



TOWN OF  
VICTORIA PARK

# annual report 2012 - 2013









## Introduction

The Town of Victoria Park is a local government that strives to be different. We have a unique personality and community-focused approach.

Along with our diverse and multicultural community, we are famous for our food options which have been described as a culinary United Nations. The Town's vision and mission aim to develop a vibrant community with a lively atmosphere and entertainment options while maintaining our friendly neighbourhoods.

The Town has an idyllic location on the Swan River, across from the Perth CBD, close to major transport options and the Domestic and International Airports as well as Perth's largest university.

Our future looks bright and cheerful, with a Council committed to delivering on its promises to residents.

## Mayor's Message



The past year has been a significant one in the Town's history with major announcements about our future.

Local Government Reform has interwoven itself in our everyday lives as Elected Members and also for staff. Through surveys, social media and face-to-face interactions with residents, I have had overwhelming support for our Town to fight for the retention of the whole of the Burswood Peninsula in the amalgamation process.

We are committed to continue this effort in the current financial year and are relying on our community to put their own submissions to the Local Government Advisory Board during the critical consultation period January to June 2014.

Whatever the outcome on this front I will continue to strongly represent my community throughout the amalgamation process making sure our collective voices are heard.

I would like to thank the Elected Members and staff for their continued commitment to the success of the Town and as can be seen from this Annual Report, the Town continues to go from strength to strength.

A handwritten signature in black ink that reads "T. Vaughan". The signature is written in a cursive, flowing style.

**His Worship, the Mayor  
Trevor Vaughan**

## CEO Foreword



The past year has been one of great change and periods of uncertainty but through commitment to excellence by staff and a stable Council, the future looks more certain as we progress towards amalgamating with the City of South Perth and forming a strong New City.

Despite the challenges of local government change, it has been an exciting year where we have achieved so much. I am proud of our vibrant Town and can see the fruits of our hard work emerging throughout the community.

A few highlights include:

- negotiations were initiated and progressed with the West Coast Eagles to entice the organisation to relocate to Lathlain Park
- Lathlain Place revitalisation plans were approved by Council
- plans for the Town Centre were finalised
- light rail study to extend to Curtin University
- completion of the website roll-out
- initial roll-out of the multinational award-winning *Parking Management Plan*
- an increased profile of the Town in the media
- continuation of the internal cultural change program and high staff morale
- engagement of community through fantastic and unique events and programs
- opening of the Digital Hub and increased digital literacy of the Town.

Both staff and Elected Members have been strong contributors to the Town leading the way in local government change. We have embraced this and continue to work closely with the City of South Perth to pave the best way forward for our community. Reform is a great opportunity to build on our plans for the Town, creating what will be an even more vibrant, more culturally diverse and exciting City.

We remain concerned at the possible loss of a section of the Burswood Peninsula and frustrated that the State Government does not seem to want to listen to what this will mean to the New City, but we are very fortunate to have an engaged community who are supporting our Battle for Burswood Peninsula activities – driven by our passionate Elected Members, assisted by our committed staff.

Evidenced from the *2012 Community Survey* is that our community is highly satisfied with our work – an endorsement that motivates the Town to keep on achieving and working towards our *Strategic Community Plan* goals.

A handwritten signature in black ink, appearing to read 'Athanasios Kyron'. The signature is written in a cursive, flowing style.

**Athanasios (Arthur) Kyron**  
**Chief Executive Officer**

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## Who Are We?

- There are 34,442 people living in the Town.
- We cover 18km<sup>2</sup>.
- There are 15,773 dwellings in the Town with 14,099 of these occupied.
- 26% of us speak a language other than English at home.
- Lone persons make up 31.4% of our households.
- 40.5% of the Town's residents were born overseas.
- Of the 19,656 people who work in the Town, 11.4% also live in the area.

## Town Vision, Missions and Values

### Our Vision is:

- Victoria Park | Vibrant Lifestyle

### Our Mission is:

Summarised through four key components:

- **C**reativity that we will embrace and live
- **A**ttractiveness of the Town to people and businesses
- **F**riendliness through welcoming and listening
- **E**nvironmental sustainability that is reflected in the way we make decisions

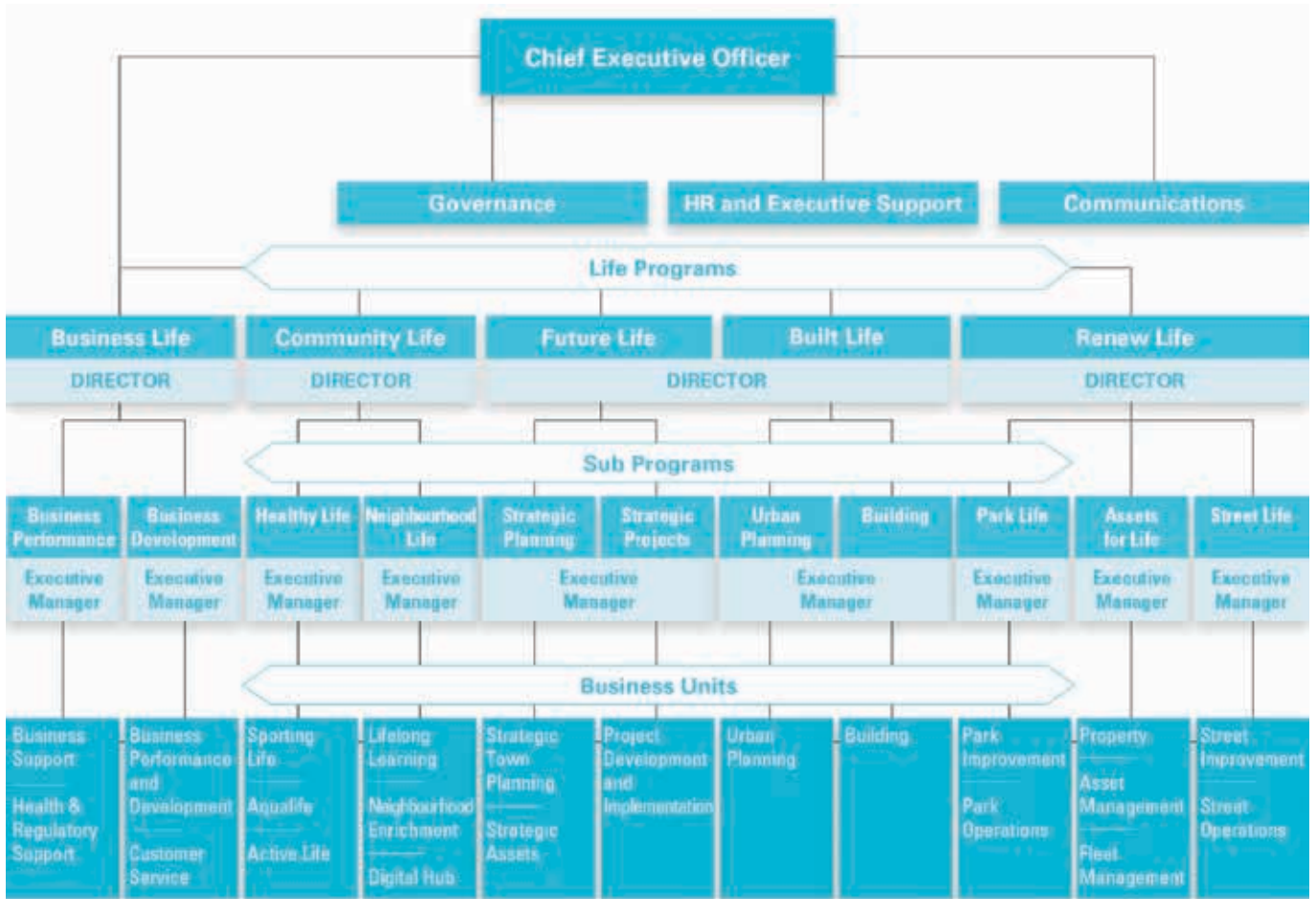
### Our Values are:

- Positive, Inspirational, Caring



## Organisation Chart

To ensure alignment between programs and the organisational structure, the Town has structured the organisation to link a director to each program area. The following chart reflects the structure the Town is working towards.

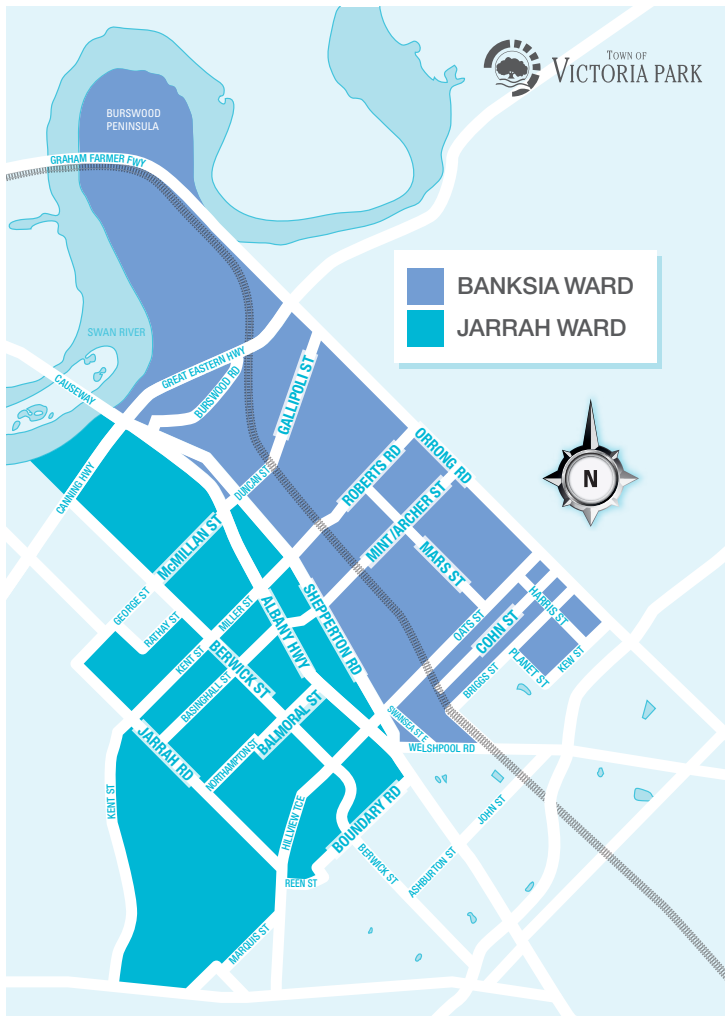


# 2012/13 Councillors and Ward Map

## Banksia Ward



<b>Cr John Bissett</b> Deputy Mayor P: 9361 9222 M: 0418 901 977	<b>Cr Claire Anderson</b> P: 9472 9947 M: 0416 199 745	<b>Cr Keith Hayes</b> P: 9361 0385	<b>Cr Rowena Skinner</b> P: 9472 1913
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## Jarrah Ward



<b>Cr David Ashton</b> M: 0400 686 444	<b>Cr Vin Nairn</b> H: 9361 2662 W: 9472 7991	<b>Cr Vicki Potter</b> P: 9361 5464 M: 0433 704 140	<b>Cr Adam Vilaca</b> Resigned 30 April 2013
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for hair  
9361 5691

AFE  
Noodles  
Authentic Asian Cuisine

Ninniku

little print shop.

To To  
Traditional Vietnamese Restaurant  
& Asian Cuisine

parcel  
collection  
point





#### Website

In 2012/2013, the Town rolled-out the second stage of its website redevelopment project. The first stage was launched successfully in July 2012, with a completely new interface and CMS system. Stage two of the development focused on building new modules and sections, based on the identified needs of our different business units and our community.

The second stage was completed in April 2013. There are still some minor adjustments being made to certain areas of the website.

#### Events

##### *Civic Events*

The Communications Unit organised a successful Australia Day Celebration on 26 January 2013. The Unit was also responsible for organising the civic component of the day. The community was invited to nominate individuals and groups deserving of the Town's recognition for their achievements. The event included the January *Citizenship Ceremony*.

A commemorative dawn service was held on ANZAC Day 2013. This event was very successful, with a record turnout and the involvement of several community groups including the East Victoria Park RSL, local Scout and Guide groups and Victoria Park Rotary, as well as involvement from HMAS Stirling Naval officers.

##### *Community Events*

Communications enabled the partnership between the Town and the RSPCA by being involved in their annual fundraising event, *Million Paws Walk*. A 'Victoria Park Zone' at McCallum Park was created on the day, with signage, balloons, a drink station and a ranger stall.

The Unit was instrumental in organising the infrastructure for and promotion of, a joint community rally with the City of South Perth, *Battle for Burswood*, in relation to *Local Government Reform*. The objectives of the rally were organised and executed by the Elected Members from the Town and the City of South Perth.

##### *Stakeholder Events*

Communications organised several stakeholder engagement events over the year including the *Music by Moonlight VIP Function* and *An Evening with Hugh Mackay*. Both events were designed to engage with strategic partners of the Town in an elegant and unique setting.

#### Marketing / Promotions

Communications has worked diligently over the year to produce consistently high-quality marketing and promotional materials for Town events and programs. The Unit has also taken over responsibility for the branding and design of all promotional material for the Victoria Park Library and Leisure facilities. Several innovative marketing strategies were explored including the introduction of new technologies such as QR codes.



© ToVP Music by Moonlight 2012, by Matt Devlin

## **Publications**

The Town's quarterly newsletter *Life in the Park* is written, designed and produced in-house by the Communications Unit. There has been a focus over 2012/2013 on featuring local businesses in a front-cover picture and inside cover feature story. This has been positively received by the local business community and has led to relationship building and economic engagement.

Communications has also worked closely with other areas to develop several regular newsletters including *Good Call* (a Human Resources internal newsletter) and *Food in the Park* (an initiative of the Health team) to distribute to local businesses.

Over the year, many corporate documents have also been proof-read, edited and designed by the Unit, to ensure a consistent look and voice to all corporate documentation and publications published internally or externally.

## **Digital Focus**

A strong digital focus has been maintained throughout the year including an expanded presence on social media channels. The Town's *Facebook* and *Twitter* accounts have increased 10-fold and feedback from the online community has confirmed their value as customer service and marketing tools. The Communications Unit has worked closely with Human Resources to establish a page on *LinkedIn* for the Town. The *LinkedIn* profile has the dual purpose of being an avenue for recruitment of staff and also a method of distributing news, events and information to the business community.

## **Strategic Media Relations**

There has been a stronger strategic focus on media relations by the Unit on behalf of the Town. Coverage of good news stories primarily by the two local papers and also *The West Australian* has increased significantly, raising the profile of the Town and its residents. Maintaining good relationships with key media representatives has helped diffuse negative coverage and assisted in the delivery of strategic messages.

## Governance

### Policy Review

A review of the Council's existing *Policy Manual* and *Policy Procedures Manual* was undertaken. The result has allowed for both documents to be combined into a new and easy-to-follow format for Elected Members, staff and the public to read.

### Compliance Audits

While the *Local Government Act 1995* only requires an annual compliance audit, the Town has continued to carry out in-house compliance audits quarterly, to ensure regulatory requirements are met.

### Sub-delegations Register

A review of the *Sub-Delegations Register* has resulted in the development of a new, easy-to-use format, for staff to follow.

### Elected Members Induction Manual

An *Elected Members Induction Manual* was prepared to assist new Elected Members to ease into their roles as Councillors at the Town.

## Human Resources

### Organisational Change

The *Organisational Change* program to address key issues such as structure, business planning, performance management and cultural change, which commenced last year, was further consolidated during 2012/13.

This year the focus has been on developing managerial skills and competencies and extending the cultural transformational initiatives already underway into the operational management areas.

Staff response to the change initiatives has been very positive. The staff survey carried out in November 2012 showed staff satisfaction levels had risen from 58% (2010) to 76%. In addition, staff turnover dropped from approximately 26% in 2011/12, to 14% in 2012/13. This is a positive indicator that the Town's change initiatives have been accepted and supported by the staff.

A strategic focus on workforce planning was also developed against the demands of the integrated planning framework and the *Four Year Corporate Business Plan*. The workforce plan identifies the staffing demands required to meet the strategic direction of the Town, as well as the initiatives that need to be further developed to maintain a competent and committed workforce.

### Training Programs

As well as cultural transformational initiatives, the Town focused on the development of core competencies such as project management training. In collaboration with Central TAFE, the Town put together a program for project management training which is already showing benefits in the area of project development.

Occupational Safety and Health (OSH) training has been increased during 2012/2013 to address legislative compliance. All existing permanent employees will be attending a safety re-induction during 2013. Of 200 employees, 117 have been re-inducted to date.

A *Bullying & Harassment Prevention* campaign was initiated in late 2012. A majority of employees attended training workshops to help employees identify unacceptable behaviour and how to report it.



The Town's OSH injury statistics have been fairly consistent for the year. Only two 'lost time' injuries occurred with a total of nine lost days. This is a significant improvement from 2011/2012 with only two lost-time injuries being recorded, but a total of 65 lost days overall. This shows a decrease in the severity of injuries.

## **Organisational Development**

The *Integrated Planning Framework* for the Town of Victoria Park was completed on 30 June 2013 and is currently being implemented.

The Town's *Strategic Community Plan* forms the basis of planning and decision making as well as becoming the road-map for the next 15 years. The plan will guide any planning and decision making that occurs in the Town of Victoria Park.

The *Strategic Community Plan* is supported by the *Four Year Corporate Business Plan*, the *Long Term Financial Plan*, the *Work Force Plan* and five *Asset Management* plans which were all adopted by Council on Tuesday, 25 June 2013.

Approximately 450 people were involved in the engagement process that contributed to the development of objectives and projects described in the *Strategic Community Plan*.

Engagement occurred through a series of facilitated place-making workshops, face-to-face meetings, written submissions, two surveys, desk-top research and Council or Officer leadership.

The *Strategic Community Plan* has been informed by and replaced our *Plan for the Future 2011-2026*. The updated plan outlines our community engagement and how it has been used to shape our key services and projects over the next 15 years.

The *Four Year Corporate Business Plan* describes the key services and projects that the Town will deliver in the next four years. It also includes financial resources and human resources required for each key service or project.

The *Long Term Financial Plan* reflects our financial position over the next 15 years. This plan will form the basis of our annual budgeting process.

The *Work Force Plan* reflects the human resources required to operate the administrative needs of the Town over the next 15 years and shall be used annually to determine the number of staff required to complete the Town's key services and projects that are listed in the *Strategic Community Plan* and *Four Year Corporate Business Plan*.

*Asset Management Plans* (five in total) describe how the Town's assets will be managed over the next 15 years. Assets include buildings, fleet, machinery, roads, footpaths and drainage and plant and equipment.

The focus for Human Resources and Organisational Development for 2013/14 will be the implementation of the workforce planning initiatives; ongoing training in our core competencies; process analysis and improvement; and our ongoing commitment to improving the safety, health and wellness of our staff.



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*With Heart in the  
the Chain*  
**410**



This Living Canvas e Town Victoria Park



## Neighbourhood Life

### Disability Access and Inclusion Plan

The Town continued its commitment to implement the *Disability Access and Inclusion Plan 2012-2017*.

Major achievements over the year included:

- support and sponsorship of the Centre for Cerebral Palsy *Wheelie Big Day Out* in April 2013
- prior to renewing leases for premises owned by the Town, Access Consultants were contracted to develop *Disability Action Plans*
- enabling local residents who are house-bound to access library services and collections through the *Home Library Support Service*
- increased public awareness of access barriers in the built environment through the Town's *Life in the Park* publication
- installed several additional ACROD parking bays throughout the Town
- endorsed a five-year works plan for an additional 10 ACROD parking bays
- developed a works program to upgrade existing Town owned and managed designated ACROD parking bays to current Australian Standards
- expanded the Town's website *Action Form* to include provision for feedback on disability access issues
- built and maintained relationships with local specialist employment agencies
- promoted the Town as an *Equal Opportunity Employer* through employment advertisements
- ensured that contractors and agents of the Town were supplied with information on the Town's *Disability Access and Inclusion Plan* and the requirements for compliance and reporting
- reviewed policies and procedures to incorporate access where appropriate
- maintained the waste service collection for residents who are unable to place their waste bins on the verge.

## Neighbourhood Enrichment

### Events

Several large community events ranging from children's and family activities, concerts, local history and cultural activities, were hosted by the Town between October 2012 and March 2013. These included the *Twilight Concert Trio*, *Sunset on McCallum*, *Music by Moonlight*, *Edward Millen Centenary*, *Moreton Bay Fig Festival* and *Christmas Street Mall*. These events were enjoyed by more than 20,000 people.

The ever-popular *Music by Moonlight Concert* was presented in partnership with the Burswood Park Board, with support from sponsors Lotterywest and Bankwest. It featured the WA Youth Orchestra and performers from the Western Australian Academy of Performing Arts.

The Town celebrated the centenary of Edward Millen Home (999 Albany Highway) with a free community event and open day. The historic building is normally closed to the public while it awaits renovations; however on 11 November 2012 its doors were opened for public viewing and enjoyment with a range of activities, historical information and entertainment.

