to the verge or footpath immediately adjacent to the street frontage of a commercial property, who must be the property owner, business owner, tenant or other person responsible for the maintenance and/or management of the commercial property.

Commercial property means A property from which commercial activities are legally carried out, in accordance with any necessary approvals of permits from Council, including (but not limited to) the Town of Victoria Park Town Planning Scheme No. 1, any relevant Local Planning Policies and/or Local Laws.

Verge means that part of a thoroughfare between the carriageway and the land which abuts the thoroughfare.

Footpath means the paved or made portion of a thoroughfare used or intended for use by pedestrians and cyclists.

POLICY STATEMENT:

1. The intent of this policy is to allow for and encourage enhancements to public verge or footpath areas immediately adjacent to commercial property frontages by the installation of aesthetically suitable and well-maintained paving materials and/or the placement of appropriate plant containers.

2. All paving of verges immediately adjacent to commercial properties should conform to the Town of Victoria Park's Street Verge Guidelines, except where otherwise approved in writing by the Town

3. All placement of plant containers on verges or footpaths immediately adjacent to commercial properties should conform to the Town of Victoria Park's Street Verge Guidelines.

4. All maintenance and cleaning is the responsibility of the applicant, unless otherwise agreed with the Town.

5. Maintenance procedures should not interfere with pedestrians at any time.

6. No drainage or other discharges from the containers are to flow across the footpath or stain the pavement in any way.

7. All costs associated with the construction, purchase, installation, greening, maintenance and removal remains with the applicant, unless otherwise agreed with the Town.

8. Any damage to the footpath, verge or other street furniture caused by the paving or plant container or its movement shall be the responsibility of the applicant.

9. Replacing stolen, or repairing damaged or vandalised paving or plant containers is the responsibility of the applicant.

10. The Town reserves the right to remove the containers or paving at any time.

11. If a liability arises out of the actions of the applicant, then the applicant will indemnify the Town against all claims resulting from that action. If a liability arises out of the Town's negligence then it is the Town that will manage the claim.

RELATED DOCUMENTS:

Street Verge Guidelines 2016
Policy 211 Parklets and alfresclets
Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000 Consolidated

Policy manager	Manager – Technical Services
Responsible officers	-
Approval authority	Council
Next Evaluation Date	

TOWN OF VICTORIA PARK

REVISION HISTORY

Version	Approved, Amended, Rescinded or Reviewed	Date	Authority	Resolution Number	Key Changes/Notes
1	Approved	12/08/1997	Council	-	Item 14.3
1	Reviewed	15/08/2006	Council	-	Item 4.1
1	Reviewed	09/07/2013	Council	-	Item 10.1
1	Reviewed	11/08/2015	Council	-	Item 10.1
2	Reviewed and Amended	20/08/2019	Council	148/2019	Item 10.1
3	Reviewed and Amended				

Policy number	Policy 352
Policy title	Parking work zones at building sites
Strategic outcomes supported	EN2 – A safe, interconnected and well-maintained transport network that makes it easy for everyone to get around. EN5 – Appropriate and sustainable facilities for everyone that are well built, well maintained and well managed.

POLICY OBJECTIVE:

To provide for the management of temporary vehicle stands and work zones at building sites

~~To provide for the management of temporary vehicle stands at building sites.~~

POLICY SCOPE:

~~This policy applies to temporary vehicle stands at building sites.~~This policy applies to any person wishing to use the verge area or parking bays during major work on an adjoining property.

~~This policy this the policy in repect of parking permits for work sites, under clause 74 of the *Vehicle Management Local Law 2020*. This policy should be read in conjunction with the relevant clauses of the *Vehicle Management Local Law 2020* and *Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000*.~~

DEFINITIONS:

~~Nil.~~Work zone: verge area, unmarked or marked parking bays adjoining property where temporary construction, demolition, maintenance or commercial works are undertaken

POLICY STATEMENT:

~~Temporary authorised vehicle stands adjacent to building sites may be approved during demolition or construction of a building.~~Temporary authorised work zones adjacent to building sites may be provided as required for temporary construction, demolition, maintenance or commercial works are undertaken~~and/or during the construction period for the delivery of materials to the site.~~

A written application is to be submitted 2 weeks prior to commencement of the work zone being required.

1. The application is to define the site, dates, day of week and time of day.

2. Under the Town's *Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000* it is an offence to obstruct a thoroughfare (which includes the verge area) or store equipment and or materials in on it without a permit.

3. It is also an offence to damage the Town's property in the thoroughfare. The *Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000*~~local law~~ provides a series of penalties for breaches.

4. Damage to the Town's property in the verge area such as road pavement, paving, kerbs, footpaths, drains, street trees, plants and the like is often caused by temporary construction, demolition, maintenance or commercial works~~building and or demolition works~~.

5. This policy attempts to prevent this damage by setting out the standard~~s~~ conditions in a permit given to a person to use the verge area during temporary construction, demolition, maintenance or commercial works~~building and or demolition works.~~

6. The conditions which apply to the provision of a work zone permit are as follows:-

   (a) vehicles only engaged in temporary construction, demolition, maintenance or commercial works ~~the loading/unloading of building materials will be permitted~~ to utilise the work zone;

   (b) such vehicles will be permitted to occupy the work zone for such time as is sufficient to effect their operations;

   (c) unauthorized private vehicles found within this work zone may be issued with an infringement under the provisions of the Town's Local Laws;

   (d) strict observance of 'No Stopping' and 'No Parking' conditions shall be adhered to at all times;

   (e) the approved work zone does not permit:

      (i) the placing of waste disposal bins or storage of other material within the work zone~~on the carriageway;~~

      (ii) Temporary or site toilets within the work zone

   ~~non- compliance with any of the above conditions may result in the cancellation of the authorised work zone and the imposition of other penalties as prescribed by the Town's Local Laws;~~

   (f) the Town is to be advised when the work zone permit is no longer required;

(g) the ~~construction~~ work zone permit will not be valid until the required signage has been erected at the start and at the end of the work zone ~~parking bays area to be used, immediately adjacent to the building site;~~

(h) the ~~construction~~ work zone signs shall be in accordance with ~~Part 11 of AS 1742- Parking Controls as follows~~Australian Standards 1742.11/2016 as shown in Schedule A;

~~'Work Zone' signs are to be placed at the start of the parking bays immediately adjacent to the construction site. Signs are to be in accordance with the requirements of AS1742, Part 11 – i.e. minimum of 250mm wide by a minimum of 450mm deep; and~~

(i) the applicant shall:

(i) pay the fee prescribed in the schedule of fees and charges; and

(ii) install and remove the required signage as specified by the Town or alternatively pay for installation and removal of any approved 'Construction Work Zone' signage, prior to the commencement of and immediately after the cessation of the work zone

(iii) the applicant is also responsible to return the area back to its original condition or better

(j) non-compliance with any of the above conditions may result in the cancellation of the work zone permit and the imposition of other penalties as prescribed by the Town's local laws.

7. This policy should be read in conjunction with the provisions of the:
   i. *Activities on Thoroughfares and Trading in Public Places Local Law 2000*
   ii. *Vehicle Management Local Law 2020*

~~9. Temporary or site toilets must not be installed on the verge area and will not be covered by this permit.~~

~~1. This policy should be read in conjunction with the provisions of the parking local law~~All applications are to be submitted in writing and charges payable by the applicant shall be in accordance with the amount shown in the Schedule of Fees and Charges contained within the annual budget.

