

ATTACHMENTS

Ordinary Council Meeting

23 March 2021

ATTACHMENTS TO AGENDA ITEMS

Ordinary Council - 23 March 2021

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NOTES.

Council Agenda Briefing

Meeting Date and Time: 6.00pm, Tuesday 16 March 2021
Meeting Location Council Chamber

1. DECLARATION OF OPENING

The Presiding Member opened the Briefing at 6pm and welcomed everyone in attendance.

2. ATTENDANCE

Presiding Member

Mayor Greg Milner

Councillors

Como Ward
Como Ward
Manning Ward
Manning Ward
Mill Point Ward
Mill Point Ward
Moresby Ward

Councillor Glenn Cridland (arrived at 6.15pm)
Councillor Carl Celedin
Councillor André Brender-A-Brandis (arrived at 6.02pm)
Councillor Blake D'Souza
Councillor Ken Manolas
Councillor Mary Choy
Councillor Stephen Russell

Officers

Chief Executive Officer
Director Corporate Services
Director Development and Community Services
Director Infrastructure Services
Manager Development Services
Manager Finance
Manager Governance
Communications and Marketing Coordinator
Governance Coordinator

Mr Mike Bradford
Mr Colin Cameron
Ms Vicki Lummer
Mr Mark Taylor
Ms Fiona Mullen
Mr Abrie Lacock
Ms Bernadine Tucker
Ms Lisa Williams
Ms Toni Fry

Gallery

There were approximately four members of the public present.

2.1 Apologies

Nil.

2.2 Approved Leave of Absence

Councillor Samantha Bradder (15 March 2021 to 31 March 2021 inclusive)

Councillor André Brender-A-Brandis arrived at the meeting at 6.02pm during consideration of Item 3.

3. DECLARATIONS OF INTEREST

- Councillor Stephen Russell – Impartiality Interest in Item 10.0.1 as ‘I hold shares in the Telco although less than \$10,000 worth’.
- Councillor Blake D’Souza – Financial Interest in Item 10.0.1 as ‘I own shares in Telstra’.
- Councillor Ken Manolas – Financial Interest in Item 10.0.1 as ‘I own more than \$10,000 worth of Telstra Shares’.
- Councillor André Brender-A-Brandis – Financial Interest in Item 10.0.1 as ‘I have an indirect financial interest through shareholdings in the superannuation fund in Telstra Corporate Limited’.
- Councillor Glenn Cridland – Impartiality Interest in Item 10.0.1 as ‘My daughter holds Telstra shares below the specified amount’.
- Councillor Glenn Cridland – Impartiality Interest in Item 10.1.1 as ‘I know a number of the members of the Como Croquet Club as friends, my daughter and son have played for Hensman Park Tennis Club and I am a social club member of the Como Bowling Club’.
- Councillor Ken Manolas – Impartiality Interest in Item 10.1.1 as ‘A member of the Croquet Club is known to me’.

4. PRESENTATIONS

4.1 Presentations

Nil.

4.2 Deputations

Councillors André Brender-A-Brandis, Blake D’Souza and Ken Manolas all declared a Financial Interest in Item 10.0.1 and accordingly left the meeting at 6.03pm prior to the deputation by Mr Declan Creighan.

1. Mr Declan Creighan of William Street, Perth who spoke **FOR** the Officer’s Recommendation **10.0.1**

Councillors André Brender-A-Brandis, Blake D’Souza and Ken Manolas returned to the meeting at 6.09pm prior to the deputation by Mr David Read.

Councillor Glenn Cridland arrived at the meeting at 6.15pm during the deputation by Mr David Read.

2. Mr David Read of St Georges Terrace, Perth who spoke **AGAINST** the Officer’s Recommendation **10.3.1**

5. DRAFT MARCH 2021 REPORTS

The Chief Executive Officer, Mr Mike Bradford gave a brief summary of the March 2021 Agenda Items to be considered by Council, as follows.

Councillors Stephen Russell and Glenn Cridland disclosed an Impartiality Interest in Item 10.0.1.

Councillors Ken Manolas, Blake D'Souza and André Brender-A-Brandis disclosed a Financial Interest in Item 10.0.1 and accordingly left the meeting at 6.24pm prior to discussion on the Item.

10.0.1 Proposed Upgrading of Telecommunications Infrastructure (Telstra Smart City Payphones) across various locations within the road reserve of the City of South Perth

This Item was the subject of one deputation.

To consider an application for development approval for the upgrading of Telecommunications Infrastructure (Telstra Smart City Payphones) across various locations within the road reserve of the City of South Perth. The locations of the proposed signs can be found at **Attachment (a)**.

The item is referred to Council as there is no specific delegation established to allow officers to determine an application of this nature.

It is considered that the proposed development would not adversely impact the amenity of the public realm, and the proposal is supported having considered the City's planning provisions relating to signage.

It is recommended that the application be approved, subject to conditions.

Councillors Ken Manolas, Blake D'Souza and André Brender-A-Brandis returned to the meeting at 6.29pm prior to Item 10.0.2.

10.0.2 Final adoption of modified Local Planning Policy P301 - Advertising of Planning Proposals

This Item was the subject of one deputation.

This report considers modifications to draft Local Planning Policy P301 Advertising of Planning Proposals (P301). The modifications proposed are in response to the outcomes of consultation and recent changes to the State Planning Framework over the past six months.

In March 2020, Council adopted draft modified P301 for the purpose of public advertising. Draft P301 was advertised for a period of 44 days between 18 June 2020 and 31 July 2020. 17 submissions were received.

In August 2020, the Department of Planning, Lands and Heritage released a suite of draft amendments to the Planning and Development (Local Planning Schemes) Regulations 2015. A number of the proposed amendments provide guidance to the City on the advertising of planning proposals. Due to these amendments, finalisation of the draft policy was delayed until after the changes to the Regulations were gazetted. The amendments to the Regulations were gazetted on 18 December 2020 and take effect from 15 February 2021.

In response to the submissions received, and the recent amendments to the Regulations, a number of additional modifications are proposed to draft P301. The recommended modifications aim to address the responses received during the advertising period and to ensure that the City advertises all planning proposals in accordance with State government requirements.

Councillors Glenn Cridland and Ken Manolas disclosed an Impartiality Interest in Item 10.1.1.

10.1.1 CSRFF Small Grants Application 2021

Each year the Department of Local Government, Sport and Cultural Industries (DLGSC) calls for applications via its Community Sport and Recreation Facilities Fund (CSRFF) to invite eligible community groups and local governments to apply for funding to assist with sport and recreation infrastructure projects.

CSRFF applications must initially be presented to the relevant local government for its assessment to provide project ratings and prioritised rankings (in the case of multiple applications); and to request its in-principle support for the proposed project/s, including the financial contribution requested by the application under the CSRFF program.

Three applications are presented for the current round of the CSRFF Small Grants Program for 2020/21 namely:

1. Como Croquet Club Lawn Playing Surface Renovation Project (external application)
2. Hensman Park Tennis Club Floodlighting Upgrade Project (external application)
3. Como Bowling Club Green Plinth Replacement Project (external application)

10.3.1 Proposed Seven (7) Three Storey Grouped Dwellings on Lot 5, No. 65 Park Street, Como

This report seeks Council's consideration to refuse an application for development approval for seven Three Storey Grouped Dwellings on Lot 5, No. 65 Park Street, Como.

This item is referred to Council as the application is a residential development which is 9.0 metres high or higher, and therefore falls outside of the delegation to officers. The building height of the proposed development complies with the maximum height prescribed by the Canning Bridge Activity Centre Plan.

It is considered that the proposed development does not achieve compliance with all of the discretionary considerations and will have adverse amenity impacts to the residents of the precinct or upon the likely future development of the Canning Bridge Activity Centre Plan precinct.

It is recommended the proposal be refused subject to the reasons listed below.

10.3.2 Tender 17/2020 Construction of Redmond Stairs

This report considers submissions received from the advertising of Tender 17/2020 for the Construction of Redmond Stairs.

This report outlines the assessment process used during evaluation of the tenders received and recommends approval of the tender that provides the best value for money and level of service to the City.

Requests Council consider the allocation of additional funding in the 2021/2022 financial year to facilitate the implementation of this project.

10.4.1 City of South Perth Public Places and Local Government Property Amendment Local Law 2021

This report proposes that the Council, in accordance with section 3.12(4) of the *Local Government Act 1995*, makes the City of South Perth Public Places and Local Government Property Amendment Local Law 2021 which will amend the City of South Perth Public Places and Local Government Property Local Law 2011.

10.4.2 Listing of Payments - February 2021

This report presents to Council a list of accounts paid under delegated authority between 1 February 2021 and 28 February 2021 for information.



10.4.3 Monthly Financial Statements - February 2021

The monthly Financial Statements are provided within **Attachments (a)–(i)**, with high level analysis contained in the comments of this report.

10.4.4 Electors' General Meeting 2019/20

This report allows Council to consider the outcome of the Electors' General Meeting held Monday 22 February 2021.

10.5.1 Audit Register - Progress Report

This report provides an update on the progress of actions included in the Audit Register. The Audit Register includes all open audit findings that have previously been accepted by the Audit, Risk and Governance Committee (ARGC).

10.5.2 Annual Review of Council Delegations

The City has a statutory obligation under the *Local Government Act 1995* to review its Delegations each financial year. The Terms of Reference of the Audit Risk and Governance Committee include responsibility for reviewing the City's Delegations.

A review of the Council Delegations has been completed and is now presented for consideration of the Committee and Council.

10.5.3 Annual Policy Review

Each year, the City reviews its policies. The Terms of Reference of the Audit, Risk and Governance Committee include responsibility for reviewing the City's policies. The annual review of a number of City policies are now presented for the consideration of the Committee and referral to Council for adoption.

10.5.4 Compliance Audit Return

This report provides the City's response to the Department of Local Government, Sport and Cultural Industries 2020 Compliance Audit Return.

10.5.5 Risk Management Strategy 2021

The City has a statutory obligation under the Regulation 17 of the Local Government (Audit) Regulations 1996 to review the appropriateness and effectiveness of a local government's systems and procedures in relation to Risk Management.

12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

12.1 Notice of Motion - Councillor Carl Celedin - Rates Reduction for 2021/22 Annual Budget

This item was withdrawn at the request of Councillor Carl Celedin.

13. LEAVE OF ABSENCE APPLICATIONS

Leave of Absence applications for any planned leave need to be submitted prior to next week's Council meeting.

14. CLOSURE


At 7.18pm the Presiding Member closed the Council Agenda Briefing and thanked everyone for their attendance.





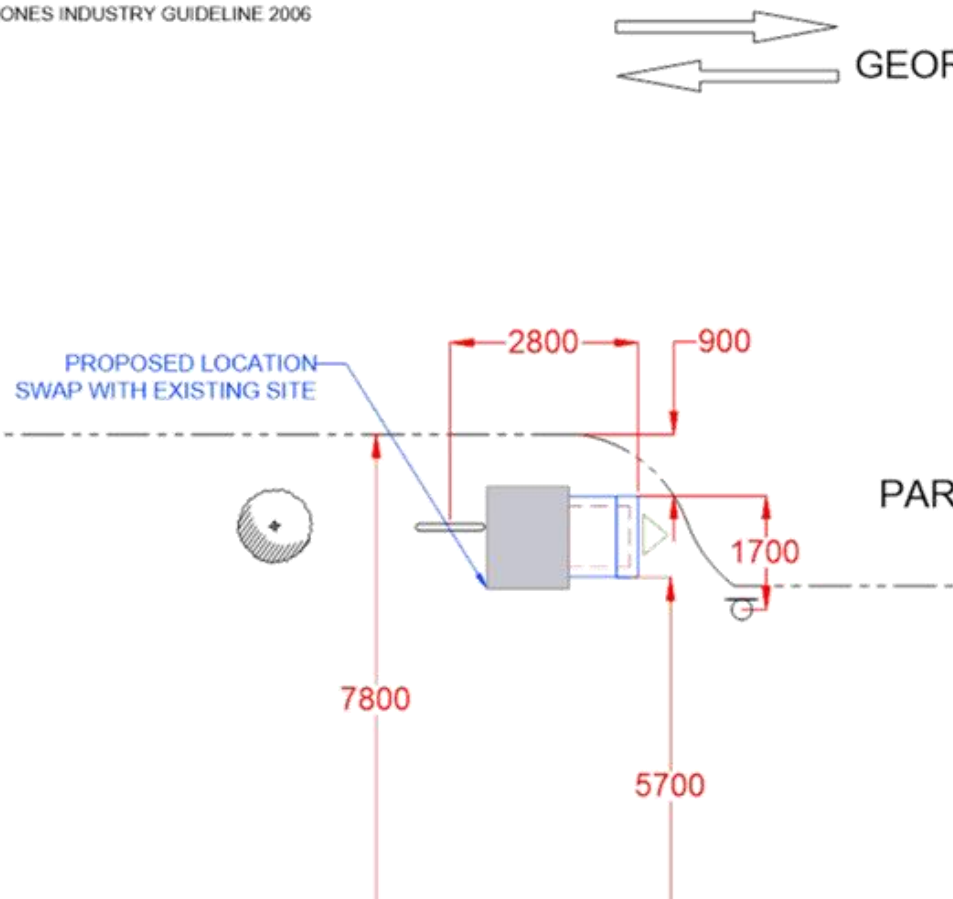
TELSTRA SMART CITY PAYPHONES: CITY OF SOUTH PERTH SITE LIST

CabID	Address	Latitude	Longitude	Local Zone
08936726X2	47 GEORGE ST, KENSINGTON	-31.983002	115.888437	Local Road
08936735X2	7 MORESBY ST, KENSINGTON	-31.988351	115.880236	Local Road
08947404X2	14 MENDES ST, SOUTH PERTH	-31.971861	115.853102	Local Road
08947400X2	21 MENDES ST, SOUTH PERTH	-31.972425	115.852498	Local Road
08931303X2	59 LEY ST, MANNING	-32.012359	115.864008	Local Road

Cab ID: 08936726X2		 JCDecaux Australia Pty Ltd Units 2 & 3, 182 -190 Euston Road, Alexandria NSW 2015 T: 02 9557 6555 F: 02 9557 6982	PROJECT TITLE	CITY OF SOUTH PERTH TELSTRA DIGITAL		DATE	20/06/2018	Issue		Description	Date	Drawn
Main Street: 47 GEORGE ST, KENSINGTON 6151 WA			SCALE	1:100 (A3 Full Bleed)				-	A	PRELIMINARY SITE SURVEY Update: coordinates	20/06/2018 27/07/2018	DE AC
Before/ After / <u>Outside</u> / Opp: IGA			DESIGN	JCDECAUX								
Road Direction: SWB			DRAWN	DE								
GPS Info: Latitude: -31.983002 Longitude: 115.888437		JCDECAUX ASSET NO:				REVISION	A					
		<input type="checkbox"/> ADBOOTH <input type="checkbox"/> TON <input checked="" type="checkbox"/> TELSTRA		<input checked="" type="checkbox"/> NO RELOCATION <input type="checkbox"/> < 10 m RELOCATION <input type="checkbox"/> > 200 m / GREENFIELD <input type="checkbox"/> > 10 < 200 m RELOCATION		SURVEY NO.		WA-COSP-004				

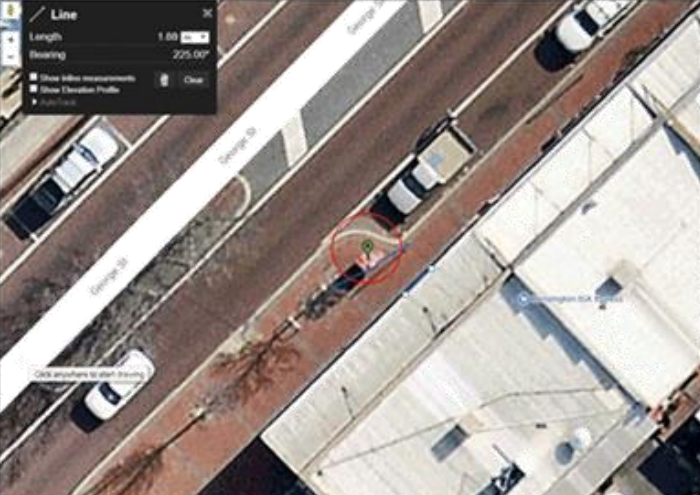
Note:


- All dimensions are in millimetres
- Dimensions are estimated and should be used only as indication.
- Construction to be undertaken in accordance with the requirements of AS1428 1-4 Design for Access and Mobility
- All works shall comply with the ACCESSIBILITY OF PAYPHONES INDUSTRY GUIDELINE 2006



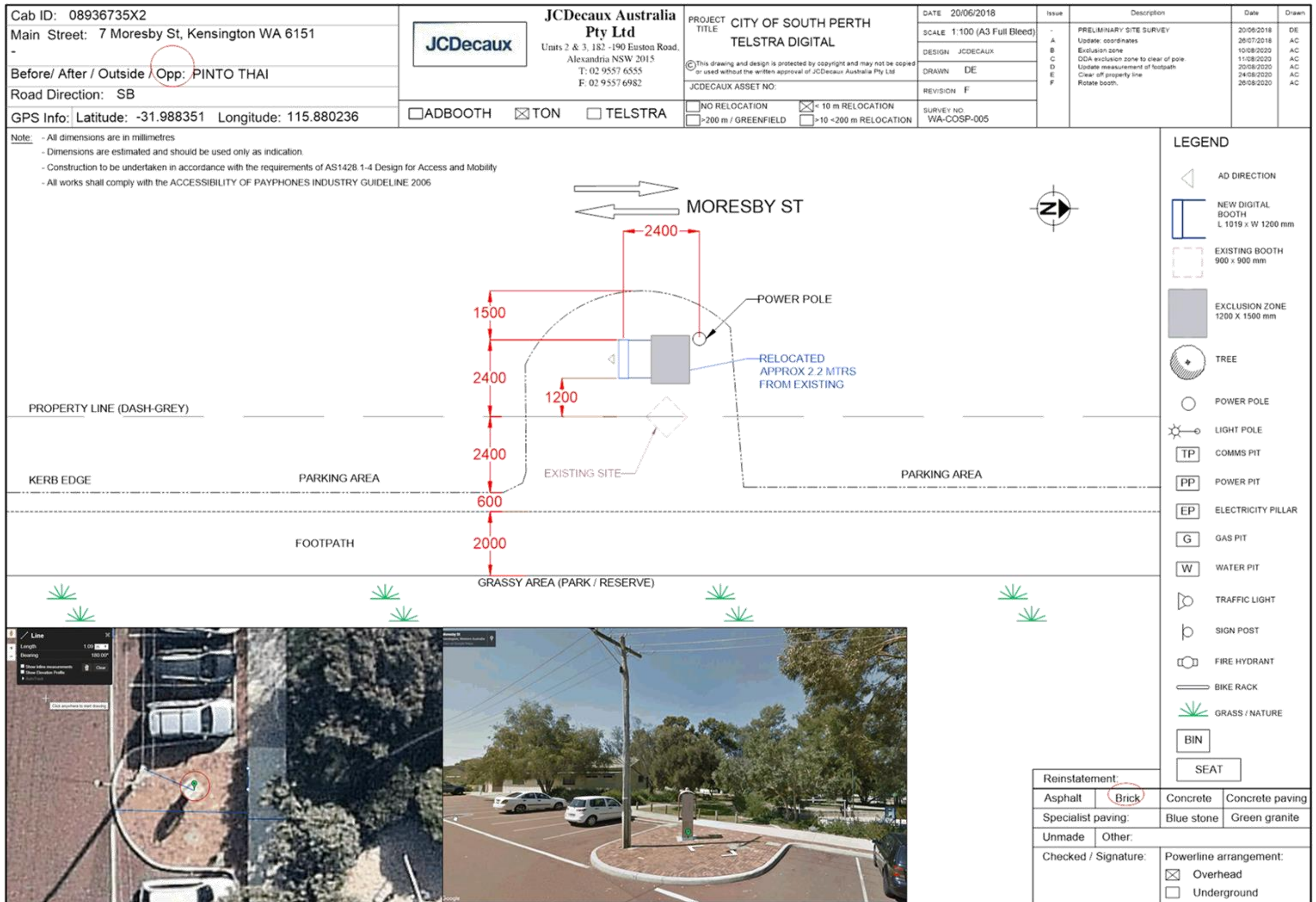
LEGEND

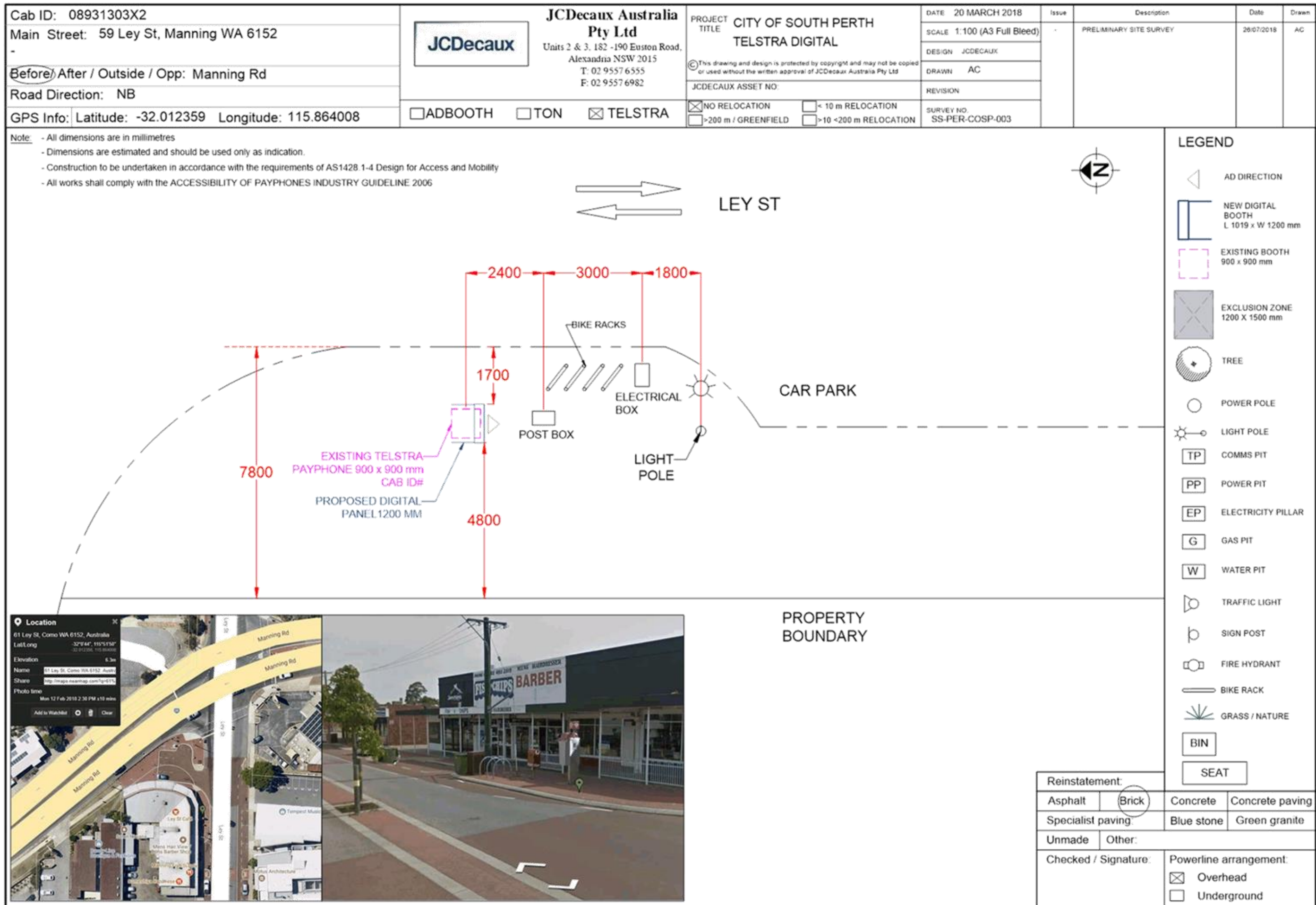
- AD DIRECTION
- NEW DIGITAL BOOTH L 1019 x W 1200 mm
- EXISTING BOOTH 900 x 900 mm
- EXCLUSION ZONE 1200 X 1500 mm
- TREE
- POWER POLE
- LIGHT POLE
- TP COMMS PIT
- PP POWER PIT
- EP ELECTRICITY PILLAR
- G GAS PIT
- W WATER PIT
- TRAFFIC LIGHT
- SIGN POST
- FIRE HYDRANT
- BIKE RACK
- GRASS / NATURE
- BIN
- SEAT





Reinstatement:			
Asphalt	<u>Brick</u>	Concrete	Concrete paving
Specialist paving:		Blue stone	Green granite
Unmade	Other:		
Checked / Signature:		Powerline arrangement:	
		<input checked="" type="checkbox"/> Overhead <input type="checkbox"/> Underground	







**LEVEL 14
1 WILLIAM STREET
PERTH WA 6000**

URBIS.COM.AU
Urbis Pty Ltd
ABN 50 105 256 228

2 July 2020

Mr Geoff Glass
Chief Executive Officer
City of South Perth
Corner Sandgate Street and South Terrace
SOUTH PERTH WA 6151

Dear Mr Glass,

ATTENTION: BRENDAN PHILIPPS – URBAN PLANNER

DEVELOPMENT APPLICATION - PROPOSED THIRD-PARTY SIGNAGE ON TELSTRA SMART CITY PAYPHONES

Urbis on behalf of JCDecaux and Telstra is pleased to submit this application to the City of South Perth. This development application seeks approval for third-party advertising to be incorporated on Telstra Smart City Payphones. Telstra is upgrading outdated payphone infrastructure across Australia and this initially includes 5 sites in South Perth – all replacements of existing payphones with new technology and features.

JCDecaux has provided consent for Urbis to lodge the application on their behalf however JCDecaux are to be considered as the applicant.

All affected sites are within local road reserves. An authorised representative from the Department of Planning, Lands and Heritage (DPLH) has provided landowner consent for the application. This followed liaison with the City and the City outlining to DPLH it had no-objection to landowner consent being provided.

This application includes:

- Completed and signed relevant application forms.
- Application fee (for works less than \$50,000).
- Planning justification letter.
- Site list and site surveys including site images.
- Site locations map.
- Telstra Smart Hub Information document.

South Perth July 2020 - Cover Letter FINAL



We trust the enclosed is sufficient for your assessment and we respectfully request that this matter be determined in a timely manner. If you have any queries relating to the above or the enclosed documentation, please do not hesitate to contact the undersigned.