### Volunteering

The Town hosted the annual *Valued Veggies* event for sports and community organisations on *International Volunteer Day* in December 2012 and the *Volunteers Morning Tea* in May 2013 (National Volunteer Week) to recognise and thank not-for-profit groups and their volunteers for the contribution they make to the community.

Forty-Four *Long Service Certificates* were awarded at the event in May to volunteers that had contributed 10 or more years of continuous service to their not-for-profit organisation.



## Creative Arts

In partnership with the Victoria Park Centre for the Arts, the Town staged the *Victoria Park Art Awards* in October 2012. The exhibition was held from 20-28 October 2012 at two locations: the Leisurelife Centre and Victoria Park Centre for the Arts. The prestigious Monadelphous first prize winner of \$2,500 was awarded to John Stribling for *Only The Lonely*. The popular *Local Artist Award*, sponsored by Commonwealth Bank for \$1,000 was awarded to Susan Woods for *Strata Meeting*. The annual award attracted 188 entries.

The Town purchased three pieces from the annual awards to add to its visual art acquisitions: *Only the Lonely* by John Stribling, *Aussie Holiday at the Beach* by Ida Erhardt, and *Exploration* by Samarie Higgins.

Public Art: *Breathe* by artist Jake Coghlan was installed at the Aqualife Centre in June 2013. The artwork is fabricated in stainless steel, depicting a green sea turtle surfacing to breathe. This artwork was exhibited in the annual *Art Awards* and later purchased by the Town.

Public Art: *Boola Bidjool* by artist Peter Farmer was installed at 1015 Albany Highway, East Victoria Park. It depicts a Banksia and gecko, representing flora and fauna, showing the beauty and diversity of the natural environment.

The Town submitted an entry created by Perth Montessori School into the Local Government *Banners in the Terrace* competition during *Local Government Week*.

To inform the development of a new *Public Art Master Plan*, extensive community consultation was undertaken throughout March and April 2013. Community input was sought regarding artwork themes, placement, types, size and scale and how public art contributes to a *Vibrant Lifestyle*. An electronic survey received more than 720 responses. Feedback was also sought through static displays at shopping centres, the Town's website and the *Arts Working Group*. A novel idea of wrapping every existing artwork in bubble-wrap to spark community interest generated a great deal of feedback regarding the artworks. The *Public Art Master Plan* will be launched next financial year.

## Cultural Engagement

*Harmony Week Roadshows* to celebrate cultural diversity and promote cultural harmony were delivered at three seniors centres throughout the Town during March 2013. School students were invited to the centres for a show, which included cultural dance and film. To ensure strong sustainability of the *Roadshows* into the future, workshops have begun with each centre to deliver the *Roadshows* on their own.

*International Women's Day* events were hosted by the Town, encouraging women's fig leaf contributions to the *Tree of Life* and a celebratory function with an inspirational speaker and mocktails at the Leisurelife Centre.

*International Men's Day* was recognised in November 2012 at Leisurelife with a public session around the importance of positive male role models.

NAIDOC Week was recognised with two events for school children where over 100 students participated in a tree planting activity (in conjunction with the *Friends of Kensington Bushland*), and a BBQ with bush tucker tastings at Harold Rossiter Reserve. In addition, a public event was held at Memorial Gardens with a *Taste and Talk Aboriginal Culture* session with a performance by an Aboriginal community choir

## **Safer Neighbourhoods**

Council endorsed the *Safer Neighbourhoods Plan 2013-2016* following extensive community consultation to identify key priorities and develop crime prevention programs and initiatives that contribute toward building community resilience and capacity.

The *Security Incentive Scheme* provided financial rebates to home owners for approved security devices such as window locks, house alarms, security doors and more. A total of 115 applications were processed, with a total combined expenditure of \$11,600.

The annual *Street Meet 'n' Greet* program, which was developed by the Town to encourage residents to host a get-together with neighbours, continued to gain more community support in 2012/13. The program aims to support the Town's vision of a *Vibrant Lifestyle* for its community by encouraging people to get to know their neighbours. Twenty-two *Street Meet 'n' Greets* were held with more than 600 people involved. The program is made possible by generous sponsorship from local businesses.

## **Bookings (Parks and Reserves)**

The active sporting reserves in the Town continued to be heavily booked with organised sports through the summer and winter season.

The Town's passive reserves were also busy, with major events such as the 4WD Show and Vulture Culture's 3 x 3 Basketball Competition.

## **Youth, Sport and Recreation**

The Town was successful in receiving a grant of \$18,777 from the Department of Sport and Recreation to construct additional storage at the Higgins Park Clubrooms. The additional space for sports equipment has proven immensely useful to summer and winter clubs that use the reserve.

The Town delivered on its commitment to club development consistent with an agreement and funding from the Department of Sport and Recreation. This included the delivery of a series of club workshops and assisting clubs with advice on how to source funding, strategically plan, and take advantage of promotional opportunities.

The rotation of portable skate ramps around suburbs in the Town were enjoyed by children on tricycles, young people on skateboards and scooters, as well as parents and adults.

Information sessions were provided to culturally and linguistically diverse families and new migrants at local schools to assist them with settling into the Town and Australia.

## **Administration and Donations**

The Town continued to support individuals, community groups and schools for a variety of purposes including sports, arts, environment, welfare, travel and youth leadership.



## Digital Hub

### Overview

In July 2012, the Town received notice of its successful application to the *Department of Broadband, Communication and Digital Economy* (DBCDE) to support the establishment of the Victoria Park Digital Hub.

The purpose of the Hub is to promote connectivity of residents to the National Broadband Network, and showcase the potential of this high-speed internet to individuals.

Between July 2012 and December 2012, the Town transformed the former TAB building located at 1 Harper Street Victoria Park, to a highly sophisticated and technologically-advanced facility kitted-out with the latest digital equipment.

In January 2013 the Victoria Park Digital Hub opened its doors to the public, providing free computer courses and online training to the local community, not-for-profit organisations and businesses. Residents can participate in friendly, interactive training sessions to learn how to access and explore the online world.

### Training

The Digital Hub operates in consistency with a funding agreement with the DBCDE, including optimistic targets for individual sessions and group training sessions. The Town was successful in meeting these targets, and received high praise through participant feedback and satisfaction surveys.

Between January 2013 and June 2013, the Hub delivered a total of 256 individual training sessions and 120 group training sessions. This exceeds the targets set and amounted to a total of 1066 clients in the first six months of opening.

The most popular courses were Cyber Security; Web Research; Social Media; Internet (email and general); Windows 8; and iPads/Tablets.

### Digital Hub Partnerships

The Hub has extended its partnership portfolio to include the Red Cross, the Disability Services Commission, PVS Employment, Options Employment, a local Aboriginal art group and several community organisations linked to seniors. As a result of a program to support job seekers, seven residents have secured employment. The employment-seeking patrons were trained in how to complete online applications, edit and create resumes and cover letters.

### Digital Hub Volunteering

Critical to the success of the Victoria Park Digital Hub is the involvement of volunteers to deliver some of the training sessions and assist generally in the function of the Hub. The volunteers have proven to be the backbone to the Hub and deserve overwhelming thanks for their contributions. The Hub manager has successfully linked with volunteers through Curtin University, as well as other individuals, to deliver the training sessions. This has resulted in the ability to provide a full timetable of sessions. Special thanks to Roger Meakes from the Victoria Park Rotary Club who has been an outstanding volunteer assisting the manager from day one of the Hub opening its doors.

### Reporting

The Town submits monthly and six-monthly reports to the DBCDE for financial and operational matters, all of which to date were accepted as complete.



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## Lifelong Learning

### **The Town of Victoria Park History**

*Beyond Matta Gerup: a History of Victoria Park*, written by Dr Susannah Thompson, was launched at the Edward Millen Home centenary celebration on 11 November 2012. The publication gives a narrative of the changing social landscape in Victoria Park, the story of its people, and how they have lived and worked in the district. The book was researched thoroughly over several years and includes photos, stories and personal accounts.

### **National Year of Reading**

The Library participated in the *2012 National Year of Reading* by hosting a variety of author talks and information sessions for both adults and children throughout the year. It also held membership drives and various other activities to promote the importance of reading. This Australia-wide campaign, with the theme *Love2Read*, provided the Library with the perfect opportunity to highlight Library services and facilities to the wider community.

### **Outdoor Book Launch**

The Library engaged with local schools, inviting students to produce pages to create an *Outdoor Book* which was installed outside the Library. The *National Year of Reading* theme *Love2Read* was used by students to illustrate in words and pictures where they love to read. The success of the *Outdoor Book* project reinforces the message that libraries provide positive learning opportunities to promote reading and literacy to the whole community, in fun and creative ways.

### **3D Printer**

The Town's Library is the first public library in Western Australia to have purchased a 3D printer as a way of providing cutting-edge technology to the community. A series of 'maker' sessions with students from Ursula Frayne Catholic College made use of this leading-edge technology. The sessions have included building a circuit board, how to program the board and printing 3D pieces to go on the board. The pilot has been well received at the school, which wants to build the program into their future curriculum. It is anticipated the project will also be rolled out to other schools in the area. Publicity to promote public access to the printer began in June with several well-attended information sessions held to explain 3D printing and design. The 3D printer was launched for public access on 1 July 2013.

### **Free e-Magazine**

A suite of more than 40 new online magazines was purchased so that members can access their favourite magazine titles direct to their mobile devices or desktop. Inclusion of the e-magazines complements other items available from the digital collection including e-audiobooks and e-books.

### **Library Collection**

Several new initiatives were introduced to the Library collection including *Quick Picks*, which are new paperbacks of the latest titles, popular authors, best sellers and popular reads, and *Adult Graphic Novels*. The DVD collection was separated, labelled and categorised into TV series, movies and non-fiction topics to make locating them easier. The junior non-fiction titles were separated from the main collection and are shelved in the junior area of the Library.

### **Teddy Bears' Picnic**

The second *Teddy Bears' Picnic* was held in September and included crafts, face painting, games and pony rides for children aged two to six years.

### **Local History Writing Awards**

The biennial *Local History Writing Awards* were held with entries invited from anyone wishing to write their personal memoirs or undertake original research involving the Town of Victoria Park. This year, for the first time, a *Secondary Student Award* was included.

### **Library Statistics**

- More than 206,700 physical items were borrowed from the Library.
- More than 1,500 e-books, 300 e-audiobooks and 1,500 e-magazines were loaned.
- 2,746 new members joined. Overall membership is above 12,900.
- More than 94,900 people visited the Library during the year.
- More than 29,000 people logged onto the public access computers, while 4,000 people accessed the Internet using the free WiFi service.





© ToVP foreshore cyclepath 2011

## Healthy Life

### **Establish Active Life Business Unit**

A new business unit, Active Life, was established in May 2013 with the appointment of a Coordinator. The purpose of the business unit is to improve the community's wellbeing through the provision of health-related, community-based programs and activities. The health profile of the Town has been analysed to help determine appropriate programs and initiatives, with the main focus areas to include physical activity, nutrition and mental health for people that aren't physically active.

The business unit focuses on providing activities and programs to the non-traditional workout enthusiast. Programs include, but are not limited to, walking groups, active family days, healthy mothers' group, nutrition programs, daily step program, get fit in the park program and mental health program. Programs will be launched throughout the year.

### **Swimming Programs**

A unique program specifically for women has been developed by one of the Aqualife Swim Instructors and offers a safe, comfortable, private learning environment for female participants who are new to all aspects of swimming, to feel less exposed and more relaxed in this space. This is especially important to women of Muslim or Hindu faith and is not offered by most other aquatic centres in Western Australia. The Town has presented information at Polytechnic TAFE and has been asked to present each semester.

There have been 24 swimming carnival bookings during the period from November to March 2012/2013. This is a 50 per cent increase for the same period in 2011/2012.

### **New Equipment**

In line with the maintenance schedule, Aqualife purchased 14 pieces of new cardio equipment to assist cutting down waiting times for members in peak periods and to replace out-dated equipment. Positive comments have been received from members.

A new shade sail at the Aqualife playground has resulted in increased use of the playground area, which was rarely used previously.

Installation of LED lights in the Leisurelife Aerobics Room has improved energy efficiency.

## **Achieve Membership Target of 3000**

Gym membership numbers have remained steady across both facilities at just under 3,000. The appointment of a Health and Fitness Coordinator has seen the introduction of instructor mentoring and coaching, and member social challenges and activities.

## **Contract Personal Training**

There has been an increase in the number of contracted personal trainers on the gym floor from three to six, with two based at Leisurelife to fully utilise the space. This allows members to achieve their goals faster and makes for a vibrant atmosphere.

## **Emergency Responsiveness**

The Leisurelife and Aqualife Centres joined the *St John Ambulance WA Community First Responder* program, which creates a direct link between St John Ambulance WA, the triple zero (000) call centre, local communities and organisations. This direct link enables individuals to provide immediate assistance to cardiac arrest victims in that time critical period before an ambulance arrives – when it matters most.

On one occasion this year, the Aqualife Centre's Aquatics Coordinator and Lifeguards performed their duties extremely well to save the life of a cardiac arrest victim. The patron thanked the staff for their skills and professionalism.

## **Watch Around Water Program Re-launched**

The *Watch Around Water* program was re-launched at the Aqualife Centre through a display by Royal Lifesaving WA and several staff refresher information sessions. *Watch Around Water* was developed to address the growing industry concern regarding parental supervision of young children at public swimming pools. The program looks to:

- provide state-wide supervision standards and practices at public swimming pool facilities
- increase lifeguards skills
- raise awareness and provide information to parents of what constitutes appropriate levels of supervision for young children at public swimming pools
- increase the proportion of parents who effectively supervise their children while at public swimming pools.

Since the inception of the program there have been no drowning deaths involving young children recorded at any public swimming pool in Western Australia.

## **Fundraising**

The Healthy Life team took great delight in showing their support to a variety of charities throughout the course of the year including the World's Greatest Shave, Pink Ribbon Day, Daffodil Day, Crunch & Sip, Australia's Biggest Morning Tea and Red Nose Day. Staff were supported by a number of regular patrons and in total raised well over \$2,000 for the various charities.

## **Vacation Care**

The Vacation Care program had a 25 per cent increase in annual enrolments.







## BUILT LIFE

The Town strives for excellence in the built environment by enabling innovative design and neighbourhood planning. We endeavour to enhance our unique character by promoting high-quality development and vibrant, liveable streetscapes.

Built Life has had a busy year preparing for the introduction of electronic lodgement and online assessment of applications for both Planning and Building in 2013/14. We now look forward to providing an even higher level of service to our customers once the implementation is complete.

### Urban Planning

#### Local Planning Policy Streetscape Review

The Town has reviewed its *Local Planning Policy – Streetscape*. The review sought to ensure the Policy reflects the community's expectations for residential development within the Town, providing scope for more modern designs in appropriate locations, and encouraging sustainable design proposals.

Community responses to consultation were considered in Council's adoption of the reviewed policy.

#### Albany Highway Development

The conversion of car-yards to vibrant, high-quality, mixed-use residential and commercial continued along Albany Highway, with several being commenced or completed in 2012/13. These developments are changing the face of Albany Highway resulting in a more activated and attractive use of land for the precinct.

#### Burswood Station East

The first tower for the future *Burswood Station East Master Plan* area bounded by Graham Farmer Freeway, Great Eastern Highway and the railway was completed at the northern end of Goodwood Parade in early 2013. This marked the start of a significant high-density, mixed-residential and commercial transit-oriented development.

### Building

The Building business unit ensures buildings within the Town are safe, liveable, accessible and sustainable and meet statutory requirements by assessing building permit applications; adhering to building compliance and regulations; and, enforcing swimming pool regulation.

It has been a busy year for the business unit with 601 building permits and licences issued for a wide variety of buildings, including a major redevelopment of the Burswood Entertainment Complex to become Crown Perth and mixed-use, residential and commercial buildings. This is a 16 per cent increase in building licenses from last year.

#### Crown Perth, formerly Burswood Entertainment Complex

A number of building licences were issued for major projects at Crown Perth including a major expansion of the gaming floor, upgrading and additional dining facilities and high-end accommodation.

#### The Burswood Dome

Demolition of the Burswood Dome was approved following the construction of the Perth Arena. This is a historical event for the Town and WA as it saw the end of the entertainment and sporting events for this site with the demolition of this significant structure.

## Strategic Town Planning

The Strategic Town Planning business unit provides an integrated and comprehensive direction for the future development of the Town.

### Activity Centres Strategy

Consultants, Belingwe & Planwest, were engaged to review the *Local Commercial Centres Strategy 2003* and prepare an *Activity Centres Strategy* for the Town, based on the principles and guidelines of *State Planning Policy 4.2 – Activity Centres for Perth and Peel*.

This Strategy considers the amount of retail floor space required for each activity centre within the Town, including the Town Centre. The draft Strategy has been finalised and forwarded to the Department of Planning for comment.

### Burswood Point Redevelopment

The undeveloped land around Belmont Park Racecourse, owned by Golden Group Pty Ltd, is to become a high-density, mixed-use development to be known as Burswood Point. The *Structure Plan* and TPS Amendment were granted final approval by Council and the Western Australian Planning Commission. Work has begun on the *Detailed Area Plans* and on development application plans for the first stage of development.

The proposed development incorporates up to 4,500 dwellings, 31,000sqm of retail floor space and 60,000sqm of office floor space, with a marina, hotel and significant regeneration of the foreshore reserve. The existing racecourse will be retained and its grandstand and facilities will be rejuvenated with a community centre for residents forming part of the new development.

### Sustainability Framework

Council has commissioned a consultant to assist with reviewing the Town of Victoria Park *Draft Sustainability Framework* and preparing an updated *Sustainability Framework*. This will include a decision-making tool for all Council operations, projects and initiatives as well as development of a training program for Elected Members and staff, which incorporates the principles of sustainability into every aspect of Council operations.

Sustainability is a core competency for the organisation to ensure that decisions are made on a balanced basis with consideration of social, environmental and economic factors. The work on the *Sustainability Framework* is progressing with completion due early 2014, followed by training of staff and Elected Members later in the year.

## Strategic Projects

### Albany Highway Activation Project

Development of a high-level visioning document and framework for a more activated Albany Highway was started in 2012/13. The framework will enable future development, infrastructure, community ownership and community projects related to the Highway. It will involve engagement with businesses, residents and community to build on the work already done by Village Well Pty Ltd on the Town of Victoria Park *Placemaking Road Map*, in August 2011.

## Strategic Assets

### Land Asset Optimisation Strategy

A draft *Land Asset Optimisation Strategy* was prepared for the Town to identify the best opportunities for value release from the Town's land assets to assist in funding strategic projects for the Town. This *Strategy* is due to be completed with implementation to begin in 2013/14.



© ToVP Albany Hwy bus stop 2013, by Matt Devlin

## RENEW LIFE

Renew Life aims to provide leadership on environmental matters through effective waste management, as well as providing design and facility management services, managing the Town's assets, and ensuring that streetscapes and parks are well maintained and remain attractive for public use.

### Street Life

This financial year, Street Life managed to secure almost one million dollars in external funding from various Federal and State Government agencies. These grants have been diversified to support numerous engineering infrastructure projects, including renewal and upgrading of roads, new streetscapes, new public transport infrastructure, new pedestrian and bike paths, new road safety and traffic management devices and other public infrastructure within the road reserves.

### Road Resurfacing and Upgrades

Road works are designed to extend the roads' service life. The projects were either partly funded through Metropolitan Road Rehabilitation Group (MRRG) grants or wholly funded by municipal funds. What makes these projects stand out during recent years is that the Town has collaborated constructively with Main Roads WA, to adapt practical innovations to encourage safe road speeds. In addition, a number of these roads have been reshaped to minimise flooding risks to private properties and therefore saving hundreds of thousands of dollars that would have been required annually for the upgrading and renewal of drainage infrastructure.

### Road Safety and Traffic Management

These projects target several road locations in the Town where recorded crashes occurred. By funding safety measures such as roundabouts and other traffic management devices at these targeted locations, the program aims to reduce the risk and severity of any future crashes. Programs of this sort are effective, saving the community many times over the cost of the relatively minor road improvements that are implemented. In the Town's continuous commitment to road safety, more than \$500,000 of external grant funding has been allocated to the road safety programs as reflected in the budget for the financial year 2012/13.



## **Major Drainage Works and Upgrades**

The building out of previously vacant properties, in low-lying areas of the Town, coupled with changes in climate have resulted in relatively frequent flooding of a number of privately-owned buildings. In March 2010, a storm event recorded 40mm of high-intensity rainfall within a very short time duration for the Metropolitan Region. This event tested the conveyance capacity of the Town's underground drainage infrastructure and exposed an inefficiency within the system. The Town received numerous flooding and damage reports from residents and businesses. Since then, Renew Life has commenced implementing low-cost road modification works in conjunction with the road resurfacing projects and has developed a *Hot Spot Drainage Strategy* – a framework for guiding future policies and initiatives. The usual flooded properties have not had any repeat flood issues since 2011.

Unavoidably, due to the topography or contour levels of certain streets, upgrades of underground drainage systems will have to be carried out. This is more costly than modifying road levels and road edges and which can be done as part of the road resurfacing program. One of the underground drainage upgrade projects undertaken last year involved the installation of drainage pipes under a few established residential buildings in Bishopsgate Street. Low disturbance 'micro tunnelling' technology was used in this project.