~~2. The following conditions shall apply to the provision of an authorised vehicle stand:~~

~~3. Only those vehicles engaged in the loading/unloading of building materials will be permitted to utilise the stand for the time sufficient to effect those operations.~~

~~4. Parking of private vehicle is not allowed.~~

5. ~~'Kerbside', 'Clearway', 'No Stopping' and 'No Parking' conditions shall be adhered to at all times.~~
6. ~~Approval does not permit the placing of waste disposal bins or other materials on the carriageway.~~
7. ~~Non-compliance with any of the above conditions will result in the cancellation of the authorised vehicle stand.~~
8. ~~The Town is to be advised when the authorised vehicle stand is no longer required.~~

RELATED DOCUMENTS:

~~*Town of Victoria Park Parking and Parking Facilities Local Law 2008*~~*Vehicle Management Local Law 2020*
Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000

Policy manager	Manager – ~~Technical~~ Business Services
Responsible officers	Coordinator – Parking and Rangers~~-~~
Approval authority	Council
Next Evaluation Date	

REVISION HISTORY

Version	Approved, Amended, Rescinded or Reviewed	Date	Authority	Resolution Number	Key Changes/Notes
1	Approved	12/08/1997	Council	-	Item 14.3
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1	Reviewed	11/08/2015	Council	-	Item 10.1
2	Reviewed and Amended	20/08/2019	Council	148/2019	Item 10.1

SCHEDULE A - SIGNAGE TO BE IMPLEMENTED

An example of the signage to be installed at the applicants cost is





Policy number	Policy 352
Policy title	Parking work zones at building sites
Strategic outcomes supported	EN2 – A safe, interconnected and well-maintained transport network that makes it easy for everyone to get around. EN5 – Appropriate and sustainable facilities for everyone that are well built, well maintained and well managed.

POLICY OBJECTIVE:

To provide for the management of parking work zones at building sites

POLICY SCOPE:

This policy applies to any person wishing to use the verge area, unmarked or marked parking bays during works on an adjoining property.

DEFINITIONS:

Work zone: verge area, unmarked or marked parking bays adjoining property where temporary construction, demolition, maintenance or commercial works are undertaken

POLICY STATEMENT:

1. Temporary authorised work zones adjacent to building sites may be provided as required for temporary construction, demolition, maintenance or commercial works are undertaken. A written application is to be submitted 2 weeks prior to commencement of the work zone being required. Application to define the site, day of week and time of day.

2. Under the Town's Activities on Thoroughfares and Trading in Public Places Local Law 2000 it is an offence to obstruct a thoroughfare (which includes the verge area) or store equipment and or materials on it without a permit.

3. It is also an offence to damage the Town's property in the thoroughfare. The *Activities on Thoroughfares and Trading in Public Places Local Law 2000* provides a series of penalties for breaches. 3.

4. Damage to the Town's property in the verge area such as road pavement, paving, kerbs, footpaths, drains, street trees, plants and the like is often caused by temporary construction, demolition, maintenance or commercial works.

5. This policy attempts to prevent this damage by setting out the standards conditions in a permit given to a person to use the verge area during temporary construction, demolition, maintenance or commercial works.

6. The conditions which apply to the provision of a work zone permit are as follows:-
   (a) vehicles only engaged in temporary construction, demolition, maintenance or commercial works will be permitted to utilise the work zone;

   (b) such vehicles will be permitted to occupy the work zone for such time as is sufficient to effect their operations;

   (c) unauthorized private vehicles found within the work zone may be issued with an infringement under the provisions of the Town's local laws;

   (d) strict observance of 'No Stopping' and 'No Parking' conditions shall be adhered to at all times;

   (e) the approved work zone does not permit:

      (i) the placing of waste disposal bins or storage of other material within the work zone;
      (ii) Temporary or site toilets within the work zone

   (f) the Town is to be advised when the work zone permit is no longer required;
   (g) the work zone permit will not be valid until the required signage has been erected at the start and at the end of the work zone;
   (h) the work zone signs shall be in accordance with Australian Standards 1742.11/2016 as shown in Schedule A;

   (i) the applicant shall:

      (i) pay the Fee prescribed in the Towns published Fees and Charges;

      (ii) install and remove the required signage as specified by the Town or alternatively pay for installation and removal of any approved 'Work Zone' signage, prior to the commencement of and immediately after the cessation of the work zone: and

      (iii) return the area to its original condition or better.

   (j) non-compliance with any of the above conditions may result in the cancellation of the work zone permit and the imposition of other penalties as prescribed by the Town's local laws.

7. This policy should be read in conjunction with the provisions of the:
   i. *Activities on Thoroughfares and Trading in Public Places Local Law 2000*
   ii. *Vehicle Management Local Law 2020*

RELATED DOCUMENTS:

Vehicle Management Local Law 2020

Policy manager	Manager – Business Services
Responsible officers	Coordinator – Parking and Rangers
Approval authority	Council
Next Evaluation Date	

REVISION HISTORY

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1	Reviewed	15/08/2006	Council	-	Item 4.1
1	Reviewed	09/07/2013	Council	-	Item 10.1
1	Reviewed	11/08/2015	Council	-	Item 10.1
2	Reviewed and Amended	20/08/2019	Council	148/2019	Item 10.1
3	Reviewed and Amended				

SCHEDULE A - SIGNAGE TO BE IMPLEMENTED

An example of the signage to be installed at the applicants cost is





Policy number	Policy 206
Policy title	Temporary vehicle stands at building sites
Strategic outcomes supported	EN2 – A safe, interconnected and well-maintained transport network that makes it easy for everyone to get around. EN5 – Appropriate and sustainable facilities for everyone that are well built, well maintained and well managed.

POLICY OBJECTIVE:

To provide for the management of temporary vehicle stands at building sites.

POLICY SCOPE:

This policy applies to temporary vehicle stands at building sites.

DEFINITIONS:

Nil.

POLICY STATEMENT:

1. Temporary authorised vehicle stands adjacent to building sites may be approved during demolition or construction of a building.

2. All applications are to be submitted in writing and charges payable by the applicant shall be in accordance with the amount shown in the Schedule of Fees and Charges contained within the annual budget.

3. The following conditions shall apply to the provision of an authorised vehicle stand:

    a. Only those vehicles engaged in the loading/unloading of building materials will be permitted to utilise the stand for the time sufficient to effect those operations.
    b. Parking of private vehicle is not allowed.
    c. 'Kerbside', 'Clearway', 'No Stopping' and 'No Parking' conditions shall be adhered to at all times.
    d. Approval does not permit the placing of waste disposal bins or other materials on the carriageway.
    e. Non-compliance with any of the above conditions will result in the cancellation of the authorised vehicle stand.
    f. The Town is to be advised when the authorised vehicle stand is no longer required.

RELATED DOCUMENTS:

Town of Victoria Park Parking and Parking Facilities Local Law 2008

Policy manager	Manager – Technical Services
Responsible officers	-

Approval authority	Council
Next Evaluation Date	

REVISION HISTORY

Version	Approved, Amended, Rescinded or Reviewed	Date	Authority	Resolution Number	Key Changes/Notes
1	Approved	12/08/1997	Council	-	Item 14.3
1	Reviewed	15/08/2006	Council	-	Item 4.1
1	Reviewed	09/07/2013	Council	-	Item 10.1
1	Reviewed	11/08/2015	Council	-	Item 10.1
2	Reviewed and Amended	20/08/2019	Council	148/2019	Item 10.1

Policy number	Policy 210
Policy title	Free trade area
Strategic outcomes supported	EC1 – A desirable place for commerce and tourism that supports equity, diverse local employment and entrepreneurship.

POLICY OBJECTIVE:

- To enable footpaths or other designated areas to be used by local businesses for outdoor eating purposes, as well as the display of goods and signs.