Kind regards,

CITY OF SOUTH PERTH

Telstra's Smart Media Network: Smart City Payphones



1. OVERVIEW

1.1 Smart Cities

Telstra is committed to future proofing our cities by providing the essential infrastructure facilitating the ever-growing digital connections binding our communities. The new Smart Media Network is the latest initiative by Telstra in smart city development.

The Smart Media Network breathes new life into Telstra's existing 30,000 assets located in all parts of the country – providing vibrant digital infrastructure that connects people across Australia. The Smart Media Network includes upgraded formats of Telstra's public communications products, transformed into cutting edge media products befitting smart cities. These facilities include:

- Smart billboards.
- Smart Hubs.
- Smart City Payphones.
- Interactive community spaces.
- 5G network connectivity.
- Big data collection and analytics.

1.2 Smart City Payphones

Telstra is partnering with JCDecaux, the largest outdoor communication company in the world, to provide, operate, service and maintain over 1,800 new Telstra Smart City Payphones areas across Australia. These innovative facilities replace existing dated public payphone facilities, and will include:

- Publicly accessible Wi-Fi (at select locations).
- An NFC enabled 'always-on' mobile interaction hub allowing mobile users to tap for instant digital content, with two tabs allocated for council use.
- USB charging ports.
- A front digital screen partly available for council digital content.
- Public transport information.
- Public emergency messaging system.

1.3 Statutory Process

Telstra can install and operate the Smart City Payphones as a 'low-impact facility' with immunity from state law and the powers and functions of local government, pursuant to of Schedule 3 of the *Telecommunications Act 1997* (Cth). This statutory right includes the installation and use of a digital screen (as a part of the Telstra Smart City Payphone) for the purposes of advertising, related only to the supply of standard telephone services and display of information. However, planning approval is required to use the digital screen (as a part of the Telstra Smart City Payphone) for third party advertising content purposes.

The introduction of an additional form of advertising content on the Telstra Smart City Payphone, after the completion of the compliant exercise of statutory rights under Schedule 3 of the *Telecommunications Act 1997* (Cth) (and subject to town planning approval being procured for a change of content for the existing digital screen), does not invalidate the installation nor affect Telstra's statutory powers and immunities in respect of the Telstra Smart City Payphone.

CITY OF SOUTH PERTH

Telstra's Smart Media Network: Smart City Payphones



2. CITY OF SOUTH PERTH SITES

2.1 Site Details

The proposed sites in the Town of South Perth are outlined in Table 1. All sites are within the verge areas of local road reserves. There is an accompanying map illustrating the site's in the application package.

Table 1 – City of South Perth Smart City Payphone Locations

CabID	Address	Latitude	Longitude	Zone	MRS Zone
08936726X2	47 GEORGE ST, KENSINGTON	-31.983002	115.888437	Local Roads	Urban
08936735X2	7 MORESBY ST, KENSINGTON	-31.988351	115.880236	Local Roads	Urban
08947404X2	14 MENDS ST, SOUTH PERTH	-31.971861	115.853102	Local Roads	Urban
08947400X2	21 MENDS ST, SOUTH PERTH	-31.972425	115.852498	Local Roads	Urban
08931303X2	59 LEY ST, MANNING	-32.012359	115.864008	Local Roads	Urban

All three sites have existing out-dated payphone facilities, which will be removed and replaced with the new Smart City Payphones.

CITY OF SOUTH PERTH

Telstra's Smart Media Network: Smart City Payphones



3. PROPOSED DEVELOPMENT

Development approval is sought for the change of content from Telstra Standard Telephone Service (STS) advertising to also allow third-party advertising on the five payphones.

Third party advertising is only proposed on the larger, rear screen.

The scope of this application is limited to the third-party advertising content change only. No physical modifications to the Smart City Payphones are required.

Dimensions for the signage are 1,678mm height and 970mm width – being the same digital sign utilised for STS advertising.

The proposed signage will display a total of 6 advertisements per minute with an instantaneous transition time.

The Smart City Payphone (including digital screen) will be initially installed under Schedule 3 of the Telecommunications Act 1997 Cth and will display Telstra STS related advertising (in accordance with Telecommunications (Low-impact Facilities) Determination 2018).

3.1 Illumination

Each electronic display screen has an inbuilt light adjustment sensor that measures ambient light around the structure and gradually adjusts the screen brightness based on the need for light. The brightness adjustments occur in small increments so that no dramatic change in illuminance level is experienced.

The screen brightness outputs are designed in accordance to satisfy Australian Standard AS4282:1997 *Control of the Obtrusive Effects of Outdoor Lighting*. Screen brightness is summarised in Table 2.

Table 2 – Screen Brightness Levels

Lighting Condition	Average	Maximum
Full direct sun on panel	2,000 cd/m ²	2,500 cd/m ²
Day time	1,200 – 1000 cd/m ²	1,500 cd/m ²
Inclement weather	1,000 – 900 cd/m ²	1,000 cd/m ²
Night time	350 – 300 cd/m ²	500 cd/m ²

3.2 Content Management

All digital infrastructure is remotely monitored and controlled by JCDecaux staff via an internal content management software system. The content management system has firewalls and security protocols in place to ensure the integrity of the digital advertising network.

3.3 Monitoring and Maintenance

The electronic advertising sign is equipped with features that continuously monitor the operating parameters of the unit and automatically send alerts if an operational problem or loss of content occurs to JCDecaux's management software.

If power is entirely lost, the screen maintains sufficient power to allow for an orderly shut-down of the electronic advertising sign and operating system, saving all settings and slowing the modem to send an alert about the problem. Once power is restored the electronic advertising sign will automatically display a black screen.

The electronic advertising sign is equipped with features that continuously monitor the operation of the facility.

The sign will be cleaned weekly and scheduled to a monthly maintenance check.

CITY OF SOUTH PERTH

Telstra's Smart Media Network: Smart City Payphones



3.4 Emergency Messaging System

JCDecaux has developed a web-based Emergency Messaging System to which the WA Police will have direct access. In emergency situations the WA Police can take over the Telstra Smart City Payphone digital inventory across the local government area or particular areas to display emergency information. The system has several features to assist in emergencies including:

- The ability to upload pre-prepared emergency messages and creative.
- The ability to select assets and form groups or networks: a group could be all assets, the assets located on a particular suburb.
- Automatic expiry function to deactivate emergency messaging and return to normal advertising display.
- Multiple emergency messages across multiple assets can be displayed simultaneously.
- Full training will be provided by JCDecaux.

3.5 Industry Membership and Advertising Codes

JCDecaux is a member of the Outdoor Media Association (OMA) who are the peak body representing Out-of-Home advertising within Australia. As a tier one member of the OMA, JCDecaux are committed to complying with the following codes that regulate the content and placement of advertisements which include:

- OMA Code of Ethics
- OMA Alcohol Advertising Guidelines
- OMA Environment and Sustainability
- AANA Code of Ethics
- AANA Environmental Claims in Advertising and Marketing Code
- AANA Code for Advertising and Marketing in Communications for Children
- AANA Food and Beverages Advertising and Marketing Communications Code
- Alcohol Beverages Advertising Code
- Federal Chamber of Automotive Industry's Voluntary Code of Practice for Motor Vehicle Advertising

JCDecaux have an internal creative review process to ensure that advertisements do not breach any applicable code. This review process is undertaken prior to creatives being sent for printing/production and being displayed.

It is also noted that the partnership between JCDecaux and Telstra also adds an additional layer of content control, with Telstra, also applying certain parameters as to what third-party advertising is permissible on their facilities.

CITY OF SOUTH PERTH

Telstra's Smart Media Network: Smart City Payphones



4. PLANNING CONTROLS

4.1 Commonwealth Legislation

Refer to s1.3.

4.2 State Planning Policy 5.2 – Telecommunications Infrastructure

State Planning Policy 5.2 (SPP5.2) identifies the need to provide efficient and effective communication facilities throughout the State, and notes that "adequate and reliable telecommunications are essential for all aspects of contemporary community life, from supporting the State's economy to creating and maintaining connected and cohesive social networks", and further notes that "contact between emergency services and the community increasingly relies on the telecommunications networks".

4.4 City of South Perth Local Planning Scheme No.6

4.4.1 Zoning, Permissibility and Objectives

The proposed sites are all within the verges of local road reserves.

Local Roads within the City of South Perth are classified as local scheme reserves. Under clause 2.2(2)(a) "a person must not change the use of, or commence or carry out development on, any such Reserve, without first having obtained development approval under Parts 7,8 and 9 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*."

As per Clause 2.2(2)(b), "in determining such application, the local government shall have regard to:

- i. The matters set out in Clause 67 of the Deemed Provisions; and
- ii. The ultimate purpose intended for the Reserve".

Additionally, clause 6.12(1) states that "the erection, placement or display of advertisements or the use of land or buildings for any such purpose is development requiring, except as otherwise provided in subclause (2) and Deemed Provisions clause 61(1)(g), development approval in addition to any building permit required pursuant to the Western Australian Building Regulations 2012".

The proposed advertising on the Smart City Payphone's requires planning approval.

As evident across the metropolitan area, payphones, including associated third-party advertising are common in local road reserves. This also extends to third party advertising on bus shelters or other street furniture. The proposed development does not undermine the purpose intended for the reserve and is indeed generally consistent with the reserve.

4.4.2 Metropolitan Region Scheme

The underlying land is zoned 'Urban' under the MRS. Third party signage is common in the Urban zone and the proposed development is not inconsistent with this zone.

4.4.3 Other Relevant Controls

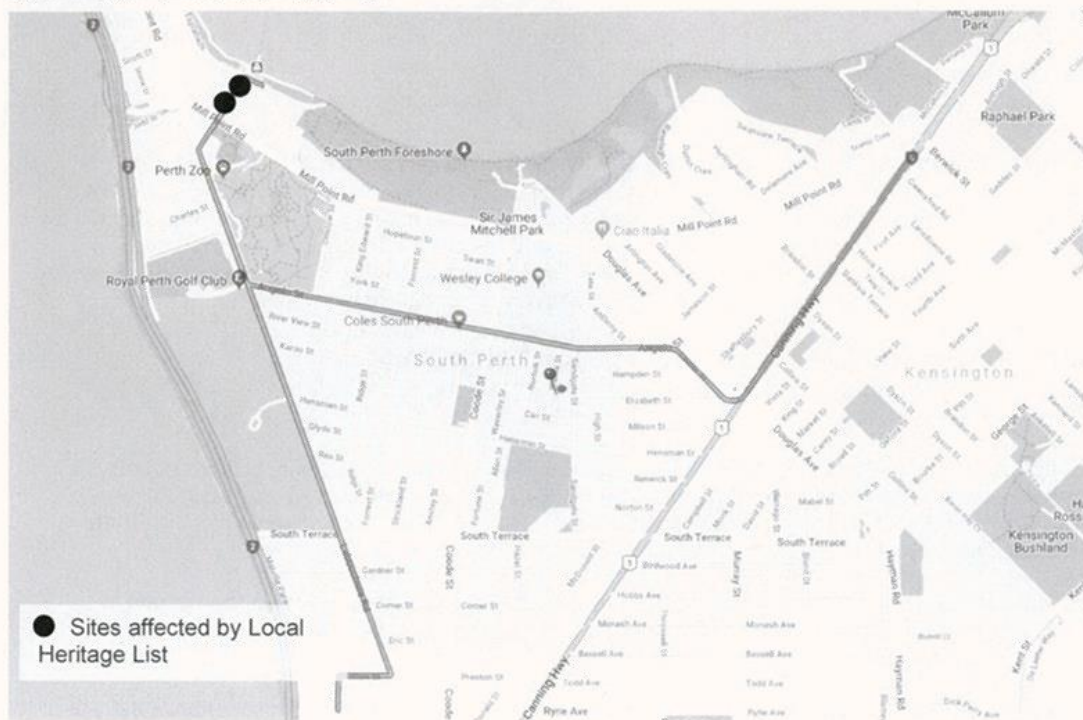
Two proposed sites are in an area of heritage significance as shown in Figure 1. The heritage elements of these sites are discussed in Table 3.

CITY OF SOUTH PERTH

Telstra's Smart Media Network: Smart City Payphones



Figure 1 – Local Heritage Sites in South Perth



Source: Heritage Council – State Heritage Office

Table 3 – Heritage Register Investigation

CabID	Address	Heritage Considerations
08947404X2	14 MENDES ST	These two sites are located within the <i>Former site of the South Perth Tram Routes</i> (Place Number: 4845) which is listed on the local government municipal heritage register. It includes a number of road reserves throughout South Perth and is noted as being a 'historic site without built features'. Given there are existing payphones in each location, it is not expected that their replacement and subsequent display of third-party advertising will have any impact on the heritage listing or significance of the area beyond that currently, with payphones and related uses being a common and expected part of road infrastructure. Mendes Street is a main street commercial area with a variety of businesses, signage and street furniture and the proposed development will not materially change this nor affect what is effectively a symbolic local heritage listing.
08947400X2	21 MENDES ST	

A review of the Aboriginal Heritage Inquiry System concluded that the sites and the surrounding areas are not within any areas of Aboriginal significance.

Similarly, a review of the SLIP mapping system has indicated that the sites are not within bushfire prone areas.

CITY OF SOUTH PERTH

Telstra's Smart Media Network: Smart City Payphones

**4.5 City of South Perth Local Planning Policies****4.5.1 Local Planning Policy – P308 Signs**

The objective of the signs policy is to set the guidelines for the installation of signs as well as reduce the visual amenity impact of signs.

Whilst consideration of third-party signage attached to 'street furniture' is not directly considered within the policy, it is considered that clause 2 could be applied to the sites. This provision states that the City will only approve a sign relating to:

- a) A use or business carried out on that site;
- b) The name of one or more of the occupiers of that site; or
- c) Merchandise sold on that site.

Notwithstanding the above, the proposed advertising is to be located within road reserves and on a footpath area in areas of high pedestrian movement (generally adjacent to small commercial shopping areas). In this regard, it is considered that third-party advertising would be appropriate given the predominant commercial use of the immediate area.

The proposed signs will be located on an existing Telstra payphone structure in replacement of the allowable Telstra STS advertising, and as such there would in effect be no material difference from what can be displayed as of right, in comparison to the third-party content. There is no greater impact to the community from a non-telecommunications advertisement on the digital screen compared to a telecommunications related advertisement.

There is precedent in South Perth for street furniture to contain third party advertising, including various bus shelters on prominent roads like Mill Point Road.

Whilst the general appropriateness of the signage has been discussed throughout this application, further consideration for the suitability of each site in its given location has been explored in Table 4 below. Whilst as a collective, these sites will provide a benefit to the wider community, it is considered that individually each site is suitability located in areas where advertising would not be considered detrimental to the amenity or the surrounding land uses.

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Table 1 – Site Suitability

Cab ID	Address	Comments
08936726X2	47 GEORGE ST, KENSINGTON	<p>This site will involve a direct replacement of an existing out-dated payphone facility. The site is on a main street and directly outside the IGA X-press Kensington (however not near the main entry).</p> <p>The street has a range of commercial signage, alfresco dining, on-street car parking and street elements like post boxes.</p> <p>The existing payphone, and associated STS signage, does not impact local amenity and nor will the new Smart City Payphone and third party advertisement. The new facility will provide a more modern design and the signage will be consistent with the commercial character of the locality.</p>
08936735X2	7 MORESBY ST, KENSINGTON	<p>This site is another direct replacement of an existing out-dated payphone facility. The site is located on a paved traffic island adjacent to a parking area which services the adjacent commercial shopping strip and public open space.</p> <p>The sign is not adjacent any residences and is consistent with the commercial character of the locality.</p>
08947404X2	14 MENDES ST, SOUTH PERTH	<p>This site is located at the northern end of Mends Street, which includes a number of restaurants, cafes and various commercial uses. The site will replace an existing out-dated payphone, not impact any residences and the signage is consistent with the commercial and civic nature of the locality.</p>
08947400X2	21 MENDES ST, SOUTH PERTH	<p>This site is immediately outside the Mends St Arcade, and is a re-location from the opposite side of the street.</p> <p>The signage is consistent with the mixed commercial nature of the locality, and allow for the replacement of the existing out-dated payphone.</p> <p>The high-volume pedestrian nature of the site is clearly a logical location for a payphone and associated facilities.</p>
08931303X2	59 LEY ST, MANNING	<p>This is another direct replacement of an out-dated payphone facility on the Ley Street main street.</p> <p>The sign and payphone are adjacent a range of mixed commercial businesses, and next to a post box, bicycle racks and other street furniture.</p> <p>The sign and associated payphone are consistent with the character of the locality.</p>

It is also important to note that all sites represent replacement and upgrades of existing payphone locations. As such there would be no increase in the number of payphones in the locality, but all will involve new, modern facilities.

CITY OF SOUTH PERTH

Telstra's Smart Media Network: Smart City Payphones

**4.5.2 Local Planning Policy – P310 Telecommunications Infrastructure**

The City's telecommunications infrastructure policy recognises the importance of telecommunications infrastructure. This policy provides support for low-impact facilities which are explored under clause 2 and accepts that approval is not required for such facilities. Notwithstanding, the general consideration of this policy is to facilitate the siting and location of telecommunication facilities that would not be considered 'low-impact'.

In this instance, the Telstra Smart City Payphone facilities are exempt from requiring development approval. However, consideration of the provision of third-party advertising will require approval by the City.

5. CONCLUSION

This proposal seeks approval to display third-party advertising on upgraded Telstra payphones known as a Smart City Payphones. All signage is in existing commercial or public areas, with no impacts on local amenity. This application will facilitate the upgrade and replacement of 5 existing out-dated payphone facilities across the City.

CITY OF SOUTH PERTH

Telstra's Smart Media Network: Smart City Payphones

**DISCLAIMER**

This report is dated 30 June 2020 and incorporates information and events up to that date only and excludes any information arising, or event occurring, after that date which may affect the validity of assumptions used and representations, opinions, conclusions or recommendations in this report, which are given in good faith. Urbis Pty Ltd (Urbis) has prepared this report with due care and diligence and on the instructions of, and for the sole use and benefit only, of JCDecaux Australia (Instructing Party) in relation to the planning permit requirements for third party signage usage on new and replacement telephone booth infrastructure (Purpose) and not for any other purpose or use. The report is not suitable for use by and may not be provided to any other party without the specific approval of Urbis. Whilst Urbis has made all reasonable inquiries it believes necessary in preparing this report, it is not responsible for determining the completeness or accuracy of the information provided by the Instructing Party on which the report is based and such information is not independently verified unless otherwise stated. To the maximum extent permitted by applicable law, Urbis expressly disclaims all liability, whether direct or indirect, to any person (including the Instructing Party) for any loss suffered as a result of reliance or purported reliance on this report for any purpose other than the Purpose, and to any other person for any loss suffered as a result of reliance or purported reliance on this report for any purpose whatsoever (including the Purpose). Copyright. Urbis Pty Ltd 2017 all rights reserved.



Streetdigi

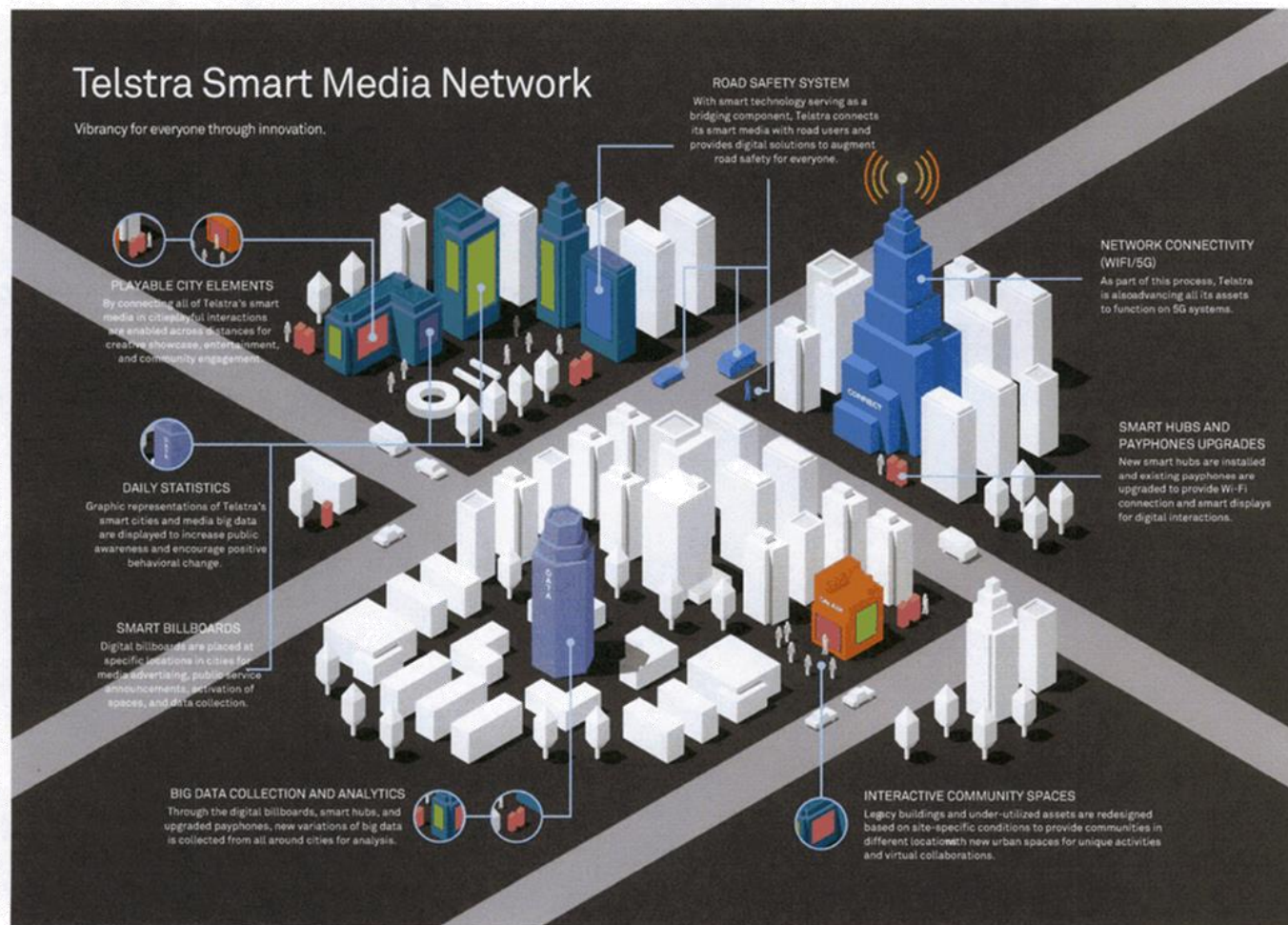
Introducing Telstra Next Generation Payphone





What is the Smart Media Network?

It is a city-wide connectivity infrastructure that integrates current technology and information and provides smarter and faster digital content to everyone, regardless of their device, location or information requirements e.g. traffic information, tourist maps, events, directions, advertising or shopping.





Telstra Smart City Payphones Benefits to the City

Telstra is partnering with JCDecaux, the largest outdoor communication company in the world, to provision, operate, service and maintain over 1,800 new Smart City Payphones areas across Australia.

The redesign of the Telstra Pedestal phone has resulted in the creation of a contemporary technically-relevant Smart City Payphone structure that will be introduced across Australia.

The Smart City Payphone is developed to incorporate Telstra's smart cities technology and philosophies with key features including:

- An NFC enabled 'always-on' mobile interaction hub allowing mobile users to tap for instant digital content, with two tabs allocated for council use;
- A 32" screen partly available for Council's digital content;
- USB charging outlet for citizens;
- Understated timeless aesthetic sits comfortably within the urban fabric of unique cities and different precincts within those cities;

- Designed and built to the highest quality standards to ensure a premium product is maintained throughout its life;
- First genesis of a modern payphone cabinet that integrates into a smart city; and
- Telstra WiFi for citizens (at select locations)
- Ability to display emergency warnings and messaging on the digital screen via an online system fully operated by Council

Whilst the broader benefits of the upgraded facilities will be substantial, it is noted that the provision, operation as well as the servicing and maintenance is only able to be completed through the revenue contributions received through the permissibility of third-party advertising at each site. In this regard, it is considered that the third-party advertising component is a catalyst for the broader benefits to be achieved.

An example of the proposed facilities can be seen on the following page.



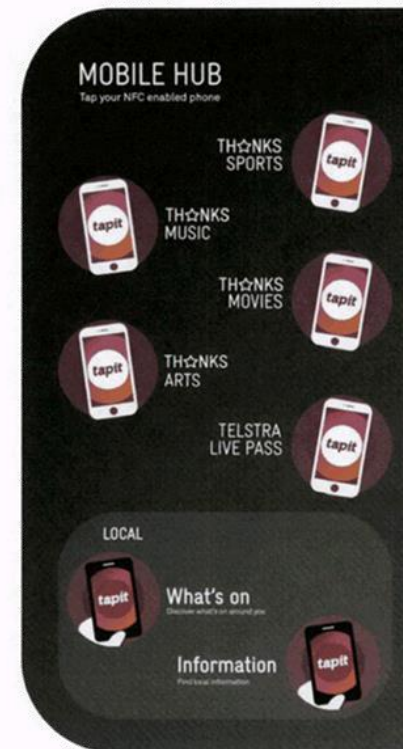
Nearfield Communication 'Tap for Information' Tags

An integrated 'Mobile Hub' will be available at each facility that allows for users to simply tap their mobile phone to receive direct information to their device, or alternatively be redirected to an appropriate information page.

Telstra propose to integrate the following nearfield communication (NFC) tags:

- Telstra Thanks Sports
- Telstra Thanks Music
- Telstra Thanks Movies
- Telstra Thanks Arts
- Telstra Live Pass

Telstra will provide an additional two NFC tags which are able to be utilised and programmed for the use of the Council. The NFC tags are able to provide information that is pre-selected and programmed and could potentially include a redirection to the Council's 'What's On' page, or alternatively a link to Council's website to provide more information to users.



Screen Sharing Capability (32" forward facing screen)

Integrated into the facility is a 32" screen which is located on the front of the facility, above the payphone handset. Whilst this screen will generally be used to display Telstra standard telephone service (STS) advertising, provision has been made whereby Council is able to utilise this screen to display agreed content. For example, content could include upcoming community events or announcements.