## **New Footpaths and Cycling Infrastructure**

The Town has successfully acquired funding from the Department of Transport to install footpaths and cycling facilities. The aim of this program is to encourage sustainable, healthier and more environmentally-conscious transport and movement. New paths were designed to meet new *Australian Disability Standards*. The projects are listed below:

- Charles Paterson Reserve: new footpath and new LED lighting installed.
- GO Edwards Reserves: new footpath and new LED lighting installed.
- Hill View Footpath Connection: new bike lanes marked on the road
- Jarrah Road Street (on-road cycling path): new bike lanes marked on the road

## **Street Lighting and Roadway Audit**

This program aims to assist Western Power maintain street lighting assets and improve response times associated with lighting repairs. In early 2009, Renew Life allocated an officer and specific resources to assist in improving this service. More than two years' worth of data collection has resulted in more than 80 per cent reduction in the number of lighting faults reported. This program has literally made the Town's future a lot brighter.

## **Transport**

Street Life worked very constructively with the Public Transport Authority (PTA) to assist it to prioritise works to upgrade various bus shelters in the Town. The PTA's funding contributed to the installation of 13 new bus shelters during this report year. This number is significantly higher than that of most other metropolitan LGAs.



© ToVP Edward Millen Home 2012, by Matt Devlin

## Park Life

### Lathlain Park Precinct

The *Lathlain Park Precinct Master Plan* was further developed and costed. In May 2013 the Council received the *Business Case* relating to the plan and funds were allocated in the Town's long-term financial plan for progressing the project.

Also in May, discussions resumed with the West Coast Eagles in relation to the Lathlain Stadium site and their potential involvement in the redevelopment of Lathlain Park.

### GO Edwards Park

This year, following on from the *GO Edwards Park Concept Plan*, a detailed design, staging and costing plan is being developed. The plan will include consideration of the following:

- Landscape zones – character, active and passive areas.
- Circulation – paving and pathways.
- Landscape elements – furniture, buildings and infrastructure.
- Softscape – planting and habitat.

Some features of the plan will include an all access pathway through the parkland; a new nature based playground, sensory gardens, botanical gardens, as well as new park furniture and lighting structures. There will be an educational centre for children and families to learn about their natural surroundings with proposed habitat areas, native aquatic planting and tree species native to the parkland. The plans will be used by the Town to redevelop the park and gain external funding to assist in its delivery.

### George Street Reserve Revegetation Project

Council endorsed a concept plan to revegetate the George Street Reserve to natural bushland over an 11 year period. Major features of the concept plan include a Noongar food garden, demonstration landscapes representing the different Swan Coastal and Bassendean Sands soil-types found in the area, native tree food source for the endangered Carnaby's Cockatoo, carbon offsetting for the Town vehicle fleet and a limestone pathway network linking the adjacent Kensington Bushland and Harold Rossiter Reserve.

Stage one of the plan involved the installation of the limestone tracks and access paths, all of which were completed.

### **Raphael Park and Parnham Reserve Lighting Projects**

In 2012/2013, after previously assessing the floodlighting capabilities of the active reserves, the Town arranged a specialist lighting consultant to design lighting plans for Parnham and Raphael Reserves. The designs also included detailed tender specifications for the lighting upgrade. It is anticipated this upgrade will be instigated in the following financial year.

Other minor parks projects completed over 2012/2013 include:

- renewal of the bore and cabinet at Carlisle Reserve (\$51,000)
- Shepperton Road Entry statement (\$118,000)
- in-ground reticulation extension at McCallum Park – Stage 1 (\$64,000)
- new shade sails installed at Fletcher Park (\$21,000)
- upgrade of fitness equipment and playground equipment McCallum Park (\$79,000)
- renewal of bollards at Read Park (\$10,000)
- renewal of bollards at McCallum and Taylor Reserves – Stage 1 (\$80,000)
- link path to infrastructure at Hawthorne Reserve (\$29,000)
- new shade sails at Aqualife playground (\$15,000)
- renewal of shade sails at Carlisle Reserve (\$19,000)
- new retaining walls for garden beds in Memorial Park (\$15,000).

## **Assets**

### **Buildings and Maintenance**

Three major building projects were completed in the past financial year.

The \$1.2 million refurbishment of the Depot Administration Centre, with interior design by Interite Interiors and construction by Tricrest Builders has achieved a durable and flexible building. The two main parts are an office complex, which now provides accommodation for the Depot-based employees including Rangers. The additional conference and training facilities have also provided a valuable asset to existing Council facilities. The electrical switchboard is capable of accepting emergency power back up. This enables the Depot to operate with light and power when required in emergency situations.

A \$700,000 refurbishment of the former TAB building in Harper Street has demonstrated a need for education facilities for the general public to gain greater access to programs in the use of social media and to up-skill their knowledge in the use of computing software.

Both buildings have been finished in a vibrant nature to reflect the importance of municipal buildings.

An extension to the Higgins Park Clubrooms has included a large storage area. This was a \$60,000 project. Additional effort was taken to ensure the extension complements and is part of the main building.

The Edward Millen (Rotunda) refurbishment continued. The restoration of the staircase balustrade and the painting of the downstairs rooms in an original colour scheme have restored dignity to the 'grand old lady'. The celebration of the 100-year anniversary demonstrated the public interest in wanting to visit and spend time in the Edward Millen Reserve.

The Town's administration building has increased accommodation capacity, achieved with minimal building changes and recycling of the purpose-built desks. The facilities in the two meeting rooms have been upgraded and provide much-needed training facilities. Data and electrical cabling has been improved making the rooms much more user-friendly for presentations.



The electrical system in the building also received a major overhaul. The electrical sub-boards on the ground floor and first floor provide a fully-compliant system. As part of the upgrade process, a stand by generator set was installed. This unit will automatically provide back-up power to the file server room equipment if mains power fails.

### **Cost-saving Initiatives**

A number of initiatives to address the cost of utilities at several of our major buildings were undertaken. High energy using security lights at Edward Millen (Rotunda) have been replaced by LED lighting.

Security lighting around the Leisurelife Centre was also upgraded with LED security lighting. LED lighting has been installed in some of the rooms at the centre and this has increased the light levels and reduced the power requirements.

Replacement of old and inefficient air conditioning units in the drama and aerobics rooms, as well as skylights around the centre have been replaced with current technology that provide greater light level, better thermal efficiency and far greater security.

Measures are also being taken to address water usages within the Aqualife complex. It is pleasing to note that this is not likely due to losses from pool vessels.

Significant funds have been spent on stopping water intrusion into our major buildings. The cause for the water intrusion is attributed to two things: lack of access to roof areas; and, aging and deteriorating sealants around roof penetrations.

### **Minor Building Works Undertaken**

- Rebuilding of an exterior toilet at 874 Albany Highway.
- Construction of a carport at the Library.
- Replacing the Library carpet.
- Preparations were undertaken to make the building previously used for Carlisle Pre-Primary functional for Carlisle Victoria Park Play Group.
- Provision of breast-feeding rooms at major Council buildings.
- Building of a bin storage enclosure and cleaners' storage room at the RSL VC Gurney building.

### **Other Asset Functions Achieved**

- Full footpath inventory of the Municipality.
- Updated data for the Town's drainage infrastructure. The data collection process used GPS equipment. The knowledge base is available on the Council's website.
- The Town's *Customer Request System* has been expanded to include and report on requests from Elected Members.
- The Town's *Customer Request System* has been expanded to include and report on defects associated with the Town's *Cleaning Tender* for its major building assets.
- Full inventory of mechanical assets to provide for improved management of air-conditioning equipment.
- Finalised documentation for installation of fire detection services at the Leisurelife Centre.
- Review of all existing Asset Management Plans



© ToVP Customer Service Officer, Sally, 2013

## BUSINESS LIFE

### **Business Performance**

#### **Customer Service**

Remodelling the area behind the reception desk has seen the start of the next phase of our 'Are You Being Served' project. This involved centralising services previously being delivered from multiple locations within the administration building. That is, having a centralised (singular) service point. The Cashier has been relocated, as have the Switch Operator and Renew Life Customer Service Officers, to the remodelled reception area. Each of these services is now delivered from the one new service area.

The Customer Service Team is now being cross trained to further enhance this model of service assistance. This will allow all general information and requests to be completed in the one transaction with the Town. This supports the Town's overarching *Customer Service Objective* in making it easy to interact and do business with the Town.

#### **Finance**

A major achievement this year was the preparation of the 15-year long-term *Financial Plan* as part of the new *Integrated Planning and Reporting Framework*. This document provides an excellent framework for assessing both the financial sustainability of the Council, and any major project that is being considered.

The Rates team have been actively focused on the collection of rates. This has resulted in over 99 percent of outstanding rates for the year being collected.

The process for purchasing was reviewed and resulted in a complete overhaul of the old procedure. Staff are now preparing all requisitions online (through a computer-based system as opposed to a paper-based system). This enables improved control over suppliers and allows improved analysis of purchasing patterns.

## Information and Communications Technology

The major focus for the Information Communications Technology (ICT) team in 2012/13 was the implementation of TRIM. TRIM is the new electronic records management software package due to 'go live' in the first half of 2013-2014. The new software has several advantages including integration with both our Council software package and our GIS software. The implementation of TRIM also enables the utilisation of enhanced scanning software and new Council agenda and minutes software.

Throughout the year, the ICT team has also successfully completed several projects including the following:

- introducing a video conferencing system
- upgrading the power supply systems for the computer servers including larger Uninterrupted Power Supply and installation of a backup generator
- implementation of a new IPFX phone console enabling significantly enhanced telephone functionality to employees
- several hardware and software upgrades including system security enhancements
- introduction of a Town webcam available on the internet and the intranet.

## Business Development

### Economic Development

The major focus of the Business Development team has been to continue increasing the Town's communication with the local business community and gain a better understanding of the issues that are important to them, especially with the introduction of a *Parking Management Plan*.

Relationships continue to be forged with local stakeholders, including:

- the Local Chamber of Commerce and newly established Vic Park Collective
- neighbouring Councils Economic Development Officers (City of Perth, City of South Perth, City of Belmont and City of Vincent)
- inner-City NBN Cluster: City of Melville, City of South Perth and the Digital Economy Branch Innovative Industries, Industry & Innovation Department of Commerce
- larger business entities in the Town such as Crown Perth, Monadelphous, Curtin University, Technology Park and Innovation Centre
- the WA Economic Development Practitioners and Economic Development Australia.

### Environmental Health

The Regulatory Services team has conducted trials of new mobile computer technology to help the team reach their work requirements more efficiently. This is on-going and has not yet been finalised.

The Environmental Health business unit successfully drafted a *Mosquito Management Plan* that was approved by the Department of Health. This was due to the Town joining a *Contiguous Local Authorities Group* (CLAG), as a Department of Health funded and supported initiative. The CLAG to which the Town is a member comprises the following local government authorities: Town of Victoria Park, City of Belmont, Town of Bassendean, City of Bayswater and City of Swan.

This Unit was also involved in the approval of notable events over the past year, all of which reached the requisite standards. The longest running event, which took place at Curtin University and Burswood Parklands, was *Movies by Burswood*.



The Town's *Health Local Laws 2003* were reviewed and, following comments from the Department of Environment and Conservation, two new local laws will be drafted for Council's consideration that will amend the one currently in effect.

A review began on the *Activities on Thoroughfares* and *Trading in Thoroughfares and Public Places Local Law* and it is expected that this will be completed in early 2014.

### **Parking Management**

The Parking Management Committee has been instrumental in guiding the Town through preparation of a *Parking Management Plan*. This Plan considers the manner in which the Town can achieve equitable access to limited parking resources for the benefit of the community. The Plan was adopted by Council in early 2013 and will enter the implementation phase later in the year.

To support the *Parking Management Plan*, Council also adopted a new *Parking Fee Structure* and a *Parking Permit Policy*. The *Parking Local Law* will be amended later in the year to further support the changes.

### **Rangers**

The Town actively worked with the City of Belmont for larger scale emergency management events. A desktop exercise was successfully completed that tested the joint *Emergency Management Arrangements* under a situation of an evacuation at the Ascot Race Course.

The Town also completed a smaller scale joint *Emergency Management Project* with the City of Belmont. That project was federally funded and targeted both seniors and businesses to build resilience to emergency events. The Town will now prepare *Emergency Management Packs* for seniors and *Disaster Plan Packs* for businesses, and deliver them to senior facilities and local businesses.

The Town successfully applied for a \$5,000 grant to subsidise sterilisation for cats, with the introduction of the new *Cat Act 2013*. The subsidy will be delivered in the 2014 financial year. Significant administrative work has been undertaken in preparation for the *Cat Act 2013*, which came into effect substantially on 1 November 2013.

We are proud to note that, during the year, one of the Town's Rangers received the *Western Australian Ranger of the Year Award 2012*.

### **Revenue Development**

The Town received funding approvals and sponsorship of \$4m during 2012/13 across the five Life Programs. Assistance and training has also been provided to local clubs and organisations to position them for sourcing external funding partnerships.

In keeping with the Town's *Engagement Strategy*, officers have continued to build strong business relationships and will continue to position the Town as being 'good to do business with'. A corporate networking database has been developed to assist in the identification of relationships the Town already has with key stakeholders and the importance of developing new relationships throughout the local area, industry and government networks.







### COMMUNITY LIFE PROJECTS

#### **Neighbourhood Life**

##### **Develop and Implement a Community Life Plan**

This project was renamed the *Neighbourhood Living* document to reduce any potential confusion with the *Integrated Planning Framework* commitments of the *Strategic Community Plan*. The *Neighbourhood Living* document was scoped throughout March and June 2013 in preparation for rolling out the full community engagement strategy in July–August 2013. The purpose of the *Neighbourhood Living* document is to capture the desires and aspirations of each neighbourhood within the Town, investigating ways that residents, business, community groups and Council can take ownership of delivering meaningful initiatives to support a vibrant lifestyle at a local level. The document will focus on the following themes: literacy and local history; joining clubs and volunteering; physical activity and healthy lifestyles; and art and culture.

##### **Encourage and Promote Artistic Expression in the Town of Victoria Park**

Extensive community engagement informed the drafting of a new *Public Art Master Plan*, proposed for endorsement by Council in October 2013. Feedback from all sectors, including the peak arts industry bodies, was overwhelmingly positive, providing a strong platform to launch a new and more sophisticated approach to public art throughout the Town in the coming years. It is intended to install a wide variety of new artwork in a variety of themes including quirky, historical, digital, environmental and functional.

Throughout March 2013 three separate café precincts were activated with street performances including acrobatics, music, magic and art. This project aimed to support the Town as a 'living canvas', with incidental and creative discoveries adding vibrancy to the Town's neighbourhoods.

The Town increased its commitment to visual arts by including a new arts component at the Christmas Street Mall and Edward Millen Centenary.

##### **Develop an Interactive History Centre and Civic Centre within the Town.**

The proposed Town Centre includes the development of an Interactive History Centre, Library redevelopment and other civic uses. An amount of work was undertaken by the Local History Coordinator regarding possibilities for an interactive history centre. More resources and energy will be placed into this project when the parameters for the *Town Centre Project* are more clearly defined.

##### **Continue to Implement and Review Community Safety Plan Initiatives**

In 2013, Council endorsed its new *Safer Neighbourhoods Plan 2013-2016*, which was informed through significant community consultation with residents, businesses, key agencies and other stakeholders. The Town's *Community Safety Working Group*, which comprises Elected Members, staff, residents, Police representatives, key stakeholders and agency representatives, met bi-monthly to guide and monitor implementation of the Plan. The *Community Safety Working Group* supports the Town with an ongoing process of consultation and review of the *Safer Neighbourhoods Plan* to ensure community safety and crime prevention initiatives align with key priorities.



The new plan outlines initiatives for implementation with the following goals:

- Goal 1: Early intervention to improve the wellbeing of children and families.
- Goal 2: Youth justice and reducing re-offending.
- Goal 3: Preventing and responding to anti-social behaviour.
- Goal 4: Addressing and reducing drug and alcohol related crime.
- Goal 5: Targeting priority offences.

### **Enhanced Access and Inclusion**

The Town continued to implement initiatives consistent with its *Disability Access and Inclusion Plan 2012-2017*. The Town's *Disability Access Working Group* met quarterly to review, progress and guide project implementation.

## **Healthy Life**

### **Develop and Implement a Healthy Life Plan for the Town of Victoria Park**

The appointment of an Active Life Coordinator in May 2013 saw work begin on the development of a *Healthy Life Plan*. To date, an analysis of the health profile of the Town has been undertaken. This has resulted in the introduction of community-based programs and activities for those that are not exercise enthusiasts. Programs will include, but are not limited to, walking groups, active family days, healthy mothers' group, nutrition programs, daily step program, get fit in the park program and mental health program. Assessment of the programs will inform the development and implementation of the *Healthy Life Plan*.

### **Develop a Leisure Facilities Master Plan Focusing on Future Development and Business Improvement**

This project was renamed the *Sport and Recreation Facilities Strategy*. Work has started on developing the Strategy, including extensive consultation with local sporting clubs and relevant staff. The Strategy is due to be presented to Council for consideration before the end of 2013.

### **Develop a Multi-purpose Sports Facility**

This project was renamed the Carlisle Lathlain Community Centre in December 2012 with the purpose remaining to consider the development of a multi-purpose facility. In May 2013 a Business Case for the Carlisle Lathlain Community Centre was presented to Council for consideration. Council resolved to defer a decision regarding the development until they had received and considered the *Land Asset Optimisation Strategy* and *Sport and Recreation Facilities Strategy*, both due before the end of 2013.



© ToVP Burswood Park 2012

## BUILT LIFE PROJECTS

### Urban Planning

#### **Review the Development Function of Council (Processes, Policies and Local Laws)**

The Town has reviewed its *Local Planning Policy – Streetscapes*. The review sought to ensure the policy reflects the community's expectations for residential development within the Town, providing scope for more modern designs in appropriate locations, and encouraging sustainable design proposals. Community consultation was undertaken and responses considered in Council's adoption of the reviewed policy.

Urban Planning is preparing for the introduction of electronic lodgement and online assessment of applications for both Planning and Building in 2013/14. We look forward to providing an even higher level of service to our customers once the implementation is completed. Planning application assessment checklists will be further implemented as part of this process.

### Building

#### **Review the Building Services Function of Council (Processes, Policies and Local Laws)**

Building continues to review its processes and policies to ensure that it is abreast of all contemporary building services requirements and processes. Building is also preparing for the introduction of electronic lodgement and online assessment of applications 2013/14 and also anticipates providing better service to our customers upon implementation. Building Permit application assessment checklists will be further implemented as part of this process.

#### **Work with Other Program Areas to Enhance Access in the Town**

Building continues to strive for excellence in the delivery of accessible buildings and coordinates its efforts across the organisation to enhance universal access to homes, parks, streets, businesses and facilities within the Town.



© The West, Burswood Peninsula development

## FUTURE LIFE PROJECTS

### Strategic Town Planning

#### **Complete the Local Planning Strategy and Town Planning Scheme Projects**

Strategic Town Planning has continued to progress towards the completion of the Town's *Local Planning Strategy* and *Local Planning Scheme No. 2* despite significant delays experienced at state planning level. This is by nature an extensive and time-consuming process often taking in excess of five years to go through due processes.

#### **Preparation of a Virtual 3D Model**

This year, Strategic Town Planning undertook a comprehensive built form study of the Albany Highway precinct to explore the implications associated with more intense development along the portion of Albany Highway running through the Town of Victoria Park. There is an increasing desire to consider higher intensity development within activity centres in Perth. Residential apartment developments are of particular interest. This study looks at development from the Causeway end of Albany Highway to the point where it intersects with Shepperton Road. The long-term sustainability of inner urban areas such as the Town of Victoria Park can only be achieved if social, economic and environmental issues are considered in equal measure.

The results of the study along with the Causeway precinct review and the *Town Planning Scheme* will provide the basis for the preparation of a digital 3D built form model for the area, defined as specified areas in the Town's *Urban Design Study*, to be completed in 2013/14.

#### **Develop and Implement a Sustainability Framework for the Town**

Preparation has begun on development of a *Sustainability Framework* for the Town, including a decision making tool for all Council operations, projects and initiatives, as well as for development of a training program for Elected Members and staff to incorporate the principles of sustainability into every aspect of Council operations.

In particular, a decision-making tool needs to be developed for all Council operations for the *Sustainability Framework* to be implemented across the organisation. This decision-making tool needs



to be in a format that allows for inclusion in Council Reports. A training program for Elected Members and staff will accompany implementation of the *Sustainability Framework* to ensure they are well equipped to consider sustainability in their decision making, projects and initiatives.

This process has started and is due for completion in March 2014.

### **Burswood Station Masterplan**

A draft *Burswood Station East Master Plan* was completed by the Town and draft *Burswood Station West Master Plan* was completed by the Department of Planning in collaboration with the Town. The two master plans, when adopted will form the basis for the redevelopment of the land around the Burswood Station into a high-density mixed-use, transit-orientated development. Progress on this is delayed by the progress of the draft *Burswood Peninsula District Structure Plan* as a result of the impending location of the Perth Stadium within the Burswood Peninsula area. Once the *Burswood Peninsula District Structure Plan* has passed through Cabinet and is advertised, the draft master plans for Burswood Station East and West will also be advertised for public comment. This is likely to occur in 2013/14.