- To designate area(s) of footpath or other appropriate locations within the public thoroughfare as a "Free Trade Area", permitting the use of the Free Trade Area for outdoor eating areas, as well as the display of goods relating to the business.

- To promote and enhance the vibrancy and diversity of the streetscape and surrounding area.

POLICY SCOPE:

This policy applies across the Town.

DEFINITIONS:

Designated areas means an approved location directly in front the business engaging in free trade practises. These locations may include: footpaths, car parking bays, verges (grassed or paved) and in some cases require alterations to ensure equitable access for all users.

POLICY STATEMENT:

1. The Town supports and encourages activity to be undertaken within the Free Trade Area which:

   a. Enhances the amenity, vitality and ambience of the Town's trading precincts;
   b. Comply with the Local Law; and
   c. Do not interfere with the safe and reasonable movement of pedestrian and vehicular traffic.

2. The Town has a legal obligation to keep footpaths safe and unobstructed and has developed this policy to outline the requirements associated with obtaining a Free Trade Area permit and operating within a Free Trade Area, to ensure that safe access for pedestrians is maintained.

3. This policy applies to occupiers of premises within the Town who are eligible to undertake activity within the Free Trade Area, in accordance with the Town of Victoria Park Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000 (the Local Law).

4. Applicants are required to agree with the terms and conditions associated with the Free Trade Area permit application process.

5. Any proposals by Business owners/proprietors to extend the footprint of the free trade area or alter levels within the public thoroughfare directly in front of the business shall be assessed on a case by case basis. If approved, costs for modifications shall be borne by the applicant.

RELATED DOCUMENTS:

Town of Victoria Park Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000

Policy 211 Parklets and alfresclets

Webform link to application process

Policy manager	Manager – Technical Services
Responsible officers	-
Approval authority	Council
Next Evaluation Date	

REVISION HISTORY

Version	Approved, Amended, Rescinded or Reviewed	Date	Authority	Resolution Number	Key Changes/Notes
1	Adopted	09/05/2017	Council	-	Item 15.3
2	Reviewed and Amended	20/08/2019	Council	148/2019	Item 10.1
3	Reviewed and Amended		Council		

Policy number	Policy 210
Policy title	Free trade area
Strategic outcomes supported	EC1 – A desirable place for commerce and tourism that supports equity, diverse local employment and entrepreneurship.

POLICY OBJECTIVE:

- To enable footpaths or other designated areas to be used by local businesses for outdoor eating purposes, as well as the display of goods and signs.

- To designate area(s) of footpath or other appropriate locations within the public thoroughfare as a "Free Trade Area", permitting the use of the Free Trade Area for outdoor eating areas, as well as the display of goods relating to the business.

- To promote and enhance the vibrancy and diversity of the streetscape and surrounding area.

POLICY SCOPE:

This policy applies across the Town.

DEFINITIONS:

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POLICY STATEMENT:

1. The Town supports and encourages activity to be undertaken within the Free Trade Area which:

    a. Enhances the amenity, vitality and ambience of the Town's trading precincts;
    b. Comply with the Local Law; and
    c. Do not interfere with the safe and reasonable movement of pedestrian and vehicular traffic.

2. The Town has a legal obligation to keep footpaths safe and unobstructed and has developed this policy to outline the requirements associated with obtaining a Free Trade Area permit and operating within a Free Trade Area, to ensure that safe access for pedestrians is maintained.

3. This policy applies to occupiers of premises within the Town who are eligible to undertake activity within the Free Trade Area, in accordance with the *Town of Victoria Park Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000* (the Local Law).

4. Applicants are required to agree with the terms and conditions associated with the Free Trade Area permit application process.

5. Any proposals by Business owners/proprietors to extend the footprint of the free trade area or alter levels within the public thoroughfare directly in front of the business shall be assessed on a case by case basis. If approved, costs for modifications shall be borne by the applicant.

RELATED DOCUMENTS:

Town of Victoria Park Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000

Policy 211 – Parklets and Alfresclets

Webform link to application process.

Policy manager	Manager – Technical Services
Responsible officers	-
Approval authority	Council
Next Evaluation Date	

REVISION HISTORY

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1	Adopted	09/05/2017	Council	-	Item 15.3
2	Reviewed and Amended	20/08/2019	Council	148/2019	Item 10.1
3	Reviewed and Amended		Council		

D20/80766

TOWN OF VICTORIA PARK
File No. FIN/2/0001-05
Xref No.
BLP CLP FLBLP FIN RAT RAN EH PLN BLD RLP CEO HR NE
16 OCT 2020
DOC No.

OAG
Office of the Auditor General
Serving the Public Interest

Our Ref: 8380

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PERTH WA 6849

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Chief Executive Officer
Town of Victoria Park
Locked Bag 437
VICTORIA PARK WA 6979

Dear Sir

ANNUAL FINANCIAL REPORT
INTERIM AUDIT RESULTS FOR THE YEAR ENDING 30 JUNE 2020

We have completed the interim audit for the year ending 30 June 2020. We performed this phase of the audit in accordance with our audit plan. The focus of our interim audit was to evaluate your overall control environment, but not for the purpose of expressing an opinion on the effectiveness of internal control, and to obtain an understanding of the key business processes, risks and internal controls relevant to our audit of the annual financial report.

Management Control Issues
I would like to draw your attention to the attached listing of deficiencies in internal control and other matters that were identified during the course of the interim audit. These matters have been discussed with management and their comments have been included on the attachment. The matters reported are limited to those deficiencies that were identified during the interim audit that we have concluded are of sufficient importance to merit being reported to management. Some of the matters may be included in our auditor's report in accordance with section 7.9(2) of the *Local Government Act 1995* or regulation 10(3)(a) and (b) of the Local Government (Audit) Regulations 1996. If so, we will inform you before we finalise the report.

This letter has been provided for the purposes of your local government and may not be suitable for other purposes.

We have forwarded a copy of this letter to the Mayor. A copy will also be forwarded to the Minister for Local Government when we forward our auditor's report on the annual financial report to the Minister on completion of the audit.

Feel free to contact me on 6557 7609 if you would like to discuss these matters further.

Yours faithfully

JORDAN LANGFORD-SMITH
SENIOR DIRECTOR FINANCIAL AUDIT
12 October 2020

Attach

ATTACHMENT

TOWN OF VICTORIA PARK

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2020

MATTERS IDENTIFIED DURING THE INTERIM AUDIT

INDEX OF FINDINGS		RATING		
Identified in The Current Year				
No	**Description**	**Significant**	**Moderate**	**Minor**
1.	New Accounting Standards	✓		
2.	Pay Authorisation Review		✓	
3.	Purchase Orders		✓	
4.	Payroll Reconciliations		✓	
5.	Depreciation Rate Review			✓

KEY TO RATINGS

The Ratings in this management letter are based on the audit team's assessment of risks and concerns with respect to the probability and/or consequence of adverse outcomes if action is not taken. We give consideration to these potential adverse outcomes in the context of both quantitative impact (for example financial loss) and qualitative impact (for example inefficiency, non-compliance, poor service to the public or loss of public confidence).

Significant – Those findings where there is potentially a significant risk to the entity should the finding not be addressed by the entity promptly.

Moderate – Those findings which are of sufficient concern to warrant action being taken by the entity as soon as practicable.

Minor – Those findings that are not of primary concern but still warrant action being taken.

ATTACHMENT

TOWN OF VICTORIA PARK

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2020

MATTERS IDENTIFIED DURING THE INTERIM AUDIT

1. New Accounting Standards

Finding
Two new accounting standards, AASB 15: 'Revenue from contracts with customers' and AASB 1058: 'Income of not-for-profit entities' became effective for the Town from 1 July 2019 which supersede the previous revenue accounting standards. Additionally, AASB 16: 'Leases' came into effect for the Town from 1 July 2019 and replaced the previous requirements of AASB: '117 Leases'.