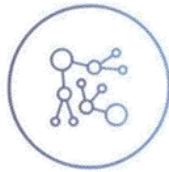




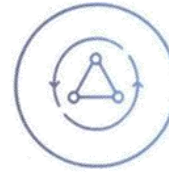
Future Proofed



Interface with Smart
Cities technology



New technology
integration



New or improved
system updates



Functional
urban design

Additional Benefits



24/7 Cleaning and
Maintenance hotline



Regular cleaning



High quality
construction



Automatic Light
Sensor Control

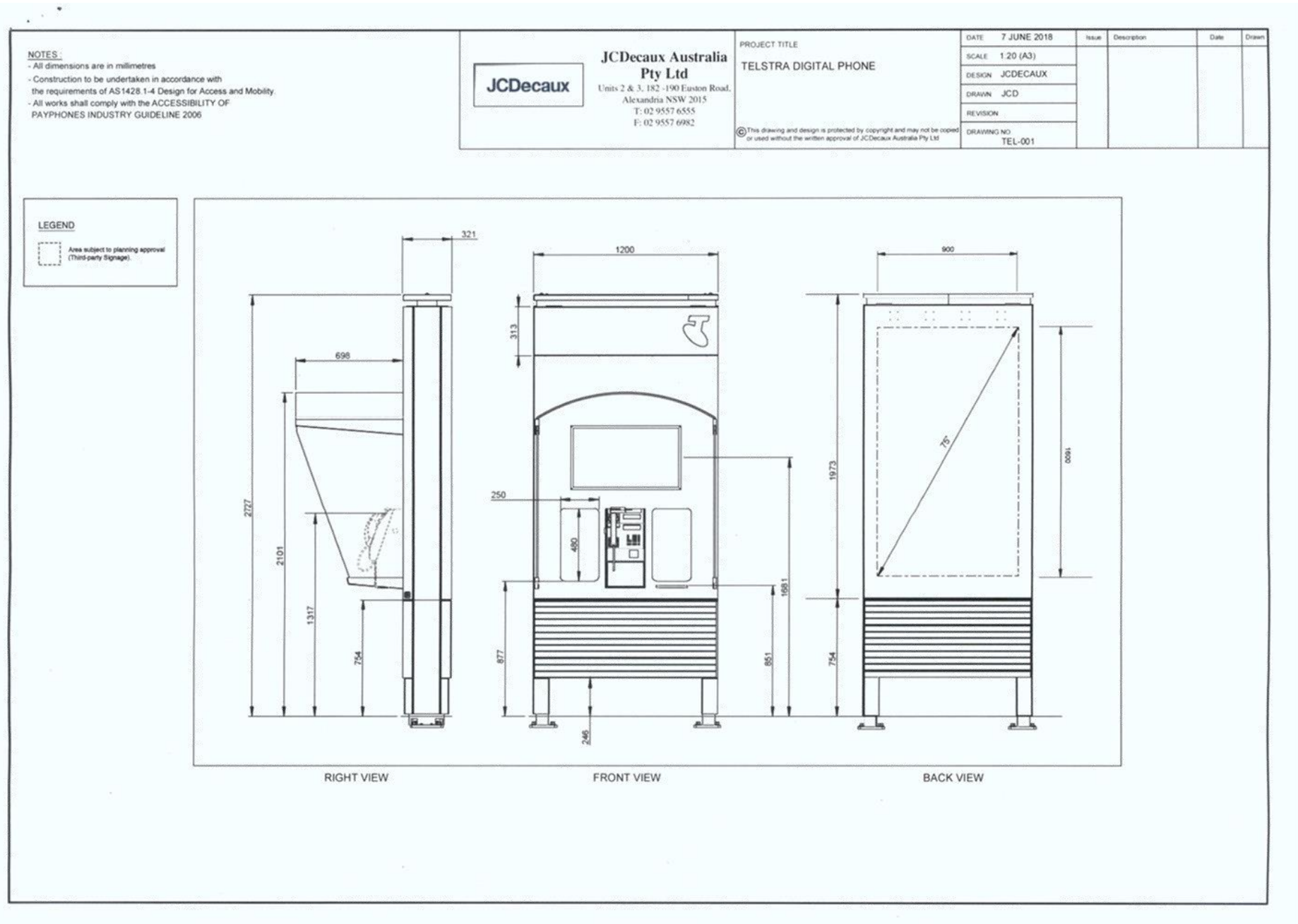


Emergency Messaging System

JCDecaux has developed a web-based Emergency Messaging System to which Council will have direct access. In emergency situations Council can use the Telstra Smart Phone digital inventory across the local government area or particular areas to display emergency information. The system has a number of features to assist in emergencies including:

- The ability to upload pre-prepared emergency messages and creative;
- The ability to select assets and form groups or networks: a group could be all assets, the assets located on a particular suburb;
- Automatic expiry function to deactivate emergency messaging and return to normal advertising displays;
- Multiple emergency messages across multiple assets can be displayed simultaneously; and
- Full training will be provided by JCDecaux.







Disclaimer

The Smart Media Network is a core representation of Telstra's efforts to continue its service to the people of Australia in the digital age. It will ease coordination between cities through connectivity, increase the abilities of communities to resolve problems by accessing integrated information, and inject vibrancy into the lives of Australians. With further development, this new network infrastructure shall also lay the foundations for Telstra to continuously cultivate innovative ideas.

Additionally, whilst the broader benefits of the upgraded facilities will be substantial, it is noted that the provision, operation as well as the servicing and maintenance is only able to be completed through the revenue contributions received through the permissibility of third-party advertising at each site. In this regard, it is considered that the third-party advertising component is a catalyst for the broader benefits to be achieved.

Please note that all of the above benefits to the Council contained within this document would be subject to separate agreements between Council and Telstra or JCDecaux.

Strategic Direction Environment (Built and Natural)

Policy P301 Advertising of Planning Proposals

Responsible Business Unit/s	Development Services
Responsible Officer	Director Development and Community Services
Affected Business Unit/s	Development Services

Policy Purpose

This policy provides guidance on the manner and method of advertising development applications and strategic planning proposals having regard to the requirements of the State planning framework and the City of South Perth Town Planning Scheme No. 6 (the Scheme).

This policy acts as a guide, however engagement with the community on each planning proposal should be undertaken in the most appropriate and meaningful way having regard to the objectives and intent of the policy.

Statutory Requirements

The *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) and the Scheme requires the advertising of certain types of proposed development. Where advertising is required, the manner and method of this advertising is outlined in Schedule 2, clause 64 of the Regulations.

In addition to the requirement to advertise in the Regulations and the Scheme, Part 4 of State Planning Policy 7.3 Residential Design Codes – Volume 1 requires that in some instances the City advertise development applications to adjoining property owners. Where, in the opinion of the City, advertising is necessary under Part 4 of the R-Codes Volume 1, this policy shall apply. Should there be any conflict between this policy and the Regulations, the provisions of the Regulations shall prevail.

Strategic planning proposals (scheme amendment, structure plans, local planning strategy, and local planning scheme) will be the subject of their own tailored engagement strategy. Depending on the scale and complexity of the proposal this may include preliminary consultation prior to the advertising required under the Regulations.

Under the *Planning and Development (Development Assessment Panels) Regulations 2011*, development applications which are to be determined by a Development Assessment Panel (DAP) are subject to local government requirements for advertising. This policy therefore applies to all DAP applications.

This policy does not replace or alter the City's obligations under the *Freedom of Information Act 1992*.

Policy Objectives

1. To provide for a fair and consistent approach to the circumstances that advertising is undertaken, and the means and duration of advertising.
2. To recognise the balance between the need for the community and relevant stakeholders to be informed of, and have reasonable opportunity to provide feedback on planning proposals, and the administrative need to process planning proposals in an efficient manner, and within prescribed statutory timeframes.
3. To outline the process the City will use when undertaking advertising and considering submissions.
4. To ensure that, before making a final decision on a planning proposal, properties that are likely to be affected by a planning proposal are informed about the proposal and are given adequate opportunity to provide feedback.
5. To achieve an appropriate balance between an applicants' development entitlements and the community's expectations.

Policy Application

This policy applies to all planning proposals within the City of South Perth where advertising is undertaken by the City or is being considered to be undertaken by the City. In the context of this policy, the term planning proposals is as per the definition contained in the policy.

Policy Status

This policy is made pursuant to Schedule 2, Part 2 - Local Planning Policies, of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Policy statement

1. Relationship to P103 Stakeholder Engagement

All consultation undertaken by the City shall have due regard to P103 Stakeholder Engagement.

2. Requirement to advertise planning proposals

The requirement to advertise a planning proposal is prescribed by the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations). This includes which proposals require advertising, length of advertising periods, methods of advertising, and who shall be advertised to.

3. Duration of advertising period

The duration of advertising periods shall be as prescribed by **Table 1** of this policy.

The commencement date of an advertising period shall be the day after the day on which the online notice is published on the City's website.

4. Availability of documents

During the advertising period, relevant application material will be made available for public viewing. Relevant application material shall include the application form, relevant plans/reports, and any accompanying material such as supporting justification, plans or reports that the City considers should be published.

All proposals will be available for viewing digitally on the City's website or engagement portal (Your Say South Perth), and, where outlined in **Table 1**, in hard copy for public viewing at the South Perth Civic Centre, and South Perth and Manning libraries. All proposals may be viewed in hard copy at the South Perth Civic Centre by appointment.

5. Advertising of applications for development approval

Not all applications for development approval will require advertising to be undertaken. Where a proposed development will not, in the opinion of the City, impact on any other property, advertising will not be required unless required by the Regulations. Types of development that often will not impact on other properties may include minor works such as fences, patios and outbuildings, or changes of use from one use to another that will cause a lesser than or similar impact to the existing use.

An application for development approval made to the City shall be advertised in accordance with **Table 1** where

- The application is considered a complex development application, or
- The application is considered a standard development application and is required to be advertised in accordance with Part 8 of this policy
- The application is required to be advertised under Part 4 of the Residential Design Codes - Volume 1.

6. Table 1 - Means and extent of advertising planning proposals

The below table outlines the means and duration of advertising for types of planning proposals. The definition for each type of planning proposal is contained within the *Planning and Development (Local Planning Schemes) Regulations 2015*.

A development application will be considered complex where it meets the criteria outlined in Part 7 of this policy. All other applications shall be considered as a standard application. Standard applications will only be advertised where required under Part 8 of this policy. Where an advertising area is specified it shall include all properties that are within or partially within the specified radius measured from any part of the site to which the planning proposal applies.

Type of Planning Proposal	Advertising period (i)	Minimum extent of letters to Owners and Occupiers (iv)	Local Newspaper Notice	Online notice	Sign(s) on site (vi)	Hard copies (vii)
Standard Development Application	14 days(ii)	Properties in the vicinity likely to be affected	No	Yes	No	No
Complex Development Application	28 days	All within 200m	No	Yes	Yes	No
Local Development Plan (LDP)	14 days (iii)	All within affected area and within 100m	No	Yes	Yes	No
Standard Scheme Amendment	42 days	All within amendment area and within 100m (v)	Yes	Yes	Yes (v)	Yes
Complex Scheme Amendment	60 days	All within amendment area and within 200m (v)	Yes	Yes	Yes (v)	Yes
Structure Plan	42 days	All within affected area and within 200m	Yes	Yes	No	Yes
Local Planning Policy (LPP)	21 days (iii)	All within affected area (v)	Yes	Yes	No	Yes
Local Planning Strategy	21 days	All landowners and occupiers of the City	Yes	Yes	No	Yes
Local Planning Scheme	90 days	All landowners and occupiers of the City	Yes	Yes	No	Yes

(i) Minimum advertising periods for all planning proposals are outlined in the *Planning and Development (Local Planning Schemes) Regulations 2015*.

(ii) Not all applications are required to be advertised. Where a standard application is advertised under this policy the advertising period shall be 14 days. Refer to Part 5.

(iii) Advertising periods are a minimum and may be increased based on the content on the proposal.

(iv) The area of advertising outlined is a minimum only. The extent of advertising may be increased having regard to matters listed in Part 9.

(v) Letters and signs on site will only be required where the planning proposal affects a particular area or specific properties.

(vi) Details of requirements for signs (size, information on sign, location of sign) will be provided to the applicant, as required.

(vii) Documents will be available for public viewing during business hours at the South Perth Civic Centre, and South Perth and Manning Libraries. In all cases hard copy documents may be viewed by appointment at the Civic Centre.

7. Complex development applications

An application for development approval will be considered a complex application if it meets any of the following criteria:

- The proposed development is for a use that is not listed in the Scheme;
- The proposed development is seeking bonus height under Element 21 and 22 of the Canning Bridge Activity Centre Plan
- The proposed development is seeking approval for a height above the base height under the South Perth Activity Centre Plan

Notwithstanding the above, any application for development approval received by the City may be considered a complex application at the discretion of the Manager Development Services. In considering whether an application is advertised as a complex application, the following criteria shall be considered

- The potential impact of the development on amenity for nearby residents in terms of visual impact (bulk and scale), streetscape, privacy, noise, intensity of use, traffic generation and/or adequacy of parking
- Strategic planning impacts of the development in terms of the implementation of a strategic planning objective, or that it is significantly different from the predominant and expected pattern of land use with the locality.

8. Standard development applications

All applications for development approval that are not considered complex will be considered a standard application.

A standard application will only be advertised where it meets any of the following criteria:

- The development is a 'class A' use in relation to the zone in which the development is located; or
- The development relates to the extension of a non-conforming use; or
- The development does not comply with the requirements of the Scheme and the non-compliance is not of a minor nature as determined by the local government; or
- The development requires a heritage assessment to be carried out (refer to Schedule 2, clause 11 of the Regulations for detail on when this is required); or
- The development is of a kind identified in the Scheme as an application that is required to be advertised; or
- Properties within the vicinity are, in the opinion of the City, likely to be affected by the proposal.

In all instances where a standard application is advertised, letters to landowner and occupiers will only be sent to those properties that the local government identifies as likely to be affected by the proposed development.

9. Likely to be affected

In considering if a property is likely to be affected a planning proposal, the City will consider matters including but not limited to:

- visual impact (bulk and scale)
- streetscape impact
- privacy impact

- noise generation
- intensity of use
- traffic generation
- parking provision
- alignment with the local planning framework (Scheme, local planning policies, etc.).

10. Variations to advertising periods

With the exception of local development plans and local planning policies, extension to the advertising period is not permitted by the Regulations. An increase to the minimum advertising period for local development plans and local planning policies may be considered where the Manager Development Services determines a longer advertising period is necessary having regard to the likely impact of the proposal.

11. Holiday periods

Where part of the advertising period takes place during an **excluded holiday period**, these days shall be excluded from the advertising timeframe.

For local development plans and local planning policies, an extended advertising period may also be considered during other holiday periods (such as school holidays), having consideration of the content of the planning proposal and the relevant stakeholders.

12. Late submissions

Any submissions received after the closing date may be considered only if received in sufficient time to allow for reporting. Consideration of late submissions is at the discretion of the Manager Development Services. A lack of response will not be construed to be either supportive or opposed to a proposal.

13. Cost of advertising

Regulation 49 of the *Planning and Development Regulations 2009* permits the City to recoup from an applicant any costs and expenses incurred by the City in undertaking advertising a planning proposal.

14. Applications where the City is not the decision maker

Advertising may be undertaken for planning proposals where the City is not the decision maker in the same way as those where the final decision is made by the City such as DAP applications. A full copy of any submissions received will be forwarded to the decision maker with the City's recommendation for their consideration.

15. Additional advertising of previously advertised proposal

Where advertising has been undertaken on a planning proposal and an applicant subsequently makes amendments to the proposal, which are considered significant by the City, additional advertising may be required.

Notwithstanding the above, any re-advertising shall only be required where it does not compromise the City's statutory obligations to comply with the timeframes and processes prescribed by the Regulations.

16. Advertising to adjoining local governments and other public authorities

Where a planning proposal may impact properties within an adjoining local government, the City will consult directly with the relevant local government administration only. Details of the proposal and the addresses of those properties that the City determines may be impacted will be provided to the relevant local government.

Where a planning proposal may affect a public authority, advertising shall be undertaken with that public authority in the same manner as with those properties likely to be affected by the proposal.

17. Refusal of applications without undertaking advertising

A planning proposal may be refused by the City without undertaking advertising.

18. Modification to the advertising period once advertising has commenced

The City shall not modify the length of the advertising period once the advertising period has commenced.

19. Opportunity for applicant to respond to submissions

At the end of the advertising period, copies of all written submissions, or a summary of the key issues raised, may be provided to the applicant to allow an opportunity to respond. Personal details of the submitters such as name, telephone number and address will remain confidential.

20. Submissions reported to Council

Reports to Council will outline the issues raised by submissions received during the advertising period. Personal details of the submitters such as name, telephone number and address will remain confidential.

21. Notification of consideration of a planning proposal by Council or Joint Development Assessment Panel

Council meetings and Joint Development Assessment Panel (JDAP) meetings are generally open to the public unless otherwise notified. Open meetings will make allowance for public statements, public questions, submission of petitions, and/or deputations in accordance with the relevant Act or Regulation. The applicant, and all parties who have made a submission on a planning proposal, will be notified in writing of the date(s) that the planning proposal will be considered by the relevant decision maker.

The City will aim to provide written notification of the meeting as soon as practical once the agenda for the meeting is confirmed.

22. Notification of decision

When a planning proposal is determined by the City, the applicant, and all authors of submissions will be advised in writing of the decision.

When the City is not the decision maker, all authors of submissions will be provided details of how to access the determination.

DEFINITIONS

Adjoining Properties

means all those properties with an adjoining boundary, including those adjoining diagonally.

Advertising

means the process of notifying relevant stakeholders and the general community through either direct notification or by having information available for public viewing.

Advertising period

Means the period of time that the City advertises a planning proposal.

Development application

means any application for development approval submitted under clause 62 of the Deemed Provisions.

Excluded holiday period

means the period:

- (a) beginning on 25 December in a year and ending on the next 1 January; or
- (b) the 7 days beginning on Good Friday in a year;

Planning proposal

means any proposal that requires approval under the *Planning and Development (Local Planning Schemes) Regulations* 2015 or any other legislation, including but not limited to Local Planning Scheme, Local Planning Strategy, Structure Plans, Local Development Plans, Local Planning Policies, and Development Applications.

SUBMISSION CATEGORISATION

Any submissions received will be categorised into one of the following types:

A. Original unique submissions signed by the author

Includes any uniquely worded and original letters and emails, even if only marginally different from each other which:

- Are addressed to the City (Council, Mayor, Officers, CEO);
- Are signed by the author (unless email); and
- Include the name and address of the author(s).

B. Signed Pro-forma submissions

Includes copied pre-printed pro-forma letters or cards which;

- Are addressed to the City (Council, Mayor, Officers, CEO);
- Are signed by the author (unless email); and
- Include the name and address of the author(s).

C. Petitions

Any submission signed by occupants of more than one household.

D. All other written or printed material

Includes any other form of material, including that which has not got the author's signature or property address or does not fit into the categories above. Submissions that are not accompanied by a name and/or address will not be subject to any analysis by the City.

All category A and B responses, and the author or first signatory of category C responses will be:

- Acknowledged in writing by the City, and the author advised of the decision-making process (e.g. which Council meeting or JDAP meeting that the matter will be reported to, if applicable); and
- Advised of the outcome of the matter where the City is the decision maker.

No individual responses will be made to category D submissions.

LEGISLATION/ LOCAL LAW REQUIREMENTS

City of South Perth Town Planning Scheme No. 6

Planning and Development Regulations 2009

Planning and Development (Development Assessment Panels) Regulations 2011

Planning and Development (Local Planning Schemes) Regulations 2015

Planning and Development Act 2005

Heritage Act 2018

OTHER RELEVANT POLICIES/ KEY DOCUMENTS

Council Policy P103 'Stakeholder Engagement'.

State Planning Policy 7.3 - Residential Design Codes

CITY OF SOUTH PERTH TOWN PLANNING SCHEME NO. 6
Draft Local Planning Policy P301 – Advertising of Planning Proposals

SCHEDULE OF SUBMISSIONS

No.	Date of Submission	Name & Address of Submitter	Email address	Submission
1.	1/7/2020			Only to say that the advent of the beer barn on the site of the Como Hotel is a blight on the City landscape. Advertising of these out of synch developments should be for the longest period and more widely distributed (to households within 2-3km). My experience with two recent domestic developments on neighbouring blocks was terrific. Adequate information was provided in a timely manner.
2.	5/7/2020			I have 2 concerns. 1. Section 4, first paragraph. I would prefer that the Manager Development Services had no right to specify a period less than the minimum. Other parts of the policy – Sections 5 and 6 – provide minimum periods and allowed variations. Thus, I would prefer wording along the lines of The duration of advertising period will be in accordance with Table 1 of this policy or any other duration as determined by the Manager Development Services and as permitted by other sections of this policy. 2. Item 6 – Note (iv). The 50 m not include roads. The road is an area that provides a clear line of sight. The road width should be added where appropriate.
3.	7/7/2020			All of the proposed changes place significant limitations on the transparency of a development application. These changes should be vehemently challenged by the South Perth community as they smack of developers riding roughshod over community concerns. Advertising needs to increase to ensure the whole community is informed of proposed development applications not decreased. I am shocked that such changes are even contemplated. Is there by chance a planning employee at the council with affiliations to certain property developers? I was outraged for not being personally informed of the Preston Street amendment 63 even though I would be directly impacted by any such high rise development. And you want to decrease the advertising! Unbelievable! Who came up with this nonsense?
4.	16/7/2020			Adjoining properties and affected property owners should still receive a Notification Letter regarding proposed policy change or new development ie they could be an absent owner or an owner represented by another party, elderly or non coherent, or owner without access to the media used to advertise. When identifying a property the street address (street number, street name and suburb) in addition to it's legal title description (lot number, plan/diagram) should be used in all communication and advertising. A legal description alone identifying a property would be unrecognisable to many people.
5.	16/7/2020			We are in agreeance It streamlines matters Conserves time, cost and reduces futile objections
6.	31/7/2020			Agree with your proposals
7.	16/7/2020			"Those likely to be affected by a proposal will be advertised to....". What is the nature of the "advertisement"? Suggest that council should provide some method of ensuring "those to be affected" can provide a confirmation of some sort that they acknowledge that they are aware of the situation.
8.	17/7/2020			Complex Development Applications should be advertised in the Local Newspaper, with a sign on site and Hardcopies should

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				be made available for public viewing at the South Perth and Manning libraries. The minimum advertising period should be 28 days. The minimum extent of notifications by letter to owners and occupiers should be within a 100m radius for all Complex development applications, and 200m for Complex scheme amendments because the potential to adversely affect residents is much greater.
9.	30/7/2020			There is no reason to discontinue Notification letters - simply mark them clearly as 'information only' or as 'Consultation/comment invited' Reducing the notification area Seems to reduce the level of community consultation invited and thus involved - which doesn't seem 'Open' or 'inclusive' It would seem important to ensure that residents are made aware of various development proposals in as many/diverse ways as possible. It would also seem important that Planning Proposal notifications & advertising clearly state the potential effects (Drawbacks as well as benefits) of each proposal on neighbouring properties, as well as the community as a whole. I recall City notifications on Telstra tower & Westralian Centre for SJMP, both of which were confusing because (IMO) 'deficient' or 'inaccurate' in information. Again, straightforward, accurate, transparent communication is called for - avoiding ambiguity. that would go a long way to alleviating mistrust in the community, given some of the (IMO) 'unexceptional' buildings & somewhat surprising concessions granted to developers to the (IMO) 'detriment' of areas in the community.
10.	30/7/2020			In addition to my previous comments, I believe the Notification area should be increased significantly for any large or developer-concession-allowed development Proposal, as this can impact on a wider community area & number of residents, and the community in general. I note also that I received information about this 'community consultation' by chance. I received no direct communication from the City about this.
11.	30/7/2020			Please do not discontinue notification letters or reduce the notification area. I have been blindsided by major proposed developments which will have a significant impact on my quality of life and the amenity of my neighbourhood. Planning proposal notifications & advertising should be in plain language and honest about pros AND cons of the development, especially about impact on nearby properties.
12.	30/7/2020			Any feedback should contain concise clear wording that the Community understand. Broad terms like "Performance based", "incentivise", and typical heights need to be explained fully and also the IMPACT of such terms on planning policies. Any modification of planning proposal affects the entire City and therefore letters forwarded to residents should have a copy of map, noting the changes in their areas and what the impact of those changes will make - for and against . The Community area interested, as has been shown with many Petitions, electors meetings, supreme court actions taking place over the years, and the conflict of development proposals being challenged at JADP. It would appear during the consultation process, the Community does not understand the consequences of many of the Planning Policy changes until they are instituted, therefore, the consultation and more importantly explanations in clear, concise wording needs to be undertaken, with maps, diagrams, including in the notification to the Community of changes, and especially, noting the changes in their specific location. The City needs to be transparent to gain the Community's trust. A radius of a minimum of 300m should be taken as a minimum for any medium developments and a minimum of a 1 km for large significant developments where the impact to the community lifestyle amenities will be affected. The form of communication should be a resident letter, but not a generic letter but outlining the specific changes to the area, and for and against impacts - this will ultimately avoid conflict, and restore transparency. The time frame for any project notification for consultation should be a minimum of 4 weeks, with larger projects 8 weeks. This is necessary as many residents may not be home when notification arrives, or away not checking emails. Also residents need to think about the impact and make contact with the City before making comments, so the comments are made on well thought informed information. The Community want respect and transparency and to be