## **Strategic Assets**

### **Land Asset Optimisation Strategy**

A draft *Land Asset Optimisation Strategy* was prepared for the Town to identify the best opportunities for value release from the Town's land assets to assist in funding strategic projects for the Town. This is an innovative process to seek to ensure the long-term financial sustainability of the Town and to assist it deliver community needs and strategic projects as defined in the *Plan for the Future*. Analytical work was substantially completed in 2012/13 with this strategy due to be completed in 2013/14.

## **Strategic Projects**

### **Implement Strategic Projects Identified by the Town**

#### *Edward Millen Site*

Only limited progress has occurred on this project in 2012/13 with updates to the vegetation survey, discussions on landscaping and future use options and heritage listing constraints and opportunities for development, becoming more understood. The new financial year will see greater focus on this project and work on the activation of this site for the community will begin with the *Edward Millen Working Group*.



Grevillea Winpara Gem

## RENEW LIFE PROJECTS

### **Park Life**

#### **Town Greening Plan**

Park Life has been developing a comprehensive Plan and Strategy to 'green' the Town. The Plan explores sustainable street tree management and streetscape development, parks management and improvement strategies. This project has started and is anticipated to be completed in the 2014/15 financial year. As part of this 'greening' process a *Street Tree Master Plan* has been developed and the Town has moved towards cyclic pruning of street trees, ensuring the 11 areas within the Town are pruned at least once a year. The *Street Verge Landscape Guide* has been revamped and is available on the Town's website. These guidelines encourage the use of water-wise plants.

Street tree removals and plantings are also recorded on the Parks business unit database. A risk assessment matrix has also been developed for potentially dangerous trees.

#### **Lathlain Precinct**

Council received the Business Case which was developed in relation to the *Lathlain Precinct Master Plan*. The Business Case identified costings and a staging plan to progress the redevelopment of Lathlain Park, including the construction of pathways, playgrounds, park land, dog exercise area, refurbishment of the Perth Football Club facilities and associated car parking facilities. Council also endorsed the demolition of the existing Playgroup/Toy Library building and resolved to construct a new community facility at Lot 59 Lathlain Place, along with major streetscape improvement works on Lathlain Place and progress the planning for the redevelopment of the adjacent Rayment Park.

#### **McCallum Park Plans**

The *McCallum Park Master Plan* is under review in conjunction with the Town's *Foreshore Access and Management Plan*, with specific items such as reticulation infrastructure and land tenure rationalisation being progressed. The McCallum Park project remains a major component of the *Swan River Activation Strategy* in Victoria Park.

### **Develop a GO Edwards Concept Plan**

The *GO Edwards Concept Plan* looks to improve the quality and usability of this recreation area as well as improve the environmental and biodiversity of the parkland. Stage One, being the development of the Plan was completed this year and endorsed by Council with budget set aside in 2013/14, for a detailed design, staging and costing plan to be done as Stage Two.

### **Develop a George Street Reserve Revegetation Project**

An 11 year revegetation plan for this reserve was created and endorsed by Council.

In 2012/13 the first stage, which included the installation of all limestone paths, was completed. Funding for Stage One has been included in the 2013/14 budget.

### **Develop a Foreshore Access / Management Plan**

The Town's connection to the river by land, places a special need on management of water quality, vegetation, fauna and physical access to the foreshore. The Town does not have access to all parts of the foreshore due to private or government ownership and jurisdiction, but it is critical that access is not only maintained but enhanced. To ensure consistency in management and equitable access for the community, the Town endeavours to develop a *Foreshore Access Management Plan*. A riverbank funding application for assistance toward the development of the plan was submitted to the Swan River Trust.

### **Develop an Environmental Plan**

A comprehensive *Environmental Plan* is being developed to focus on the few high-leverage initiatives which address our environmental obligations. This plan will focus on five key areas: Natural Areas and Biodiversity; Climate Change Adaptation and Greenhouse Protection; Water Management; and Land Management. A draft of this plan has been developed and referred to the *Community Environmental Working Group* and will be out for public comment in 2013.

## **Assets**

### **Prepare an Asset Management Plan for Key Assets**

The Town has many assets that can maximise returns for the Town, or be used to leverage other Town developments. This year, we completed the comprehensive *Asset Management Plan* for the following asset classes – Buildings and Land; Drainage; Parks; Plant and Equipment; and Roads and Pathways. These will now form the basis for the Town to assess and optimise assets which will contribute to the Town's sustainability. It will also enable us to measure what we have and then estimate possible returns from better utilising these assets in the future.

### **Prepare a Building Management System**

Built assets of the Town are to be maintained to the best standards possible. A *Built Assets Management System* aims to ensure there is a systematic way of managing these assets. The system is currently being developed and reviewed.

### **Optimise Fleet Management**

The Town's fleet is extensive. We will develop a *Fleet Management Plan* to optimise the fleet. A review has been completed. The review process will continue as the Town's fleet environment and market conditions change.



## **Develop a 10-year Works Program and Financial Reporting System for all Key Assets**

As part of the development of the Town's *Asset Management Plans* and integration with the *Long Term Financial Plan* the Town developed 15-year capital (new, renewal, upgrade) programs. Progress with the works will be in accordance with annual budget allocations, with the programs being reviewed annually to ensure currency.

## **Infrastructure for the Causeway Precinct**

The Causeway Precinct is experiencing significant demand for development. The infrastructure in the area should be exemplary of what we seek for the Town. To this end, development of an *Infrastructure Standards Framework* that defines our expectations is anticipated for the development of the area. The *GO Edwards Concept Plan* and the intersection treatment at Teddington Road and Burswood Road, including part of the changes in this area, have been completed.

## **Street Life**

### **Develop Business Cases for Waste Management**

As the Town grows and waste management becomes more costly, there is a need to explore the potential for business to manage waste within the Town in a manner which will minimise the continued impact on the local community. These business cases have now been completed and are planned to be implemented during the 2013/14 financial year.

### **Review Renew Life Functions, Systems, Policies and Local Laws**

Through the adoption and application of the *Business Excellence Framework* we have reviewed both the waste management process and fleet optimisation system this year – with outcomes from these reviews due to be implemented.

## **Transport**

Street Life has completed the Town's *Integrated Movement Network Strategy* which is now being used to guide future transport infrastructure works associated with the movement of people and services. This strategy has been endorsed by Council, the Department of Transport, Main Roads WA, Department of Planning, Public Transport Authority and other stakeholders after a comprehensive consultation and review process. This document has been reported in the news as the first of its kind in the Western Australian local government sector.

### **Causeway Precinct Plan**

Street Life has been in consultation with various transport agencies and is currently reviewing the concept design for the proposed road upgrades within the Causeway precinct.



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## BUSINESS LIFE PROJECTS

### **Business Effectiveness**

#### **Business Continuity Plan**

As part of the annual review process typical of maintaining a robust *Business Continuity Plan*, the Plan is being reviewed and updated to include critical functions, business impact analysis data and determination of which officer is responsible, accountable, consulted or informed in an emergency situation.

#### **Develop a Revenue Diversification Plan**

##### *Grants and Funding*

The Town received funding approvals and sponsorship of \$4m during 2012/13 across the five Life Programs.

Strategic management plans and training have also been developed in consultation with local clubs and organisations to position them for sourcing external funding partnerships.

A corporate networking database was developed to focus on the relationships the Town has with key stakeholders throughout the local area, industry and government networks.

##### *Digital Communities Suite of Funding*

In 2012, The Town received funding from the Department for Broadband, Communications and the Digital Economy to develop a Digital Hub and deliver the *Digital Enterprise and Digital Local Government Programs*. A mobile i-Van vehicle to service members of the community unable to access the Hub also formed part of the Digital Hub project.

All three programs are scheduled for completion in 2014 and cover off on the community's collective transition to the digital economy, ensuring that the nation is competitive in the global economy by 2020. Business Foundations Inc. has been instrumental in delivering the *Digital Enterprise Program* to local businesses including the *Enterprise 1 Program*.

The Town has built a strong reputation as a leader within Local Government for transitioning to the digital economy and delivery of a digital democracy.

#### *Parking Management*

Whilst not the rationale behind the *Parking Management Plan*, it is acknowledged that a revenue stream is likely, and this will assist in the roll out of the *Integrated Movement Network Strategy*.

## **Economic Vitality**

### **Prepare a Town-wide Economic Development Strategy**

#### *Economic Development and Tourism Plan 2013-2020*

An *Economic Development and Tourism Plan 2013-2020* has been drafted following comprehensive community, business and government consultation.

The purpose of the *Economic Development and Tourism Plan* is to:

- provide vision and direction for the sustainable economic development of the Town of Victoria Park by focusing on partnerships
- provide local business traders with training opportunities as they transition to the digital economy
- showcase the vibrant lifestyle of the Town of Victoria Park through effective place-making
- increase public safety through visitor presence in the Town
- encourage research and development within the Town
- work collaboratively to value-add to the Town's program of festivals and events
- create an environment that attracts investment in keeping with the Town's community values.

It is expected to be brought before Council for consideration and adoption later in 2013.

#### *Wi-Fi*

The Town has secured an uncontested broadband service of 40Mbps upload, 40Mbps download including a redundancy component. This service will drive the installed internal Wi-Fi solution at the Town's Administration Centre as well as a high capability, seamless external Wi-Fi solution to the length of Albany Highway from Shepperton Road to Shepperton Road. The external Wi-Fi solution will assist in supporting business activation, place-making and increased public safety.

### **Develop Marketing Initiatives to Attract Tourists**

The *Economic Development and Tourism Plan 2013-2020* captures initiatives to attract tourists and increase economic activity in the Town. This document will be a key driver in increasing the tourist population through the identification of opportunities and a collaborative approach to achieve targeted outcomes.

### **Implement the Town of Victoria Park Business Access Project**

Fifty business sites and community venues were audited in Stage One of the project entitled '*You're Welcome*'. The project aims to provide access to the whole community when in Victoria Park. The results of these audits are posted on the '*You're Welcome*' website. This project supports the Town's *Disability and Inclusion Plan 2012-2017*. Additional sites will be undertaken in Stage Two during 2013/14.





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## STATUTORY REPORTS

### **Competition Principles Agreement – National Competition Policy**

The *Competition Principles Agreement* (CPA) is a contractual agreement between the Federal Government and all State and Territory Governments. Local government is committed to the CPA through the State Governments' involvement. The focus of the CPA is to ensure that all public enterprises operate in a transparent manner in the best public interest. This requires that public enterprises review their operations to ensure that they do not have a competitive advantage or disadvantage resulting from their status as public enterprises. To ensure compliance with the CPA, local governments are required to include in their annual reports certain particulars in relation to CPA. The Town supports the concept of the CPA and in this regard the following particulars are reported.

### **Competitive Neutrality**

This principle deals with ensuring that government business operations do not have any advantage or disadvantage in comparison with the private sector. At present no activities undertaken by the Town have been classified as either a *Public Trading Enterprise* or a *Public Financial Enterprise* by the Australian Bureau of Statistics. During the reporting period the Town did not receive any allegations of non-compliance with the principles of Competitive Neutrality.

### **Structural Reform of Public Monopolies**

The Town does not operate any Public Monopolies within the CPA definition and accordingly there is no reporting requirement. The Town did not privatise any activities during 2012/13.

### **Local Laws**

During the 2012/13 Fiscal Year the Council commenced a review of the Town of Victoria Park *Health Local Law 2003* and the Town of Victoria Park *Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law*. The review of these Local Laws will be finalised during the 2013/14 Fiscal Year.

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

These regulations require the reporting of various offences by Council Members, as prescribed by the Regulations. Council Members must comply with their obligations under the *Local Government Act 1995* and subsidiary legislation. Complaints about Council Member conduct are to be made to the Complaints Officer who, in accordance with section 5.120, must be a designated senior employee. The Town's Complaints Officer is the Chief Executive Officer. It is pleasing to report that for the 2012/13 Fiscal Year no complaints were received concerning Council Members and, therefore, no reports were necessary.

## **Public Interest Disclosure**

In accordance with the requirements of the *Public Interest Disclosure Act 2003* (the Act), the Town has established procedures to facilitate the making of disclosures under the Act. These procedures set out the processes in place in respect to protected disclosures generally, to protect people from reprisals for making protected disclosures, and to provide guidance on investigations. In the 2012/13 Fiscal Year no disclosures relating to improper conduct were made to the Town.

## **Compliance Audit Return**

All local governments are required to carry out an annual compliance audit for the period 1 January to 31 December as required by the Department of Local Government. The Return includes a range of compliance categories to be met by local government. The *2012 Compliance Audit Return* was presented to Council on 12 February 2013. In all areas the Town was 100 per cent compliant in the 2012 Audit except for the *Disclosure of Interest Category*. This was attributed to one staff member being on long service leave when the annual return was required to be lodged prior to 31 August 2012. The staff member did however complete the annual return on the day he resumed work from leave. A certified copy of the Return was submitted to the Director General of the Department of Local Government on 19 February 2013.

In addition to its statutory obligation the Town introduced its own quarterly in-house Compliance Audits to ensure that it complies with its regulatory requirements pursuant to the *Local Government Act 1995* (the Act). The Act prescribes that only an Annual Compliance Audit is undertaken.

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

The requirements of the *Local Government Act 1995* in reporting the financial interests of Council Members and Senior Employees were complied with. This register was implemented on 1 July 1997 in accordance with the requirements of the *Local Government Act 1995*. It is held in the Chief Executive Officer's office and is available for viewing by the public.

## **Disability Access and Inclusion Plan**

*The Disability Service Act 1993* (amended 2004) mandates that all Local Government Authorities develop and implement a *Disability Access and Inclusion Plan* (DAIP). The Town's *DAIP 2012-2017* contains seven Outcome Areas, which outlines tasks and actions which guide Council staff, agents and contractors in delivering work practices to the public that are consistent with relevant Australian Standards for access and mobility, and which are inclusive of people with disabilities within our community.

The Minister for Disability Services is required to table a report in Parliament each year on the progress of DAIPs in Western Australia. The Town submitted its progress report for 2012/13 to showcase achievements across the seven Outcome Areas. The Town was able to report on the number of Outcome Areas supported by agents or contractors, as per prior reporting requirements, however due

to a late change in reporting requirements by the Disability Service Commission (DSC), the Town was unable to report against the number of tasks as listed under Outcome Areas which were implemented by agents or contracts on behalf of the Town. The DSC has advised that following feedback from various local government authorities, reporting requirements for 2013/14 have been amended.

### **Business Continuity**

A comprehensive *Business Continuity Plan* for the Administration Building was developed for various emergency situations. Major catastrophes that require the Building to be evacuated for some length of time will result in staff being relocated to the Leisurelife Centre so that the Town can continue to provide its normal business activities. The Plan is now being revised and also expanded to include the Town's Depot, Library, Aqualife and Leisurelife facilities.

### **Employee Remuneration**

Set out below, in bands of \$10,000, are the number of employees at the Town entitled to an annual salary of \$100,000 or more as at 30 June of each year.

<b>Salary Band \$</b>	<b>2013</b>	<b>2012</b>
100,000–109,999	2	7
110,000–119,999	8	1
120,000–129,999	0	0
130,000–139,999	0	0
140,000–149,999	0	0
150,000–159,999	0	3
160,000–169,999	4	1
170,000–179,999	0	0
180,000–189,999	0	1
190,000–199,999	0	0
200,000–209,999	0	0
210,000–219,999	1	0
<b>Total</b>	<b>15</b>	<b>13</b>



## Information Services – Records 2012 / 2013

The Town of Victoria Park is committed to the reliable and systematic management of government records in accordance with state legislative requirements and best practice standards. The Town's *Record Keeping Plan* (as required by the *State Records Act 2000*) was initially approved by the State Records Commission in 2004 and subsequently reviewed in 2009.

The Town introduced an electronic *Document Records Management System* (eDRMS) into the organisation in 1994. The current record keeping system, whilst offering a central repository for all corporate information, has become limited in its functional application and system enhancements are no longer available. The new eDRMS (TRIM) is in line with the Town's strategic vision for integrated office software systems, and supports the use of the most current record formats and electronic file types for document encapsulation, storage and recall.

The metadata conversion project to transfer all existing documents and files held within the Town's redundant eDRMS to the new system has begun. The new eDRMS is scheduled to be rolled out in late 2013.

The Town operates an ongoing record keeping training program to ensure staff are aware of their record keeping roles and responsibilities. Training is compulsory for all staff responsible for the creation, collection and use of records during their employment with the Town. The record keeping training sessions address the use of the eDRMS, record keeping responsibilities, legislative framework, operational procedures, and retention/disposal requirements. A total of 37 staff participated in a record keeping training session during 2012/2013.

Measurement of corporate record keeping performance indicators during this period as compared to last year's figures are in the table below.

Performance Indicator	2011 / 12	2012 / 13	Trend
Number of new files created	1,360	1,103	↓ 19%
Number of documents registered	37,945	39,535	↑ 4%
Number of files retrieved	1,387	1,839	↑ 1%
Number of <i>Freedom of Information Applications</i> received	9	5	↓ 44%
Response time of <i>Freedom of Information Applications</i> (average number days)	40	31	↓ 23%

In March 2007, a building licence automation project began, whereby all envelopes which have passed the three-year inactive storage stage are transferred to an off-site storage facility. The Town has approximately 40,056 envelopes stored off-site and 3,216 stored on-site.



**Town of Victoria Park  
Financial Report  
For the year ended 30 June 2013**

Local Government Act 1995

Local Government (Financial Management) Regulations 1995

**Statement by the Chief Executive Officer**

The attached Financial Report of the Town of Victoria Park, being the Annual Financial Report and Supporting Notes and other information for the financial year ended 30 June 2013, are, in my opinion, properly drawn up to present fairly the financial position of the Town of Victoria Park at 30 June 2013 and the results of the operations for the financial year then ended in accordance with the Australian Accounting Standards and comply with the provisions of the *Local Government Act 1995* and Regulations under the Act.

Signed as authorisation for issue on the 21<sup>st</sup> day of November 2013.