The full impact of the initial and subsequent application of these three accounting standards has not yet been assessed and recognised.

Rating: Significant
Implication
Non-compliance with AASB 15 and/or AASB 1058. As these standards generally result in delayed income recognition, the Town's revenue may be overstated for the 2019-20 financial year.

Non-compliance with AASB 16 can result in depreciation and interest expense being understated for the 2019-20 financial year and the overstatement of lease expenses.
As a result of this, financial information may not be prepared in accordance with current accounting standards. In addition, monthly financial information that is presented to Council may not be in compliance with current accounting standards.

Recommendation
The Town should complete a detailed revenue recognition assessment of all revenue streams in order to conclude if a particular revenue stream or transaction arises from an enforceable contract with a customer and has sufficiently specific performance obligations. The assessment will trigger the revenue recognition requirements under AASB 15, or if it falls outside this scope, under AASB 1058.

The Town should also measure the impact of the application of AASB 15 and AASB 1058 at 1 July 2019 and process appropriate adjustments in the accounts, as well as considering the required disclosures and amended accounting policies that will need to be disclosed in the 30 June 2020 financial report in advance of year-end.

The Town should consider all its operating leases to determine if they are in the scope of AASB 16. For those that are, the Town should ensure they are correctly accounted for in accordance with AASB 16.

Management Comment
Management notes the observations. The delay in the application of the new accounting standards were due to a resourcing gap and have now being rectified with the changes being implemented and recognised in the final 30 June 2020 annual financial report.

Responsible Person: Financial Controller
Completion Date: 30 June 2020

ATTACHMENT

TOWN OF VICTORIA PARK

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2020

MATTERS IDENTIFIED DURING THE INTERIM AUDIT

2. Pay Authorisation Review

Finding
We noted that not all managers are confirming that they have reviewed the Pay Authorisation List report. We reviewed 1 pay run and found only 6 of the 15 service managers returned an approved authorisation list.

Each pay run, a Pay Authorisation List report is sent to each centre's management, detailing employees paid that pay run. Management of each centre are required to reply agreeing that each employee exists and notify if anybody is missing from the pay run.

Rating: **Moderate**
Implication
Given the large number of staff across a large number of locations, this detective control helps to mitigate the risk of incorrect or fraudulent payroll payments being made.

Recommendation
Management of each Centre should review and approve the Pay Authorisation List report each pay. Any outstanding approvals should be followed up promptly.

Management Comment
Management notes the observations. Reminders have been issued to Manager to ensure Pay Authorisations are promptly authorised and returned to Payroll. The Finance Manager is also working with the People and Culture team to develop a robust Fortnightly Payroll review process to reflect best LG Industry practice.

Responsible Person: Payroll officer
Completion Date: Ongoing

ATTACHMENT

TOWN OF VICTORIA PARK

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2020

MATTERS IDENTIFIED DURING THE INTERIM AUDIT

3. Purchase Orders

Finding
During our testing of purchases, we noted one instance from a sample of 25, where a purchase order was raised after the date on the supplier invoice.

Rating: **Moderate**
Implication
This increases the risk of incorrect purchases being made.

Recommendation
To help ensure purchases have been appropriately authorised, all authorising officers should be reminded of the requirement to ensure purchase orders are raised prior to the time of authorising work/services or ordering goods.

Management Comment
Management is currently finalising a purchaser order audit report that can be run monthly. Any findings of noncompliance with the Procurement management practice will be identified and additional training will be provided to the relevant officers.

Responsible Person: Senior Accounting officer
Completion Date: Ongoing

ATTACHMENT

TOWN OF VICTORIA PARK

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2020

MATTERS IDENTIFIED DURING THE INTERIM AUDIT

4. Payroll Reconciliations

Finding
We noted that fortnightly reconciliations between the payroll system and the general ledger were not independently reviewed.

These reconciliations are prepared by a Payroll Officer and are part of the overall exception reporting generated during each pay run.

Rating: **Moderate**
Implication
This increases the risk of error and differences between payroll system and the general ledger going undetected.

Recommendation
The reconciliation should be reviewed and signed by a person independent to the Payroll Officer.

Management Comment
Management notes the observations. As noted above, Finance is working with People and Culture to develop a robust Fortnightly Payroll review process as recommended to reflect best LG Industry practice.

Responsible Person: Senior Human Resources officer / Manager Human Resources
Completion Date: Ongoing

ATTACHMENT

TOWN OF VICTORIA PARK

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2020

MATTERS IDENTIFIED DURING THE INTERIM AUDIT

5. Depreciation Rate Review

Finding
It was noted that for new fixed assets additions, the Accounts Officer will input a rate for depreciation based on the rates given in the capitalisation policy. However, the rate included by Accounts Officer does not get reviewed by another person. Further, the rates have not been subject to a formal review by management on an annual basis as required under Australian accounting standards.

Rating: **Minor**
Implication
Lack of review may cause inappropriate useful lives to be used on fixed asset thereby affecting depreciation amount. This could lead to errors in the financial report.

Recommendation
The Town should perform an annual review of depreciation rates / useful lives.

Management Comment
Management notes the observations as stated. The Town is currently in the process of implementing an asset management system, which would allow the depreciation rates to be reviewed and updated on a regular basis.

Responsible Person: Senior Finance Officer / Coordinator Strategic Assets
Completion Date: 30 June 2021

DRAFT UPDATE INTERNAL AUDIT PROGRAM 2020-2021REVISION

Version	Action	Date	Comment
1.0	Adopted at OCM	21 July 2020	
Draft v 2.0	Presented at Audit & Risk Committee	30 November 2020	Rescheduling changes for internal audits to be held in February 2021 and May 2021

OVERVIEW

The Internal Audit Program for the 2020/2021 financial year takes a systematic risk-based approach to determine the effectiveness of organisational controls and processes for managing the High-Risk Events of non-compliance and fraud and corruption identified in the Strategic Risk Register. It is intended that the findings of this evaluation will inform improvements to the effectiveness of risk management, internal controls, and governance processes.

The Program comprises a set of prioritised audits which cover compliance, fraud and corruption and other risks in selected high-risk focus areas.

APPROACH

Focus areas which make up the scope of the risk-based Internal Audit Program were identified from an analysis of the Town of Victoria Park's Strategic Risk Register (current as at June 2020), addressing the following elements of the Register:

a) Risk Events
b) Risk Impact Category
c) Inherent Risk Rating
d) Risk Treatment Actions

Inherent High Risk Event	Risk Treatment Action
Non-compliance with Council's governance obligations under the Local Government Act	• Develop and implement internal audit on compliance and performance
Failure to prevent occurrences of fraud and corruption	• Conduct a regular internal audit on fraud and corruption • Conduct regular audits against findings by integrity bodies like the CCC, PSC and OAG

The design and approach is based on extensive research, including, but not limited to, the following references:

a) WA Local Government Operational Guidelines: The operation, function and responsibilities of Audit Committees
b) Key Western Australian Office of Auditor General (OAG) reports on Fraud Prevention and Information Systems
c) Public Sector Commission (PSC) WA Integrity Framework
d) Corruption and Crime Commission (CCC) reports and findings (Western Australia and interstate counterparts)
e) Industry and international best practice standards, guidance material and articles

SCOPE AND CRITERIA

The scope covers cross-functional audits to be undertaken in the following high-priority focus areas for the 2020-2021 financial year:

(a) Conflicts of Interest
(b) Gifts, Benefits and Hospitality
(c) Misuse of Information

(d) Information Security
(e) Reporting of Fraud and Corruption

The Internal Audit Program proposes minimum internal audit criteria for each focus area audit to enable evidence-based assessment of the extent to which the focus areas are being effectively managed by the Town, in compliance with legislative and regulatory requirements, and in alignment with best practice.