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				treated with integrity with the supply of all the information, so they can participate in consultation and debate to come to an agreement suitable to everyone.
13.	30/7/2020			<p>I wish to make further comments on this feedback survey form. This is a very important Policy, and I don't believe the Community have been informed of this particular important survey. I believe the City should extend the time of the survey and let the Community know via the Peninsular Magazine that this is an important survey consultation to consider participation, as it changes what may or may not be considered for development in specific areas, and they may not receive notification. I was given the information only today, regarding this survey. Upon looking at your timeframe criteria, I make the following comments. All developments should have signage placed on the land proposed for any development so neighbouring residents are aware something is being considered; Timeframe for any standard development should be 30 days, and residents in the near vicinity of 100m radius. Any Local Planning Development should be a minimum of 40 days signage on the land, and letter to the area 200 m radius. * Any amendment to any Scheme, Local planning Strategy , Local Planning Policy and Local Planning Scheme minimum of 90 days with full explanations defining all planning terms including any broad statement planning terms so the impacts of that terminology is communicated to the resident/community. Any major changes need to be well advertised, and Councillors need to communicate with the residents advising them there is a survey for their consideration and consultation. Notices should be placed in all shops where possible by the City. All forms of advertising should be promoted and provided . Advertising by way of a letter needs to be informative noting a preamble on how it will affect their area with diagrams and maps for and against arguments Not a generic letter. All documentation Strategy, Planning documents must have full definitions explaining the terminology and the outcome of those terms on the matters of Planning to ensure terminology is communicated to the resident/community. Any major changes need to be well advertised, and Councillors need to communicate with the residents advising them there is a survey for their consideration and consultation. Notices should be placed in all shops in the area where possible by the City. All forms of advertising should be promoted. ANY FORM OF SUMMARY OF THE DOCUMENTATION, SHOULD CONTAIN ALL THE RELEVANT IMPORTANT INFORMATION TOGETHER WITH THE MAPS AND DIAGRAMS AND FULL DEFINITIONS OF ALL TERMS INCLUDING BROAD TERM STATEMENTS. IMPACTS OF THE TERMS SHOULD BE NOTED. E.G. INCENTIVISE MEANS SOME FORM OF CONCESSION OR BONUS IN PLANNING TERMS WHICH COULD RESULT IN REDUCTION OF SETBACKS, BONUS HEIGHTS; ETC. (Please consider extending this consultation process as this was not well advertised nor the importance of this survey to the Community).</p>
14.	30/7/2020			<p>Considering the situation with TPS 6, Amendment 63 (Preston St); which falls into the category "Complex Scheme Amendment" - I reside in an area close enough to the Preston Street neighbourhood centre, that it was deemed necessary for us to suffer a zoning increase under the new Local Planning Strategy. - Despite this proximity, it was not deemed necessary to include us directly in the consultation engagement of the proposed changes to the Preston Street Neighbourhood Centre under Amendment 63, despite the significant potential impact on our amenity. This sort of approach to a "complex scheme amendment" would seem to fall short of meeting some of the P301 Policy objectives..... Objective 4. "..... persons who may be affected by a planning proposal are informed about the proposal and are given adequate opportunity to provide feedback." - It was only by chance that we stumbled across the signage advising us of the proposed changes. It then took a ton of personal investigation to unearth the significance of the proposed changes that were referenced minimally on the signage. Objective 5. "To achieve an appropriate balance between an applicants' development entitlements and the community's expectations." - It took the commendable persistence of a small number of active community members to raise awareness within the community of the proposed changes and who then went on to represent the community expectations. Many of these residents were not engaged directly either. It may be argued that these perceived shortfalls would be addressed by note (iii) on Policy Statement Item 6, Table 1 (Page 4) whereby "The advertising area will be</p>

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				increased to include all those properties that have the potential to be impacted by the proposal as identified by the City." It is the latter discretionary "catch all" inclusion "as identified by the city" that has me concerned. Personally, I believe that - Advertising for such "complex scheme amendments" should be increased, not decreased and not left as a discretionary action. - Notification should be by way of a residential mail drop at the least but can also be by way of email or other means when such details are available to council. - Notifications should be sufficiently informative to advise the recipient of the implications of the changes; preferably to include visual representations of the proposed changes
15.	30/7/2020			I believe the current level of advertising is insufficient and any reduction in time allocated to give feedback and the distance from the site that notices are letter dropped, will have a negative impact for residence and council . Residents of the city have the right to know what is being proposed in their neighbourhood . 50m is not enough for scheme amendments, or any major proposals that effect people's homes, 500m would still be insufficient for some major amendments ie Preston st Amendment 63. Any development that goes beyond the R code in a neighbourhood . There also needs to be advertising of the significance of the matters to be addressed, we all have very busy lives and most people just gloss over the local paper or electronic media, not realising the importance of certain articles, this only means people are upset when they finally find out and it's too late. The more information that is shared the more feedback the council officers will get and the easier it will be for them to make recommendations, council meetings will have less angry residents. I would also like to see information billboards at various location around the city like mends st, canning bridge train station, Preston st village etc not only advertising planning matters but also local activities (community notice boards). Thanks
16.	31/7/2020			I am disappointed to see the removal of the notification letters to adjoining properties and have it replaced with a vagary like online notice. This could mean a notice on the City's website, which I, and most others, would never see. I am also disappointed that there will be notification of complex development applications to only those within 50 metres. This would mean that I would not have been notified about Civic Heart or the developments on Lyall Street and probably 50-52 Melville Parade – all of which have a significant impact on the traffic/parking/amenity/safety etc. of my building. As you are aware, a neon sign on the Windsor Hotel has impacted my apartment and that is a good bit more than 50 metres away.
17.	31/7/2020			Preamble: Both the recent Scheme Amendment 63 (having significant impact on the river side of Como) and Draft Local Planning Strategy (having significant implications across all of the City of South Perth (COSP)) were so poorly advertised that, by the time they went to Council to be voted on, the majority of affected residents had not heard of them. This indicates that either the existing Policy P301 is either manifestly inadequate or not being followed by COSP officers. This submission reflects this clear indication and recommends improvements to the consultation process to ensure all residents affected by planning changes are kept informed of those changes and given ample opportunity to make comment. Compatibility with Policy P103 Stakeholder Engagement: Draft Policy P301 commences by stating "All consultation undertaken by the City shall have due regard to Policy P103 Stakeholder Engagement". In Table 1 of P103 under "Empower" the engagement goal is "to place the final decision making in the hands of the stakeholders; and the promise to stakeholders is "we will implement what you decide". To make these two Policies compatible, COSP must broaden the scope of community consultation. P301 therefore must address all impacts of the decision making spectrum, especially "Empower" in P103. In the Draft P301, the short advertising times, the very small extent of number of residents consulted and the unreliable ad-hoc means of consultation appear to have no regard for Policy P103 Stakeholder Engagement. Means of advertising: One of the means of advertising in Table 1 "Means and extent of advertising planning proposals" is

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				<p>using the Southern Gazette. Unfortunately, this is not delivered to all residences in COSP. In fact, more often than not, no Southern Gazette has been delivered to my home mailbox over the last year or two. In addition, many residents have "No Junk Mail" or "Addressed Mail Only" signs or stickers on their letterbox. Also, past surveys have shown few residents check the COSP website regularly. This means that by using the Southern Gazette and online notices on the COSP website as the major, or in many cases the only, means of communication, notices of planning proposals are unlikely to reach affected residents.</p> <p>Recommendation: All advice to affected residents of planning proposals should be by email to registered residents and addressed mail to everybody else, preferably both.</p> <p>Minimum advertising period: In Table 1, the minimum advertising period for many Development Applications, Plans, Policies and Strategies appears manifestly inadequate. Even the simplest of these can be quite complex and require time for residents, who are not familiar with the complexities of town planning, to digest, research and comment on. In many cases, residents need to consult with neighbours and similarly affected residents to formulate a logical and consistent response. Recommendation: The minimum advertising period for simple planning proposals should be 28 days. More complex planning proposals should have a minimum advertising period of 60 days.</p> <p>Minimum extent of letters to Owners and Occupiers: A minimum extent of letters to owners and occupiers of only 50 metres appears patently insufficient. For instance, the recent Scheme Amendment 63 involved an increase in maximum height on Preston Street from 7.5 and 10 metres to 29 and 47 metres. This drastic change affects all residents of Como. Therefore, all residents of Como should have been informed at the beginning of consultation but weren't. Even smaller developments that affect amenity, lifestyle, aesthetics and traffic have effects well beyond 50 metres.</p> <p>Recommendation: A notification radius of 250 metres should be the minimum for standard and local developments and there should be a 1 km minimum for complex or significant developments</p>



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7 GROUPED DWELLINGS - 65 PARK STREET - COMO

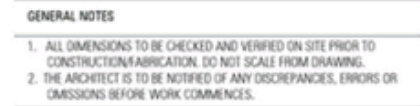
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			ZMH ZUCKERMAN MARSHALL HARRIS		DA SUBMISSION		DRAWING NUMBER
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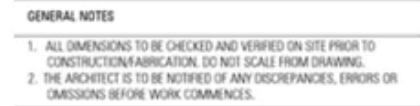


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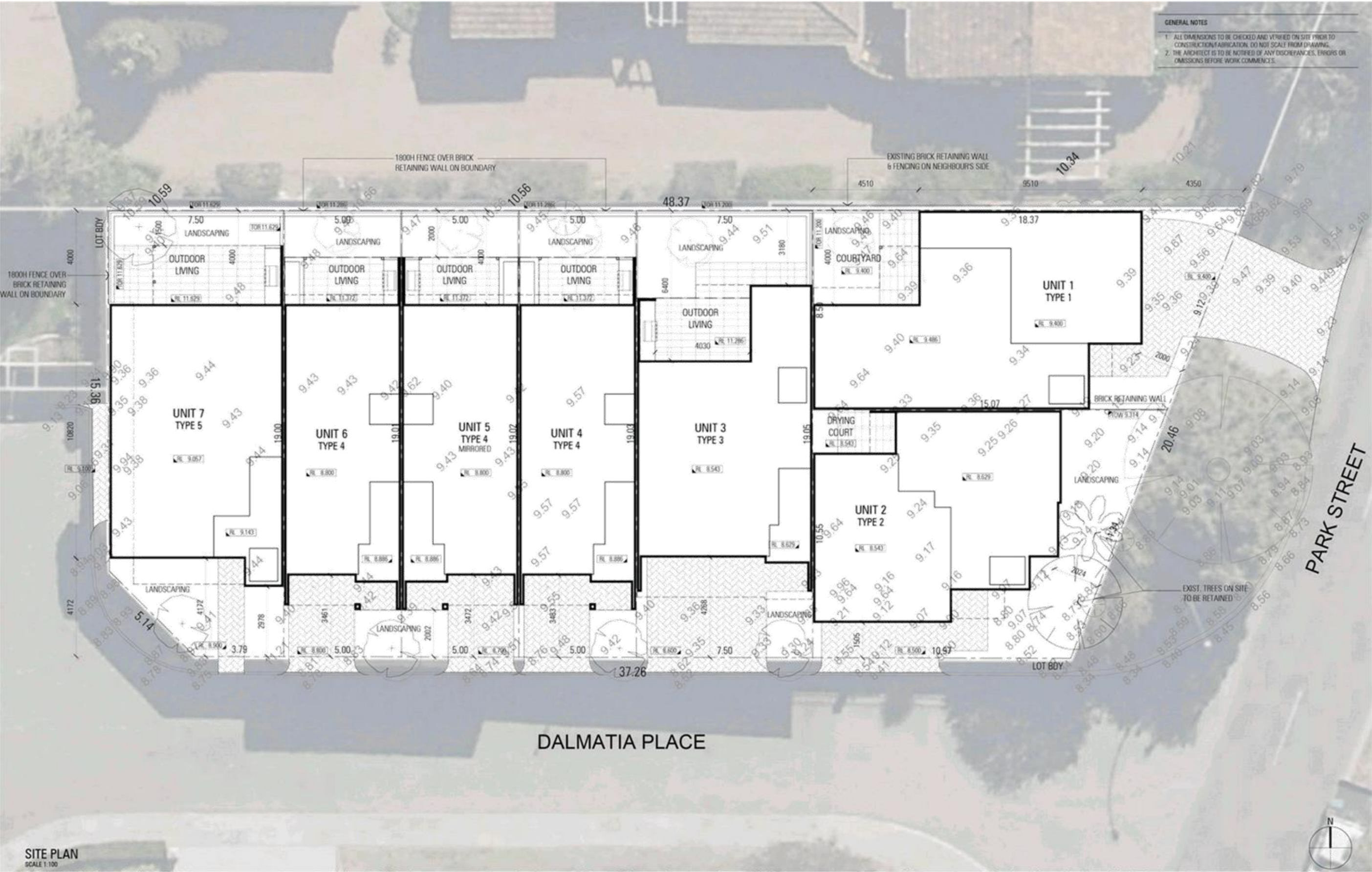
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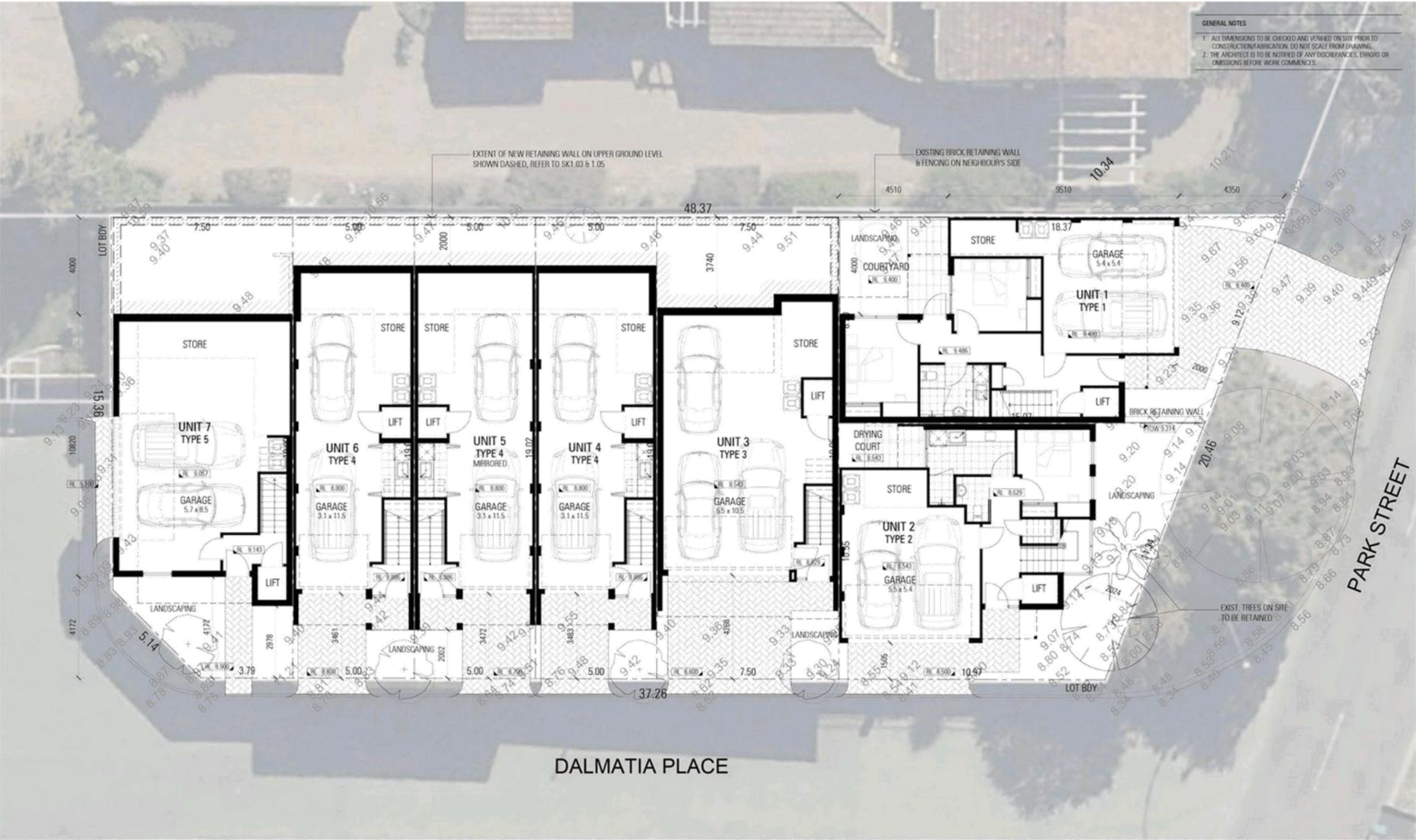
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7 GROUPED DWELLINGS - 65 PARK STREET - COMO

DRAWING TITLE
SITE PLAN

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C	16.07.20	PRELIMINARY	JY
B	03.07.20	PRELIMINARY	JY

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LOWER GROUND FLOOR PLAN
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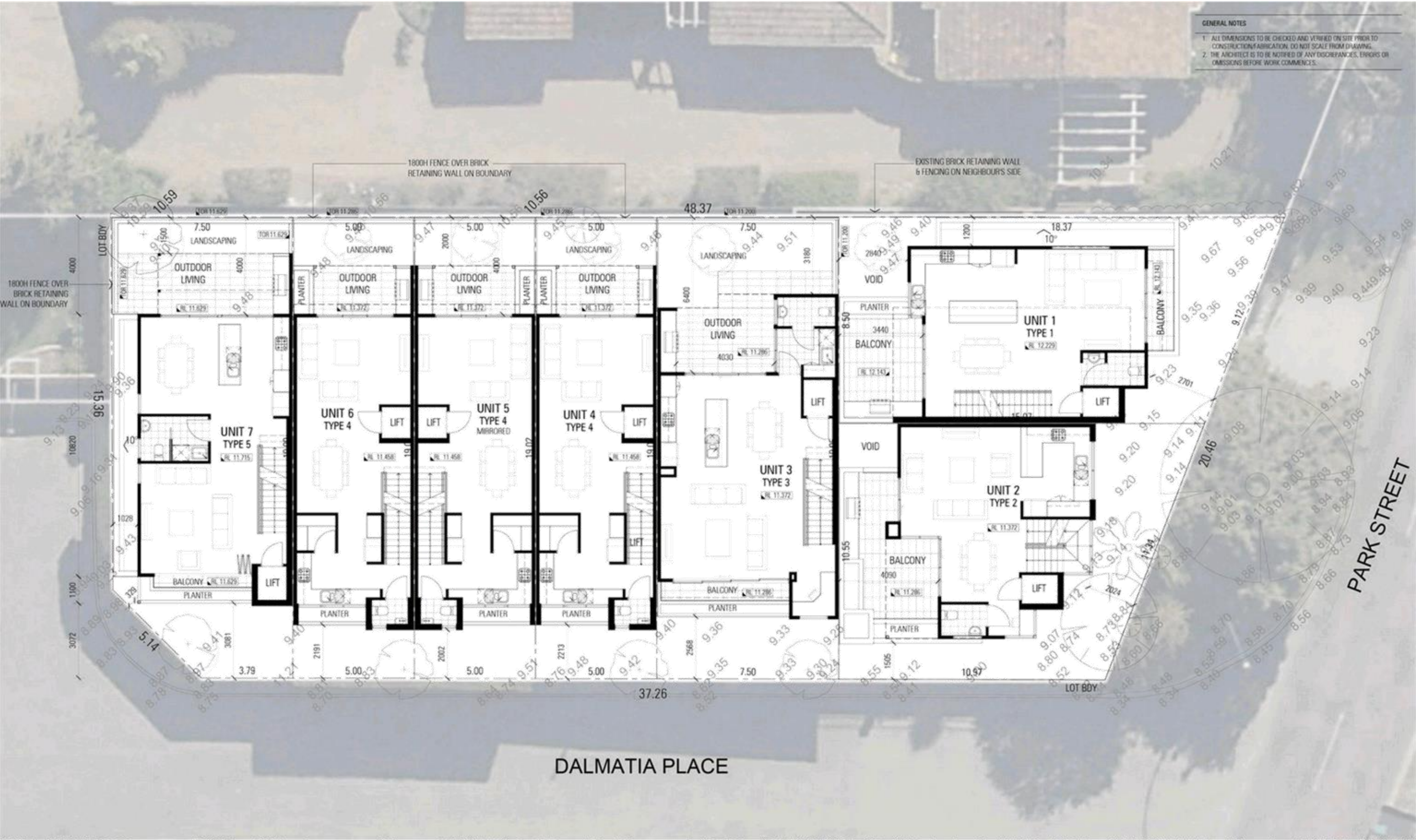
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50 Margaret Street, Northbridge, Western Australia 6000 T 08 9227 0800 F 08 9227 0800

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GENERAL NOTES

1. ALL DIMENSIONS TO BE CHECKED AND VERIFIED ON SITE PRIOR TO CONSTRUCTION/FABRICATION. DO NOT SCALE FROM DRAWING.

2. THE ARCHITECT IS TO BE NOTIFIED OF ANY DISCREPANCIES, ERRORS OR OMISSIONS BEFORE WORK COMMENCES.

UPPER GROUND FLOOR PLAN

SCALE 1:100

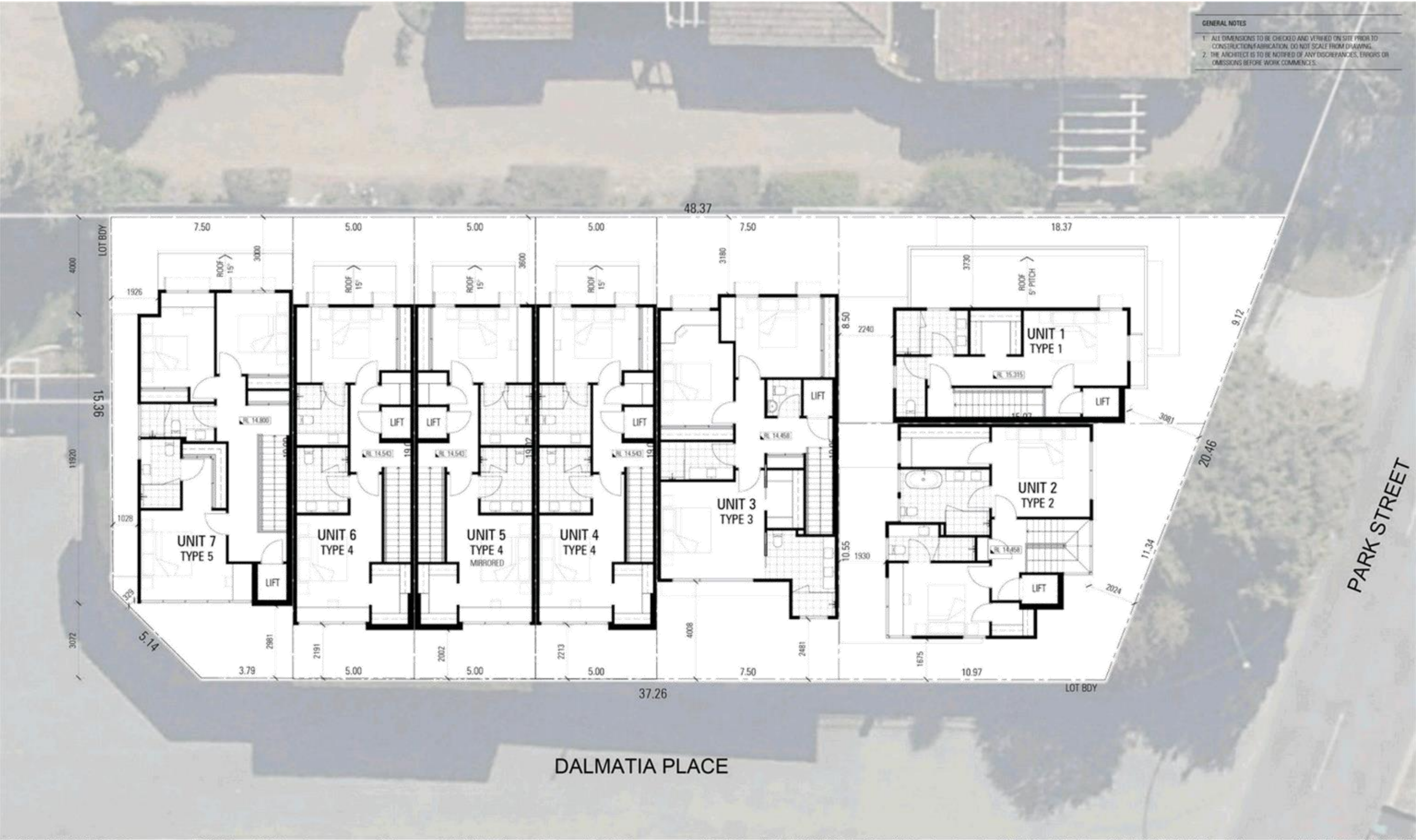
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7 GROUPED DWELLINGS - 65 PARK STREET - COMO

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GENERAL NOTES

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FIRST FLOOR PLAN
SCALE 1:100

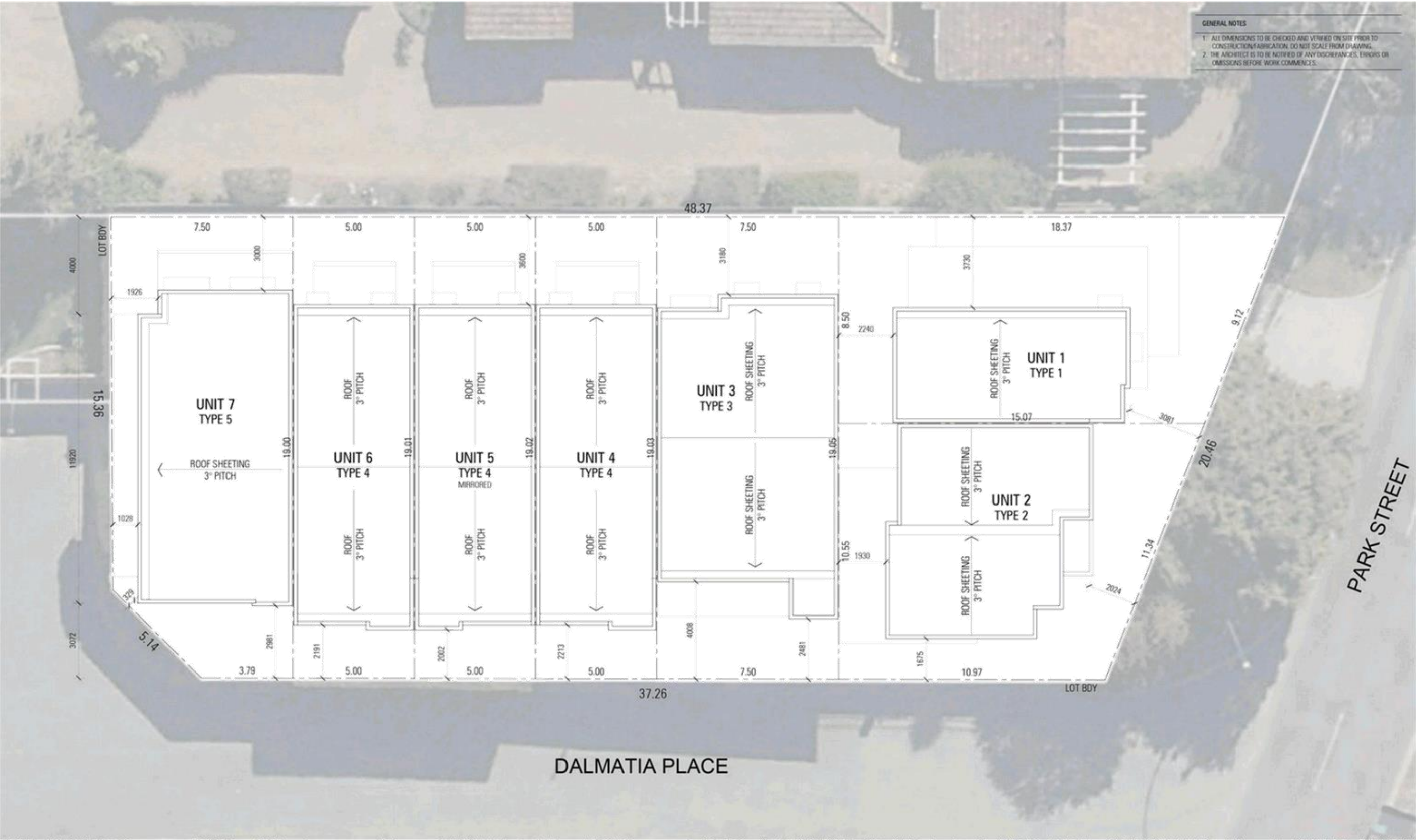
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7 GROUPED DWELLINGS - 65 PARK STREET - COMO

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FIRST FLOOR PLAN

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A	23.06.20	PRELIMINARY	EB
REV	DATE	DESCRIPTION	DWN

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DA SUBMISSION		DRAWING NUMBER
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DATE	24.07.2020	
CAD FILE	SCALE 1:100	REVISION
		D



GENERAL NOTES

1. ALL DIMENSIONS TO BE CHECKED AND VERIFIED ON SITE PRIOR TO CONSTRUCTION/FABRICATION. DO NOT SCALE FROM DRAWING.

2. THE ARCHITECT IS TO BE NOTIFIED OF ANY DISCREPANCIES, ERRORS OR OMISSIONS BEFORE WORK COMMENCES.

ROOF PLAN

SCALE 1:100

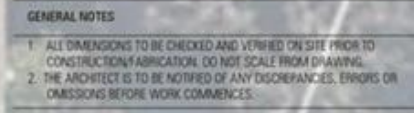
PROJECT TITLE / CLIENT
RESIDENTIAL REPUBLIC
7 GROUPED DWELLINGS - 65 PARK STREET - COMO

DRAWING TITLE
ROOF PLAN

REV	DATE	DESCRIPTION	DWN
D	24.07.20	ISSUED FOR SUBMISSION	JY
C	16.07.20	PRELIMINARY	JY
B	03.07.20	PRELIMINARY	JY
A	23.06.20	PRELIMINARY	EB

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DA SUBMISSION		DRAWING NUMBER
DRAWN JY	DATE 24.07.2020	P2195 SK1.07
CAD FILE	SCALE 1:100	REVISION D

Page 59 of 322



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UPPER GROUND FLOOR PLAN
SCALE 1:100

PROJECT TITLE / CLIENT
RESIDENTIAL REPUBLIC
7 GROUPED DWELLINGS - 65 PARK STREET - COMO

DRAWING TITLE
UPPER GROUND FLOOR PLAN - COLOURED

D 24.07.20 ISSUED FOR SUBMISSION		JY	DA SUBMISSION		DRAWING NUMBER
REV	DATE	DESCRIPTION	DWN	DRAWN JY	DATE 24.07.2020
			CAD FILE		SCALE 1:100
					REVISION D

ZMH ARCHITECTURE PLANNING INTERIOR DESIGN
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DA SUBMISSION
DRAWN JY
DATE 24.07.2020
SCALE 1:100
REVISION D



- GENERAL NOTES**
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 2. THE ARCHITECT IS TO BE NOTIFIED OF ANY DISCREPANCIES, ERRORS OR OMISSIONS BEFORE WORK COMMENCES.