Athanasios (Arthur) Kyron

Chief Executive Officer



**Town of Victoria Park**  
**Statement of Comprehensive Income - By Nature or Type**  
**For the year ended 30 June 2013**

	Note	2013 Actual \$	2013 Budget \$	2012 Actual \$
<b>Revenue</b>				
Rates	24	28,549,608	28,365,093	26,176,019
Grants and Contributions - Operating	30	2,422,085	1,713,076	1,658,401
Fees and Charges	29	7,417,253	7,902,932	7,618,672
Service Charges	26	2,916,053	2,893,835	1,800,140
Interest Earnings	2	1,142,366	1,225,500	1,500,115
Other Revenue		1,229,939	113,600	433,542
		<b>43,677,304</b>	<b>42,214,036</b>	<b>39,186,889</b>
<b>Expenses</b>				
Employee Costs		(16,695,279)	(16,417,900)	(14,882,389)
Materials and Contracts		(18,648,751)	(19,926,500)	(15,788,886)
Utility Charges		(1,607,866)	(1,897,700)	(1,567,617)
Depreciation	2	(4,152,043)	(3,811,800)	(4,296,946)
Interest Expense	2	(692,843)	(710,806)	(688,736)
Insurance		(381,178)	(497,200)	(390,718)
Other Expense		(71,896)	(1,800,900)	(190,877)
		<b>(42,249,857)</b>	<b>(45,062,806)</b>	<b>(37,806,171)</b>
		<b>1,427,447</b>	<b>(2,848,770)</b>	<b>1,380,718</b>
<b>Grants and Contributions for Assets</b>				
Grants and Contributions - Non-Operating	30	406,307	2,020,161	992,056
		<b>406,307</b>	<b>2,020,161</b>	<b>992,056</b>
<b>Profit and Loss from Asset Disposal</b>				
Profit on Asset Disposal	21	896,086	8,972	49,682
Loss on Asset Disposal	21	(225,691)	(360,714)	(47,311)
		<b>670,395</b>	<b>(351,742)</b>	<b>2,371</b>
<b>Fair Value Adjustments</b>				
Loss on Revaluation		(7,751,878)	0	0
		<b>(7,751,878)</b>	<b>0</b>	<b>0</b>
<b>Changes in Joint Venture Operations</b>				
Joint Ventures		284,987	0	(156,334)
		<b>284,987</b>	<b>0</b>	<b>(156,334)</b>
<b>Net Result</b>				
		<b>(4,962,742)</b>	<b>(1,180,351)</b>	<b>2,218,811</b>
<b>Other Comprehensive Income</b>				
Non-Current Assets Revaluation Changes	14	154,403,489	0	0
		<b>154,403,489</b>	<b>0</b>	<b>0</b>
<b>Total Comprehensive Income</b>				
		<b>149,440,747</b>	<b>(1,180,351)</b>	<b>2,218,811</b>

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

**Town of Victoria Park**  
**Statement of Comprehensive Income - By Program**  
**For the year ended 30 June 2013**

	Note	2013 Actual \$	2012 Budget \$	2012 Actual \$
<b>Revenue</b>	2			
General Purpose Funding		30,845,178	30,211,334	29,014,926
Governance		945	125	0
Law, Order and Public Safety		666,619	828,350	654,516
Health		215,147	156,771	220,691
Education and Welfare		115,161	134,255	304,672
Community Amenities		921,509	801,050	846,891
Recreation and Culture		5,493,218	6,100,843	5,379,496
Transport		510,966	153,334	246,691
Economic Services		3,398,471	3,345,265	2,238,299
Other Property and Services		1,510,090	72,063	280,706
		<b>43,677,304</b>	<b>41,803,390</b>	<b>39,186,889</b>
<b>Expenses excluding Finance Costs</b>	2			
General Purpose Funding		(511,726)	(632,977)	(496,037)
Governance		(265,923)	(271,467)	(278,457)
Law, Order and Public Safety		(2,046,403)	(1,690,236)	(1,575,371)
Health		(1,395,474)	(716,909)	(1,035,417)
Education and Welfare		(1,064,387)	(1,279,977)	(904,884)
Community Amenities		(7,582,937)	(8,537,763)	(6,016,886)
Recreation and Culture		(15,556,139)	(17,371,920)	(14,529,773)
Transport		(8,174,780)	(7,160,261)	(7,241,054)
Economic Services		(4,736,637)	(5,688,678)	(4,526,822)
Other Property and Services		(222,607)	(1,001,812)	(512,734)
		<b>(41,557,014)</b>	<b>(44,352,000)</b>	<b>(37,117,434)</b>
<b>Finance Costs</b>	2			
Law, Order and Public Safety		(1,591)	0	0
Recreation and Culture		(355,985)	(343,002)	(387,312)
Economic Services		(103,500)	(127,873)	(17,219)
Other Property and Services		(231,767)	(239,931)	(284,205)
		<b>(692,843)</b>	<b>(710,806)</b>	<b>(688,736)</b>
<b>Grants and Contributions for Assets</b>				
Transport		406,307	2,020,161	972,056
Other Property and Services		0	410,646	20,000
		<b>406,307</b>	<b>2,430,807</b>	<b>992,056</b>

**Town of Victoria Park**  
**Statement of Comprehensive Income - By Program (continued)**  
**For the year ended 30 June 2013**

	Note	2013 Actual \$	2013 Budget \$	2012 Actual \$
<b>Profit and Loss from Asset Disposal</b>				
Governance		(22,763)	0	0
Law, Order and Public Safety		(9,164)	(60,211)	2,397
Health		(203)	(18,644)	10,246
Community Amenities		(22,895)	(38,728)	(11,280)
Recreation and Culture		(6,000)	(15,721)	0
Transport		(33,858)	(143,684)	(25,872)
Economic Services		(28,016)	0	10,369
Other Property and Services		793,293	(74,754)	16,511
		<b>670,395</b>	<b>(351,742)</b>	<b>2,371</b>
<b>Changes in Joint Venture Operations</b>				
Community Amenities		284,987	0	(156,334)
		<b>284,987</b>	<b>0</b>	<b>(156,334)</b>
<b>Fair Value Adjustments</b>				
Recreation and Culture		(7,751,878)	0	0
		<b>(7,751,878)</b>	<b>0</b>	<b>0</b>
<b>Net Result</b>				
		<b>(4,962,742)</b>	<b>(1,180,351)</b>	<b>2,218,811</b>
<b>Other Comprehensive Income</b>				
Non-Current Assets Revaluation Changes	14	154,403,489	0	0
		<b>154,403,489</b>	<b>0</b>	<b>0</b>
<b>Total Comprehensive Income</b>				
		<b>149,440,747</b>	<b>(1,180,351)</b>	<b>2,218,811</b>

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



**Town of Victoria Park  
Statement of Financial Position  
As at 30 June 2013**

	Note	2013 Actual \$	2012 Actual \$
<b>Current Assets</b>			
Cash and Cash Equivalents	3	16,736,801	18,922,481
Trade and Other Receivables	5	4,469,342	1,241,614
Inventories	6	160,778	17,997
		<b>21,366,922</b>	<b>20,182,093</b>
<b>Non-Current Assets</b>			
Trade and Other Receivables	5	755,772	1,522,834
Property, Plant and Equipment	7	207,291,827	52,835,431
Infrastructure	8	63,113,393	67,727,259
Other Financial Assets	17	5,009,546	3,532,538
		<b>276,170,537</b>	<b>125,618,062</b>
<b>Total Assets</b>		<b>297,537,458</b>	<b>145,800,155</b>
<b>Current Liabilities</b>			
Trade and Other Payables	10	3,226,866	5,204,497
Current Portion of Long Term Borrowings	11	1,626,640	1,150,972
Provisions	12	2,590,373	1,850,986
		<b>7,443,878</b>	<b>8,206,454</b>
<b>Non-Current Liabilities</b>			
Long Term Borrowings	11	14,834,200	11,460,840
Provisions	12	308,006	622,233
		<b>15,142,206</b>	<b>12,083,073</b>
<b>Total Liabilities</b>		<b>22,586,084</b>	<b>20,289,527</b>
<b>Net Assets</b>		<b>274,951,374</b>	<b>125,510,628</b>
<b>Equity</b>			
Retained Surplus		96,667,012	100,703,050
Reserves - Cash Backed	13	4,750,000	5,676,704
Reserves - Asset Revaluation	14	173,534,363	19,130,874
		<b>274,951,374</b>	<b>125,510,628</b>

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

**Town of Victoria Park  
Statement of Changes in Equity  
For the year ended 30 June 2013**

	Retained Surplus	Reserves Cash Backed	Asset Revaluation Reserves	Total Equity
	\$	\$	\$	\$
Balance as at 1 July 2011	98,310,012	5,850,931	19,130,874	<b>123,291,817</b>
Net Result	2,218,811	0	0	<b>2,218,811</b>
Transfer From / (To) Reserves	174,227	(174,227)	0	<b>0</b>
<b>Balance as at 30 June 2012</b>	<b>100,703,051</b>	<b>5,676,704</b>	<b>19,130,874</b>	<b>125,510,628</b>
<b>Current Year Balances</b>				
Balance as at 30 June 2012	100,703,051	5,676,704	19,130,874	<b>125,510,628</b>
Net Result	(4,962,742)	0	0	<b>(4,962,742)</b>
Changes on Revaluation of Non-Current Assets	0	0	154,403,489	<b>154,403,489</b>
Transfer From / (To) Reserves	926,704	(926,704)	0	<b>0</b>
<b>Balance as at 30 June 2013</b>	<b>96,667,013</b>	<b>4,750,000</b>	<b>173,534,363</b>	<b>274,951,375</b>

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

**Town of Victoria Park**  
**Statement of Cash Flows**  
For the year ended 30 June 2013

	Note	2013 Actual \$	2013 Budget \$	2012 Actual \$
<b>Cash Flows from Operating Activities</b>				
<b>Receipts</b>				
Rates		28,549,608	27,500,000	26,176,019
Grants and Contributions - Operating		2,422,085	1,700,000	1,658,401
Fees and Charges		4,189,525	7,300,000	7,595,672
Service Charges		3,683,115	2,500,000	458,829
Interest Earnings		1,142,366	1,200,000	1,500,115
Other Revenue		37,919	10,000	433,542
		<b>40,024,618</b>	<b>40,210,000</b>	<b>37,822,578</b>
<b>Payments</b>				
Employee Costs		(16,270,119)	(16,500,000)	(14,339,151)
Materials and Contracts		(20,769,163)	(19,354,137)	(12,480,017)
Utility Charges		(1,607,866)	(1,800,000)	(1,567,617)
Interest Expense		(692,843)	(710,000)	(688,736)
Insurance		(381,178)	(495,000)	(390,718)
Goods and Services Tax		0	0	(1,913,897)
Other Expense		(71,896)	(1,900,000)	(347,210)
		<b>(39,793,067)</b>	<b>(40,759,137)</b>	<b>(31,727,346)</b>
<b>Net Cash Provided by Operating Activities</b>	15	<b>231,552</b>	<b>(549,137)</b>	<b>6,095,232</b>
<b>Cash Flows from Investing Activities</b>				
Equity Movements in Joint Ventures		0	0	156,333
Property, Plant and Equipment Payments		(3,773,709)	(7,326,400)	(2,334,368)
Infrastructure Payments		(4,349,322)	(7,621,600)	(4,183,035)
Grants and Contributions - Non-Operating		406,307	2,020,161	992,056
Sale of Assets Proceeds		1,450,465	999,319	190,657
		<b>(6,266,260)</b>	<b>(11,928,520)</b>	<b>(5,178,357)</b>
<b>Net Cash Provided by Investing Activities</b>				
<b>Cash Flows from Financing Activities</b>				
Debenture Repayments		(1,150,972)	(1,150,973)	(744,792)
New Debenture Proceeds		5,000,000	0	3,525,000
Reduction in Loan Liability		0	0	(83,082)
		<b>3,849,028</b>	<b>(1,150,973)</b>	<b>2,697,126</b>
<b>Net Cash Provided by Financing Activities</b>				
<b>Net Increase / (Decrease) in Cash Held</b>		<b>(2,185,680)</b>	<b>(13,628,630)</b>	<b>3,614,001</b>
<b>Cash at Beginning of Year</b>		<b>18,922,481</b>	<b>22,297,219</b>	<b>15,308,480</b>
<b>Cash and Cash Equivalents at End of Year</b>	15	<b>16,736,801</b>	<b>8,668,589</b>	<b>18,922,481</b>

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



**Town of Victoria Park  
Rate Setting Statement  
For the year ended 30 June 2013**

	Note	2013 Actual \$	2013 Budget \$	2012 Actual \$
<b>Revenue</b>				
General Purpose Funding		2,295,570	1,846,241	2,838,908
Governance		945	125	0
Law, Order and Public Safety		666,619	828,350	656,914
Health		216,185	156,771	230,937
Education and Welfare		115,161	134,255	304,672
Community Amenities		922,022	801,050	846,891
Recreation and Culture		5,493,218	6,102,845	5,379,496
Transport		917,273	2,180,465	1,218,746
Economic Services		3,398,471	3,345,265	2,248,668
Other Property and Services		2,404,625	482,709	327,376
		<b>16,430,089</b>	<b>15,878,076</b>	<b>14,052,608</b>
<b>Expenses</b>				
General Purpose Funding		(511,726)	(632,977)	(496,037)
Governance		(288,686)	(271,467)	(278,457)
Law, Order and Public Safety		(9,809,036)	(1,738,610)	(1,575,371)
Health		(1,396,714)	(747,389)	(1,035,417)
Education and Welfare		(1,064,387)	(1,279,977)	(904,884)
Community Amenities		(7,321,358)	(8,623,207)	(6,184,499)
Recreation and Culture		(15,918,123)	(17,755,980)	(14,917,085)
Transport		(8,208,639)	(7,264,200)	(7,266,926)
Economic Services		(4,868,153)	(5,816,551)	(4,544,041)
Other Property and Services		(555,617)	(1,293,162)	(807,098)
		<b>(49,942,439)</b>	<b>(45,423,520)</b>	<b>(38,009,815)</b>
		<b>(33,512,350)</b>	<b>(29,545,444)</b>	<b>(23,957,208)</b>
<b>Net Result Excluding Rates</b>				
<b>Adjustment for Cash Budget Requirements</b>				
<b>Non-Cash Items</b>				
(Profit) / Loss on Asset Disposals	21	(670,395)	351,742	(2,371)
Loss on Revaluation		7,751,878	0	0
Depreciation on Assets	2	4,152,043	3,811,800	4,296,946
Movement In Joint Venture Equity		(284,987)	0	156,334
Movement in Non-Current Items		(448,933)	0	(934,008)
		<b>10,499,605</b>	<b>4,163,542</b>	<b>3,516,901</b>

**Town of Victoria Park**  
**Rate Setting Statement (continued)**  
**For the year ended 30 June 2013**

	Note	2013 Actual \$	2013 Budget \$	2012 Actual \$
<b>Adjustment for Cash Budget Requirements</b>				
<b>Capital Expense and Revenue</b>				
Purchase Buildings		(1,968,097)	(4,213,400)	(295,887)
Purchase Furniture and Equipment		(1,163,409)	(1,847,600)	(940,110)
Purchase Plant and Machinery		(1,129,209)	(1,265,400)	(1,098,371)
Purchase Infrastructure - Roads		(1,971,080)	(4,311,500)	(2,614,306)
Purchase Infrastructure - Drainage		(258,689)	(708,100)	(22,454)
Purchase Infrastructure - Pathways		(647,226)	(917,600)	(172,495)
Purchase Infrastructure - Parks / Reserves		(657,371)	(1,323,700)	(1,055,998)
Purchase Infrastructure - Other		(618,201)	(360,700)	(317,782)
Proceeds from Disposal of Assets	21	1,450,465	999,319	190,657
Debenture Repayments	23	(1,150,972)	(1,150,973)	(744,792)
New Debenture Proceeds	23	5,000,000	0	3,525,000
Transfers to Reserves	13	(1,786,744)	(3,114,213)	(740,254)
Transfers from Reserves	13	2,713,448	3,553,031	914,481
		<b>(2,187,086)</b>	<b>(14,660,836)</b>	<b>(3,372,311)</b>
Add Surplus / (Deficit) July 1 B/Fwd	24	7,449,905	11,677,645	5,086,504
Less Surplus / (Deficit) June 30 C/Fwd	24	10,799,683	0	7,449,905
<b>Amount Required to be Raised from Rates</b>	24	<b>(28,549,608)</b>	<b>(28,365,093)</b>	<b>(26,176,019)</b>

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

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

## **1 Significant Accounting Policies**

The significant accounting policies that have been adopted in the preparation of this financial report are presented below and have been consistently applied unless stated otherwise.

### **(a) Basis of Preparation**

The financial report is a general purpose financial statement that has been prepared in accordance with Australian Accounting Standards (as they apply to local governments 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.

Except for cash flow and rate setting information, the report 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.

#### Critical Accounting Estimates

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

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

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

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

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 19 to these financial statements.

### **(c) Goods and Services Tax**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or 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 that are recoverable from, or payable to, the ATO are presented as operating cash flows.



**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**1 Significant Accounting Policies (continued)**

**(e) Trade and Other Receivables**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

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.

**(f) 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.

Gains and losses are recognised in the statement of comprehensive income at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

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.

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**1 Significant Accounting Policies (continued)**

**(g) Fixed Assets**

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

*Mandatory Requirement to Revalue Non-Current Assets*

Effective from 1 July 2012, the *Local Government (Financial Management) Regulations 1996* were amended and the measurement of non-current assets at Fair Value became mandatory.

The amendments allow for a phasing in of fair value in relation to fixed assets over three years as follows:

- (a) for the financial year ending on 30 June 2013, the fair value of all of the assets of the local government that are plant and equipment; and
- (b) for the financial year ending on 30 June 2014, the fair value of all of the assets of the local government –
  - (i) that are plant and equipment; and,
  - (ii) that are –
    - (a) land and buildings; or
    - (b) infrastructure;

and

- (c) for a financial year ending on or after 30 June 2015, the fair value of all of the assets of the local government.

Thereafter, in accordance with the Regulations, each asset class must be revalued at least every 3 years.

Notwithstanding the adjustments to the abovementioned Regulations, the Town of Victoria Park has commenced the process of adopting Fair Values that exceed the requirements of the Regulations. The Town of Victoria Park has incorporated into these accounts, valuations for Land, Buildings, Plant and Machinery, Furniture and Equipment and Parks / Reserves Infrastructure. The remaining asset classes will have their fair value incorporated for a financial year ending on, or before, 30 June 2015.

Relevant disclosures, in accordance with the requirements of Australian Accounting Standards, have been made in the financial report as necessary.

*Land Under Control*

In accordance with Local Government (Financial Management) Regulation 16(a), the Council is required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of State or regional significance.

Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with the other policies detailed in this Note.

Whilst they were initially recorded at cost, fair value at the date of acquisition was deemed cost as per AASB 116.

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

## **1 Significant Accounting Policies (continued)**

Consequently, these assets were initially recognised at cost but revalued along with other items of Land and Buildings at 30 June 2013.

### *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 statement of comprehensive income in the period in which they are incurred.

When performing a revaluation, the Council uses a mix of both independent and management valuations using the following as a guide:

Revalued assets are carried at their fair value being the price that would be received to sell the asset, in an orderly transaction between market participants at the measurement date.

For land and buildings, fair value will be determined based on the nature of the asset class. For land and non-specialised buildings, fair value is determined on the basis of observable open market values of similar assets, adjusted for conditions and comparability at their highest and best use.

With regards to specialised buildings, fair value is determined having regard for current replacement cost and both observable and unobservable costs. These include construction costs based on recent contract prices, current condition, residual values and remaining useful life assessments.

For infrastructure and other asset classes, fair value is determined to be the current replacement cost of an asset less, where applicable, accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset.

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

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



**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**1 Significant Accounting Policies (continued)**

In addition, the amendments to the Financial Management Regulations mandating the use of Fair Value impose a further minimum of 3 years revaluation requirement. As a minimum, all assets carried at a revalued amount, will be revalued at least every 3 years.

*Transitional Arrangement*

During the time it takes to transition the carrying value of non-current assets from the cost approach to the fair value approach, the Council may still be utilising both methods across differing asset classes.

Those assets carried at cost will be carried in accordance with the policy detailed in the Initial Recognition section as detailed above.

Those assets carried at fair value will be carried in accordance with the Revaluation Methodology section as detailed above.

*Early Adoption of AASB 13 – Fair Value Measurement*

Whilst the new accounting standard in relation to Fair Value, AASB 13 – Fair Value Measurement does not become applicable until the year ended 30 June 2014 (in relation to Council), given the legislative need to commence using Fair Value methodology for this reporting period, the Council chose to early adopt AASB 13 (as allowed for in the standard).

As a consequence, the principles embodied in AASB 13 – Fair Value Measurement have been applied to this reporting period (year ended 30 June 2013).

Due to the nature and timing of the adoption (driven by legislation) the adoption of this standard has had no effect on previous reporting periods.

*Land Under Roads*

In Western Australia, all land under roads is Crown land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council 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 Regulation 16 of the *Local Government (Financial Management) Regulations 1996* 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, Regulation 16 of the *Local Government (Financial Management) Regulations 1996* prohibits local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of AASB 1051, Regulation 4 of the *Local Government (Financial Management) Regulations 1996* provides, in the event of such an inconsistency, the *Local Government (Financial Management) Regulations 1996* prevail. Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Council.

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**1 Significant Accounting Policies (continued)**

*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 which 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	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads	
formation	not depreciated
pavement	50 years
Formed Roads	
formation	Not depreciated
pavement	50 years
Foot paths - slab	20 years
Sewerage piping	100 years
Water supply piping and drainage systems	75 years

The 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. These gains and losses are included in the statement of comprehensive income in the period in which they arise. When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained surplus.

*Capitalisation Threshold*

Expenditure on items of equipment under \$2,000 is not capitalised. Rather, it is recorded on an asset inventory listing.

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**1 Significant Accounting Policies (continued)**

**(h) Intangible Assets**

*Easements*

The Council has determined that under AASB 138, easements are valued on an historical cost basis, because it is unlikely that an active market in easements exists to allow for fair value measurement.

Due to acquisition cost of easements being nil, no easements have been included in the financial report.

**(i) Financial Instruments**

*Initial Recognition and Measurement*

Financial assets and financial liabilities are recognised when the Council becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the

Council commits itself to either the purchase or sale of the asset (i.e. trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

*Classification and Subsequent Measurement*

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or cost.

Fair value represents the amount for which an asset could be exchanged or a liability settled, between knowledgeable, willing parties. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

Amortised cost is calculated as:

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

The effective interest method used is 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.



**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**1 Significant Accounting Policies (continued)**

*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. They are subsequently measured at fair value with changes to carrying amount being included in profit or loss.

*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. Gains or losses are recognised in profit or loss.

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. Gains or losses are recognised in profit or loss.

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-

*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 available-for-sale financial assets are classified as non-current.

*Financial liabilities*

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**1 Significant Accounting Policies (continued)**

*Impairment*

At the end of each reporting period, the Council assesses whether there is objective evidence that a financial instrument has been impaired.

A financial asset is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events having occurred, which will have an impact on the estimated future cash flows of the financial asset(s).

In the case of available-for-sale financial instruments, a significant or prolonged decline in the market value of the instrument is considered a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point.

*Derecognition*

Financial assets are derecognised where the contractual rights to 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.

**(j) 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) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other standard.

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.

**(k) Trade and Other Payables**

Trade payables 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, are recognised as a current liability and are normally paid within 30 days of recognition.

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**1 Significant Accounting Policies (continued)**

**(l) 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.

**(m) 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.

**(n) Provisions**

Provisions are recognised when the Council has a present 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.

**(o) Leases**

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the Council, are classified as finance leases.

Finance leases are capitalised recording an asset and a liability at the lower amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**1 Significant Accounting Policies (continued)**

**(p) Investments in Associates**

Associates are entities in which the Council has significant influence through holding, directly or indirectly, 20% or more of the voting power of the Council. Investments in associates are accounted for in the financial statements by applying the equity method of accounting, whereby the investment is initially recognised at cost and adjusted thereafter for the post-acquisition change in the Council's share of net assets of the associate entity. In addition, the Council's share of the profit or loss of the associate entity is included in the Council's profit or loss.