AUDIT PLANS

A detailed Audit Plan will be developed for each focus area. The internal audit criteria are subject to review and updates as part of detailed planning for each specific audit, taking into consideration emergent risks, internal and external trends and identified issues as they arise. A responsive, proactive and agile approach to audit planning will ensure currency and relevance, through environmental scanning, research and networking to keep abreast of industry and sector developments and changes in the regulatory environment.

REPORTING AND MONITORING

In line with the Terms of Reference of the Audit and Risk Committee, the findings of each audit will be presented at the first Audit and Risk Committee meeting following the completion of the audit.

Progress against internal audit recommendations will be tracked and a report presented to the Audit and Risk Committee at each quarterly meeting of the Committee.

PROBITY

To ensure the probity and integrity of the Internal Audit function, it is recommended that:
(a) The Internal Audit Program includes an out-sourced independent internal audit of the Internal Audit function in future years.
(b) Where it is identified that the performance of an internal audit would create a conflict of interest for the Internal Audit function, an out-sourced independent auditor be appointed.

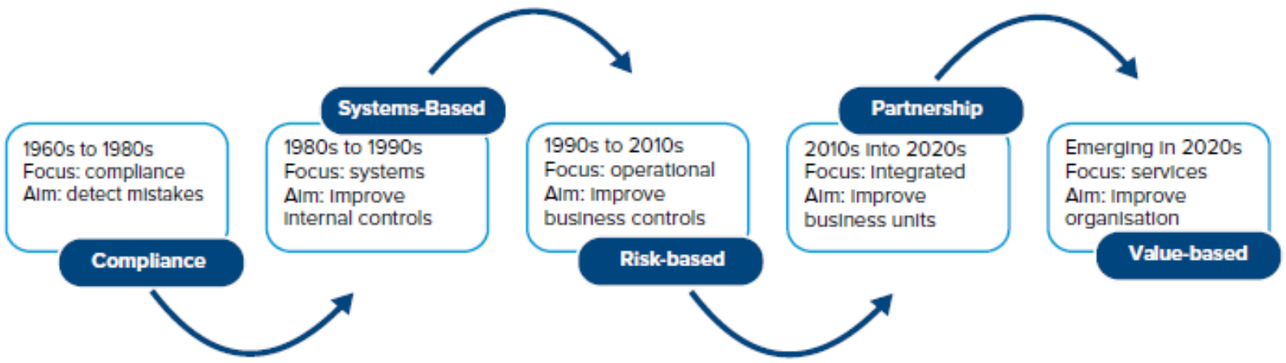
LOOKING FORWARD

While the scope of this Program focuses on 2020-2021 priorities, a multi-year view of internal audit should be considered, with a rolling three-year program (reviewed annually) which proposes future focus areas to be audited for the second and third years. Scope selection in terms of focus areas will be based on assessments of the risk and threat environments undertaken through the strategic risk management function, with the Strategic Risk Register as a starting point.

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It is intended that as the Town's internal audit model matures, it will evolve in line with the contemporary view of internal audit as outlined in the Institute of Internal Audit's factsheet "Evolution of Internal Audit", developing accretionally from a compliance-based function to one that helps to drive enterprise-wide value.



SUMMARY INTERNAL AUDIT PROGRAM SCHEDULE

Schedule	Risk Events Addressed (Strategic Risk Register)	Risk Impact Category (Strategic Risk Register)	Inherent Risk Rating (Strategic Risk Register)	Focus Area	Description (including rationale and risk drivers)	Suggested Minimum Internal Audit Criteria (Best Practice and Compliance)	Specific References and Legislation

Nov-20	• Failure to detect and prevent occurrences of fraud and corruption
	• Non-compliance with Council's governance obligations under the Local Government Act
		• Financial
		• Reputation
		• Legislative compliance
			HIGH	**Conflicts of Interest**	• A conflict of interest (actual, potential or perceived) which is not properly identified, declared or managed, provides opportunities for corruption, placing the Town's finances, reputation and compliance at risk.
					• The need to identify, declare and manage conflicts of interest is central to an effective integrity framework.
					• Common risk areas include:
					  • Procurement processes, tenders and contracts
					  • Private sector sponsorships
					  • Allocation of grants for community-based services
					  • Dual roles as a public officer
					  • Boards and Committees with representative members
					  • Gifts, benefits and hospitality
					  • Recruitment
					  • Secondary employment.
					  • Planning and development applications
					•
						• Compliance with relevant legislation, including the Local Government Act 1995 and Local Government (Rules of Conduct) Regulations 2007
						• A clear policy position and guidelines on conflicts of interest, which is consistent with legislative provisions and operating environment, with specific guidance on identifying, declaring and managing conflicts of interest.
						• Inclusion of Conflicts of Interest clauses in Code of Conduct which applies to elected members, employees and independent Council Committee members
						• Clear guidance on how to manage conflicts of interest in identified common high-risk functions and activities including procurement and recruitment.
						• Requirement for elected members, employees, independent Council Committee members, consultants and contractors to identify and declare conflicts of interest
						• An actively maintained central conflicts of interest register, which is monitored by a designated officer and/or by the Audit and Risk Committee.
						• Management of conflicts of interest is documented and follow best practice.
						• Inclusion of Conflicts of Interest guidance in Induction programs for elected members, employees and independent Council Committee members.
						• An ongoing integrity-based education, training and awareness program for elected members and employees which addresses conflicts of interest.
							Conflicts of Interest Guidelines for the Western Australia Public Sector
							
							Fraud Prevention in Local Government 2019-2020, OAG
							
							Public Sector Management Act 1994
							Western Australian Public Sector Code of Ethics
							Financial Administration and Audit Act 1985 (FAAA)
							State Supply Commission Act 1991
							Local Government Act 1995 and associated Regulations:
							• Regulation 11 of Local Government (Rules of Conduct) Regulations 2007
							
							Division 6 of the Local Government Act 1995 *'Disclosure of financial interests and gifts'*

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Schedule	Risk Events Addressed (Strategic Risk Register)	Risk Impact Category (Strategic Risk Register)	Inherent Risk Rating (Strategic Risk Register)	Focus Area	Description (including rationale and risk drivers)	Suggested Minimum Internal Audit Criteria (Best Practice and Compliance)	Specific References and Legislation
							• Regulation 34 (C)(1) Local Government Act (Administration) Regulations 1996
20/21FY Nov-20	Failure to detect and prevent occurrences of fraud and corruption Non-compliance with Council's governance obligations under the Local Government Act	• Financial • Reputation • Legislative compliance	HIGH	**Gifts, benefits & hospitality**	The acceptance of gifts, benefits and hospitality can create perceptions of conflicts of interest and that an employee's integrity has been compromised. This is recognised in the Local Government Act.	• Policies and guidelines are consistent with relevant provisions of the Local Government Act and associated regulations and the DLGSC Gifts Policy Position • A policy clearly outlining the council's position on gifts, benefits and hospitality, including employee obligations in relation to gifts, benefits and hospitality. • Policies on gifts, benefits and hospitality are broad in scope and apply to all elected members, employees and other personnel acting on behalf of the council. • A 'GIFT test' (such as the "Four Chart Model") to help all Council personnel (elected members and employees) decide whether or not to accept a gift or benefit. • Policy and guidelines require elected members and employees to declare gifts, benefits and hospitality regardless of whether they are accepted or declined, and for all offers to be recorded, regardless of whether they are accepted or declined. • Policy and guidelines require all offers from suppliers to be declared, regardless of their value, and recording this information on the gifts, benefits and hospitality register. • Explicit prohibition of the acceptance of gifts, benefits or hospitality from those about whom the elected member or	DLGSC Local Government Act Review Gifts Policy Position Fraud Prevention in Local Government 2019-2020, OAG S.5.87A, 5.87B, 5.89A of the Local Government Act 1995 'Disclosure of financial interests and gifts' Regulation 34B of the Local Government (Administration) Regulations 1996