FIRST FLOOR PLAN
SCALE 1:100

PROJECT TITLE / CLIENT
RESIDENTIAL REPUBLIC
7 GROUPED DWELLINGS - 65 PARK STREET - COMO

DRAWING TITLE
FIRST FLOOR PLAN - COLOURED

D 24.07.20 ISSUED FOR SUBMISSION		JY	DA SUBMISSION		DRAWING NUMBER
REV	DATE	DESCRIPTION	DWN	DRAWN	P2195 SK1.06c
				DATE	24.07.2020
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				REVISION	D

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PROJECT TITLE / CLIENT
RESIDENTIAL REPUBLIC
7 GROUPED DWELLINGS - 65 PARK STREET - COMO

DRAWING TITLE
EAST & SOUTH ELEVATIONS - COLOURED

D	24.07.20	ISSUED FOR SUBMISSION	JY
C	16.07.20	PRELIMINARY	JY
B	03.07.20	PRELIMINARY	JY
A	18.06.20	PRELIMINARY	SD
REV	DATE	DESCRIPTION	DWN

ZMH ZUCCEVOLI MARCHANT HUR
ARCHITECTURE PLANNING INTERIOR DESIGN
180 Lygon Street, Melbourne, Australia 3000 | T 03 9337 0880 | F 03 9337 0885

DA SUBMISSION				DRAWING NUMBER
DRAWN	JY	DATE	24.07.2020	P2195 SK3.01c
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- GENERAL NOTES
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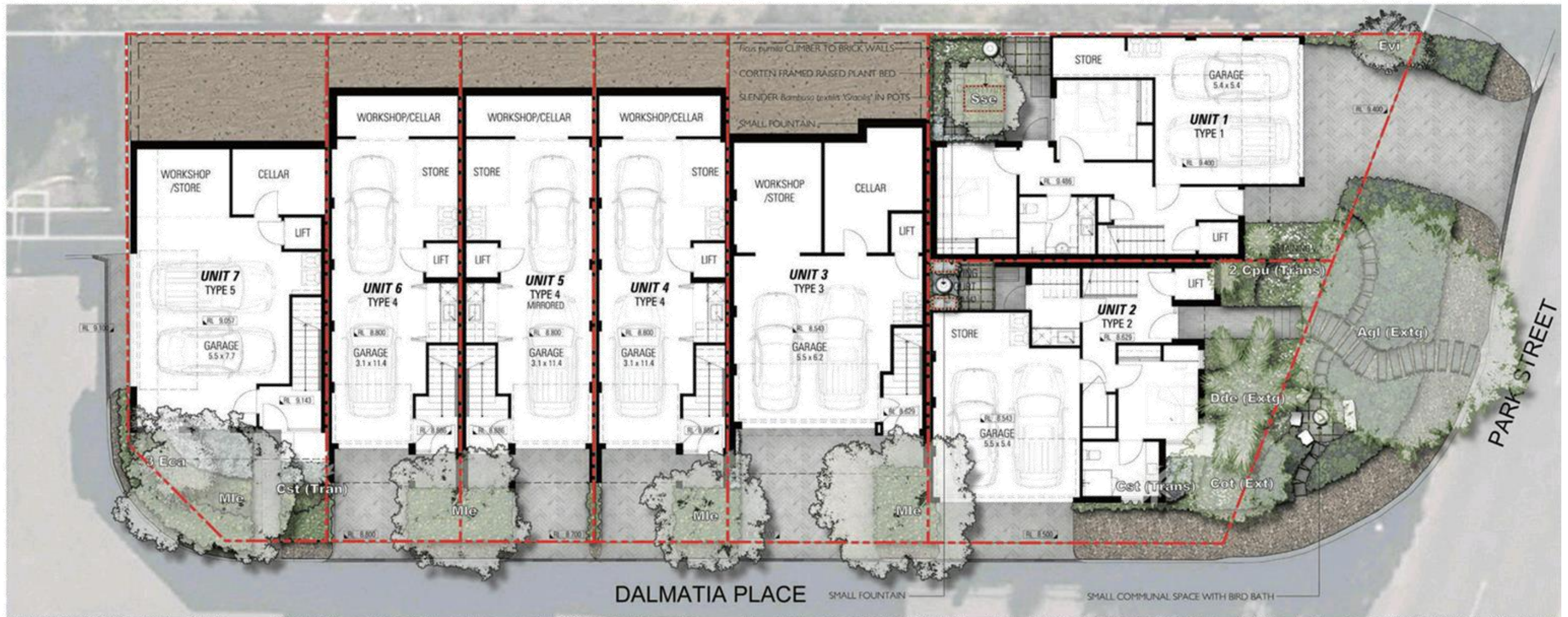
PROJECT TITLE / CLIENT
RESIDENTIAL REPUBLIC
7 GROUPED DWELLINGS - 65 PARK STREET - COMO

DRAWING TITLE
WEST & NORTH ELEVATIONS - COLOURED

D 24.07.20 ISSUED FOR SUBMISSION JY		ZMH ZUBERKHOV MARSHALL HUBER ARCHITECTURE PLANNING INTERIOR DESIGN 147 High Street, Melbourne, Victoria 3000, Australia T 03 9 593 9880 F 03 9 593 9880	DA SUBMISSION		DRAWING NUMBER P2195 SK3.02c
C 18.07.20 PRELIMINARY JY			DRAWN JY	DATE 24.07.2020	
B 03.07.20 PRELIMINARY JY			CAD FILE	SCALE 1:100	
REV DATE DESCRIPTION			DWN	REVISION	
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element.

Appendix C - Landscaping Concept Plan



PLANT SCHEDULE

Code	Species	Common Name	Size (m)	Pot Size	Code	Species	Common Name	Size (m)	Pot Size	Code	Species	Common Name	Size (m)	Pot Size
Trees					Shrubs					Groundcovers & Herbs				
Afl	Agonis flexuosa	WA Peppermint Tree	12	Existing	Ala	Acacia lasiocarpa	Modong	0.5	130mm	Ada	Adenanthos cuneatus	Coastal Jugflower	0.3	140mm
Bat	*Bambusa textilis 'Gracilis'	Slender Weaver	4	300mm	Ar	Ajuga reptans	Bugleherb	0.6	140mm	Bbl	Banksia blechnifolia	Rough Blechnum Banksia	0.3	140mm
Cco	Cyathea cooperi	Rough Tree Fern	6	100L	Ac	Alpinia coerulea	Red Back Australian Ginger	2	5L	Bda	Banksia dallaneyi	Couch Honey-pot	0.3	140mm
Cl	Citrus x latifolia	Lime Tree	4	100L	Ade	Alternanthera dentata	Little Ruby	0.4	140mm	Cop	Chryscephalum apiculatum	Yellow Button	0.4	140mm
Cl	Citrus limon	Lemon Tree	4	100L	Am	Anigozanthos manglesii	Mangles Kangaroo Paw	0.5	140mm	Cip	Chryscephalum apiculatum	Yellow Button	0.4	140mm
Cot	Cotoneaster sp.	Cotoneaster	4	Existing	Asn	Asplenium nidus	Bird's-nest fern	0.5	300mm	Drp	Dichondra repens	Kidney Weed	0.1	seed (g)
Cs	Citrus sinensis	Orange Tree	4	100L	Bme	Banksia menziesii	Firewood Banksia	3	300L	Dsf	Dichondra repens 'Silver Falls'	Silver Falls	0.1	140mm
Cpu	Cordyline australis purpurea	Cabbage Tree (purple)	3	Transplant	Cjp	Citrus japonica	Kumquat	4	45L	Epi	Epipremnum aureum	Devil's Ivy	0.3	140mm
Cst	Cordyline stricta	Cabbage Tree (green)	4	Transplant	Cfr	Cordyline fruticosa	Ti Plant	1.2	10L	Hipo	Hemidra purgens	Snake Bush	0.1	140mm
Dma	Dracena marginata	Dragon Tree	4	100L	Cov	Crassula ovata	Jade Plant	0.6	140mm	Kpr	Kennedia prostrata	Running postman	0.1	140mm
Dde	Dypsis decaryi	Triangle Palm	15	Existing	Cpe	Crinum pedunculatum	Spider lily	1.5	140mm	Mpa	Myoporum parvifolium	Creeping Boobialla	0.1	140mm
Eca	Eucalyptus caesia 'Silver Princess'	Gunguru	6	100L	Dex	Doranthos excelsa	Gymea lily	1	45L	Ola	Orthrosanthus laxus / multiflorus	Morning Iris	0.4	140mm
Evi	Eucalyptus victrix	Ghost Gum	8	100L	Dfr	Dracena fragrans 'Massangeana'	Mass cane	1.5	300mm	Poc	Potensaria occidentalis	Purple Flag	0.4	140mm
Hfl	Hymenosporum flavum	Native Frangipani	8	150L	Leg	Liriope muscarum 'Evergreen Giant'	Evergreen Giant	0.5	140mm	Vh	Viola hederacea	Native Violet	0.1	140mm
Lai	Lagerstromia indica	Crepe Myrtle	6	150L	Lta	Lomandra longifolia 'Tanika'	Tanika Lomandra	0.6	140mm					
Mgl	Magnolia grandiflora 'Little Gem'	Little Gem Magnolia	4	150L	Nel	Nastus elatus	New Guinea Green	12	45L					
Mle	Melaleuca leucadendra	Weeping Paperbark	10	200L	Oja	Ophiopogon japonicus variegata	Variegated Mondo Grass	0.3	140mm	Climbers				
Sae	Sapium sebiferum	Chinese Tallow	8	150L	Str	Saraseveria trifasciata	Mother-in-Law Tongue	0.5	30L	Fpu	Ficus pumila	Climbing Fig	climb	140mm
					Sae	Scaevola aemula 'Aussie Crawl'	Fan Flower	0.5	140mm	Hsc	Hibbertia scandens	Snake Creeper	climb	140mm
					Sre	Sorelitzia reginae	Bird of Paradise	1.5	140mm	Tja	Trachelospermum jasminoides	Star Jasmine	climb	140mm
* Plant in pots only														

* Plant in pots only

LEGEND

	PLANT MIX A		GRANITE PAVING HERRINGBONE
	PLANT MIX B		GRANITE PAVING FLAGSTONE
	PLANT MIX C		TILE PAVING LIGHT GREY
	PLANT MIX D		TILE PAVING CREAM
	PLANT MIX E		GRANITE PAVING IN Dichondra repens
	Ficus pumila		FEATURE CORTEN PLANTER
	MULCH		1800mm BRICK WALL ON BRICK RETAINING WALL

project
65 Park Street, Como

drawing title
Landscape Concept Plan, Lower Ground Floor

E	ISSUED FOR APPROVAL	01.06.2020	revision	E
D	ARCHITECTURAL REVISIONS	19.08.2020		
C	ARCHITECTURAL REVISIONS	19.08.2020		
B	CLIENT REVIEW	24.07.2020		
A	CLIENT REVIEW	22.07.2020		
REV	ISSUE	Date		



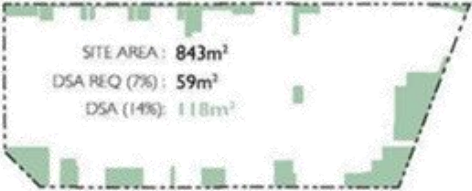
drawing no.
20014-MP01
scale
1:100 @ A2

BLACKWELL
& ASSOCIATES
PO Box 4134, Rossmore NSW 2157



DEEP SOIL AREA (DSA)

SITE LOT AREA (m ²):	843
MINIMUM DEEP SOIL AREA REQUIRED:	10% OR 7% if existing tree(s) retained on site
DSA REQUIRED (7%) (m ²):	59
DSA PROVIDED (14%) (m ²):	118
TREE(S) REQUIREMENT:	2 medium trees OR 1 large tree and small trees to suit area
TREE(S) RETAINED/TRANSPLANTED:	Four transplants
TREES PROVIDED:	2 small trees retained 4 medium trees AND 11+ small trees



LEGEND

PLANT MIX A	GRANITE PAVING HERRINGBONE
PLANT MIX B	GRANITE PAVING FLAGSTONE
PLANT MIX C	TILE PAVING LIGHT GREY
PLANT MIX D	TILE PAVING CREAM
PLANT MIX E	GRANITE PAVING IN Dichondra repens
Ficus pumila	FEATURE CORTEN PLANTER
MULCH	1800mm BRICK WALL ON BRICK RETAINING WALL

project
65 Park Street, Como

drawing title
Landscape Concept Plan, Upper Ground Floor

E	ISSUED FOR APPROVAL	01.09.2020
D	ARCHITECTURAL REVISIONS	19.08.2020
C	ARCHITECTURAL REVISIONS	19.08.2020
B	CLIENT REVIEW	24.07.2020
A	CLIENT REVIEW	22.07.2020
REV	ISSUE	Date

drawing no.	20014-MP02	revision	E
scale	1:100 @ A2		



Lot 5 (No. 65) Park Street, Como

Development Application

October 2020 | 20-103



Lot 5 (No. 65) Park Street, Como Development Application

We acknowledge the custodians of this land, the Whadjuk Noongar and their Elders past, present and emerging. We wish to acknowledge and respect their continuing culture and the contribution they make to the life of this city and this region.

Document ID: /Volumes/Graphics/2020/20-103 Como, 65 Park Street/00 Draft/20-103 65 Park Street Como DA Folder/20-103 65 Park Street Como DA.indd

Issue	Date	Status	Prepared by	Approved by
1	25.09.20	Draft	Leigh Caddy	David Read
2	08.10.20	Draft	Leigh Caddy	David Read
3	15.10.20	Final	Leigh Caddy	David Read

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Executive Summary

This development application at 65 Park Street in Como (subject site) seeks to respond to the increasing demand for affordable, more compact housing on smaller lots that provide an alternative housing product to apartment living.

The vision is for seven (7) high quality, architecturally homes, designed to carefully respect existing housing and character of the surrounding area, whilst delivering a scale of development and density that is entirely appropriate for its location within a transition zone, on the outer periphery of the Canning Bridge Activity Centre Plan (CBACP) area.

The subject site is uniquely located, at the corner of Dalmatia Place, a small cul-de-sac which exhibits a level of intimacy and a sense of place highly suited for small lot housing, in lieu of a more intensive apartment form that could potentially be developed under the CBACP framework.

Key features of the proposed development include:

- **Amenity benefits** - significantly reduced impacts on existing neighbours in terms of overshadowing, building bulk, scale and privacy impacts, as well as the retention of existing vegetation and the provision of 14% of the site as deep soil planting area, which would not otherwise be achieved in an apartment development. The provision of well-designed outdoor living / alfresco areas that are more functional than an apartment balcony, and lower maintenance to that of the traditional larger backyard.
- **Sustainability benefits** – dwellings designed to meet and exceed best practice climate responsive design requirements of the Built Environment Sustainability Scorecard (BESS) framework through design measures to all homes including high levels of natural ventilation and daylight; energy efficient lighting and water fixtures; solar photovoltaic systems, 6.5 Star NatHERS rating thermal rating, and dedicated bicycle storage areas.
- **Housing availability and affordability** - the provision of well-proportioned homes on smaller lots, attractive to a wider range of people in close proximity to the City. The use of less building product, avoidance of basement construction and ongoing costs (such as strata fees) facilitating improved affordability and a lower overall whole of life cost as compared to an apartment development.
- **Suitability for an aging population** – dwellings which offer low maintenance, multi-purpose spaces, and which are designed to the Liveable Housing Australia's 'Gold' standard, allowing residents to age in place and within their local community.
- **Housing diversity** – dwellings which offer a variety of living options (2 or 3 bedrooms), that better respond to current population trends towards smaller households (such as single household; couples with no children, or having children later in life; those looking to downsize; or older persons).
- **Environmental, social and economic benefits** - facilitating a level of residential density and resident base within a highly accessible, connected and established suburb, assisting with population density targets, and local economic activity.

The proposed development has been reviewed by the Canning Bridge Design Review Panel (DRP) who indicated their **support** to the housing typology, noting that it provides "a valuable contribution to dwelling diversity", with a number of key strengths including:

- *The townhouses all benefit from dual aspect and high levels of cross ventilation by virtue of the chosen typology.*
- *The proposal includes 0% solely south facing townhouses by virtue of the typology chosen.*
- *Most living areas and bedrooms benefit from a northerly aspect with associated solar access.*
- *Lift access has been incorporated into the planning thereby providing important choice in relation to aging in place residents.*

Lot 5 (No. 65) Park Street, Como Development Application

- *Two townhouses have the capacity to address Park Street.*
- *Functional and well-arranged plan layouts.*
- *Natural light and ventilation to some bathrooms.*
- *High quality native verge landscape design proposal along with the retention of verge trees.*
- *Above ground streetscape interaction.*

Whilst the DRP supported the typology in-principle, they were unable to fully support the development on the basis it does not meet an objective of the CBACP guidelines to provide streetscape interaction and passive surveillance at the ground floor of the development.

Notwithstanding, the development provides for a high level of streetscape interaction and surveillance from the upper floors, it is proposed to include within each residence and inbuilt security and surveillance system to provide for resident security and maintain 'eyes on the street' as an additional design measure.

The support and approval of the City of South Perth to the development is respectfully requested.

Introduction

This report has been prepared by **element**, on behalf of the Park Lane Terraces Pty Ltd, in support of a development at Lot 5 (No. 65) Park Street, Como, designed by Zuideveld Marchant Hur Architects. The proposed development is located within the Canning Bridge Activity Centre and will provide seven (7) three storey residential dwellings.

The proposal will provide for a high quality, architecturally designed development that responds to the site's unique attributes which include an under-width road with limited pedestrian access and passive surveillance opportunities, and a residential area characterised by low density, low-rise development in fragmented (strata) ownership.

This report provides a detailed overview of the proposed development at the subject site and includes an assessment against the relevant planning framework requirements. Accompanying supporting information is also provided as part of the architectural package, including technical reports prepared by the following consultants:

- Architect – Zuideveld Marchant Hur
- Landscape Architect – Blackwell and Associates
- Sustainability – CADDs Group



Subject Site

Site Location and Property Description

The proposed development is situated at Lot 5 (No. 65) Park Street, Como (the subject site). The site has a total land area of 842sqm with frontage of 20.46 metres to Park Street and 37.26 metres to Dalmatia Place. The site has a fall of approximately 1 metre across the site towards the Dalmatia Place frontage. The subject site contains an existing single storey dwelling and associated incidental improvements.

Refer to Figure 1 – Location Plan

Refer to Figure 2 – Aerial Plan

Refer to Figure 3 – Site Plan

The following table provides a legal description of the subject lot.

Lot No.	Address	Volume	Folio	Plan/Diagram	Registered Proprietor
5	65 Park Street, Como	1389	219	P10871	Simmon Sardelic; and Rita Sardelic

Refer to Appendix A – Certificate of Title

Site Context and Surrounding Developments

The subject site is located approximately 5.5km from the Perth CBD, and within 750 metres of the Canning Bridge Train/Bus Station.

The site is within close proximity to a range of local commercial and recreational amenities, and enjoys excellent access to the public transport network with several bus routes servicing Henley Street to the south, a high frequency bus route (910) servicing Canning Highway, and the Canning Bridge Train/Bus Station situated 750 metres to the south-west.

The subject site is situated within a low-density residential area, characterised by predominantly single storey grouped dwelling developments. The surrounding area is currently in transition to more modern and contemporary apartment built form as evident in several recent developments currently under construction or recently completed, including a six (6) storey apartment development at 20A Henley Street (corner of Park Street), an 8 storey apartment development at 93 Robert Street (corner of Henley Street); and an 8 storey apartment plus café development at 160 Robert Street.

Under the Canning Bridge Activity Centre Plan, land to the west of Park Street has the potential to be redeveloped up to 8 storeys in height, with land to the east identified for up to 4 storeys.

Land abutting the subject site to the north consists of a seven (7) unit strata development, accessed from Park Street. Dalmatia Place, which abuts the southern and western portion of the site, is an undersized 10 metre wide road that serves to provides access to five (5) single storey dwellings to the west and south of the subject site. The Dalmatia Place frontage of the subject site comprises a large portion of the streetscape, and is currently developed with a solid brick fence (1.8 metres in height) along the boundary which does not afford any passive surveillance of the public realm. The location of the boundary relative to the constructed road pavement is such that there is no effective verge, and limited ability for safe pedestrian movement along this portion of the street. A verge and setback area of approximately 4 metres however exists to the opposite (southern) side of the street, and which incorporates a footpath of approximately 1.5 metres abutting the road pavement.

Refer to Figure 4 – Local Context Plan

Lot 5 (No. 65) Park Street, Como Development Application

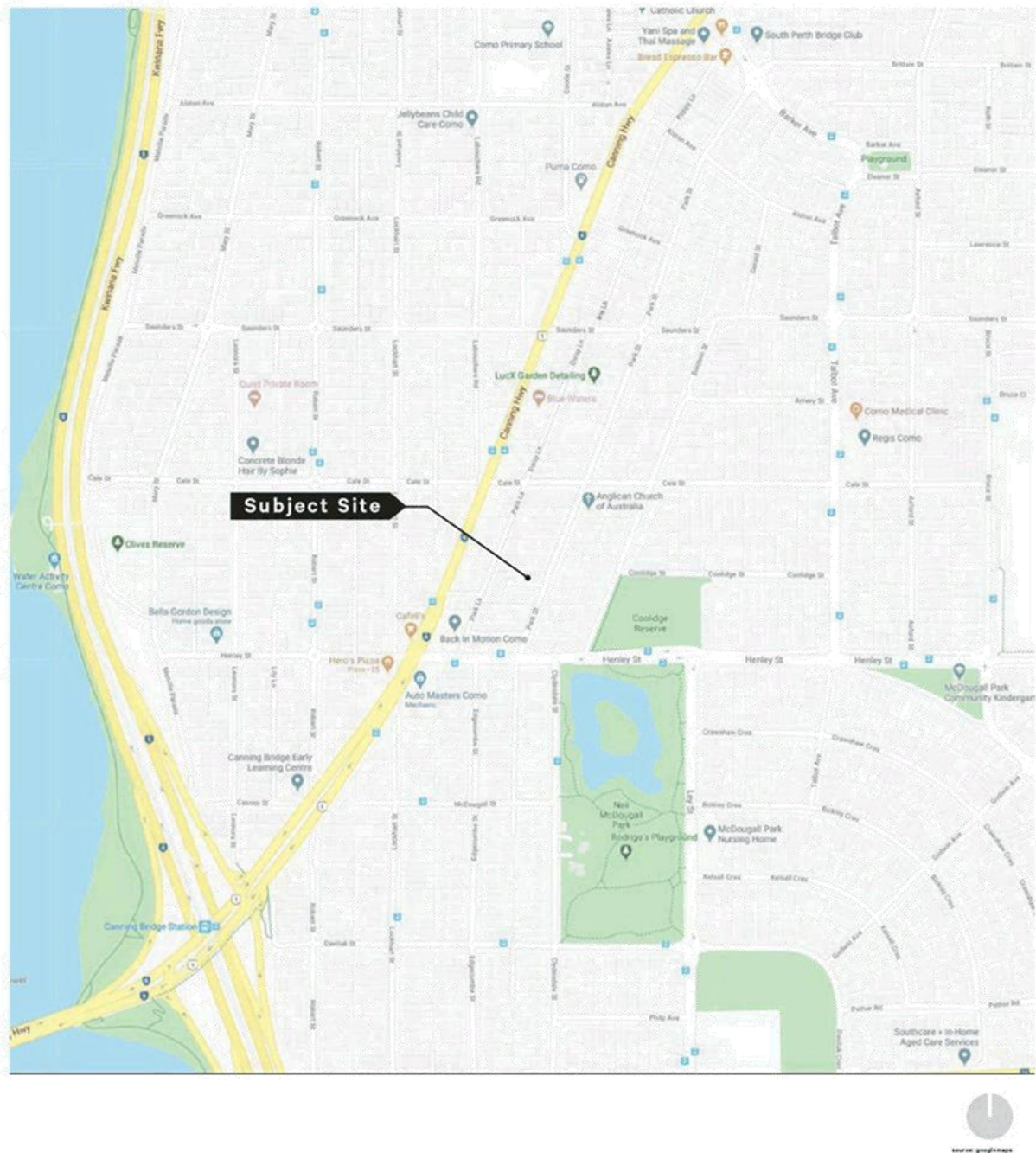


Figure 1. Location Plan

element.