The carrying amount of the investment includes goodwill relating to the associate. Any discount on acquisition, whereby the Council's share of the net fair value of the associate exceeds the cost of investment, is recognised in profit or loss in the period in which the investment is acquired.

Profits and losses resulting from transactions between the Council and the associate are eliminated to the extent of the Council's interest in the associate.

**(q) Joint Venture**

The Council's interest in a joint venture has been recognised in the financial statements by including its share of any assets, liabilities, revenues and expenses of the joint venture within the appropriate line items of the financial statement. Information about the joint venture is set out in Note 18.

The Council's interests in joint venture entities are recorded using the equity method of accounting

Where the Council contributes assets to the joint venture or if the Council purchases assets from the joint venture, only the portion of the gain or loss that is not attributable to the Council's share of the joint venture shall be recognised. The Council recognises the full amount of any loss when the contribution results in a reduction in the net realisable value of current assets or an impairment loss.

**(r) Rates, Grants, Donations and Other Contributions**

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions.

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

Where contributions recognised as revenues during the reporting period were obtained on the condition that they be expended in a particular manner or used over a particular period, and those conditions were undischarged as at the reporting date, the nature of and amounts pertaining to those undischarged conditions are disclosed in Note 2. That note also discloses the amount of contributions recognised as revenues in a previous reporting period which were obtained in respect of the local government's operations for the current reporting period.

**(s) 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.



**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**1 Significant Accounting Policies (continued)**

**(t) Current and Non-Current Classification**

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

**(u) Rounding Off Figures**

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

**(v) Comparative Figures**

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

When the Council applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statement, a statement of financial position as at the beginning of the earliest period will be disclosed.

**(w) Budget Comparative Figures**

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

**(x) New Accounting Standards and Interpretations for Application in Future Periods**

The AASB has issued a number of new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods, some of which are relevant to the Council.

Management's assessment of the new and amended pronouncements that are relevant to the Council, applicable to future reporting periods and which have not yet been adopted are set out as follows:

AASB 9 – Financial Instruments

**Issued:** December 2009

**Applicable:** 1 January 2013

**Impact:** Nil – The objective of this Standard is to improve and simplify the approach for classification and measurement of financial assets compared with the requirements of AASB 139. Given the nature of the financial assets of the Town, it is not anticipated the standard will have any material effect.

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**1 Significant Accounting Policies (continued)**

AASB 2012 – 6 Amendments to Australian Accounting Standards – Mandatory effective date of AASB 9 and Transition Disclosures

**Issued:** September 2012

**Applicable:** Deferred AASB 9 until 1 January 2015

**Impact:** Nil – The objective of this Standard is to improve and simplify the approach for classification and measurement of financial assets compared with the requirements of AASB 139. Given the nature of the financial assets of the Council, it is not anticipated the standard will have any material effect.

AASB 2009–11 Amendments to Australian Accounting Standards arising from AASB 9 [AASB 1, 3, 4, 5, 7, 101, 102, 108, 112, 118, 121, 127, 128, 131, 132, 136, 139, 1023 and 1038 and Interpretations 10 and 12]

**Issued:** December 2009

**Applicable:** 1 January 2013

**Impact:** Nil – The revisions embodied in this standard give effect to the consequential changes arising from the issuance of AASB 9 which is not anticipated to have any material effect on the Council (refer (i) above).

AASB 2010 – 7 Amendments to Australian Accounting Standards arising from AASB 9 (December 2010) [AASB 1, 3, 4, 5, 7, 101, 102, 108, 112, 118, 120, 121, 127, 128, 131, 132, 136, 137, 139, 1023 and 1038 and Interpretations 2, 5, 10, 12, 19 and 127]

**Issued:** December 2010

**Applicable:** 1 January 2013

**Impact:** Nil – The revisions embodied in this standard give effect to the consequential changes arising from the issuance of AASB 9 which is not anticipated to have any material effect on the Council (refer (i) above).

AASB 10 – Consolidated Financial Statements / AASB 11 – Joint Arrangements / AASB 12 – Disclosure of Interests in Other Entities / AASB 127 – Separate Financial Statements / AASB 128 – Investments in Associates and Joint Ventures / AASB 2011 – 7 Amendments to Australian Accounting Standards arising from the Consolidation and Joint Arrangement Standards [AASB 1, 2, 3, 5, 7, 9, 2009-11, 101, 107, 112, 118, 121, 124, 132, 133, 131, 138, 139, 1023 and 1038 and Interpretations 5, 9, 16 and 17]

**Issued:** August 2011

**Applicable:** 1 January 2013

**Impact:** Nil – None of these except for AASB 128, are expected to have significant application to the operations of the Council.

With respect to AASB 128, where the Council has an interest in a Joint Venture, the requirements of AASB 128 supersede those of the current Joint Venture Standard AASB 131. The new standard more clearly defines the accounting treatment and disclosure in relation to it.

Due to the nature of the Joint Venture, it is not expected to have a significant impact on the Council.

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**1 Significant Accounting Policies (continued)**

AASB 2011 - 9 Amendments to Australian Accounting Standards – Presentation of Items of Other Comprehensive Income [AASB 1, 5, 7, 101, 112, 120, 121, 132, 133, 134, 1039 and 1049]

**Issued:** September 2011

**Applicable:** 1 July 2013

**Impact:** The main change embodied in this standard is the requirement to group items presented in other comprehensive income on the basis of whether they are potentially reclassifiable to profit or loss subsequently. It effects presentation only and is not expected to significantly impact the Council.

AASB 119 – Employee Benefits / AASB 2011 – 10 Amendments to Australian Accounting Standards arising from AASB 119 [AASB 1, 8, 101, 124, 134, 1049 and 2011–8 and Interpretation 14]

**Issued:** September 2011

**Applicable:** 1 January 2013

**Impact:** The changes in relation to defined benefit plans contained in this standard are not expected to significantly impact the Council nor are the changes to AASBs in relation to termination benefits.

AASB 2012-2 Amendments to Australian Accounting Standards – Disclosures – Offsetting Financial Assets and Financial Liabilities [AASB 7 and 32]

**Issued:** June 2012

**Applicable:** 1 January 2013

**Impact:** Principally amends AASB 7: Financial Instruments: Disclosures to require entities to include information that will enable users of their financial statements to evaluate the effect or potential effect of netting arrangements, including rights of set-off associated with the entity's recognised financial assets and recognised financial liabilities, on the entity's financial position.

This Standard is not expected to significantly impact on the Council's financial statements.

AASB 2012-3: Amendments to Australian Accounting Standards – Offsetting Financial Assets and Financial Liabilities [AASB 132]

**Issued:** June 2013

**Applicable:** 1 January 2014

**Impact:** This Standard adds application guidance to AASB 132: Financial Instruments: Presentation to address potential inconsistencies identified in applying some of the offsetting criteria of AASB 132, including clarifying the meaning of "currently has a legally enforceable right of set-off" and that some gross settlement systems may be considered equivalent to net settlement.

This Standard is not expected to significantly impact the Council's financial statements.

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**1 Significant Accounting Policies (continued)**

AASB 2012-5: Amendments to Australian Accounting Standards arising from Annual Improvements 2009-2011 Cycle. [AASB1, 101, 116, 132, 134 and Interpretation 2]

**Issued:** June 2012

**Applicable:** 1 January 2013

**Impact:** Outlines changes to the various standards and interpretations as listed. These topics are not currently relevant to Council, nor are they expected to be in the future. As a consequence, this Standard is not expected to significantly impact on the Council's financial statements.

AASB 2012-10: Amendments to Australian Accounting Standards – Transition Guidance and Other Amendments. [AASB 1, 5, 7, 8, 10, 11, 12, 13, 101, 102, 108, 112, 118, 119, 127, 128, 132, 133, 134, 137, 1023, 1038, 1039, 1049 and 2011-7 and Interpretation 12]

Note: Applicable to reporting periods commencing on or after the given date.

**Issued:** December 2012

**Applicable:** 1 January 2013

**Impact:** Mainly consequential changes relating to transition guidance. It is not expected to have a significant impact on Council.

**(y) Adoption of New and Revised Accounting Standards**

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

These new and revised standards were:

AASB 2010 - 8

AASB 2011 - 3

AASB 2011 - 13

The standards adopted had a minimal effect on the accounting and reporting practices of the Council as they were either not applicable, largely editorial in nature, were revisions to help ensure consistency with presentation, recognition and measurement criteria of IFRSs or related to topics not relevant to operations.

The Council also chose to early adopt AASB 13 – Fair Value Measurement as allowed for in the standard.



**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

## **2 Revenue and Expenses**

### **(a) Statement of Objective**

The Town's operations, as disclosed in this document, encompass the following service activities-

#### *General Purpose Funding*

This activity includes rates, statutory grants and interest on investments and is the main area for revenue collection to allow for the provision of other services.

#### *Governance*

This includes the administration and operation of facilities and services to the elected members of Council. It also includes civic receptions, citizenship ceremonies, and the research, development and preparation of policy documentation.

#### *Law, Order and Public Safety*

This area includes the administration and operation of Ranger services and animal control services.

#### *Health*

This activity includes services such as health inspections, pest control, and noise control.

#### *Education and Welfare*

This area includes the senior citizens' centres, disability services and other community development activities such as seniors, youth, volunteers and indigenous support.

#### *Community Amenities*

This includes town planning and regional development services, protection of the environment, refuse collection and disposal, provision of public toilets, bus shelters and street furniture.

#### *Recreation and Culture*

This includes the provision of public buildings, libraries, aquatic facilities, community events, cultural activities, indoor and outdoor sporting complexes, parks and gardens and playgrounds.

#### *Transport*

This area includes the maintenance and construction of roads, drains, pathways, crossovers and traffic calming devices, plus street lighting and cleaning, road signs and parking areas.

#### *Economic Services*

This includes building control, private swimming pool inspections, tourism and economic development.

#### *Other Property and Services*

This area includes public works overheads and the purchase and maintenance of engineering plant and equipment.

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

	Note	2013 Actual \$	2013 Budget \$	2012 Actual \$
<b>2 Revenues and Expenses</b>				
<b>(b) Net Result</b>				
The Net Result includes -				
<b><u>Charging as an Expense</u></b>				
<b>Auditor's Remuneration</b>				
Audit and Other Services		19,000	19,000	17,000
		<b>19,000</b>	<b>19,000</b>	<b>17,000</b>
<b>Bad and Doubtful Debts</b>				
Write Off - Finance		5,784	0	876
Write Off - Regulatory Services		36,968	32,496	168,333
Write Off - Street Operations		2,184	0	411
		<b>44,936</b>	<b>32,496</b>	<b>169,620</b>
<b>Depreciation</b>				
Buildings		941,148	836,300	982,683
Furniture and Equipment		427,793	285,400	374,607
Plant and Machinery		593,116	329,500	554,661
Roads		936,382	1,090,000	998,426
Drainage		166,719	200,000	193,219
Pathways		353,357	411,000	410,513
Parks / Reserves		507,908	562,200	567,930
Other Infrastructure		225,620	97,400	214,907
		<b>4,152,043</b>	<b>3,811,800</b>	<b>4,296,946</b>
<b>Interest Expense</b>				
Debentures	23	692,843	710,806	688,736
		<b>692,843</b>	<b>710,806</b>	<b>688,736</b>
<b><u>Crediting as Revenue</u></b>				
<b>Significant Revenue</b>				
Other Property and Services				
Sale of Land in Tamala Park Regional Council Joint Venture		1,007,087	0	0
		<b>1,007,087</b>	<b>0</b>	<b>0</b>
<b>Interest Earnings</b>				
Investments - Reserve Funds		197,223	290,000	356,173
Investments - Other Funds		648,766	690,000	870,741
Other Interest Revenue		296,377	245,500	273,202
		<b>1,142,366</b>	<b>1,225,500</b>	<b>1,500,115</b>

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

	<b>2013</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>
	<b>\$</b>	<b>\$</b>
<b>2 Revenues and Expenses</b>		
<b>(c) Conditions over Contributions</b>		
<b>Contributions recognised as revenues in a previous reporting period that were not expended at the close of that period (in the manner required as per the terms of the contribution)</b>		
<b>Education and Welfare</b>		
Digital Local Government Initiative (NBN)	243,750	0
Digital Enterprise Initiative (NBN)	124,145	0
Digital Hub Initiative (NBN)	209,751	0
	<b>577,646</b>	<b>0</b>
<b>New grants recognised as revenues during the reporting period that had not yet been fully expended at period end (in the manner required as per the terms of the conditions)</b>		
<b>Education and Welfare</b>		
Digital Local Government Initiative (NBN)	0	243,750
Digital Enterprise Initiative (NBN)	0	124,145
Digital Hub Initiative (NBN)	0	209,751
	<b>0</b>	<b>577,646</b>
<b>Grants recognised as revenues in a previous reporting period that were expended in the current reporting period (in the manner required as per the terms of the contribution)</b>		
<b>Education and Welfare</b>		
Digital Local Government Initiative (NBN)	243,750	0
Digital Enterprise Initiative (NBN)	124,145	0
Digital Hub Initiative (NBN)	209,751	0
	<b>577,646</b>	<b>0</b>
<b>Closing Balance of Unspent Contributions</b>	<b>0</b>	<b>577,646</b>

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

	2013 Actual \$	2012 Actual \$
<b>3 Cash and Cash Equivalents</b>		
<b>Unrestricted</b>	6,986,801	12,070,382
<b>Restricted</b>	9,750,000	6,852,098
	<b>16,736,801</b>	<b>18,922,481</b>
The following funds have restrictions on them imposed by regulations or other externally imposed requirements -		
<b>Reserves</b>		
Alternative Transport Modes	10,000	0
Building Improvement	80,000	57,436
Community Art	650,000	405,669
Drainage Improvement	15,000	10,944
Edward Millen Reserve	1,130,000	970,154
Future Fund	540,000	0
Harold Hawthorne - Carlisle Memorial	10,000	4,352
Hubert Street Car Park Improvement	145,000	137,354
Information Technology	85,000	73,982
Infrastructure Improvement	35,000	33,976
Land Acquisition - Road Widening	155,000	146,419
Lathlain Park Study	0	86,889
Leisure Facilities	215,000	202,818
Lt Col Christian Garden Competition	30,000	27,026
Mayor Emergency Relief	5,000	1,652
Peninsula Infrastructure	120,000	12,527
Plant and Machinery	60,000	40,211
Public Open Space Development	110,000	191,471
Right-Of-Way Construction	30,000	26,708
Underground Power	625,000	3,056,531
Waste Management	500,000	0
Westminster Parking	200,000	190,585
	<b>4,750,000</b>	<b>5,676,704</b>
<b>Restricted Funds</b>		
Unspent Contributions	0	577,646
Unspent Loans	5,000,000	0
Bonds and Deposits	0	597,748
	<b>5,000,000</b>	<b>1,175,394</b>
<b>Total Reserves and Restricted Cash and Cash Equivalents</b>	<b>9,750,000</b>	<b>6,852,098</b>



**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

	<b>2013</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>
	<b>\$</b>	<b>\$</b>
<b>4 Investments</b>		
No financial assets were held in the form of investments at 30 June for each of the reporting periods.		
<b>5 Trade and Other Receivables</b>		
<b>Current</b>		
Accrued Revenue	3,005,808	0
Current Rates Debtors	362,331	327,937
Current ESL Debtors	93,608	97,040
Infringements	405,053	424,302
Sundry Debtors	591,955	341,331
Current Underground Power	10,588	32,822
Unclaimed Pensioner Rates Rebate	0	3,118
Unclaimed ESL Rates Rebate	0	15,065
	<b>4,469,342</b>	<b>1,241,614</b>
<b>Non-Current</b>		
Non-Current Rates Debtors	178,534	182,116
Non-Current ESL Debtors	24,919	19,427
Non-Current Underground Power	552,319	1,321,292
	<b>755,772</b>	<b>1,522,834</b>
<b>6 Inventories</b>		
<b>Current</b>		
Leisurelife	8,308	8,585
Aqualife	8,888	9,412
Land Held For Resale	143,582	0
	<b>160,778</b>	<b>17,997</b>

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

	<b>2013</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>
	<b>\$</b>	<b>\$</b>
<b>7 Property, Plant and Equipment</b>		
<b>Land</b>		
Independent Valuation 2013	137,264,500	0
At Cost	0	16,512,496
	<b>137,264,500</b>	<b>16,512,496</b>
<b>Buildings</b>		
Independent Valuation 2013	64,596,200	0
At Cost	0	40,600,091
Less Accumulated Depreciation	0	(10,111,130)
Work in Progress	274,301	476,756
	<b>64,870,501</b>	<b>30,965,716</b>
<b>Plant and Machinery</b>		
Independent Valuation 2013	2,908,500	0
At Cost	0	6,642,543
Less Accumulated Depreciation	0	(2,768,076)
	<b>2,908,500</b>	<b>3,874,467</b>
<b>Furniture and Equipment</b>		
Independent Valuation 2013	1,744,740	0
At Cost	0	6,368,949
Less Accumulated Depreciation	0	(4,945,460)
Work in Progress	503,586	59,263
	<b>2,248,326</b>	<b>1,482,752</b>
<b>Total Property, Plant and Equipment at Fair Value</b>	<b>207,291,827</b>	<b>52,835,431</b>

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**7 Property, Plant and Equipment**

**Movements in Carrying Amounts**

<b>Particulars</b>	<b>Land</b>	<b>Buildings</b>	<b>Plant and Machinery</b>	<b>Furniture and Equipment</b>	<b>Total</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Beginning Balance	16,512,496	30,965,716	3,874,467	1,482,752	<b>52,835,431</b>
Additions	0	1,968,097	1,129,209	1,163,409	<b>4,260,715</b>
Disposals	(45,479)	0	(734,591)	0	<b>(780,070)</b>
In Progress and Adjustment	(326,323)	(401,847)	(111,743)	352,907	<b>(487,006)</b>
Depreciation Expense	0	(941,148)	(593,116)	(427,793)	<b>(1,962,057)</b>
Impairment Loss	0	0	(655,727)	(322,948)	<b>(978,675)</b>
Revaluation Net Movement	121,123,806	33,279,682	0	0	<b>154,403,489</b>
<b>Sub Total</b>	<b>137,264,500</b>	<b>64,870,501</b>	<b>2,908,500</b>	<b>2,248,326</b>	<b>207,291,827</b>

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

	2013 Actual \$	2012 Actual \$
<b>8 Infrastructure</b>		
<b>Roads</b>		
At Management Valuation	70,209,834	68,153,097
Less Accumulated Depreciation	(29,525,907)	(28,589,525)
Work in Progress	32,675	114,888
	<b>40,716,601</b>	<b>39,678,459</b>
<b>Pathways</b>		
At Cost	15,032,991	14,334,638
Less Accumulated Depreciation	(7,959,280)	(7,605,923)
Work in Progress	162,537	0
	<b>7,236,248</b>	<b>6,728,715</b>
<b>Drainage</b>		
At Cost	12,121,856	11,846,716
Less Accumulated Depreciation	(7,332,992)	(7,166,273)
Work in Progress	2,685	0
	<b>4,791,549</b>	<b>4,680,444</b>
<b>Parks / Reserves</b>		
Independent Valuation 2013	4,952,150	0
At Cost	0	17,698,745
Less Accumulated Depreciation	0	(5,954,718)
Work in Progress	362,679	95,401
	<b>5,314,829</b>	<b>11,839,429</b>
<b>Other Assets</b>		
At Cost	7,303,489	7,154,517
Less Accumulated Depreciation	(2,607,097)	(2,381,477)
Work in Progress	357,773	27,172
	<b>5,054,165</b>	<b>4,800,212</b>
<b>Total Infrastructure</b>	<b>63,113,393</b>	<b>67,727,259</b>



**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**8 Infrastructure**

**Movements in Carrying Amounts**

	<b>Roads</b>	<b>Pathways</b>	<b>Drainage</b>	<b>Parks / Reserves</b>	<b>Other Assets</b>	<b>Total</b>
<b>Particulars</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Beginning Balance	39,678,459	6,728,715	4,680,444	11,839,429	4,800,212	<b>67,727,259</b>
Additions	1,971,080	647,226	258,689	657,371	618,201	<b>4,152,567</b>
In Progress and Adjustment	3,444	213,663	19,135	99,140	(138,627)	<b>196,755</b>
Depreciation Expense	(936,382)	(353,357)	(166,719)	(507,908)	(225,620)	<b>(2,189,986)</b>
Impairment Loss	0	0	0	(6,773,203)	0	<b>(6,773,203)</b>
<b>Sub Total</b>	<b>40,716,601</b>	<b>7,236,248</b>	<b>4,791,549</b>	<b>5,314,829</b>	<b>5,054,165</b>	<b>63,113,393</b>

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**Property, Plant and Equipment and Infrastructure Revaluation**

The Town's Land, Buildings, Plant and Machinery, Furniture and Equipment and Parks / Reserves Infrastructure were revalued at 30 June 2013 by independent valuers.