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Schedule	Risk Events Addressed (Strategic Risk Register)	Risk Impact Category (Strategic Risk Register)	Inherent Risk Rating (Strategic Risk Register)	Focus Area	Description (including rationale and risk drivers)	Suggested Minimum Internal Audit Criteria (Best Practice and Compliance)	Specific References and Legislation
						employee is likely to make decisions, including current or prospective suppliers. • Prohibition of the acceptance of monetary gifts or gratuities by elected members and employees regardless of their value. • Central monitoring and oversighting of gifts, benefits and hospitality registers, including oversight by the Audit and Risk Committee, to identify potential trends and patterns, including possible vulnerabilities in relation to particular individuals and organisations. • Gifts, benefits and hospitality registers are publicly available, in the interests of transparency and accountability. • Breaches are documented, reported and managed appropriately. Escalations, controls, feedback loops and remedial actions are recorded and documented. • Value thresholds are actively monitored, with alerts in place before thresholds are reached. • The topic of gifts, benefits and hospitality is included in a corporate integrity-based education, training and awareness program for elected members and employees.	
20/21FY May-21	Failure to detect and prevent occurrences of fraud and corruption Non-compliance with Council's governance obligations under the Local Government Act	• Financial • Reputation • Legislative compliance	HIGH	**Misuse of Information**	• Information misuse, i.e. unauthorised information access and disclosure, is highlighted as a risk in fraud and corruption prevention policies and plans. • High risk vulnerable areas for unauthorised information access and disclosure include: • Information made under Council • Information technology (employees with high	• Established policies and procedures are in place relevant to the appropriate use of information and information systems, including policies on information management, confidentiality and privacy. • A stand-alone information security policy which addresses confidentiality, integrity and unauthorised access to sensitive information. • Providing guidance on the appropriate use of council information and information systems, and/or the importance of privacy and	Regulation 6 of Local Government (Rules of Conduct) Regulations 2007 – *Use of Information*

Schedule	Risk Events Addressed (Strategic Risk Register)	Risk Impact Category (Strategic Risk Register)	Inherent Risk Rating (Strategic Risk Register)	Focus Area	Description (including rationale and risk drivers)	Suggested Minimum Internal Audit Criteria (Best Practice and Compliance)	Specific References and Legislation
					levels of access to information, such as system administrators or IT specialists). • Procurement • Human Resources • Planning and development applications •	confidentiality in employee codes of conduct. • Elected members and staff are made aware of, and formally acknowledge their obligations and due of care regarding sharing and disclosure of sensitive and confidential information, as part of an induction program and annual integrity training. • New employees are required to sign information confidentiality agreements when they commence employment with the council. • Members of tender evaluation panels or contractors and consultants who are engaged to evaluate or supervise contracts are required to sign confidentiality agreements. • Contractors must understand their obligation to maintain confidentiality of council information, and to comply with the council's privacy policy and the Public Interest Disclosure Act 2003. • Requiring employees involved in activities which involve access to information and have a heightened risk of corruption, such as procurement, to formally acknowledge they understand and comply with confidentiality obligations. • Processes are in place to detect, report and manage breaches and misconduct relating to the misuse of information. Processes include escalations and remedial actions.	
20/21FY May-21	Failure to detect and prevent occurrences of fraud and corruption	• Financial • Reputation • Legislative compliance	HIGH	**Information Security**	Information security and cyber risk is an increasing risk area in public organisations due to: • Changes in the threat landscape • Rapid changes in technology	• The Town's cybersecurity risk assessment, processes, and controls, are reviewed, using industry standards as a guide, with recommendations for improvements • Assessment of implementation of revised security models, such as	OAG Information Systems Audit Report – State Government entities, April 2020 OAG Information

Schedule	Risk Events Addressed (Strategic Risk Register)	Risk Impact Category (Strategic Risk Register)	Inherent Risk Rating (Strategic Risk Register)	Focus Area	Description (including rationale and risk drivers)	Suggested Minimum Internal Audit Criteria (Best Practice and Compliance)	Specific References and Legislation
					• Changing regulatory environments • Social change impacting on employee work behaviours • Capabilities and techniques used by hackers The OAG conducts an annual Information Systems Audit of State Government entities and recommends that entities: • Ensure good security practices are implemented, up-to-date, regularly tested, and enforced for key computer systems. • Conduct ongoing reviews and monitoring of user access to information to ensure they are appropriate at all times • Develop and implement mechanisms to continually raise information and cyber security awareness and practices among all staff. The OAG also recommends that In the current pandemic environment, controls around remote IT access infrastructure will also need to be an area of priority as entities increasingly support staff to work in more flexible ways in response to current public health measures for the COVID-19 virus.	multilayered defences, enhanced detection methods and encryption of data leaving the network • Implementation of a robust employee training and education program • Assessment of third-party security providers to determine the extent and adequacy of their demonstrated cyber risk management capability, policies and controls.	Systems Audit Report 2020 – Local Government Australian Government Information Security Manual AS/NZS ISO/IEC 27000 series – Information Security Management
20/21 FY Feb 21	Failure to detect and prevent occurrences of fraud and corruption	• Financial • Reputation • Legislative compliance	HIGH	**Fraud and Corruption Detection (Reporting)** *In conjunction with Integrity Leadership soft*	Well-designed and effective integrity frameworks include mechanisms to help councils prevent and detect potentially corrupt conduct in a timely manner. Detection mechanisms complement strong risk	• Comprehensive protected disclosure/whistleblowing policy and procedures, consistent with the Public Interest Disclosure Act 2003 and Public Sector Commission (PSC) guidelines and Corruption and Crime Commission (CCC) findings.	Public Interest Disclosure Guidelines for Public Authorities PID Officers Code of Conduct, PSC August 2014

Schedule	Risk Events Addressed (Strategic Risk Register)	Risk Impact Category (Strategic Risk Register)	Inherent Risk Rating (Strategic Risk Register)	Focus Area	Description (including rationale and risk drivers)	Suggested Minimum Internal Audit Criteria (Best Practice and Compliance)	Specific References and Legislation
				audit	management policies, corruption and fraud control frameworks, and policies and procedures in relation to identified corruption risks to form an integrity framework. Detection mechanisms include effective reporting procedures for employees and others (including members of the public and suppliers) and strong auditing practices.	• Relevant policies and procedures outline both internal and external channels for employees to report suspected fraud and corruption (including employees' ability to report to CCC directly. • Reporting processes are well advertised, and include anonymous options. • Broad application of the council's whistleblowing /protected disclosure procedures to include employees, elected members, volunteers, contractors, consultants and independent Council Committee members. • Examples of corrupt and improper conduct provided in relevant policies and procedures to help employees better understand the types of conduct that should be reported and may be assessed as a protected disclosure. • Appointment of a welfare officer to support disclosers or a person who is the subject of the disclosure. • Centralised reporting system which can only be accessed by authorised employees to ensure confidentiality and minimise the risk of reprisals. • Clear statement of the responsibility of the council CEO to mandatorily report suspected corrupt conduct to CCC, in relevant policies and procedures.	Public Interest Disclosure Act 2003 Integrity Strategy for WA Public Authorities 2020-2023 Victorian IBAC reports and findings
20/21 FY Feb-21	Failure to detect and prevent occurrences of fraud and corruption (Prevention)	• Financial • Reputation • Legislative compliance	MEDIUM-HIGH	**Integrity Leadership & Culture (Soft integrity audit / WA Integrity Snapshot Tool)** *In conjunction with Fraud and Corruption*	Strong integrity leadership and, culture is an effective prevention against fraud and corruption risks. Without good ethical leadership, corrupt behaviours and practices can be rationalised and engrained into the culture of the organisation with no regard for adverse consequences. Likewise, poor management oversight can open up opportunities for corrupt	• Statements from the CEO are included in employee codes of conduct to emphasise the importance of understanding and complying with the code, and using it to guide ethical decision making. • Promotion of an ethical organisational culture, including a zero tolerance approach to breaches of conduct in relation to fraud, corruption, bullying,	