Figure 2. Aerial Plan.

Lot 5 (No. 65) Park Street, Como Development Application

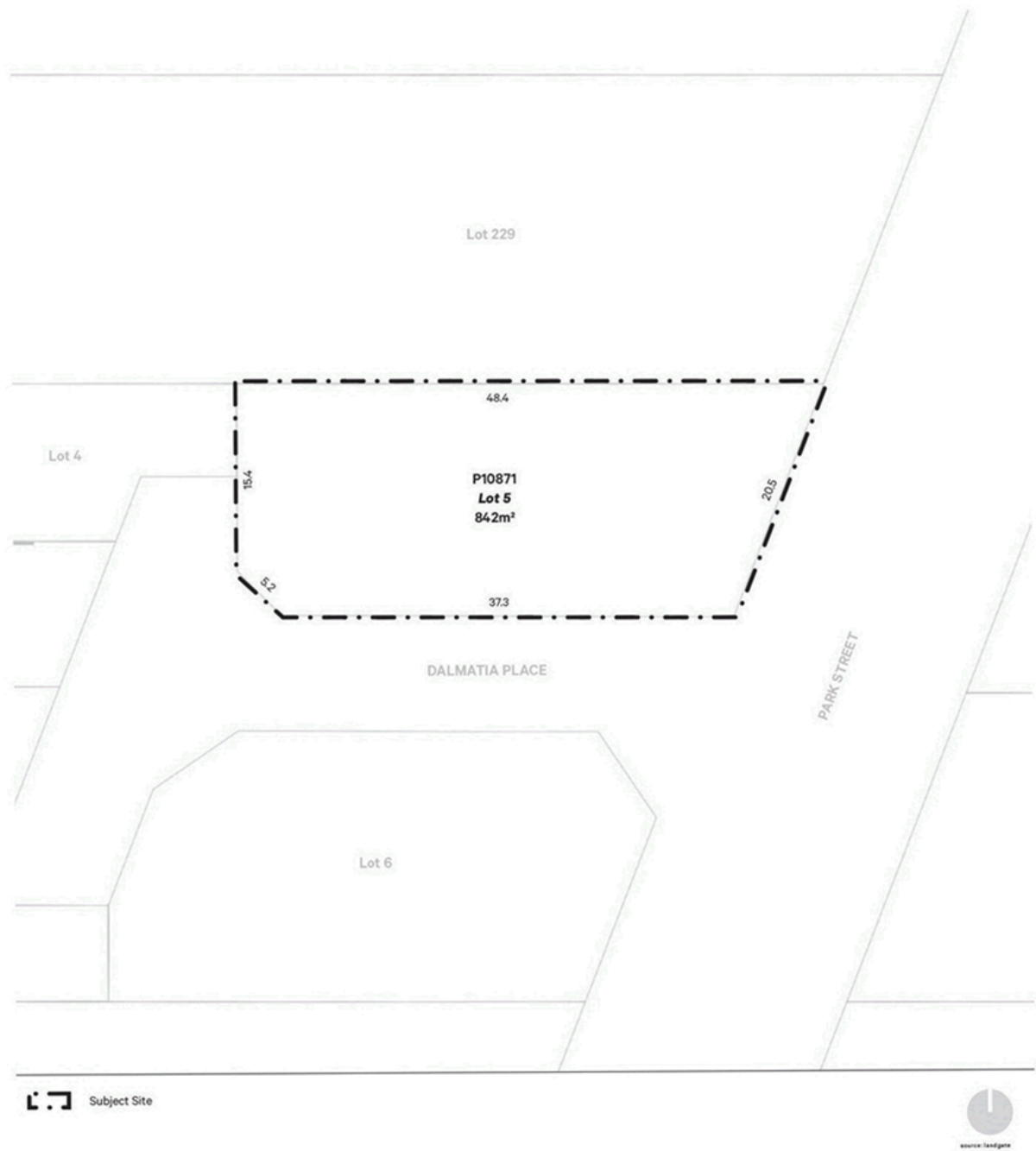


Figure 3. Site Plan



Figure 4. Local Context Plan

Environmental and Heritage Considerations

A desktop search indicates that the subject site:

- Has no known European or Aboriginal heritage significance;
- Is not located within a bushfire prone area;
- Is not a registered contaminated site; and
- Does not pose a risk of encountering Acid Sulphate Soils.

As such, there are no identified environmental or heritage constraints that would inhibit the proposed development.

Planning Framework

Metropolitan Region Scheme

The subject site is zoned 'Urban' under the *Metropolitan Region Scheme* (MRS) and is not affected by any reservations under the MRS. The nature of the proposed development is appropriate with respect to the Urban zoning applicable to the site.

Refer to Figure 5 – Extract of Metropolitan Region Scheme

City of South Perth Town Planning Scheme No. 6

The subject site is zoned 'Centre' under the *City of South Perth Town Planning Scheme No. 6* (TPS6). The objectives of the Centre zone under TPS6 are as follows:

- a. *To designate land for future development as a town centre or activity centre.*
- b. *To provide a basis for future detailed planning in accordance with the structure planning provisions of this Scheme and the Activity Centres State Planning Policy.*

Under TPS6, land use and development requirements for the Centre zone are to be in accordance with an approved structure plan, activity centre plan and / or local development plan. In this regard, the Canning Bridge Activity Centre Plan has been adopted by the City of South Perth to guide the development of the subject site and its surrounds, as discussed below.

Refer to Figure 6 – Extract of Town Planning Scheme No. 6

State Planning Policy 7.3 - Residential Design Codes Volume 1

The Western Australian Planning Commission (WAPC)'s *State Planning Policy 7.3 – Residential Design Codes Volume 1* (R-Codes) provides a statutory framework for the control of residential development throughout Western Australia. The R-Codes provide numerous provisions in relation to grouped dwelling developments such as that being proposed by this application, however, in accordance with Clause 4.3(1)(p) of the City's TPS6, the provisions of the R-Codes do not apply to new dwellings within the Canning Bridge Activity Centre, except for the provisions relating to:

- i. *Utilities and Facilities; and*
- ii. *Sight lines at vehicle access points and street corners.*

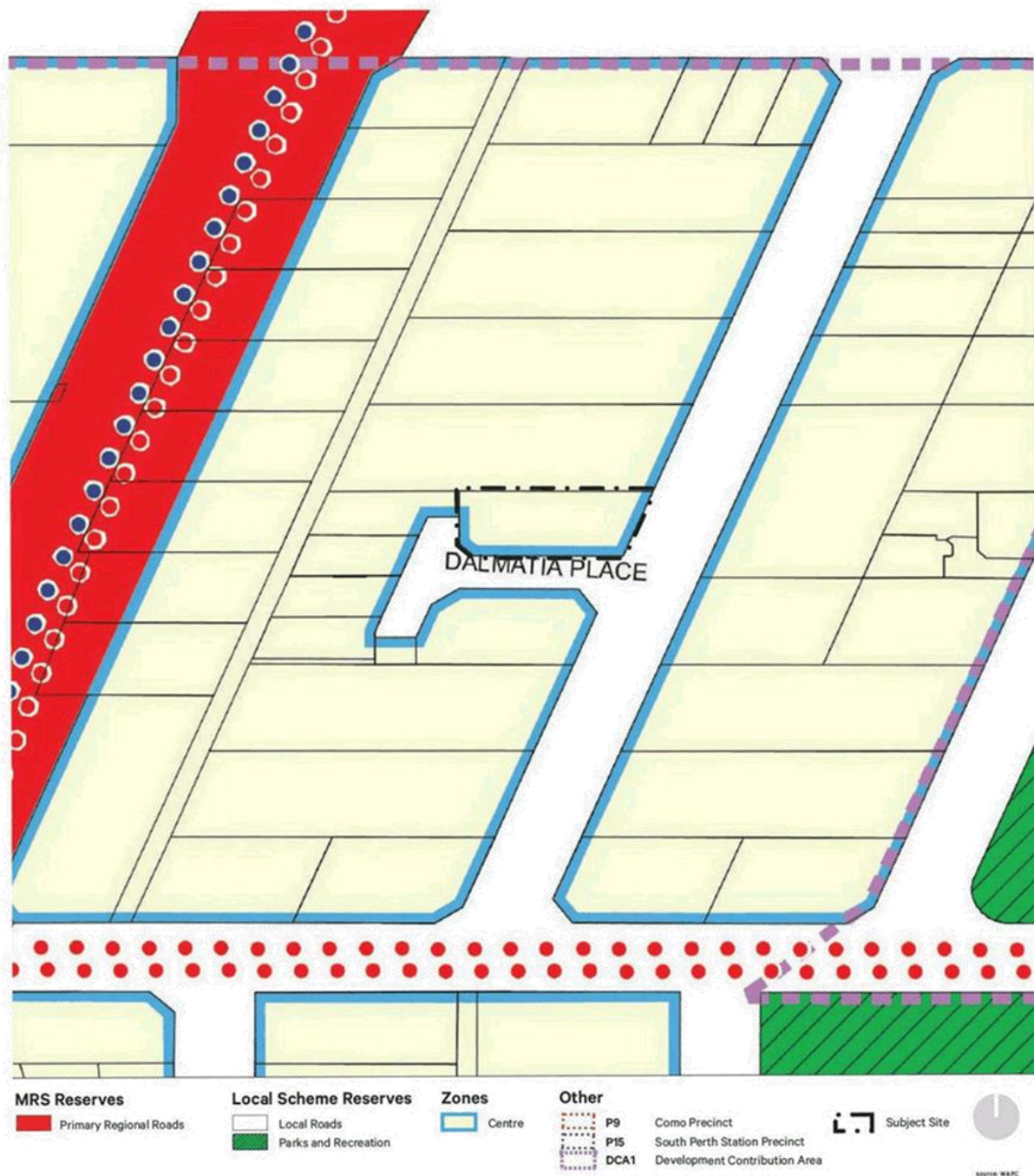
These requirements have been addressed in the Planning Assessment section of the report below.

Lot 5 (No. 65) Park Street, Como Development Application



Figure 5. Extract of Metropolitan Region Scheme

element.



Lot 5 (No. 65) Park Street, Como Development Application

Canning Bridge Activity Centre Plan

The Canning Bridge Activity Centre Plan (CBACP) has been prepared by the WAPC, Department of Planning, City of Melville, City of South Perth, Department of Transport, Public Transport Authority and Main Roads WA as a joint initiative to progress long term planning for the Canning Bridge Activity Centre Plan area, which is recognised as an Activity Centre under *State Planning Policy 4.2: Activity Centres for Perth and Peel*, and the *Perth and Peel @ 3.5 Million* framework.

The CBACP area comprises land within both the City of South Perth and the City of Melville, and is proposed to be developed for a diverse mix of residential, civic, office, retail and entertainment uses against the backdrop of the Swan and Canning Rivers and the adjacent open space.

The stated vision for the CBACP area is as follows:

The Canning Bridge area will evolve to become a unique, vibrant, creative community centred on the integrated transport node of the Canning Bridge rail station. The area will be recognised by its unique location, its integrated mix of office, retail, residential, recreational and cultural uses that create areas of excitement, the promotion of its local heritage and as a pedestrian friendly enclave that integrates with the regional transport networks while enhancing the natural attractions of the Swan and Canning Rivers

The above vision is supported by nine key objectives, which include an intent to:

- Increase the density and diversity of housing in and around the CBACP to improve land efficiency, housing variety and affordability and support the facilities in the area; and
- Ensure the CBACP area provides sufficient development intensity and land use mix to support and increase high frequency public transport.

The site is located within the 'Davilak Quarter (Q4)' under the CBACP and is identified as 'Residential' with a maximum building height up to eight (8) storeys (Residential H8 zone). All land use and development within the CBACP area shall be in accordance with the guiding principles, objectives and goals set out in the CBACP and more specifically in the Design Guidelines set out in Section 7. This forms the basis for assessment of development applications and addressed in detail within the Planning Assessment section of this report.

Refer to Figure 7 – Extract of CBACP

Proposed Modifications to the CBACP

In August 2018 Council resolved to endorse a formal review of the CBACP to consider any improvements and/or deficiencies in the plan since the time of the plan coming into effect.

Following the review and consideration of public feedback on a number of proposed amendments, Council resolved at its meeting of 25 February 2020 to endorse a number of modifications to the CBACP. At the time of writing, the proposed amendments are subject to consideration by the WAPC for final approval.

The proposed amendments relevant to the Q4 precinct and the proposed development, include the following:

2. Re-number existing requirement 1.16 to 1.17. Add a new requirement 1.16;

1.16 Dwelling Typology

Residential development in Q3, Q4 and Q5 may be provided in a variety of typologies.

4. Amend requirement 3.5 as follows;

For buildings in the H8 Zone, notwithstanding the 8 storey height limit, no building shall exceed 26 metres above NGL.

9. Re-number the existing requirement 5.7 to 5.8 and add a new requirement 5.7 as follows;

5.7 Except where outlined elsewhere in this Element setbacks for all development in Q3, Q4 and Q5 shall be in accordance with State Planning Policy 7.3, Design Element 2.7. Where Table 2.7 - Building Separation of Design Element 2.7 refers to Table 2.1, setbacks shall be assessed in reference to the R80 code. Where Table 2.7 - Building Separation of Design Element 2.7 refers Design Element 3.5, only the Element Objectives and Design Guidance of Design Element 3.5 should also be considered. The Acceptable Outcomes of Design Element 3.5 do not apply.

10. Amend requirement 5.8 as follows;

5.8 In Q3, Q4 and Q5 access to solar and daylight access will be considered in accordance with State Planning Policy 7.3, Design Element 4.1. In designing development in Q3, Q4 and Q5, the Element Objectives and Design Guidance of Design Element 3.2 should also be considered. The Acceptable Outcomes of Design Element 3.2 do not apply.

11. Amend requirement 10.4 as follows;

10.4 Development in the H8 Zone shall be provided with a minimum provision of 30% open space which shall be provided in shared common space at ground levels and/ or shared common space on areas such as the roof. For development in the H8 zone in Q3, Q4 and Q5, the open space provision shall include deep soil and tree provision as per State Planning Policy 7.3, Design Element 3.3 and the required open space area in addition to the deep soil zone shall be landscaped and/or treated with permeable surfaces.

13. Amend requirement 11.5 to add the following after the sentence ending "...a 4 Star Green Star design rating under Green Building Council of Australia."

In Q3, Q4 and Q5, new development excludes development which would otherwise be exempted from assessment under the City of South Perth environmentally sustainable buildings policy.

14. Replace requirement 18.3 as follows;

Car parking for residential development shall be provided as follows;

Dwelling type	Q3, Q4 & Q5
Studio or single bedroom dwellings	Min: 0.75
Two or three bedroom dwellings	Min: 1.0
Four or greater bedroom dwellings	Min: 1.25
Residential visitor	1 bay per eight dwellings for developments greater than 12 dwellings.

Where residential visitor parking is provided, car parking areas shall not be located within the street setback and not be visually prominent from the street.

15. Amend requirement 19.3 as follows:

19.3 Developments within the M15, M10 and H8 Zones shall provide for all management of waste wholly within the development site, including the ability for service vehicles to circulate within the development. No on-street waste collection areas are permitted within the M15, M10 and H8 Zones. In the H4 Zones in Q3, Q4 and Q5, where the development is more than 3 storeys and the lot size is 800 square meters or greater, development shall provide for all management of waste wholly within the development site, including the ability for service vehicles to circulate within the development. All development applications within Q3, Q4 and Q5 shall be accompanied by a waste management plan.

Lot 5 (No. 65) Park Street, Como Development Application



Proposed Development

This application seeks approval for seven (7) three storey residential dwellings at Lot 5 (No. 65) Park Street, Como in the City of South Perth.

Refer to Appendix B – Development Plans

The proposed development provides seven (7) three storey residential dwellings. The development has been designed having regard to the topography of the site, with the northern elevation presenting as two storeys to the adjacent residential development to the north.

Separate vehicle access is provided to each dwelling with Unit 1 accessed from Park Street, via the existing crossover, whilst Units 2 to 7 are accessed from Dalmatia Place.

The proposed development provides for a diverse range of living options, consisting of 1, 2 and 3 bedroom residences, attractive to a range of demographics, and facilitate aging in place through the provision of lifts and multi-purpose spaces (such as the workshop / storage spaces within the garages).

The proposed development incorporates a diverse range of materials and finishes that provide a visually interesting, contemporary façade. A series of rendered finishes and high-quality panelling material will provide detailing of the street-front façades, that will ensure each dwelling presents as an individual residence, with passive surveillance and activation of the street achieved through upper floor living areas, terraces and balconies overlooking the street.

A high-quality landscaped design compliments the architectural form of the development, with a number of deep soil planting zones provided across the site, which retain mature vegetation where possible.

The following table summarises the development:

Unit No	Beds	Floor Areas (m ²)				Garage / Store (m ²)	Outdoor Living Areas (m ²)		
		Lower	First	Second	Total		Balcony	Courtyard	Total
1	3	56.43	60.54	38.30	155.27	37.68	22.64	18	40.64
2	3	42.44	57.84	60.49	160.77	37.93	24.14	6.5	30.54
3	3	9.78	74.39	82.95	167.12	74.79	7.49	39.4	46.89
4	2	11.42	59.78	59.16	130.36	56.10	2.18	20	22.18
5	2	11.42	59.78	59.16	130.36	56.10	2.18	20	22.18
6	2	11.42	59.78	59.16	130.36	56.10	2.18	20	22.18
5	3	10.90	68.43	73.94	153.27	70.84	5.18	30	35.18

Planning Assessment

Canning Bridge Activity Centre Plan

As noted previously, the site is located with the Davilak Quarter (Q4) under the CBACP and is identified as 'Residential' with an eight (8) storey height limit (H8 zone). All land use and development within the CBACP area shall be in accordance with the guiding principles, objectives and goals set out in the CBACP and more specifically with the Guidelines set out in Section 7. An assessment of the proposed development against the requirements under the Design Guidelines contained within Section 7 of the CBACP is provided in the following table. Reference to the proposed modifications to the CBACP and which are relevant to the proposal are provided in red italics text.

Canning Bridge Activity Centre Plan – Design Guidelines		
Requirement	Provided	Compliance / Comments
Element 1 - Land Use		
Preferred Land Use: Multiple Dwelling, Grouped Dwelling, Single House, Aged or Dependant Person's Dwelling, Single Bedroom Dwelling, Corner Store, Recreation - Private, Recreation – Public, Residential Building, Home Occupation, Home Office <i>Residential development in Q3, Q4 and Q5 may be provided in a variety of typologies.</i>	Grouped Dwelling (Single House following subdivision approval)	Complies.
Element 2 - Form and Mass		
The specific requirements outlined under Element 2 are not considered applicable to the nature of development proposed in this instance. Consideration required against the Desired Outcomes.	Refer discussion below.	Refer discussion below.
Element 3 – Heights		
Maximum building height to be in accordance with Figure 2 = Residential up to eight storeys (limited to 20 metres in height within 5 metres of the street boundary for development across the road from a H4 zoned site). <i>For buildings in the H8 Zone, notwithstanding the 8 storey height limit, no building shall exceed 26 metres above NGL.</i>	Three storey building heights proposed.	Complies.
Element 4 – Street Setbacks		
Minimum = 4m Maximum = 6m	Park Street: development not perpendicular to street. Setbacks range between 2m and 4.2m (approx). Dalmatia Place: Setbacks range between 1.5m and 4m (approx).	Refer discussion below.

Lot 5 (No. 65) Park Street, Como Development Application

Canning Bridge Activity Centre Plan – Design Guidelines		
Requirement	Provided	Compliance / Comments
Element 5 – Side and Rear Setbacks		
<ul style="list-style-type: none"> Lots of 14m or less in width = 3m minimum setback Lots of 14m or more in width = 3.5m minimum setback Lots of 16m or more in width = 4m minimum setback <p>Setbacks do not apply to any eaves and sun shading devices.</p> <p><i>Except where outlined elsewhere in this Element setbacks for all development in Q3, Q4 and Q5 shall be in accordance with State Planning Policy 7.3, Design Element 2.7. Where Table 2.7 - Building Separation of Design Element 2.7 refers to Table 2.1, setbacks shall be assessed in reference to the R80 code. Where Table 2.7 - Building Separation of Design Element 2.7 refers Design Element 3.5, only the Element Objectives and Design Guidance of Design Element 3.5 should also be considered. The Acceptable Outcomes of Design Element 3.5 do not apply.</i></p> <p><i>In Q3, Q4 and Q5 access to solar and daylight access will be considered in accordance with State Planning Policy 7.3, Design Element 4.1. In designing development in Q3, Q4 and Q5, the Element Objectives and Design Guidance of Design Element 3.2 should also be considered. The Acceptable Outcomes of Design Element 3.2 do not apply.</i></p>	<p>Northern boundary: Nil setback (Unit 1 garage).</p> <p>Western boundary: Nil setback (Unit 7 garage).</p> <p>Major openings to habitable rooms setback minimum 3m from northern boundary (Unit 7 upper floor bedrooms).</p> <p>All units except Unit 2 provided with direct northern solar access to living rooms. No adverse impacts on solar access to surrounding properties.</p>	<p>Refer discussion below.</p> <p>Complies.</p> <p>Complies.</p>
Element 6 – Linking Pathways		
N/A. The provisions of Element 6 do not apply to development on the subject site.		
Element 7 – Canning Highway		
N/A. The provisions of Element 7 do not apply to development on the subject site.		
Element 8 – Landmark Buildings		
N/A. The provisions of Element 8 do not apply to development on the subject site.		
Element 9 - Facades		
Developments shall be sympathetic to the surrounding environment in composition, proportion, materials, colour and finishes. This includes responding to (not replicating) vertical and horizontal fenestration of adjoining developments and providing responses to elements within the street verge such as bus stops, parking and service infrastructure or service entrances.	<p>The three-storey height will not dominate the streetscape, and incorporates interest through articulated facades, and variation in materials and colours.</p> <p>The development minimises impacts of bulk and scale through breaks in the built form, articulated facades / recessed elements, planter boxes, and balconies.</p>	Complies.
Proposed development shall incorporate substantial areas of glazing on street frontages. Glazing shall comprise no less than 50% of any façade at pedestrian / ground level.	Garaging and front entry door provided to ground floor of units fronting Dalmatia Place.	Refer discussion below.

element.

Canning Bridge Activity Centre Plan – Design Guidelines		
Requirement	Provided	Compliance / Comments
Semi active frontages required in all residential zones with at least 35% of the frontage incorporating windows or doorways with passive surveillance to the street.	Facades with windows and doorways ranging from 27-30% (approx).	Refer discussion below.
Finished floor level to be no greater than 500mm below or above the adjoining footpath level.	No footpath adjoins the site. Finished floor levels commensurate with natural ground level at the street boundary.	Complies.
Element 10 - Open Space and Landscaping		
Minimum 30% open space required in shared/common space at ground level or common space areas such as roof space. <i>Development in the H8 Zone shall be provided with a minimum provision of 30% open space which shall be provided in shared common space at ground levels and/or shared common space on areas such as the roof. For development in the H8 zone in Q3, Q4 and Q5, the open space provision shall include deep soil and tree provision as per State Planning Policy 7.3, Design Element 3.3 and the required open space area in addition to the deep soil zone shall be landscaped and/or treated with permeable surfaces.</i>	Approx. 205sqm of the overall site provided. This includes all lower ground street-front open space and the courtyards of Unit 1 & Unit 2 only. The rear outdoor living areas of Unit 3 to Unit 7 (which although elevated above natural ground level) total approx. 81sqm uncovered plus 46sqm roofed alfresco area). The development provides around 118sqm (14% of the site) as deep soil area planting, which exceeds the minimum 10% requirement (7% where trees are retained). Two small trees are proposed to be retained, together with four transplants.	Refer discussion below.
Landscaping/low fencing below 1.2m to be provided on property boundary.	Landscaping to be provided in lieu of fencing in accordance with requirement.	Complies.
Element 11 - Sustainability		
All new development shall be designed to maximise passive solar principles for heating, cooling, ventilation, and energy conservation.	Dwellings have been designed to maximise cross ventilation opportunities and provide for northern sunlight to penetrate into the dwelling wherever possible. The majority of dwellings have north facing outdoor areas.	Complies.
East and west facing shall be minimised and shading devices shall be employed to reduce heat loads within buildings and reduce the need for air-condition systems.	East and west facing openings have been minimised by the use of parapet walls, except for Units 1 and 2 that address Park Street to the east.	Complies.
All buildings shall be designed to enable access to natural light and ventilation.	Depth of buildings and orientation of openings will allow for cross ventilation and access to natural light.	Complies.