All valuations were made based on the basis of observable open market values of similar assets, adjusted for condition and comparability, at their highest and best use.

The revaluation resulted in the following -

		\$
<u>Increase</u>	Land	121,123,807
	Buildings	<u>33,279,682</u>
		<b>154,403,489</b>
<u>Decrease</u>	Plant and Machinery	655,727
	Furniture and Equipment	322,948
	Parks / Reserves Infrastructure	<u>6,773,203</u>
		<b>7,751,878</b>

Increases were credited to the revaluation surplus in the Town's equity and recognised as Non-Current Assets Revaluation Changes in the Statement of Comprehensive Income.

Decreases were debited to Loss on Revaluation and recognised as Fair Value Adjustments in the Statement of Comprehensive Income.

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

	<b>2013</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>
	<b>\$</b>	<b>\$</b>
<b>9 Intangibles</b>		
The Town did not hold any recognised intangible assets as at 30 June.		
<b>10 Trade and Other Payables</b>		
<b>Current</b>		
Payroll	185,110	186,749
Revenue Liability	239,417	904,809
ESL Liability	(53,462)	107,428
Trade Creditors	2,395,704	3,076,668
Payables	356,284	231,929
Accrued Expense	103,813	99,165
Deposits and Bonds	0	597,748
	<b><u>3,226,866</u></b>	<b><u>5,204,497</u></b>
<b>11 Long-Term Borrowings</b>		
<b>Current</b>		
Debentures	<u>1,626,640</u>	<u>1,150,972</u>
	<b><u>1,626,640</u></b>	<b><u>1,150,972</u></b>
<b>Non-Current</b>		
Debentures	<u>14,834,200</u>	<u>11,460,840</u>
	<b><u>14,834,200</u></b>	<b><u>11,460,840</u></b>
<b>Total</b>	<b><u>16,460,840</u></b>	<b><u>12,611,812</u></b>
Additional detail on borrowings is provided at Note 23.		
<b>12 Provisions</b>		
<b>Current</b>		
Annual Leave Provision	1,398,784	1,024,942
Sick Leave Provision	383,384	39,436
Long Service Leave Provision	808,205	786,608
	<b><u>2,590,373</u></b>	<b><u>1,850,986</u></b>
<b>Non-Current</b>		
Sick Leave Provision	19,302	187,978
Long Service Leave Provision	288,703	434,254
	<b><u>308,006</u></b>	<b><u>622,233</u></b>

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

2013 Actual \$	2013 Budget \$	2012 Actual \$
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**13 Reserves - Cash Backed**

In relation to each Reserve account, the purposes for which funds are set aside, and supported by money held in institutions, are -

**Alternative Transport Modes**

*To be used to assist fund projects that are associated with alternative modes of transport.*

Opening Balance	0	0	0
Transfer to Reserve - Municipal Funds	10,000	287,430	93,483
Transfer to Reserve - Interest Earnings	0	0	0
Transfer from Reserve	0	(287,000)	(93,483)
	<b>10,000</b>	<b>430</b>	<b>0</b>

**Building Improvement**

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

Opening Balance	57,436	57,412	53,999
Transfer to Reserve - Municipal Funds	20,111	28,255	0
Transfer to Reserve - Interest Earnings	2,454	4,491	3,437
Transfer from Reserve	0	0	0
	<b>80,000</b>	<b>90,158</b>	<b>57,436</b>

**Community Art**

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

Opening Balance	405,669	405,978	720,613
Transfer to Reserve - Municipal Funds	226,820	236,980	27,649
Transfer to Reserve - Interest Earnings	17,511	15,000	49,309
Transfer from Reserve	0	(10,000)	(391,901)
	<b>650,000</b>	<b>647,958</b>	<b>405,669</b>

**Drainage Improvement**

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

Opening Balance	10,944	10,945	10,349
Transfer to Reserve - Municipal Funds	3,673	1,898	0
Transfer to Reserve - Interest Earnings	382	704	596
Transfer from Reserve	0	0	0
	<b>15,000</b>	<b>13,547</b>	<b>10,944</b>



**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

2013	2013	2012
Actual	Budget	Actual
\$	\$	\$

**13 Reserves - Cash Backed**

**Edward Millen Reserve**

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

Opening Balance	970,154	969,879	1,074,602
Transfer to Reserve - Municipal Funds	131,326	469,790	49,273
Transfer to Reserve - Interest Earnings	28,521	83,550	63,963
Transfer from Reserve	0	(351,031)	(217,684)
	<b>1,130,000</b>	<b>1,172,188</b>	<b>970,154</b>

**Future Fund**

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

Opening Balance	0	0	0
Transfer to Reserve - Municipal Funds	540,000	556,743	0
Transfer to Reserve - Interest Earnings	0	0	0
Transfer from Reserve	0	0	0
	<b>540,000</b>	<b>556,743</b>	<b>0</b>

**Harold Hawthorne - Carlisle Memorial**

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

Opening Balance	4,352	4,355	4,108
Transfer to Reserve - Municipal Funds	5,452	28,010	0
Transfer to Reserve - Interest Earnings	197	85	244
Transfer from Reserve	0	(20,000)	0
	<b>10,000</b>	<b>12,450</b>	<b>4,352</b>

**Hubert Street Car Park Improvement**

*To be used to assist in the upgrading of the Hubert Street Car Park facility.*

Opening Balance	137,354	137,354	129,573
Transfer to Reserve - Municipal Funds	1,434	6,379	0
Transfer to Reserve - Interest Earnings	6,212	10,750	7,781
Transfer from Reserve	0	0	0
	<b>145,000</b>	<b>154,483</b>	<b>137,354</b>

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

2013	2013	2012
Actual	Budget	Actual
\$	\$	\$

**13 Reserves - Cash Backed**

**Information Technology**

*To be used to assist in the purchase, upgrade or replacement of computer software or hardware.*

Opening Balance	73,982	73,982	21,588
Transfer to Reserve - Municipal Funds	9,131	9,464	86,161
Transfer to Reserve - Interest Earnings	1,886	8,425	1,233
Transfer from Reserve	0	0	(35,000)
	<b>85,000</b>	<b>91,871</b>	<b>73,982</b>

**Infrastructure Improvement**

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

Opening Balance	33,976	33,956	32,141
Transfer to Reserve - Municipal Funds	833	1,541	0
Transfer to Reserve - Interest Earnings	192	558	1,835
Transfer from Reserve	0	0	0
	<b>35,000</b>	<b>36,055</b>	<b>33,976</b>

**Land Acquisition - Road Widening**

*To be used to assist in the purchase of property and / or land required for the extension or widening of road reserves.*

Opening Balance	146,419	146,419	138,125
Transfer to Reserve - Municipal Funds	1,897	6,708	0
Transfer to Reserve - Interest Earnings	6,684	8,738	8,294
Transfer from Reserve	0	0	0
	<b>155,000</b>	<b>161,865</b>	<b>146,419</b>

**Lathlain Park Study**

*To be used to assist in the future investigation of alternative uses for Lathlain Park.*

Opening Balance	86,889	86,889	82,681
Transfer to Reserve - Municipal Funds	0	49,081	45,000
Transfer to Reserve - Interest Earnings	1,950	6,876	4,208
Transfer from Reserve	(88,839)	(45,000)	(45,000)
	<b>0</b>	<b>97,846</b>	<b>86,889</b>

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

2013 Actual \$	2013 Budget \$	2012 Actual \$
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**13 Reserves - Cash Backed**

**Leisure Facilities**

*To be used to assist in the upgrade and development of the Aqualife and Leisurelife Centres, including major plant replacement.*

Opening Balance	202,818	184,231	316,158
Transfer to Reserve - Municipal Funds	4,972	11,393	0
Transfer to Reserve - Interest Earnings	7,211	14,538	18,073
Transfer from Reserve	0	0	(131,413)
	<b>215,000</b>	<b>210,162</b>	<b>202,818</b>

**Lt Col Christian Garden Competition**

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

Opening Balance	27,026	27,026	25,495
Transfer to Reserve - Municipal Funds	1,752	1,255	0
Transfer to Reserve - Interest Earnings	1,222	2,114	1,531
Transfer from Reserve	0	0	0
	<b>30,000</b>	<b>30,395</b>	<b>27,026</b>

**Mayor Emergency Relief**

*To be used to provide financial assistance to areas within Western Australia that have been subjected to natural disaster.*

Opening Balance	1,652	1,653	1,574
Transfer to Reserve - Municipal Funds	3,287	77	0
Transfer to Reserve - Interest Earnings	61	125	78
Transfer from Reserve	0	0	0
	<b>5,000</b>	<b>1,855</b>	<b>1,652</b>

**Peninsula Infrastructure**

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

Opening Balance	12,527	12,527	7,578
Transfer to Reserve - Municipal Funds	107,153	125,160	4,567
Transfer to Reserve - Interest Earnings	319	3,146	382
Transfer from Reserve	0	0	0
	<b>120,000</b>	<b>140,833</b>	<b>12,527</b>

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

2013	2013	2012
Actual	Budget	Actual
\$	\$	\$

**13 Reserves - Cash Backed**

**Plant and Machinery**

*To be used to assist in the acquisition and replacement of the Town's plant and machinery.*

Opening Balance	40,211	40,211	37,933
Transfer to Reserve - Municipal Funds	17,971	27,455	0
Transfer to Reserve - Interest Earnings	1,819	3,147	2,278
Transfer from Reserve	0	0	0
	<b>60,000</b>	<b>70,813</b>	<b>40,211</b>

**Public Open Space Development**

*To assist in the acquisition and development of land for additional open space, as well as the development of existing open space.*

Opening Balance	191,471	191,471	179,361
Transfer to Reserve - Municipal Funds	0	87,869	0
Transfer to Reserve - Interest Earnings	8,862	11,385	12,110
Transfer from Reserve	(90,333)	(150,000)	0
	<b>110,000</b>	<b>140,725</b>	<b>191,471</b>

**Right-Of-Way Construction**

*To assist in the provision and construction of sealed right-of-ways throughout the Town.*

Opening Balance	26,708	26,708	6,328
Transfer to Reserve - Municipal Funds	2,876	1,251	20,000
Transfer to Reserve - Interest Earnings	416	524	380
Transfer from Reserve	0	0	0
	<b>30,000</b>	<b>28,483</b>	<b>26,708</b>

**Underground Power**

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

Opening Balance	3,056,531	3,055,827	2,828,964
Transfer to Reserve - Municipal Funds	40	366,875	57,948
Transfer to Reserve - Interest Earnings	102,705	100,930	169,619
Transfer from Reserve	(2,534,276)	(2,500,000)	0
	<b>625,000</b>	<b>1,023,632</b>	<b>3,056,531</b>



**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

2013	2013	2012
Actual	Budget	Actual
\$	\$	\$

**13 Reserves - Cash Backed**

**Waste Management**

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

Opening Balance	0	0	0
Transfer to Reserve - Municipal Funds	500,000	511,750	0
Transfer to Reserve - Interest Earnings	0	0	0
Transfer from Reserve	0	0	0
	<b>500,000</b>	<b>511,750</b>	<b>0</b>

**Westminster Parking**

*To be used to assist in the conversion of the sump in Westminster Street near Albany Highway into parking.*

Opening Balance	190,585	190,584	179,763
Transfer to Reserve - Municipal Funds	795	8,849	0
Transfer to Reserve - Interest Earnings	8,619	14,914	10,822
Transfer from Reserve	0	(190,000)	0
	<b>200,000</b>	<b>24,347</b>	<b>190,585</b>

**Total Reserves**

<b>Opening Balance</b>	5,676,704	5,657,407	5,850,932
<b>Transfer to Reserve - Municipal Funds</b>	1,589,520	2,824,213	384,081
<b>Transfer to Reserve - Interest Earnings</b>	197,223	290,000	356,173
<b>Transfer from Reserve</b>	(2,713,448)	(3,553,031)	(914,481)
<b>Closing Balance</b>	<b>4,750,000</b>	<b>5,218,589</b>	<b>5,676,704</b>

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

	<b>2013</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>
	<b>\$</b>	<b>\$</b>
<b>14 Reserves - Asset Revaluation</b>		
Revaluation surpluses have arisen on revaluation of the following classes of non-current assets:		
<b>Land</b>		
Opening Balance	0	0
Revaluation Increment	121,123,806	0
Revaluation Decrement	0	0
<b>Closing Balance</b>	<b>121,123,806</b>	<b>0</b>
<b>Buildings</b>		
Opening Balance	0	0
Revaluation Increment	33,279,682	0
Revaluation Decrement	0	0
<b>Closing Balance</b>	<b>33,279,682</b>	<b>0</b>
<b>Roads</b>		
Opening Balance	19,130,874	19,130,874
Revaluation Increment	0	0
Revaluation Decrement	0	0
<b>Closing Balance</b>	<b>19,130,874</b>	<b>19,130,874</b>
<b>Total Asset Revaluation Surplus</b>	<b>173,534,363</b>	<b>19,130,874</b>

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

	2013 Actual \$	2012 Actual \$
<b>15 Notes to the Statement of Cash Flows</b>		
<b>(a) Reconciliation of Cash</b>		
For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows -		
Cash and Cash Equivalents	16,736,801	18,922,481
	<b>16,736,801</b>	<b>18,922,481</b>
<b>(b) Reconciliation of Net Cash Provided by Operating Activities to Net Result</b>		
Net Result	(4,962,742)	2,218,810
Depreciation	4,152,043	4,296,946
(Profit) / Loss on Sale of Asset	(670,395)	(2,371)
(Increase) / Decrease in Receivables	(2,460,665)	(1,364,311)
(Increase) / Decrease in Other Financial Assets	(1,477,008)	0
(Increase) / Decrease in Inventories	(142,781)	30,951
Increase / (Decrease) in Payables	(1,977,631)	1,364,021
Increase / (Decrease) in Employee Provisions	425,160	52,854
Loss on Fair Value Adjustment	7,751,878	543,239
Grants and Contributions for Asset Development	(406,307)	(992,056)
<b>Net Cash from Operating Activities</b>	<b>231,552</b>	<b>6,148,083</b>
<b>c Undrawn Borrowing Facilities</b>		
<b>Credit Standby Arrangements</b>		
Bank Overdraft Limit	200,000	200,000
Bank Overdraft at Balance Date	0	0
Credit Card Limit	20,000	20,000
Credit Card at Balance Date	0	(9,484)
<b>Total Amount of Credit Unused</b>	<b>220,000</b>	<b>210,516</b>
<b>Loan Facilities</b>		
Loan Facilities - Current	1,626,640	1,150,972
Loan Facilities - Non-Current	14,834,200	11,460,840
<b>Total Facilities in Use at Balance Date</b>	<b>16,460,840</b>	<b>12,611,812</b>
<b>Unused Loan Facilities at Balance Date</b>	<b>0</b>	<b>0</b>

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

## **16 Contingent Liabilities**

On 15 August 2006, the Town of Victoria Park agreed to sign a Deed of Guarantee to satisfy the financial security requirements relating to the tender that was under review by the Mindarie Regional Council for the construction of a Resource Recovery Facility at Neerabup. The Town's maximum exposure under the Deed of Guarantee is \$7.33 million. The Deed of Guarantee will only crystallise if -

- a. Mindarie Regional Council is unable to meet payments that creates a default under the Resource Recovery Facility Agreement (RRFA)
- b. There is a *Force Majeure* event.

*Force Majeure* events will be limited due to insurance and can be narrowed down to the following -

- a. War risks, confiscations, nationalisation
- b. Nuclear attack, radiation, contamination by radio activity from nuclear waste etc.
- c. Sea damage, tidal wave or high water or storm surge
- d. Spontaneous combustion, fermentation or any process involving application of heat

## **17 Leasing Commitments**

The Town had no leasing commitments at 30 June for the periods being reported.



**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**18 Joint Ventures**

**Mindarie Regional Council**

The Mindarie Regional Council was formally constituted in December 1987. The Town of Victoria Park, along with the Municipalities of Joondalup, Wanneroo, Stirling, Perth, Cambridge and Vincent, form the membership of the Mindarie Regional Council. The primary function of the Regional Council is for the orderly and efficient treatment and / or disposal of waste. The Town of Victoria Park has a one-twelfth (1/12) equity in the assets and liabilities of the refuse disposal facility as per the constitution amendment (25 November 1996). The values as shown below were, at the time of preparation of these financial statements, unaudited.

	2013	2012
	\$	\$
Current Assets	1,446,004	1,445,488
Non-Current Assets	3,935,230	3,347,741
<b>Total Assets</b>	<b>5,381,234</b>	<b>4,793,229</b>
Current Liabilities	568,372	583,611
Non-Current Liabilities	2,137,779	1,936,166
<b>Total Liabilities</b>	<b>2,706,151</b>	<b>2,519,777</b>
 <b>Net Assets</b>	 <b>2,675,083</b>	 <b>2,273,452</b>

**Tamala Park Regional Council**

The Tamala Park Regional Council was formally constituted in February 2006. The Town of Victoria Park, along with the Municipalities of Joondalup, Wanneroo, Stirling, Perth, Cambridge and Vincent, form the membership of the Tamala Park Regional Council. The purpose of the Regional Council is to create an urban development of 165 hectares immediately north of the Mindarie Regional Council leased land. The Town of Victoria Park has a one-twelfth (1/12) equity in the assets and liabilities of the development. The values as shown below were, at the time of preparation of these financial statements, unaudited.

	2013	2012
	\$	\$
Current Assets	2,208,442	1,125,038
Non-Current Assets	163,649	175,605
<b>Total Assets</b>	<b>2,372,091</b>	<b>1,300,643</b>
Current Liabilities	36,074	40,735
Non-Current Liabilities	1,555	822
<b>Total Liabilities</b>	<b>37,629</b>	<b>41,557</b>
 <b>Net Assets</b>	 <b>2,334,462</b>	 <b>1,259,086</b>
 <b>Movement in Joint Venture Equity (Increase / (Decrease))</b>	 <b>1,477,007</b>	 <b>(156,334)</b>

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**19 Trust Funds**

Trust funds held at balance date over which the Town has no control, and that are not included in the financial statements, are as follows:

<b>Details</b>	<b>Open 1 July \$</b>	<b>Net Movement \$</b>	<b>Balance 30 June \$</b>
Construction Training Fund Levy	0	24,910	24,910
Building Registration Board	0	15,170	15,170
Pathways and Works Contributions	0	1,264,098	1,264,098
Miscellaneous Bonds and Deposits	0	23,867	23,867
Leisure Facilities Bonds and Deposits	0	6,265	6,265
Trust Account Prior to 1 July 1995	0	(200)	(200)
Council Number Plates	0	256	256
	<b>0</b>	<b>1,334,366</b>	<b>1,334,366</b>

<b>2013 Actual \$</b>	<b>2012 Actual \$</b>
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**20 Total Assets Classified by Function and Activity**

General Purpose Funding	15,649,286	13,885,352
Governance	208,164	2,300
Law, Order and Public Safety	405,053	424,302
Health	25,938	168,936
Education and Welfare	31,226	31,690
Community Amenities	1,694,447	4,417,239
Recreation and Culture	72,900,740	44,814,917
Transport	58,388,564	56,433,817
Economic Services	661,085	99,416
Other Property and Services	147,572,957	25,522,186
	<b>297,537,458</b>	<b>145,800,155</b>

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**21 Disposal of Assets**

The following assets were disposed of during the year -

Details and Asset ID	Net Book Value		Sale Price		Profit / (Loss)	
	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$
<b>Land</b>						
Land Sales Strategy	0	416,667	0	416,667	0	0
Rutland Avenue #2056	45,479	0	861,831	0	816,352	0
<b>Plant and Machinery</b>						
Asset Management #2011	12,806	22,427	15,145	11,520	2,339	(10,907)
BLP Administration #4016	29,243	46,684	23,918	25,455	(5,325)	(21,229)
Building #1992	30,154	16,799	15,519	16,799	(14,635)	0
CEO Office #1998	44,646	0	21,883	0	(22,763)	0
CEO Office #2005	40,881	22,727	24,373	22,727	(16,508)	0
CLP Administration #2001	28,363	32,428	26,428	20,000	(1,935)	(12,428)
CLP Administration #3510	28,944	0	16,337	0	(12,607)	0
FLBLP Admin #2003	32,428	43,368	26,428	25,455	(6,000)	(17,913)
Human Resources #1996	20,327	32,277	15,974	20,000	(4,353)	(12,277)
Lifelong Learning #4018	18,472	23,000	18,782	23,000	310	0
Loader Backhoe #1945	51,123	21,049	52,428	25,000	1,305	3,951
Minor Plant #Various	2,974	762	4,149	2,465	1,175	1,703
Regulatory Services #1985	28,672	26,894	15,292	13,636	(13,380)	(13,258)
Regulatory Services #1999	17,996	33,013	18,509	15,455	513	(17,558)
Regulatory Services #3522	18,852	33,013	13,873	15,455	(4,979)	(17,558)
Regulatory Services #3523	19,340	30,164	15,155	11,520	(4,185)	(18,644)
Regulatory Services #4024	15,931	23,357	14,691	11,520	(1,240)	(11,837)
Strategic Planning #1983	28,371	28,860	14,337	11,520	(14,034)	(17,340)
Street Operations #2002	30,164	30,164	16,883	11,520	(13,281)	(18,644)
Street Operations #2007	24,262	18,455	13,701	18,455	(10,561)	0
Street Operations #3514	28,448	28,860	15,065	16,364	(13,383)	(12,496)
Street Operations #3518	22,682	39,722	15,736	16,364	(6,946)	(23,358)
Street Operations #3519	22,682	39,721	12,327	16,364	(10,355)	(23,357)
Street Operations #4026	19,414	13,636	16,418	13,636	(2,996)	0
Street Operations #4035	14,145	0	14,145	0	0	0

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**21 Disposal of Assets**

	Net Book Value		Sale Price		Profit / (Loss)	
	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$
Sweeper #1944	36,456	188,978	4,218	136,000	(32,238)	(52,978)
Sweeper #4035	5,905	27,094	16,873	7,273	10,968	(19,821)
Tractor #1966	0	28,944	22,621	11,520	22,621	(17,424)
Trailer #2141	0	0	2,080	3,019	2,080	3,019
Truck #1957	0	27,272	20,918	27,272	20,918	0
Truck #1959	6,954	0	21,800	0	14,846	0
Truck #4038	18,800	0	13,873	0	(4,927)	0
Urban Planning #2008	14,708	31,515	15,746	21,818	1,038	(9,697)
Urban Planning #2009	20,448	23,211	13,009	11,520	(7,439)	(11,691)
	<b>780,070</b>	<b>1,351,061</b>	<b>1,450,465</b>	<b>999,319</b>	<b>670,395</b>	<b>(351,742)</b>



**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**2013                      2012                      2011**

**22 Financial Ratios**

Current Ratio	1.56	1.62	1.62
Asset Sustainability Ratio	0.78	0.66	0.46
Debt Service Cover Ratio	(0.44)	4.44	4.97
Own Source Revenue Coverage Ratio	0.78	0.95	1.02
Operating Surplus Ratio	(0.14)	0.04	0.07

The above ratios are calculated as follows -

	Current Assets Minus Restricted Assets
Current Ratio	Current Liabilities Minus Liabilities From Restricted Assets
Asset Sustainability Ratio	Capital Renewal and Replacement Expenditure
Debt Service Cover Ratio	Depreciation
Operating Surplus Ratio	Annual Operating Surplus before Interest and Depreciation
Own Source Revenue Coverage Ratio	Principal and Interest
	(Operating Revenue minus Operating Expense)
	Own Source Operating Revenue
	Own Source Operating Revenue
	Operating Expense

**Additional Ratio Information**

This information relates to ratios that only require attestation that they have been checked and supported by verifiable information. In keeping with amendments to the *Local Government (Financial Management) Regulations 1996* (Reg. 50), comparatives for the two preceding years have not been reported as financial information is not available.