Schedule	Risk Events Addressed (Strategic Risk Register)	Risk Impact Category (Strategic Risk Register)	Inherent Risk Rating (Strategic Risk Register)	Focus Area	Description (including rationale and risk drivers)	Suggested Minimum Internal Audit Criteria (Best Practice and Compliance)	Specific References and Legislation
				Detection (Reporting) audit	conduct. An important element of integrity education is to ensure that all employees understand what constitutes corrupt conduct and are aware of corruption risks, as well as how to report suspected corrupt conduct. Transparency of the Town's code of conduct and service delivery standards ensures that the community is aware of these standards and expectations, in order to hold all Town personnel accountable, and to discourage external attempts to engage and implicate employees in corrupt conduct. This also encourages community reporting of corruption.	harassment and gifts, benefits and hospitality. • Nominating a senior officer in the organisation to have overall responsibility for fraud and corruption control, including reporting to the executive team and Audit and Risk Committees. • Nomination of senior officers to be responsible for protected disclosures and welfare management in the organisation. • Risk management and fraud and corruption resistance accountabilities are explicitly stated and embedded into all management position descriptions, including KPIs • An up to date and active education and training program, including regular training, for Elected Members and employees on fraud and corruption awareness, risk management, procurement and protected disclosures. •	
TBC (Post 20/21 FY)	Failure to detect and prevent occurrences of fraud and corruption Non-compliance with Council's governance obligations under the Local Government Act	• Financial • Reputation • Legislative compliance	MEDIUM	**Employment Practices**	Employment practices are vulnerable to corruption including recruitment compromised by nepotism, conflicts of interest and inadequate pre-employment screening. This can result in the recycling of employees with problematic discipline and criminal histories. Councils are required under the Local Government Act to ensure employment decisions are based on merit and that employees have avenues of redress against unfair or unreasonable treatment.	• Policy, guidelines and practice compliance with relevant provisions of the Local Government Act and regulations. ***Pre-employment*** • A range of pre-employment screening checks, particularly for high risk positions, including police checks, working with children checks, reference checks, verification of qualifications, currency of professional memberships and proof of eligibility to work. • Requiring prospective employees to complete a statutory declaration about their employment history, including if they have been investigated for disciplinary or criminal matters. • Conducting pre-employment screening for internal applicants, particularly if they	Public Sector Standards in Human Resource Management s.21 Public Sector Management Act 1994

Schedule	Risk Events Addressed (Strategic Risk Register)	Risk Impact Category (Strategic Risk Register)	Inherent Risk Rating (Strategic Risk Register)	Focus Area	Description (including rationale and risk drivers)	Suggested Minimum Internal Audit Criteria (Best Practice and Compliance)	Specific References and Legislation
						are applying for positions which are considered high risk. Considering additional pre-employment screening processes for high risk positions such as bankruptcy checks, credit history checks and psychometric screening. ***Selection*** • Recruitment panel members are required to withdraw from a panel where a conflict of interest, either personal or professional in nature, exists or is perceived to exist. • Maintaining confidentiality of council information, particularly where an employee's secondary employment may be with an organisation that interacts with the council. ***Secondary employment and conflicts*** • Clear articulation in policy or guidelines that secondary employment can create a conflict of interest and therefore approval is required to undertake external employment; failure to do so may result in disciplinary action. • Prohibiting council employees from working for the council under contract arrangements (i.e. employees cannot act as staff and suppliers simultaneously). ***CEO and Executive employment*** • An advisory committee (with an independent chair) advising council on matters of CEO performance, contract extensions remuneration matters and recruitment. • Extension of Executive and Senior Management contracts is subject to performance-based criteria, independently assessed.	
TBC (Post 20/21 FY)	Failure to detect and prevent occurrences of fraud and corruption Non-compliance with Council's	• Financial • Reputation • Legislative compliance	MEDIUM	**Community Funding & Grants**	Funding providers have to ensure due diligence and probity in the administration of grants and other funding and sponsorships. This is an area which is vulnerable to	• Clear policies and guidelines governing the lifecycle of the grants administration process, from application through to disbursement and review.	The Administration of Government Grants: Inquiry into Auditor-General's Reports (2019-20)

Schedule	Risk Events Addressed (Strategic Risk Register)	Risk Impact Category (Strategic Risk Register)	Inherent Risk Rating (Strategic Risk Register)	Focus Area	Description (including rationale and risk drivers)	Suggested Minimum Internal Audit Criteria (Best Practice and Compliance)	Specific References and Legislation
	governance obligations under the Local Government Act				conflicts of interest and corruption risks, as evidenced by the Federal Parliamentary inquiry into the administration of government grants relating to poor accountability and transparency in the decision-making for granting of funds to community and non-profit organisations.	• Clear and transparent communication of policies, guidelines and process to applicants. • Independent assessment panel with clear terms of reference • Requirement for all personnel involved in the grants administration function to declare conflicts of interest. • Separation of roles between applicant advisory and funding assessment functions to avoid conflicts of interest. • Deliverables are properly acquitted • Expenditure of grants is in line with policy	
TBC (Post 20/21 FY)	Failure to detect and prevent occurrences of fraud and corruption Non-compliance with Council's governance obligations under the Local Government Act	• Financial • Reputation • Legislative compliance	MEDIUM	**Misuse of Assets & Resources**	Theft and misuse of assets and other resources can present a corruption risk. Both high and low value resources can present corruption risks. The LG Act requires councils to ensure that resources are used efficiently and effectively, and that services are provided in accordance with best value principles while meeting the needs of the local community.	• Policies and procedures around the appropriate use of council assets and resources including policies on the use of motor vehicles, fuel cards, corporate credit cards, management and disposal of assets. • There is a range of controls to mitigate the risk of misuse of motor vehicles, fuel cards and corporate credit cards. • Clear statement that fraudulent or unauthorised use of council assets and resources will be subject to the council's disciplinary code and possibly criminal prosecution. • Registers or systems for managing low value assets including, for example, IT equipment, and small plant and equipment. • Regular and random audits of council assets and resources (eg checking motor vehicle log books and auditing fuel card usage). • Clear policies and controls around disposal of surplus or scrap material and assets (regardless of value). • Assigning unique identifiers to all small plant and equipment and other low value assets, and recording these in a register.	CCC report on Misconduct Risk in Local Government Procurement