Lot 5 (No. 65) Park Street, Como Development Application

Canning Bridge Activity Centre Plan – Design Guidelines		
Requirement	Provided	Compliance / Comments
<p>All new development shall be designed to maximise passive solar principles and cross ventilation. East and west facing glazing shall be minimised. Shading devices employed to reduce heat loads.</p> <p>All new development within the Davilak Quarter shall achieve a 5 Star Green Star design rating. As a minimum, applicants shall submit as part of their development application a report from a Green Building Council of Australia qualified consultant demonstrating that the proposed will achieve the required level of performance. Supporting report provided as part of lodgement demonstrating level of compliance.</p> <p><i>In Q3, Q4 and Q5, new development excludes development which would otherwise be exempted from assessment under the City of South Perth environmentally sustainable buildings policy.</i></p>	<p>Sound passive solar design principles of excellent cross ventilation, shielding of east and west heat loads and maximum northern winter sunlight.</p> <p>Request this be dealt with via a condition of planning approval, requiring the applicant is to submit a report at the building permit stage demonstrating the development achieves a 5 Star Green Star rating (or equivalent).</p> <p>Single house / grouped dwellings excluded under requirements of Policy P350.01.</p>	Complies.
Element 12 – Acoustics		
N/A. Subject site does not adjoin Canning Highway, Manning Road or the Kwinana Freeway.		
Element 13 - Adaptability		
N/A. Residential development only proposed. Notwithstanding this, the proposed design has allowed for flexibility and adaptability within dwellings with development capable of being built individually, and designed to allow for ageing in place to occur, with lifts proposed for each dwelling.		
Element 14 – Street Edges		
Development adjacent to street edges shall ensure that adequate access is provided for pedestrian traffic. Alfresco dining areas shall provide unimpeded through access under awnings / colonnades to protect pedestrians from the elements.	The development will not impede pedestrian access, providing improved opportunities to that which currently exists.	N/A
Advertising signage shall be restrained and not superfluous to the needs of development.	N/A. No advertising signage proposed.	N/A
Element 15 - Level Changes		
Retaining walls to be treated with anti-graffiti coating or decorated to reduce the effect of blank walls.	No significant retaining walls or blank facades accessible to public areas.	Complies.
All development to provide universal access.	Development has been designed as accessible housing to be suitable for aging in place.	Complies.
Element 16 - Fencing		
Fencing visible from a public place shall be treated with anti-graffiti coating.	Low plantings will be installed in lieu of fencing to front setback areas.	Complies.
Element 17 - Public Art		
All development with a cost greater than \$1 million shall contribute 1% to public art.	To be determined.	To be determined.
Public art may be incorporated into the design of the development.		

element.

Canning Bridge Activity Centre Plan – Design Guidelines		
Requirement	Provided	Compliance / Comments
Element 18 - Parking		
<i>Car parking for residential development shall be provided as follows:</i>	1, 2 and 3 bedroom units proposed, all provided with 2 bays.	Complies.
<ul style="list-style-type: none"> • Studio or single bedroom dwellings 0.75 bays • Two or three bedroom dwellings: 1.0 bays 		
Element 19 – Servicing and Functionality		
<i>Developments within the M15, M10 and H8 Zones shall provide for all management of waste wholly within the development site, including the ability for service vehicles to circulate within the development. No on-street waste collection areas are permitted within the M15, M10 and H8 Zones. In the H4 Zones in Q3, Q4 and Q5, where the development is more than 3 storeys and the lot size is 800 square meters or greater, development shall provide for all management of waste wholly within the development site, including the ability for service vehicles to circulate within the development. All development applications within Q3, Q4 and Q5 shall be accompanied by a waste management plan.</i>	Each dwelling provided with own set of waste and recycling bins, (stored within the garages of each dwelling), and presented to the kerbside for collection by the City's kerbside collection service.	Refer discussion below.

Discussion on Compliance Matters

Form and Mass

As noted in the table above, it is considered that the specific requirements outlined under Element 2 of the CBACP do not strictly apply to the proposed development, as they are intended to guide more intensive forms of development. In relation to the 'desired outcomes' under Element 2, the following are considered relevant to the proposal:

- Site planning should create attractive streetscapes which respond to human scale.
- Site planning should encourage a consistent frontage with variation in front setbacks.
- Site planning should avoid buildings which do not relate to the street, create excessively bulky single elements or comprise of overly repetitive elements both within the development site and as it relates to the surrounding development.

The development is considered consistent with these objectives and appropriate for the following reasons:

- The proposed development is a relatively small residential development, that has been designed to respond to the site and respect the scale of the existing low scale, traditional forms of residential development which exist in the area.
- The development has been designed to address each street through articulation in the articulated facades / recessed elements, and balconies, which together with the proposed landscaping approach incorporating planter boxes built into the development will assist to reduce impacts of bulk and scale. The development represents a significant improvement to the Dalmatia Place frontage which is currently characterised by a blank perimeter wall, serving to activate this portion of the street.
- The setback to the upper floor of Unit 7 from the western boundary together with setbacks to the rear of Units 1 and 2 further assist to reduce the impact of building bulk along the Dalmatia Place frontage.
- The development minimises the impact of garaging along the Dalmatia Place frontage through the paring up of crossovers (where possible), and the provision of vehicular access to Unit 7 at the western boundary of the site, thereby maximising areas for deep soil planting within the street verge.

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Street Setback

The development proposes street setbacks ranging between 2m and 4.2m (approx.) to Park Street, and 1.5m to 4m (approx.) to Dalmatia Place.

In relation to the proposal, the following desired outcomes under Element 4 of the CBACP are considered relevant:

- *To ensure that the setback to buildings contributes to a distinct street character and that the form of multi-level development is sensitive to pedestrian scale.*
- *Alternative means to reduce bulk and scale such as green walls and façade articulation are also encouraged.*

The proposed street setbacks to Park Street and Dalmatia Place are considered consistent with these objectives and appropriate for the following reasons:

- The articulated design and siting of the development provide for a varied setback to each street, which together with the proposed landscaping approach will assist to reduce impacts of bulk and scale.
- Dalmatia Place is an under-width road and is more akin to a private accessway serving only several dwellings. The proposed setbacks to Dalmatia Place serve to provide greater activation and passive surveillance of this portion of the street, to that which currently exists.
- The reduced setbacks facilitate more effective and usable private open space and deep soil planting areas to the rear of each of the dwellings, whilst facilitating the creation of an engaged and active streetscape.
- The elevations to both Park Street and Dalmatia Place incorporate a range of façade treatments (colours and materials) which will contribute to creating a distinct streetscape character that will not detract from the area and be complimentary to the four-storey maximum height envisaged for development to the east of Park Street.

Side and Rear Setbacks

The development proposes a Nil setback to a portion of the northern and western boundaries (being the garages to Units 1 and 7 respectively).

In relation to the proposal, the following desired outcomes under Element 5 of the CBACP are considered relevant:

- *To provide a continuity of frontage at ground and podium levels to encourage activity whilst providing interest.*
- *To ensure that development opportunities throughout the precinct are maximised.*
- *Developers should consider the amenity of the precinct by minimising overlooking and overshadowing of adjacent and adjoining properties through appropriate design response, supported by the setback provisions of this Element.*

The proposed side setbacks are considered consistent with these objectives and appropriate for the following reasons:

- The boundary walls proposed to the neighbouring properties are effectively single storey in height, occur for a small portion of the respective boundaries, and are setback from the street where they will have a reduced impact on the street.
- The boundary walls do not result in any overlooking or overshadowing issues as they are located well away from neighbouring development (adjacent to a common accessway in the case of Unit 1, and a rear boundary in the case of Unit 7), and maximise privacy and acoustic separation.
- The location of the garaging on the boundaries maximises the effective layout and configuration of the unit layouts on the site. The boundary walls are not inconsistent with those that may be developed on residential zoned land elsewhere in the locality.

Facades

The ability to provide semi-active frontages (via windows and doorways) at the ground level of Units 3 to 7 (as per the clause 9.3 of the CBACP) is somewhat limited given the nature of development proposed and the need to provide garaging to each of the dwellings in cost effective manner.

element.

The provision of a basement solution (as encouraged under clause 18.1 of the CBACP) is considered impracticable and cost prohibitive in the context of the residential product being proposed in this instance and is only viable in more intensive forms of development (i.e. apartments). Similarly, the ability to accommodate a common rear accessway as an alternative solution would compromise the ability to effectively redevelop the site and limit the ability to provide areas for deep soil landscaping.

In relation to the proposal, the following desired outcomes under Element 9 of the CBACP are considered relevant:

- *Development of the centre should respond sensitively to the site and support a sense of place. Development should be pleasing to the eye, be interactive, and provide definition between public and private spaces.*
- *Maintaining a strong urban edge with the built form and providing a variety of high quality architectural forms and features will attract people to the centre and establish a sense of place.*

The facades are considered consistent with these objectives and appropriate for the following reasons:

- As noted above, the proposed development is a relatively small residential development, that has been designed to respond to the site and respect the scale of the existing low scale, traditional forms of residential development which exist in the area.
- The development seeks to minimise the impact of garaging along the Dalmatia Place frontage through the paring up of crossovers (where possible), and the provision of vehicular access to Units 2 and 7 from alternative portions of the street network. The driveways are as narrow possible and combined driveway pedestrian entries have been used to maximise the landscape space. The driveways widths are the minimum possible to ensure direct and safe access. This, together with varied setbacks, articulation and landscaping will facilitate interaction with the street.
- The façade to the street comprises numerous openings (including full height windows/doors to living areas, and balconies) which will facilitate passive surveillance of the street, together with variation in colours and materials and landscaped planter boxes which will provide visual interest and create an attractive streetscape setting.
- Whilst considerable focus was placed on the ground level facing Dalmatia Place by the DRP, it needs to be remembered that this is a narrow 10 metre wide road with the footpath/verge provided on the opposite (southern) side of the street. The priority for the ground floor is to provide a landscaped treatment with building setbacks that add to the generosity of the street and significantly enhances the streetscape. Surveillance and 'activation' is provided on the first and upper floors where living areas/ balconies are provided as well as bedrooms on upper levels to ensure easy night time surveillance. This design response and terraced streetscape is considered to be a very sound response which adds to the character and amenity of the streetscape. Further to this and in light of the DRP's comments regarding the level of activation to the ground floor, the project team explored alternative development scenarios for the subject site in line with the more intensive development that could potentially be realised under the CBACP. These investigations revealed that the development of the site as a multi-storey apartment development would result in a similar, if not worse, level of activation to the ground floor due to the extent of blank facades and limited interaction resulting from the impact of accommodating basement parking and building services associated with this type of development.

Open Space and Landscaping

The development proposes approximately 205sqm of open space (being the lower ground street-front open space and the courtyards of Unit 1 & Unit 2 only). Whilst it is acknowledged that open space (as defined under SPP7.3) excludes outdoor living areas more than 0.5m above natural ground, the rear outdoor areas (excluding the alfresco areas) of Units 3 to 7 total a further 81m² (approx.). Collectively these areas total 33%.

In relation to the proposal, the following desired outcomes under Element 10 of the CBACP are considered relevant:

- *To encourage intensity of development whilst also catering for the enjoyment, comfort and sense of security of centre users.*
- *Ground floor or podium level open space should comprise trees and other vegetation to contribute to the overall leafy nature of the CBACP area.*

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The open space is considered consistent with these objectives and appropriate for the following reasons:

- The private open space areas to the rear of the units will provide passive recreation opportunities sufficient to meet the needs of the intended demographic (such as singles, professional couples, retirees), noting that the site is within close proximity (approx. 200m) to the Coolidge Reserve and Neil McDougall Park which afford active recreation opportunities.
- The private open space is commensurate with the nature of the development proposed, facilitating deep soil planting opportunities to both the front and rear of each of the dwellings, including to the Dalmatia Place frontage (which is currently devoid of landscaping).
- The development will provide around 118sqm (14% of the site) as deep soil area planting. The landscaping approach proposes the retention and transplanting of several existing trees on the site, together with a range of new trees, shrubs, groundcovers and climbers.

Residential Design Codes

As noted previously, and in accordance with Clause 4.3(1)(p) of TPS6, the provisions of the R-Codes do not apply to new dwellings within the Canning Bridge Activity Centre, other than the provisions relating to:

- Utilities and Facilities; and*
- sight lines at vehicle access points and street corners.*

These requirements are addressed in the following table.

Residential Design Codes		
Requirement	Provided	Compliance
Utilities and Facilities		
Where rubbish bins are not collected from the street immediately adjoining a dwelling, there shall be provision of a communal pick-up area or areas which are:	Rubbish bins are to be collected from the street, with appropriate provision provided within the verge area for the placement of bins.	Complies.
i. conveniently located for rubbish and recycling pick-up;	The bin storage area are contained within the garage area of each dwelling and therefore appropriately screened from the street, as indicated in the development plans.	
ii. accessible to residents;		
iii. adequate in area to store all rubbish bins; and		
iv. fully screened from view from the primary or secondary street.		
Clothes-drying areas screened from view from the primary or secondary street.	Clothes drying areas are provided within private open space areas and are screened from view.	Complies.
Vehicle Sight Lines		
Walls, fences and other structures truncated or reduced to no higher than 0.75m within 1.5m of where walls, fences, other structures adjoin vehicle access points where a driveway meets a public street and where two streets intersect.	The proposed development has ensured that adequate sight lines are provided to ensure safety.	Complies.

As the above table demonstrates, the proposed development is entirely consistent with the relevant provisions of the R-Codes.

Supporting Technical Considerations

Landscaping

The proposed development is supported by a detailed landscaping plan prepared by Tony Blackwell and Associates to further enhance the development outcome.

Appropriate plantings have been carefully chosen to enhance the amenity of the site and its interface with the public domain, which will soften the development, enhancing the setting and visual amenity. Existing mature vegetation has been retained where possible, with the development responding to these elements to create an almost instant landscape amenity.

Further details can be found in the Landscaping Concept Plan at Appendix C.

Waste Management

The application is also supported by a Waste Management Technical Note that has been prepared by Dallywater Consulting and is included at Appendix D.

The technical advice provides an analysis of the development against the City's waste management requirements outlined under Waste Guidelines for New Developments, which together with Policy P212 Waste Management, prescribe the waste management parameters used by the City to assess proposals of this nature.

The waste management arrangements proposed for the development comprise the following:

- That each dwelling has its own set of waste and recycling bins;
- That those bins are housed within the garages of each dwelling;
- That those bins are presented to the kerbside by individual residents in time for collection by the City's kerbside collection service, and then retrieved by the residents as soon as practicable after collection has occurred.

The technical note demonstrates that the proposed method of waste collection is appropriate for the proposed development and is in accordance with the following Guideline objectives:

- Ensure the long term waste management needs of each development are met in an efficient and sustainable manner;
- Minimise the impact of waste services and facilities on the streetscape and surrounds, in relation to both the footpath/public realm and the frontage of the development
- Ensure waste services and facilities do not have a negative impact on the amenity of a locality particularly in terms of noise and odour;
- Maximise safety for both waste collection staff and the public, and
- Minimise traffic and footpath obstruction.

Sustainability

The proposed development is accompanied by a Sustainable Design Strategy that has been prepared by CADDs Group and is included at Appendix E.

The report outlines a number of design strategies to demonstrate a best practice approach to climate responsive design to ensure that the proposed development achieves the equivalency to Green Star using the Built Environment Sustainability Scorecard (BESS) framework.

Further details can be found in the Sustainability Report that is included at Appendix E.

Design Review Panel Presentations

The proposed development design has been well considered and refined to respond to Design Review Panel feedback received on two separate meetings that took place on 5 August and 2 September 2020.

Refer to Appendix F – Design Review Panel Meeting Minutes.

The DRP noted that the proposed development provides “a valuable contribution to dwelling diversity, including a range to 2-3-bedroom options, **and is supported**”. In particular, the following were noted as key strengths of the proposal:

- *The townhouses all benefit from dual aspect and high levels of cross ventilation by virtue of the chosen typology.*
- *The proposal includes 0% solely south facing townhouses by virtue of the typology chosen.*
- *Most living areas and bedrooms benefit from a northerly aspect with associated solar access.*
- *Lift access has been incorporated into the planning thereby providing important choice in relation to aging in place residents.*
- *Two townhouses have the capacity to address Park Street.*
- *Functional and well-arranged plan layouts.*
- *Natural light and ventilation to some bathrooms.*
- *High quality native verge landscape design proposal along with the retention of verge trees.*
- *Above ground streetscape interaction.*

In response to comments and recommendations made by the DRP at its meeting of 5 August 2020 in relation to the relationship of the ground floor façade to provide for greater levels of active streetscape interaction and passive surveillance, a number of modifications were made to the development as follows:

- Unit 2 ground floor redesigned to directly address Park Street as the primary street with the front door and stairs relocated to increase the level of activation. The upper level redesigned to ensure that the living area is located on the corner addressing both streets.
- The entries to Units 3-6 increased slightly to give a better perception of space.
- Unit 7 has been redesigned to relocate the lift and provide a generous lobby, whilst the top floor has been adjusted to reduce bulk and add greater articulation on the western façade.
- Modifications to the entries of all units facing Dalmatia Place, together with the installation of workshops and cellars to the ground floor and the provision of more transparent garage doors, to encourage greater activation and partial surveillance opportunities.

As discussed previously, in light of the DRP's comments regarding the level of activation to the ground floor, the project team explored alternative development scenarios for the subject site in line with the more intensive development that could potentially be realised under the CBACP. These investigations revealed that the development of the site as a multi-storey apartment development would result in a similar, if not worse, level of activation to the ground floor due to the extent of blank facades and limited interaction resulting from the impact of accommodating basement parking and building services associated with this type of development. Refer to Figures 7A and 7B – Schematic Apartment Development Option.

The development as proposed provides for a higher level of amenity and represents a more sympathetic response with respect to existing development within the immediate area (as compared to an apartment development) in terms of built form relationship, privacy, sunlight protection and passive surveillance of the public realm. The design enables high levels of energy efficiency through excellent solar access and cross ventilation to the residences. Refer to Figure 8 – Cross Section.

Lot 5 (No. 65) Park Street, Como Development Application



Figure 7A Schematic Apartment Development Option.

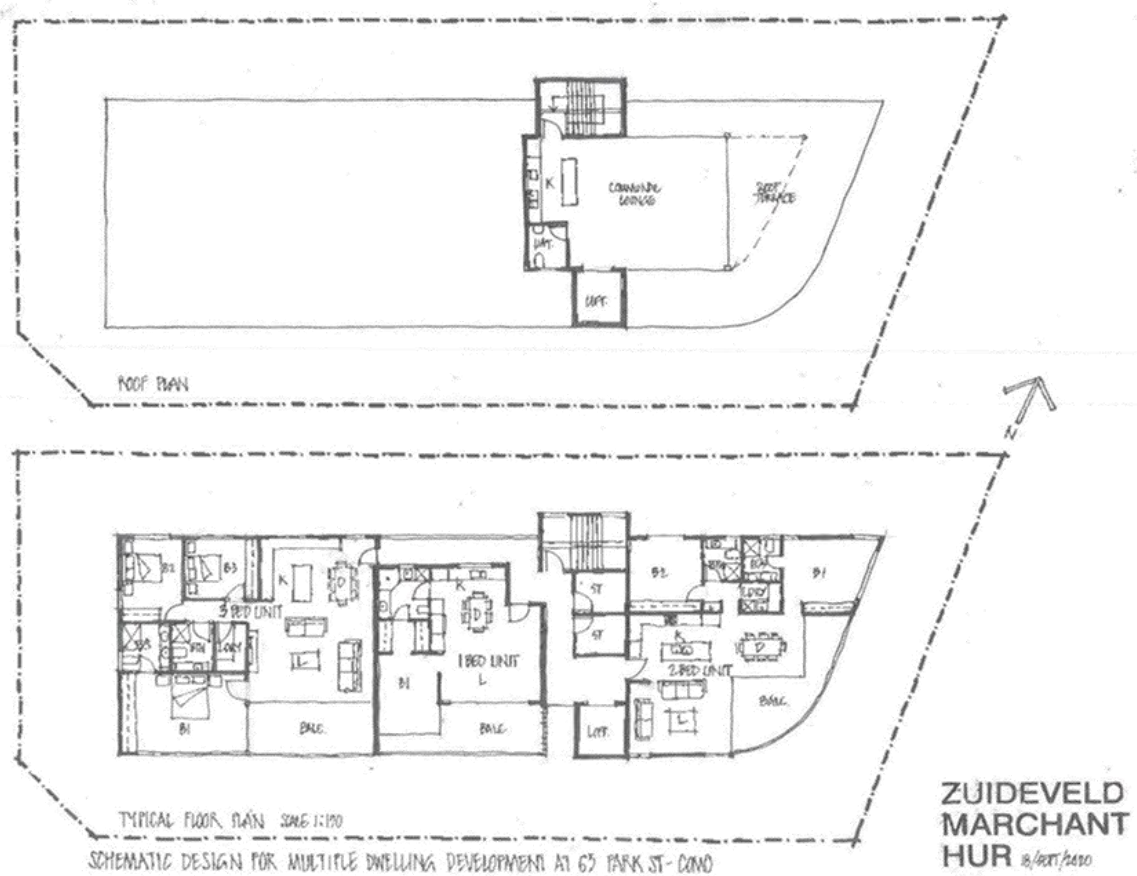


Figure 7B Schematic Apartment Development Option

element.

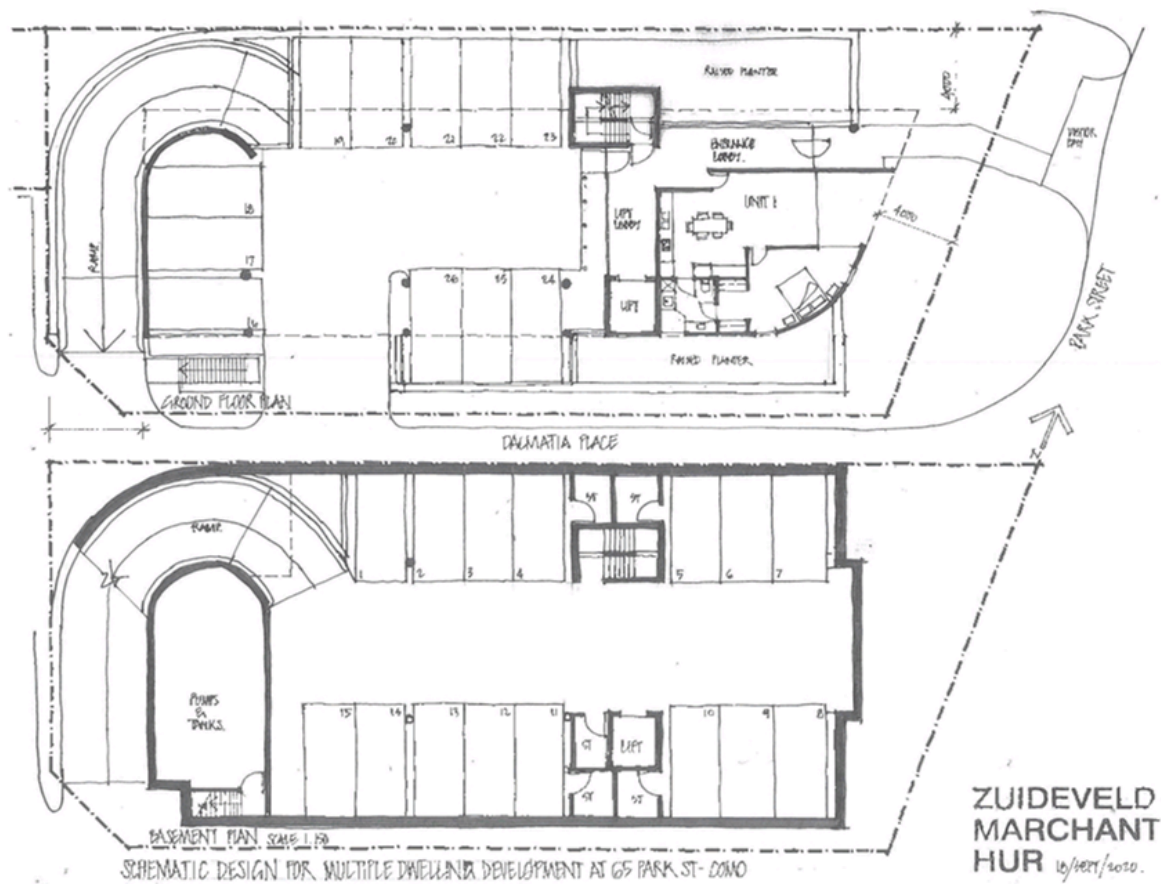
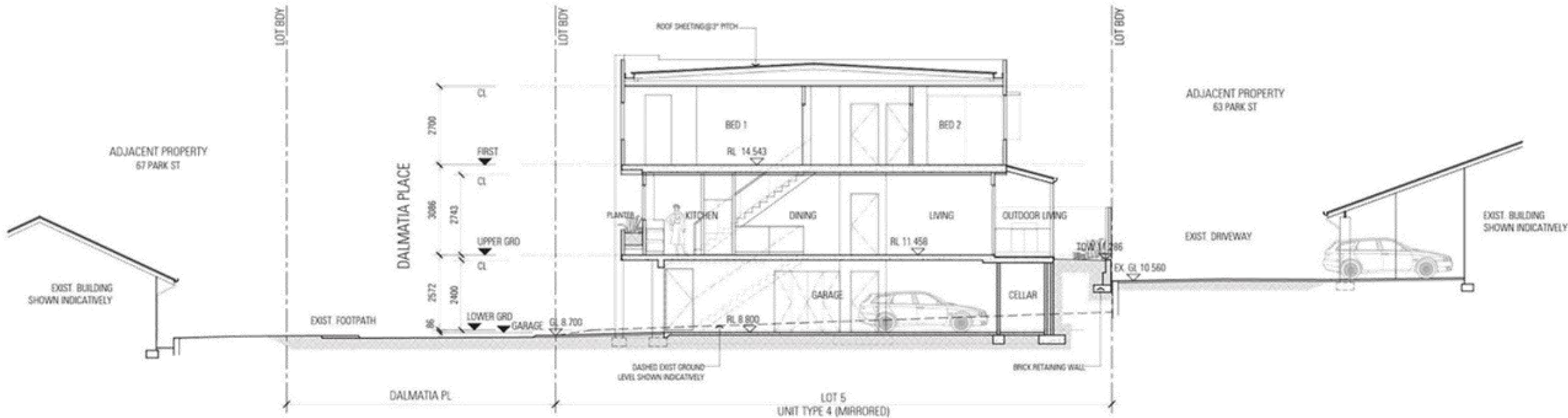


Figure 7B Schematic Apartment Development Option

Project name Type of report

GENERAL NOTES

- 1. ALL DIMENSIONS TO BE CHECKED AND VERIFIED ON SITE PRIOR TO CONSTRUCTION/FABRICATION. DO NOT SCALE FROM DRAWING.
- 2. THE ARCHITECT IS TO BE NOTIFIED OF ANY DISCREPANCIES, ERRORS OR OMISSIONS BEFORE WORK COMMENCES.