Asset Consumption Ratio	0.52	n/a	n/a
Asset Renewal Funding Ratio	0.97	n/a	n/a

	Depreciated Replacement Cost of Depreciable Assets
Asset Consumption Ratio	Current Replacement Cost of Depreciable Assets
Asset Renewal Funding Ratio	NPV of Planned Capital Renewal over 15 years
	NPV of Required Capital Renewal over 15 years

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**23 Information on Borrowings**

<b>(a) Debentures (Budget)</b>	<b>Principal 1 July \$</b>	<b>New Loans \$</b>	<b>Principal Repayment \$</b>	<b>Principal 30 June \$</b>	<b>Interest Expense \$</b>
<b>Recreation and Culture</b>					
04 Aqualife Centre	2,539,641	0	259,094	2,280,547	142,020
07 Aqualife Centre II	2,829,235	0	243,310	2,585,925	174,000
11 Fletcher Park	555,000	0	25,877	529,123	26,982
<b>Economic Services</b>					0
13 Underground Power	2,500,000	0	312,534	2,187,466	105,873
<b>Other Property and Services</b>					0
02 Depot Land	774,495	0	77,224	697,271	48,930
03 Administration Centre	1,053,500	0	106,648	946,852	61,165
09 14 Kent Street	742,089	0	45,319	696,770	55,731
10 1 Harper Street	1,147,850	0	59,052	1,088,798	74,105
12 Depot Upgrade	470,000	0	21,915	448,085	22,000
	<b>12,611,810</b>	<b>0</b>	<b>1,150,973</b>	<b>11,460,837</b>	<b>710,806</b>

<b>(b) Debentures (Actual)</b>	<b>Principal 1 July \$</b>	<b>New Loans \$</b>	<b>Principal Repayment \$</b>	<b>Principal 30 June \$</b>	<b>Interest Expense \$</b>
<b>Law, Order and Public Safety</b>					
14 Parking Initiative	0	5,000,000	0	5,000,000	1,591
<b>Recreation and Culture</b>					
04 Aqualife Centre	2,539,641	0	259,095	2,280,547	138,872
07 Aqualife Centre II	2,829,235	0	243,310	2,585,926	168,330
11 Fletcher Park	555,000	0	25,877	529,123	26,414
<b>Economic Services</b>					
13 Underground Power	2,500,000	0	312,534	2,187,466	103,500
<b>Other Property and Services</b>					
02 Depot Land	774,495	0	77,224	697,271	45,976
03 Administration Centre	1,053,500	0	106,648	946,852	59,493
09 14 Kent Street	742,089	0	45,319	696,771	55,114
10 1 Harper Street	1,147,850	0	59,052	1,088,799	71,184
12 Depot Upgrade	470,000	0	21,914	448,086	22,369
	<b>12,611,812</b>	<b>5,000,000</b>	<b>1,150,972</b>	<b>16,460,840</b>	<b>692,843</b>

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**23 Information on Borrowings**

**(c) New Debentures**

	Amount Borrowed		Amount Used		Balance Unspent
	Actual	Budget	Actual	Budget	
	\$	\$	\$	\$	\$
<b>Law, Order and Public Safety</b>					
14 Parking Initiative	5,000,000	0	0	0	5,000,000
	<b>5,000,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000,000</b>

	Institution	Type	Term (Years)	Total Costs	Interest Rate
<b>Law, Order and Public Safety</b>					
14 Parking Initiative	WATC	Debenture	7	770,997	3.84%
				<b>770,997</b>	

**(d) Unspent Debentures**

There was \$5,000,000 in unspent debentures at 30 June.

**(e) Overdraft**

The Town has an overdraft facility of \$200,000 to assist with short-term liquidity.

The Town did not need to utilise these facilities and the balance of the bank overdraft at 30 June was \$nil.

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**24 Rating Information**

<b>(a) Rating (Budget)</b>	<b>Property Numbers #</b>	<b>Rateable Value \$</b>	<b>Rate Revenue \$</b>	<b>Interim and Back Rates \$</b>	<b>Total Revenue \$</b>
Rate in \$ - 7.27 cents Minimum Charge - \$864					
<b>General Rate</b>					
Gross Rental Value	133,342	356,726,562	25,934,021	100,000	26,034,021
<b>Minimum Charge</b>					
Gross Rental Value	2,698	27,445,233	2,331,072	0	2,331,072
<b>Total</b>	<b>136,040</b>	<b>384,171,795</b>	<b>28,265,093</b>	<b>100,000</b>	<b>28,365,093</b>

<b>(b) Rating (Actual)</b>	<b>Property Numbers #</b>	<b>Rateable Value \$</b>	<b>Rate Revenue \$</b>	<b>Interim and Back Rates \$</b>	<b>Total Revenue \$</b>
Rate in \$ - 7.27 cents Minimum Charge - \$864					
<b>General Rate</b>					
Gross Rental Value	133,387	357,860,817	26,016,482	216,400	26,232,882
<b>Minimum Charge</b>					
Gross Rental Value	2,698	27,445,233	2,331,072	(14,346)	2,316,726
<b>Total</b>	<b>136,085</b>	<b>385,306,050</b>	<b>28,347,554</b>	<b>202,054</b>	<b>28,549,608</b>

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

	2013 30 June \$	2012 1 July \$	2012 30 June \$
<b>24 Rating Information</b>			
<b>(c) Information on Surplus / (Deficit) Brought Forward</b>			
<b>Surplus / (Deficit)</b>			
<b>Comprises -</b>			
Cash - Unrestricted	6,986,801	12,070,382	12,070,382
Receivables and Accruals - Current	4,469,342	1,241,614	1,241,614
Inventories - Current	160,778	17,997	17,997
<b>Less -</b>			
Payables - Current	(3,226,866)	(5,204,497)	(5,204,497)
Provisions - Current	(2,590,373)	(1,850,986)	(1,850,986)
<b>Adjustments</b>			
Unspent Contributions	0	577,646	577,646
Unspent Loans	5,000,000	0	0
Bonds and Deposits	0	597,748	597,748
<b>Surplus / (Deficit)</b>	<b>10,799,683</b>	<b>7,449,905</b>	<b>7,449,905</b>

**25 Specified Area Rates**

The Town did not raise any Specified Area Rates during the 2012-2013 financial year.

**26 Service Charges**

	Revenue Raised \$	Budget Revenue \$	Applied to Service Costs \$	Budget to Costs \$
Underground Power	2,916,053	2,893,835	3,644,542	3,600,196

The area for which the above Underground Power Service Charge is to be levied includes the suburb of Lathlain, plus the "Goodwood" precinct area of Burswood, bounded by Goodwood Parade, Great Eastern Highway and Graham Farmer Freeway. Western Power is the primary agent associated with the works and they have indicated that they will be contracting the works out to a suitable contractor. The Service Charge is to fund 75% of the associated works. The remaining 25% is to be funded by Council.



**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**27 Rates Related Discounts, Incentives, Concessions and Write-Offs**

The Town did not provide any discounts, waivers or concessions with regards to the payment of rates.

Three payment incentives were offered -

1 - Kustom Cupcakes Yummy Package (\$1,000 cash from the Town of Victoria Park, one year's supply of cupcakes from Kustom Cupcakes and a gourmet hamper from Nosh)

2 - Kalbarri Beach Resort Package (\$1,000 cash from the Town of Victoria Park, five nights accommodation at Kalbarri Beach Resort, two double passes to WASO's performance of *Rachmaninov and the Ring* and two double passes to the Black Swan Theatre Company's performance of *Managing Carmen*)

3 - Victoria Park Package (\$1,000 cash from the Town of Victoria Park, overnight stay (plus breakfast) at Crown Promenade Perth, \$100 gift voucher to spend at Simply Fabulous, six month Maxilife membership to Leisurelife and Aqualife)

	<b>2013 Actual \$</b>	<b>2012 Actual \$</b>
Written-off rates and rates related fees and charges	4,169	680

**28 Rates Related Interest and Charges**

	<b>Interest Rate %</b>	<b>Actual Revenue \$</b>	<b>Budgeted Revenue \$</b>
Pensioner Deferred Rates Interest (as set by State Government)	4.0	7,181	9,500
Instalment Interest	5.5	163,752	180,000
Late Payment Interest	11	86,412	56,000
Waste Debts Interest (Rates)	11	1,905	1,400
Charges on instalment plans and arrangements		64,764	64,900
		<b>324,014</b>	<b>311,800</b>

Ratepayers had the option of paying rates in four equal instalments. These were due -

- 1      28 September 2012
- 2      30 November 2012
- 3      01 February 2013
- 4      05 April 2013

Administration charges and interest applied for the final three instalments (\$4 per instalment).

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

	<b>2013</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>
	<b>\$</b>	<b>\$</b>
<b>29 Fees and Charges</b>		
General Purpose Funding	132,430	64,328
Law, Order and Public Safety	566,593	543,485
Health	206,317	214,144
Education and Welfare	97,134	172,562
Community Amenities	898,834	819,136
Recreation and Culture	5,052,579	5,272,003
Transport	138,620	164,881
Economic Services	286,078	343,813
Other Property and Services	38,667	24,320
	<b>7,417,253</b>	<b>7,618,672</b>

**30 Grant Revenue**

**By Nature or Type**

Grants and Contributions - Operating	2,422,085	1,658,401
Grants and Contributions - Non-Operating	406,307	992,056
	<b>2,828,392</b>	<b>2,650,457</b>

**By Nature or Type**

General Purpose Funding	1,062,762	1,371,449
Governance	0	0
Law, Order and Public Safety	95,802	88,123
Health	54	2,334
Education and Welfare	42,743	38,500
Community Amenities	0	0
Recreation and Culture	405,594	91,971
Transport	759,792	1,038,080
Economic Services	124,145	0
Other Property and Services	337,500	20,000
	<b>2,828,392</b>	<b>2,650,457</b>

**31 Employee Numbers**

Number of Full-Time Equivalent Employees at Balance Date	<b>167</b>	<b>152</b>
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**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

	<b>2013</b>	<b>2013</b>	<b>2012</b>
	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>32 Elected Members' Fees and Allowances</b>			
Mayoral Allowance	60,000	60,000	60,000
Deputy Mayoral Allowance	15,000	15,000	15,000
Members Meeting Fees	70,000	70,000	70,000
Telecommunications Allowance	21,600	21,600	22,780
Information Technology Allowance	12,267	9,000	9,392
Members Expenses	4,940	5,300	4,380
Members Travel	3,867	5,500	4,904
	<b>187,674</b>	<b>186,400</b>	<b>186,456</b>

**33 Post Balance Date Events**

There were no Post Balance Date Events incurred by the Town.

**34 Major Land Transactions**

There were no Major Land Transactions incurred by the Town.

**35 Financial Risk Management**

The Town's activities expose it to a variety of financial risks including price risk, credit risk, liquidity risk, and interest rate risk. The Town's overall risk management focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Town.

The Town does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk. Financial risk management is carried out by the Town under policies approved by Council. Council held the following financial instruments at balance date -

	<b>Carrying Value</b>		<b>Fair Value</b>	
	<b>2013</b>	<b>2012</b>	<b>2013</b>	<b>2012</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Financial Assets</b>				
Cash and cash equivalents	16,736,801	18,922,481	16,736,801	18,922,481
Receivables	5,225,114	2,764,449	5,225,114	2,764,449
<b>Financial Liabilities</b>				
Payables	3,226,866	5,204,497	3,226,866	5,204,497
Borrowings	16,460,840	12,611,812	16,387,441	10,719,476

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**35 Financial Risk Management**

Fair value is determined as follows -

Cash and cash equivalents, Receivables, Payables - estimated to the carrying value, which approximates net market value.

Borrowings - estimated future cash flows discounted by the current market interest rates applicable to assets and liabilities with similar risk profiles.

**(a) Cash and cash equivalents and Financial Assets at Fair Value**

The Town's objective is to maximise return on cash and cash investments whilst maintaining an adequate level of liquidity and preserving capital. The Town maintains an investment policy and the policy is subject to regular review. An investment report is provided monthly setting out the make-up and performance of the portfolio.

The major risk associated with any investment is price risk - the risk that the capital value of investments may fluctuate due to changes in market prices, whether these changes are caused by factors specific to individual financial instruments of their issuers or factors affecting similar instruments traded in a market.

Cash and investments are also subject to interest rate risk - the risk that movements in interest rates could affect returns.

Another risk associated with cash and investments is credit risk - the risk that a contracting entity will not complete the obligations under the financial instrument resulting in a financial loss to the Town.

The Town manages these risks by diversifying the portfolio and only purchasing investments with high credit ratings or capital guarantees.

	<b>2013</b>	<b>2012</b>
	<b>\$</b>	<b>\$</b>
Impact of a 1% movement in interest rates on cash and investments		
- Equity	167,368	189,225
- Statement of Comprehensive Income	167,368	189,225

The above are sensitivity percentages based on expectation of possible future market movements.

**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**35 Financial Risk Management**

**(b) Receivables**

Council's major receivables comprise rates and annual charges and user charges and fees. The major risk associated with these receivables is credit risk - the risk that the debts may not be repaid. This risk is managed by monitoring outstanding debt and employing debt recovery policies. Credit risk on rates and annual charges is minimised by the ability to recover these debts as a secured charge over the land - that is, the land can be sold to recover the debt. Interest can also be charged on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is reported monthly and monitored for acceptable collection performance. Suitable provision is made for doubtful receivables, as required, and credit checks are carried out on most non-rate debtors. There are no material receivables that have been subject to a re-negotiation of repayment terms. The Town's profile of credit risk at balance date was -

	<b>2013</b>	<b>2012</b>
Percentage of Rates and Annual Charges		
- Current (Due within 12 months)	33%	36%
- Overdue	67%	64%
Percentage of Other Receivables		
- Current (Due within 30 days)	37%	42%
- Overdue	63%	58%

**(c) Payables and Borrowings**

Payables and borrowings are both subject to liquidity risk - that is, the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. This risk is managed by monitoring cash flow requirements and liquidity levels and maintaining an adequate cash buffer.

The contractual undiscounted cash flows of Payables and Borrowings are set out in the Liquidity Sensitivity Table as shown below -

	Due Within 1 Year \$	Due Between 1 and 5 Years \$	Due After 5 Years \$	Total Contractual Cash Flows \$	Total Carrying Values \$
<b>2013</b>					
Payables	3,226,866	0	0	<b>3,226,866</b>	3,226,866
Borrowings	2,270,602	10,725,675	7,413,509	<b>20,409,786</b>	16,460,840
	<b>5,497,468</b>	<b>10,725,675</b>	<b>7,413,509</b>	<b>23,636,652</b>	<b>19,687,706</b>
<b>2012</b>					
Payables	5,204,497	0	0	<b>5,204,497</b>	5,204,497
Borrowings	1,859,606	7,439,145	7,468,856	<b>16,767,607</b>	12,611,812
	<b>7,064,103</b>	<b>7,439,145</b>	<b>7,468,856</b>	<b>21,972,104</b>	<b>17,816,309</b>



**Town of Victoria Park**  
**Notes to, and forming part of, the Financial Report**  
**For the year ended 30 June 2013**

**35 Financial Risk Management**

**(c) Payables and Borrowings (continued)**

Borrowings are also subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. This is not a factor with the loan portfolio, as set out below, as all loans have a fixed interest rate for the duration of the loan. The following table sets out the carrying amount, by maturity, of the financial instruments of the Town of Victoria Park -

	<b>Less Than 1 Year \$</b>	<b>Between 1 and 5 Years \$</b>	<b>More Than 5 Years \$</b>	<b>Total \$</b>	<b>Weighted Average Effective Interest Rate %</b>
<b>Year Ended 30 June 2013</b>					
Fixed Rate Debentures	1,626,640	8,324,757	6,509,443	<b>16,460,840</b>	5.13%
					<b>Weighted Average Effective Interest Rate %</b>
<b>Year Ended 30 June 2012</b>					
Fixed Rate Debentures	1,150,972	5,290,937	6,169,903	<b>12,611,812</b>	5.68%



**INDEPENDENT AUDITOR'S REPORT****TO: RATEPAYERS OF TOWN OF VICTORIA PARK**

We have audited the financial report of the Town of Victoria Park, which comprises the Statement of Financial Position as at 30 June 2013 and the Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity and Statement of Cash Flows and Rate Setting Statement for the year ended on that date and a summary of significant accounting policies and other explanatory information and the Statement by Chief Executive Officer.

**Management's Responsibility for the Financial Report**

Management is responsible for the preparation and fair presentation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards, the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended) and for such internal controls as management determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

**Auditor's Responsibility**

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

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

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

**Independence**

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

**INDEPENDENT AUDITOR'S REPORT**

**TO: RATEPAYERS OF TOWN OF VICTORIA PARK (Cont'd)**

**Auditor's Opinion**


In our opinion, the financial report of the Town of Victoria Park:

- (a) gives a true and fair view of the financial position of the Town of Victoria Park as at 30 June 2013 and of its financial performance for the year ended on that date; and
- (b) complies with the Local Government Act 1995 (as amended), the Local Government (Financial Management) Regulations 1996 (as amended) and the Australian Accounting Standards.

**Report on Other Legal and Regulatory Requirements**

In accordance with the Local Government (Audit) Regulations 1996, we also report that:

- (a) There are no matters that in our opinion indicate significant adverse trends in the financial position or financial management practices of the Council.
- (b) There are no matters indicating non-compliance with Part 6 of the Local Government Act 1995 (as amended), the Local Government (Financial Management) Regulations 1996 (as amended) or applicable financial controls of any other written law were noted during the course of our audit.
- (c) In relation to the asset consumption ratio and asset renewal funding ratio (presented at Note 22 of the annual financial report) we have reviewed the calculations as presented and nothing has come to our attention to suggest they are not:
  - (i) reasonably calculated; and
  - (ii) based on verifiable information.
- (d) All necessary information and explanations were obtained by us.
- (e) All audit procedures were satisfactorily completed in conducting our audit.

  
\_\_\_\_\_  
MACRI PARTNERS  
CERTIFIED PRACTISING ACCOUNTANTS  
SUITE 2, 137 BURSWOOD ROAD  
BURSWOOD WA 6100

  
\_\_\_\_\_  
A MACRI  
PARTNER

PERTH  
DATED THIS 28<sup>th</sup> DAY OF NOVEMBER 2013.









TOWN OF  
**VICTORIA PARK**

Town of Victoria Park  
Administration Centre  
99 Shepperton Road, Victoria Park

**9311 8111**

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This information is available in an alternative format  
to people with a disability on request to 9311 8132