Schedule	Risk Events Addressed (Strategic Risk Register)	Risk Impact Category (Strategic Risk Register)	Inherent Risk Rating (Strategic Risk Register)	Focus Area	Description (including rationale and risk drivers)	Suggested Minimum Internal Audit Criteria (Best Practice and Compliance)	Specific References and Legislation
						• Ensuring all decisions regarding asset disposal are documented, even if assets are disposed via donation to not-for-profit organisations or charities.	
TBC (Post 20/21 FY)	Failure to detect and prevent occurrences of fraud and corruption Non-compliance with Council's governance obligations under the Local Government Act	• Financial • Reputation • Legislative compliance	MEDIUM	**Detection & Reporting (Audit)** **Note: Must be outsourced to avoid conflicts of interest**	While reporting mechanisms are essential to provide opportunities for employees, community members and others to advise councils of suspected corrupt conduct, auditing provides for systematic and proactive reviews of processes and practices to identify corruption vulnerabilities and possible corrupt conduct. An effective auditing regime can serve as an early warning system to identify emerging risks and procedural weaknesses, and a detection mechanism to identify specific instances of misconduct or corruption.	• The internal audit program is strategically integrated with fraud and corruption controls and planning, and is reviewed and updated regularly annually to ensure audit plans cover a range of fraud and corruption issues. • Audit and Risk Committee is required to review reports of suspected fraudulent and corrupt conduct as a standing agenda item. • Audit and Risk Committee members are required to declare conflicts of interest at the beginning of meetings or prior to discussion of the matter to which the conflict pertains, with declarations minuted. • Mandatory requirement for independent audit committee members to have experience and qualifications or training in financial reporting, accounting or business management. • Reports and audits of the CCC and OAG are referenced as guidance in the design of internal audits to ensure the council considers and implements relevant recommendations. • A central register of declared conflicts of interest for Audit and Risk Committee members is maintained. • Audit and Risk Committee Terms of Reference/Charter explicitly highlight responsibility for corruption prevention and how that responsibility will be given effect.	Fraud Prevention in Local Government 2019-2020, OAG
TBC (Post 20/21 FY)	Failure to detect and prevent occurrences of fraud and corruption	• Financial • Reputation • Legislative compliance	HIGH	**Procurement** Note: Operational Review 2020	Poor procurement practices that ignore principles of probity, accountability and transparency expose the organisation to	• Good procurement policies and guidelines, • Procurement practices are in alignment • Appropriate training is provided to staff	OAG Report into Local Government Procurement CCC report on

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Schedule	Risk Events Addressed (Strategic Risk Register)	Risk Impact Category (Strategic Risk Register)	Inherent Risk Rating (Strategic Risk Register)	Focus Area	Description (including rationale and risk drivers)	Suggested Minimum Internal Audit Criteria (Best Practice and Compliance)	Specific References and Legislation

	Non-compliance with Council's governance obligations under the Local Government Act				procurement risks and jeopardise the delivery of good outcomes for ratepayers. When procurement processes are not followed, or local governments are seen not to be acting in the best interests of their communities, they face reputational damage and expose themselves to the risk of fraud and misconduct.
					The OAG report into Local Government procurement highlighted weaknesses in procurement controls, processes and documentation.
						• Controls over raising and approving purchase orders
						• Processes for checking goods and services when receiving them
						• Appropriate segregation of duties
						• Exemptions from seeking quotes are well documented and justified.
						• Recording of tender processes and conflict of interests
						• Supplier credentials are checked, particularly for high-risk or high value purchases, including:
						  • Confirm ABN
						  • Confirm directors are not bankrupt or disqualified.
							Misconduct Risk in Local Government Procurement
							OAG Report into Local Government Contract Extensions and Variations and Ministerial Notice Not Required, May 2020

TBC (Post 20/21 FY)	Non-compliance with Council's governance obligations under the Local Government Act	• Reputation • Legislative compliance	LOW	**Records Management** Note: Internal audit performed in 2017	To be completed	• To be completed	

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RELEVANT LEGISLATION

Local Government Act 1995 and associated regulations

- Local Government (Administration) Regulations 1996
- Local Government (Rules of Conduct) Regulations 2007
- Local Government (Financial Management) Regulations 1996
- Local Government (Functions and General) Regulations 1996
- Town of Victoria Park Meeting Procedures Local Law 2019 Consolidated

REFERENCES

Terms of Reference - Audit and Risk Committee
Strategic Risk Register
Risk Management Framework

Public Sector Commission

- Integrity Strategy for WA Public Authorities 2020-2023
- Integrity Snapshot Tool for WA Public Authorities

WA Office of Auditor General (OAG)

- Report on Fraud Prevention in Local Government, August 2019
- Information Systems Audit Report – State Government entities, April 2020
- Report into Local Government Procurement, October 2018

WA Corruption and Crime Commission (CCC)

- Report into misconduct risks with access to confidential information in the Office of the Auditor General, April 2020
- Review of an inadequate investigation by the Department of Communities into allegations of bribery, April 2020
- Review of recommendations made following unauthorised release of confidential information from the Public Transport Authority, February 2020
- Review of recommendations made to Department of Transport arising from three reports, October 2019
- Report into how conflicts of interest undermine good governance - A report on the Chief Executive Officer of the Shire of Halls Creek, August 2018
- Report into Allegations of Serious Misconduct by Councillors of the City of Perth between 21 and 24 October 2017
- Report on Matters of Serious Misconduct in the Shire of Exmouth. May 2017
- Report on a Matter of Governance at the Shire of Dowerin, October 2016
- Report on City of Perth Lord Mayor (gifts and travel contributions), October 2015
- CCC report on Misconduct Risk in Local Government Procurement, February 2015

WA Local Government Accounting Manual – Section 7 Internal Control Framework

WA Local Government Operational Guidelines: The operation, function and responsibilities of Audit Committees

Internal Audit in Australia, Institute of Internal Auditors

Victorian Independent Broad-based Anti-Corruption Commission (IBAC)

- Local Government Integrity Frameworks Review March 2019
- Controlling fraud and corruption: a prevention checklist

Queensland Department of Local Government guidance on IA and Audit Committees

NSW Department of Premier and Cabinet Internal Audit Guidelines for Local Councils

Institute of Internal Audit

- Internal Audit in Australia
- Effective Internal Auditing in the Public Sector – A Good Practice Guide
- International Standards for the Professional Practice of Internal Auditing
- International Professional Practices Framework (IPPF)
- Factsheet: Evolution of Internal Audit

KPMG

- Top 10 Internal Audit considerations in 2020
- Internal Audit: Understanding the audit universe and the journey to risk maturity
- ICAS Risk Maturity Matrix with Audit Tests

PWC

- The 8 Attributes of Successful Internal Audit Functions

Australian Standard AS 8001-2008 Fraud and Corruption Control (the Standard

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NOTICE OF MOTION

TOWN OF VICTORIA PARK

To the Chief Executive Officer

Please be advised that we would like to submit a notice of motion – revocation motion.

Date of submission	24 November 2020
Meeting date	15 December 2020
Item title	Revocation of confirmation of September 2020 Ordinary Council Meeting minutes

Notice of motion
That Council revokes the Council decision in regard to the confirmation of the minutes from the Ordinary Council Meeting held on 15 September 2020, as confirmed at the Ordinary Council Meeting held on 20 October 2020.

Reason

Cr Vicki Potter's declarations for item 12.3 – Draft Local Planning Policy – Character Retention Guidelines and item 12.2 – Residential Character Study Area Scheme Amendment were recorded as impartiality interests. These interests were declared as financial interests at the meeting and should have been recorded as so.

Strategic alignment

Civic leadership	
Strategic outcome	Intended public value outcome or impact
CL10 – Legislative responsibilities are resourced and managed appropriately, diligently and equitably.	Minutes are the official record of a meeting and are required to be kept by legislation. To enable these minutes to be amended to reflect the meeting, elected members must revoke the previous decision.

Name of elected member	**Signature**
Karen Vernon	
Bronwyn Ife	
Claire Anderson	