SOUTH-NORTH CROSS SECTION - LOT5

SCALE 1:150

Figure 8. Cross Section

Conclusion

This report has been prepared by **element** and on behalf of Park Lane Terraces Pty Ltd, to examine the planning considerations relevant to the development of the proposed residential dwelling development at Lot 5 (No. 65) Park Street, Como in the City of South Perth.

The proposal is highly appropriate for the site and surrounding area for the following reasons:

- The development is largely consistent with the relevant provisions of the City of South Perth Town Planning Scheme No. 6 and the Canning Bridge Activity Centre Plan (CBACP), positively contributing to housing diversity and density within the Canning Bridge precinct;
- The development responds to the increasing demand for the 'the missing middle' form of housing, which can more readily fit within established suburbs, and which afford reduced amenity impacts (overshadowing, building bulk, scale and privacy) typically associated with apartment development;
- The development offers numerous environmental, social and economic benefits including improved housing availability, diversity and affordability, greater appeal to a range of demographics, retention of existing trees and provision of 14% deep soil planting areas (which exceed the minimum 10% requirement), dwellings which meet and exceed best practice climate responsive design requirements of the Built Environment Sustainability Scorecard (BESS) framework, and designed to comply with the Liveable Housing Australia's 'Gold' standard, thereby enabling ageing in place;
- The high quality, architecturally designed development carefully respects the existing character of the immediate area, whilst delivering a scale of development that is entirely appropriate for its location within a transition zone and on the outer periphery of the Canning Bridge Activity Centre, within close proximity to high frequency public transport infrastructure and other existing facilities and services.

The support and approval of the City of South Perth to this development is respectfully requested.

Attachment (b) - Site Inspection Photos – No. 65 Parks Street, Como



View West along Dalmatia Place



View North to Park Street



View North at end of cul-de-sac in Dalmatia Place



View East looking toward Park Street



WASTE MANAGEMENT TECHNICAL NOTE

Project Name/Address: 65 Park Street, Como
Report Date: 22/07/20
Author: Gordon Houston
3 Pages

SUBJECT: Waste Management Requirements – Subject Development

The Consultancy has been approached to investigate the waste management requirements for the development proposed at 65 Park Street, Como for seven grouped dwellings. The consultancy understands that it is the Proponent's preference for the following waste management arrangements:

- That each dwelling has its own set of waste and recycling bins;
- That those bins are housed within the garages of each dwelling;
- That those bins are presented to the kerbside by individual residents in time for collection by the City's kerbside collection service, and then retrieved by the residents as soon as practicable after collection has occurred.

The following requirements are drawn from the City's *Waste Guidelines for New Developments CoSP Version 4* and as such, unless called up by a planning or legislated governing instrument or statute, are not regulation. However, along with the City's *Policy P212 Waste Management*, they prescribe the waste management parameters used by City staff to assess proposals of this nature.

Guideline Objectives

The stated objectives of the Guidelines are as follows:

1. Ensure the long term waste management needs of each development are met in an efficient and sustainable manner;
2. Minimise the impact of waste services and facilities on the streetscape and surrounds, in relation to both the footpath/public realm and the frontage of the development
3. Ensure waste services and facilities do not have a negative impact on the amenity of a locality particularly in terms of noise and odour;
4. Maximise safety for both waste collection staff and the public, and
5. Minimise traffic and footpath obstruction.

COMMENT:

The development meets the objectives as follows:

Objective 1 – the practice of kerbside collection is current best practice for most residential developments. It is still considered the most efficient and effective method of removing waste and recycling (and greenwaste) from a residential property and the practice is currently also considered the most sustainable. Collection from higher density developments has been considered by the City with regards to bin numbers and in recognition of the various impacts from potentially large numbers of bins presented from a development, the City has capped the number of receptacles able to be presented to 15. This development meets this criteria.

Objective 2 – Locating the receptacles within resident's garages for this one development has several benefits. They include;

- avoidance of amenity issues from externally located bin stores which could potentially be located within the front perspective of the development;
- avoidance of nuisance issues associated with the practice of shared bins including poor maintenance, smells, insect and rodent infestations and noise associated with emptying of material into the bins at any time of the day by residents; and
- improved recycling rates and reduced contamination (which results from shared bins and poor waste management).

Objective 3 – As per above, the containment of the receptacles within resident's garages requires attention to maintenance and cleaning and prevents impact with neighbours and limits access to insects and rodents. In addition, there are no noise impacts associated with locating the bins in these locations.

Objective 4 – Collection of the bins predominantly from the cul-de-sac would limit any safety issues from the collection vehicle pausing to collect the bins from the verge and there would be no increase to current vehicle stopping times for servicing on Park Street (i.e. one collection set).

On a combined collection day, two trucks (waste and recycling) would be servicing the site and at a maximum of around 10 seconds per lift, a total of 140 seconds or just over two minutes would be the combined total time the vehicles would take to empty the bins presented from the development. On single waste bin collection weeks, this time would be halved.

Objective 5 – Each dwelling will have its own crossover. This allows bins to be placed a short distance back from the kerb and off the vegetated areas of the verge, minimising obstruction to any pedestrian traffic.




Guidelines – General Requirements

The requirements from the Guidelines relevant to this development are as follows;

- All refuse and recycling material generated within a development is required to be stored in appropriate waste receptacles as determined by the City.
- Where individual Units/Dwellings within Grouped Dwellings and Multi-unit Developments are allocated their own receptacles, these receptacles must be 240L MGBs for refuse and recycling material.
- All developments must provide suitable storage for waste receptacles to the satisfaction of the City.
- Sufficient space must be provided to store refuse and recycling material in separate receptacles.
- The storage location of receptacles must be located behind the front building setback.
- Receptacles must be stored in locations that are reasonably secured from theft and vandalism.
- Receptacles must not be visible from the property boundary except when presented for collection.
- Receptacles must be presented to an agreed location on the specified collection day(s) for collection.
- Receptacles placed on the verge for collection must not be placed on a neighbouring verge.
- Receptacles placed for collection on the verge must not obstruct pedestrians, street furniture or bike lanes.

- The space required for collection from the verge must not exceed one third of the property frontage or 15 receptacles.

COMMENT: This proposal meets all of the above criteria. Receptacles will be stored within residents' garages and only presented for collection days. Based on two bins per premises, the City's limit of a maximum of 15 receptacles per presentation for one development will not be exceeded.

<p align="center"><i>Architectural Peer Review Assessment</i> <i>Canning Bridge Activity Centre-City of South Perth-Design Review Panel</i></p>	
Design quality evaluation	
65 Park Street Como	
Design Review 01/2020-008/05	
Panel Chair:	Dominic Snellgrove
Panel Members:	Chris Maher Malcolm Mackay Hans Oerlemans Fred Chaney
Apply the applicable rating to each Design Principle	 <i>Supported</i>
	 <i>Further information required</i>
	 <i>Not supported</i>
Summary	<ul style="list-style-type: none"> The project proposes 7 number 3 storey townhouses incorporating 2-4 car parking bays per townhouse located within a ground floor garage, 2-3 double bedrooms, 2-3 bathrooms and some WC's. The site is bounded to the west and south by Dalmatia Place and to the east by Park Street. An adjoining property is situated immediately to the north.
Strengths of the Proposal	<ul style="list-style-type: none"> The townhouse typology is a valuable contribution to dwelling diversity, including a range to 2-3-bedroom options, and is supported by the Panel. The townhouses all benefit from dual aspect and high levels of cross ventilation by virtue of the chosen typology. The proposal includes 0% solely south facing townhouses by virtue of the typology chosen. Most living areas and bedrooms benefit from a northerly aspect with associated solar access. Lift access has been incorporated into the planning thereby providing important choice in relation to aging in place residents. Two townhouses have the capacity to address Park Street. Functional and well-arranged plan layouts. Natural light and ventilation to some bathrooms High quality native verge landscape design proposal along with the retention of verge trees. Above ground streetscape interaction
Principle 1 - Context and character	<p><i>Good design responds to and enhances the distinctive characteristics of a local area, contributing to a sense of place.</i></p> <p><i>As informed by SPP7.3 Element Objectives 3.2, 3.3, 3.4, 3.6, 3.9, 4.10, 4.11, 4.12 as relevant.</i></p>
	<p>1a.[Comments]</p> <ul style="list-style-type: none"> The material submitted for review did not include a comprehensive visual analysis of the immediate and broader context and character of the area. It is not therefore clear how context has informed the design process.

	<ul style="list-style-type: none"> Whilst the townhouses addressing Park Street have the capacity to contribute to an active and vibrant streetscape experience most of the ground floor is characterised by inactive and blank facades including garages, lift and stair cores. The ground plane Dalmatia Place streetscape is dominated by inactive and blank garage doors Significant setback variations proposed. If seeking discretions, by association the project needs to deliver good outcomes for street presentation. <p>1b. [Recommendations]</p> <ul style="list-style-type: none"> The Proponent is encouraged to review the immediate and broader context and character of the area to develop a design narrative and approach to material and colour selection that references the unique characteristics of the place. The contextual narrative should be contemporary and might be derived from either the natural ecology of the area or the built form tradition. The response may be evidenced in the landscape design and/or the selection of colour, materiality or in the built form. The Proponent is encouraged to find ways of arranging the ground floor facing Park Street to incorporate greater levels of active streetscape interaction and passive surveillance. The Proponent is encouraged to find ways of arranging the ground floor facing Dalmatia Place to incorporate greater levels of active streetscape interaction and passive surveillance.
Principle 2 - Landscape quality	<p><i>Good design recognises that together landscape and buildings operate as an integrated and sustainable system, within a broader ecological context.</i></p> <p><i>As informed by SPP7.3 Element Objectives 3.2, 3.3, 3.4, 3.6, 4.12 and 4.16 as relevant.</i></p>
	<p>2a.[Comments]</p> <ul style="list-style-type: none"> The landscape design, although limited in scope, is high quality. Native Australian species have been selected and distributed the south and east including the verge area which seeks to retain existing trees. Individual vehicular crossovers on Dalmatia Place have been minimised to allow for further landscape. Provision of deep soil exceeds minimum requirements. <p>2b. [Recommendations]</p> <ul style="list-style-type: none"> Consider further opportunities to 'squeeze' vehicular crossovers from Dalmatia Place to maximise landscape.
Principle 3 - Built form and scale	<p><i>Good design ensures that the massing and height of development is appropriate to its setting and successfully negotiates between existing built form and the intended future character of the local area.</i></p> <p><i>As informed by SPP7.3Element Objectives 3.2, 3.3, 4.10 and 4.11 as relevant.</i></p>
	<p>3a. [Comments]</p>

		<ul style="list-style-type: none"> The overall built form and scale of the proposal has been well managed. The townhouse typology presents a bulk and scale that will sit comfortably within the site and its context. <p>3b. [Recommendations]</p>
Principle 4 - Functionality and build quality		<p><i>Good design meets the needs of users efficiently and effectively, balancing functional requirements to perform well and deliver optimum benefit over the full life cycle.</i></p> <p><i>As informed by SPP7.3 Element Objectives 4.3, 4.4, 4.6, 4.7, 4.12, 4.15, 4.17, 4.18 as relevant.</i></p>
		<p>4a. [Comments]</p> <ul style="list-style-type: none"> The townhouse plan layouts are generally functional, well arranged and dimensionally adequate. However, the individual townhouse entry lobbies are not generous in scale and are dimensionally constrained in width. This has the potential to compromise the arrival/entry experience and constrain the delivery of large furniture items. The presentation material would have benefited from the inclusion of sections. <p>4b. [Recommendations]</p> <ul style="list-style-type: none"> Consider increasing the width and generosity of the townhouse entry lobbies. The Proponent is encouraged to include instructive sections describing the sectional arrangement of built form in relation to adjoining properties.
Principle 5 - Sustainability		<p><i>Good design optimises the sustainability of the built environment, delivering positive environmental, social, and economic outcomes.</i></p> <p><i>As informed by SPP7.3 Element Objectives 3.2, 3.3, 3.9, 4.1, 4.2, 4.3, 4.11, 4.12, 4.15, 4.16, 4.17 as relevant.</i></p>
		<p>5a. [Comments]</p> <ul style="list-style-type: none"> Principles associated with passive design strategies including cross ventilation and solar shading, all contribute to a sustainable design outcome. However, there does not appear to be a consolidated approach to sustainability described in the material submitted. The proposal would benefit from further and more detailed thinking in relation to sustainability objectives. <p>5b.[Recommendations]</p> <ul style="list-style-type: none"> Not presented or discussed in any detail. Consider further and more detailed thinking in relation to sustainability objectives. Consider commitment to the installation of PV solar cells.
Principle 6 - Amenity		<p><i>Good design optimises internal and external amenity for occupants, visitors, and neighbours, providing environments that are comfortable, productive and healthy.</i></p>

	<p><i>As informed by SPP7.3 Element Objectives 3.2, 3.3, 3.4, 3.5, 4.1, 4.2, 4.3,4.4, 4.5, 4.7, 4.9, 4.11, 4.12, 4.15, 4.16, 4.17,4.18 as relevant.</i></p>
	<p>6a. [Comments]</p> <ul style="list-style-type: none"> • The townhouse typology is a valuable contribution to dwelling diversity and supported by the Panel. • The townhouses all benefit from dual aspect and high levels of cross ventilation by virtue of the chosen typology. • The townhouses are sized well and are generally functional in their design and layout. • The proposal includes 0% solely south facing townhouses by virtue of the typology chosen. • All living areas and most bedrooms benefit from a northerly aspect with associated solar access • The townhouse balconies are adequate and well arranged to work in concert with indoor living areas. • It is not clear where the AC condensers are to be located for each townhouse. <p>6b.[Recommendations]</p> <ul style="list-style-type: none"> • Clarify the location of AC condenser units. The Panel do not support AC condenser units that are not fully screened from the public and private domain.
Principle 7 - Legibility	<p><i>Good design results in buildings and places that are legible, with clear connections and easily identifiable elements to help people find their way around.</i></p> <p><i>As informed bySPP7.3 Element Objectives 3.1, 3.4,3.6, 3.7, 3.8, 3.9, 4.5 as relevant.</i></p>
	<p>7a. [Comments]</p> <ul style="list-style-type: none"> • Whilst the townhouses addressing Park Street have the capacity to contribute to an active and vibrant streetscape experience most of the ground floor is characterised by inactive and blank facades including garages, lift and stair cores. • The ground plane Dalmatia Place streetscape is dominated by inactive and blank garage doors. • Pedestrian access to entry doors on Dalmatia Place is not allowed for leaving pedestrians to use the roadway to access the front door. <p>7b.[Recommendations]</p> <ul style="list-style-type: none"> • The Proponent is encouraged to find ways of arranging the ground floor facing Park Street to incorporate greater levels of active streetscape interaction and passive surveillance. • The Proponent is encouraged to find ways of arranging the ground floor facing Dalmatia Place to incorporate greater levels of active streetscape interaction and passive surveillance. • Consider the opportunity for more soft landscape to the laneway and the entry sequence to each individual townhouse by further compressing crossovers.





Principle 8 - Safety	<p><i>Good design optimises safety and security, minimising the risk of personal harm and supporting safe behaviour and use.</i></p> <p><i>As informed by SPP7.3 Element Objectives 3.1,3.4, 3.6, 3.7, 3.8,3.9, 4.5 as relevant.</i></p>
	<p>8a.[Comments]</p> <ul style="list-style-type: none"> The proposal has the capacity, with some modification, to successfully engage with the ground floor streetscape addressing Park Street providing visible, legible, safe and direct pedestrian access to the ground floor townhouse. The upper levels of the townhouses have windows and living spaces that overlook and interact with Park Street public domain introducing effective passive surveillance of the public realm. <p>8b.[Recommendations]</p> <ul style="list-style-type: none"> The Proponent is encouraged to find ways of arranging the ground floor facing Park Street to incorporate greater levels of active streetscape interaction and passive surveillance. The Proponent is encouraged to find ways of arranging the ground floor facing Dalmatia Place to incorporate greater levels of active streetscape interaction and passive surveillance. Consider introducing garage doors will some level of transparency. Consider front doors to the Dalmatia Place and Park Street that incorporate transparent or translucent glazing.
Principle 9 - Community	<p><i>Good design responds to local community needs as well as the wider social context, providing environments that support a diverse range of people and facilitate social interaction.</i></p> <p><i>As informed by SPP7.3 Element Objectives 3.4, 3.5, 3.6, 3.7, 3.8, 3.9, 4.5, 4.9,4.18 as relevant.</i></p>
	<p>9a.[Comments]</p> <ul style="list-style-type: none"> In a project of this modest scale the greatest contribution to the community is in the way that the proposal contributes to the streetscape with active and occupied frontages that bring life, vitality and passive surveillance to the public domain. The project achieves this for the upper levels. However, <p>9b.[Recommendations]</p> <ul style="list-style-type: none"> The Proponent is encouraged to find ways of arranging the ground floor facing Park Street to incorporate greater levels of active streetscape interaction and passive surveillance. The Proponent is encouraged to find ways of arranging the ground floor facing Dalmatia Place to incorporate greater levels of active streetscape interaction and passive surveillance.
Principle 10 Aesthetics	<p><i>Good design is the product of a skilled, judicious design process that results in attractive and inviting buildings and places that engage the senses.</i></p> <p><i>As informed by SPP7.3 Element Objectives 3.1, 3.4, 4.8 as relevant.</i></p>

10a.[Comments]

- The overall built form and scale of the proposal has been well managed. The townhouse typology presents a bulk and scale that will sit comfortably within the site and its context.
- The landscape design is of a high quality and contributes positively to the aesthetic outcome of the proposal.

10b.[Recommendations]

- The Proponent is encouraged to review the immediate and broader context and character of the area to develop a design narrative and approach to material and colour selection that references the unique characteristics of the place. The contextual narrative should be contemporary and might be derived from either the natural ecology of the area or the built form tradition. The response may be evidenced in the landscape design and/or the selection of colour, materials or form.

Architectural Peer Review Assessment Canning Bridge Activity Centre-City of South Perth-Design Review Panel		
Design quality evaluation		
Address: 65 Park Street, Como		
Design Review Date: 2 September 2020		
Panel Chair:	Dominic Snellgrove	
Panel Members:	Chris Maher Hans Oerlemans Malcolm Mackay	
Apply the applicable rating to each Design Principle		<i>Supported</i>
		<i>Further information required</i>
		<i>Not supported</i>
		<i>Not yet addressed</i>
Summary		<ul style="list-style-type: none"> The project proposes 7 number 3 storey townhouses incorporating 2-4 car parking bays per townhouse located within a ground floor garage, 2-3 double bedrooms, 2-3 bathrooms and some WC's. The site is bounded to the west and south by Dalmatia Place and to the east by Park Street. An adjoining property is situated immediately to the north.
Strengths of the Proposal		<ul style="list-style-type: none"> Terrace house typology is supported. Effective response to activation and passive surveillance at Level 1. Unit 2 entry reorientated to Park Street to successfully engage with the street. Lift in Unit 7 relocated to allow for better streetscape interaction. Unit 2 Level 1 improved connectivity with the street. Bulk and scale well managed through the application of interlocking volumes and the judicious use of face brick, metal cladding and areas of painted render. Translucent garage doors and transparent side lights to entry doors offer some improvement to the ground floor presentation.
Principle 1 - Context and character		<p><i>Good design responds to and enhances the distinctive characteristics of a local area, contributing to a sense of place.</i></p> <p><i>As informed by SPP7.3 Element Objectives 3.2, 3.3, 3.4, 3.6, 3.9, 4.10, 4.11, 4.12 as relevant.</i></p>
		<p>1a.[Comments]</p> <ul style="list-style-type: none"> Whilst the townhouses addressing Park Street have the capacity to contribute to an active and vibrant streetscape experience most of the

		<p>ground floor is characterised by inactive and blank facades including garages, lift and stair cores.</p> <ul style="list-style-type: none"> The ground plane Dalmatia Place streetscape is dominated by inactive and blank garage doors Significant setback variations proposed. If seeking discretions, by association the project needs to deliver good outcomes for street presentation. <p>1b. [Recommendations]</p> <ul style="list-style-type: none"> The Proponent is encouraged to find ways of arranging the ground floor facing Dalmatia Place to incorporate greater levels of active streetscape interaction and passive surveillance.
Principle 2 - Landscape quality		<p><i>Good design recognises that together landscape and buildings operate as an integrated and sustainable system, within a broader ecological context.</i></p> <p><i>As informed by SPP7.3 Element Objectives 3.2, 3.3, 3.4, 3.6, 4.12 and 4.16 as relevant.</i></p>
		<p>2a.[Comments]</p> <ul style="list-style-type: none"> The landscape design, although limited in scope, is high quality. Native Australian species have been selected and distributed the south and east including the verge area which seeks to retain existing trees. Individual vehicular crossovers on Dalmatia Place have been minimised to allow for further landscape. Provision of deep soil exceeds minimum requirements. <p>2b. [Recommendations]</p> <ul style="list-style-type: none"> Consider further opportunities to 'squeeze' vehicular crossovers from Dalmatia Place to maximise landscape.
Principle 3 - Built form and scale		<p><i>Good design ensures that the massing and height of development is appropriate to its setting and successfully negotiates between existing built form and the intended future character of the local area.</i></p> <p><i>As informed by SPP7.3Element Objectives 3.2, 3.3, 4.10 and 4.11 as relevant.</i></p>
		<p>3a. [Comments]</p> <ul style="list-style-type: none"> The overall built form and scale of the proposal has been well managed. The townhouse typology presents a bulk and scale that will sit comfortably within the site and its context. <p>3b. [Recommendations]</p> <ul style="list-style-type: none"> Nil
Principle 4 - Functionality and build quality		<p><i>Good design meets the needs of users efficiently and effectively, balancing functional requirements to perform well and deliver optimum benefit over the full life cycle.</i></p> <p><i>As informed by SPP7.3 Element Objectives 4.3, 4.4, 4.6, 4.7, 4.12, 4.15, 4.17,</i></p>

	4.18 as relevant.
	<p>4a. [Comments]</p> <ul style="list-style-type: none"> The townhouse plan layouts are generally functional, well arranged and dimensionally adequate. However, the individual townhouse entry lobbies are not generous in scale and are dimensionally constrained in width. This has the potential to compromise the arrival/entry experience and constrain the delivery of large furniture items. The presentation material would have benefited from the inclusion of sections. <p>4b. [Recommendations]</p> <ul style="list-style-type: none"> Consider increasing the width and generosity of the townhouse entry lobbies.
Principle 5 - Sustainability	<p><i>Good design optimises the sustainability of the built environment, delivering positive environmental, social, and economic outcomes.</i></p> <p><i>As informed by SPP7.3 Element Objectives 3.2, 3.3, 3.9, 4.1, 4.2, 4.3, 4.11, 4.12, 4.15, 4.16, 4.17 as relevant.</i></p>
	<p>5a. [Comments]</p> <ul style="list-style-type: none"> Principles associated with passive design strategies including cross ventilation and solar shading, all contribute to a sustainable design outcome. However, there does not appear to be a consolidated approach to sustainability described in the material submitted. The proposal would benefit from further and more detailed thinking in relation to sustainability objectives. <p>5b.[Recommendations]</p> <ul style="list-style-type: none"> Not presented or discussed in any detail. Consider further and more detailed thinking in relation to sustainability objectives. Consider commitment to the installation of PV solar cells.
Principle 6 - Amenity	<p><i>Good design optimises internal and external amenity for occupants, visitors, and neighbours, providing environments that are comfortable, productive and healthy.</i></p> <p><i>As informed by SPP7.3 Element Objectives 3.2, 3.3, 3.4, 3.5, 4.1, 4.2, 4.3,4.4, 4.5, ,4.7, 4.9, 4.11, 4.12, 4.15, 4.16, 4.17,4.18 as relevant.</i></p>
	<p>6a. [Comments]</p> <ul style="list-style-type: none"> The townhouse typology is a valuable contribution to dwelling diversity and supported by the Panel. The townhouses all benefit from dual aspect and high levels of cross

		<p>ventilation by virtue of the chosen typology.</p> <ul style="list-style-type: none"> • The townhouses are sized well and are generally functional in their design and layout. • The proposal includes 0% solely south facing townhouses by virtue of the typology chosen. • All living areas and most bedrooms benefit from a northerly aspect with associated solar access • The townhouse balconies are adequate and well arranged to work in concert with indoor living areas. • There remains no convincing or articulated strategy for the location and screening of AC condensers. <p>6b.[Recommendations]</p> <ul style="list-style-type: none"> • Demonstrate and articulate the location of AC condensers. Condensers need to be located where they are fully screened from the public and private domain and do not discharge over occupied space.
Principle 7 - Legibility		<p><i>Good design results in buildings and places that are legible, with clear connections and easily identifiable elements to help people find their way around.</i></p> <p><i>As informed by SPP7.3 Element Objectives 3.1, 3.4,3.6, 3.7, 3.8, 3.9, 4.5 as relevant.</i></p>
		<p>7a. [Comments]</p> <ul style="list-style-type: none"> • Whilst the townhouses addressing Park Street have the capacity to contribute to an active and vibrant streetscape experience most of the ground floor is characterised by inactive and blank facades including garages, lift and stair cores. • The ground plane Dalmatia Place streetscape is dominated by inactive and blank garage doors. • Pedestrian access to entry doors on Dalmatia Place is not allowed for leaving pedestrians to use the roadway to access the front door. <p>7b.[Recommendations]</p> <ul style="list-style-type: none"> • The Proponent is encouraged to find ways of arranging the ground floor facing Dalmatia Place to incorporate greater levels of active streetscape interaction and passive surveillance. • Consider the opportunity for more soft landscape to the laneway and the entry sequence to each individual townhouse by further compressing crossovers.
Principle 8 - Safety		<p><i>Good design optimises safety and security, minimising the risk of personal harm and supporting safe behaviour and use.</i></p> <p><i>As informed by SPP7.3 Element Objectives 3.1,3.4, 3.6, 3.7, 3.8,3.9, 4.5 as relevant.</i></p>

	<p>8a.[Comments]</p> <ul style="list-style-type: none"> The density being sought has led to a significant compromise in the presentation of the ground plane streetscape to Dalmatia Place. Dalmatia Place remains dominated by garage doors and vehicular crossovers with little or no street engagement. The result is an inactive and inert public domain experience that lacks sufficient opportunity for ground floor passive surveillance and interaction. The Panel remain concerned that such a ground plane strategy could signal an unfortunate precedent <p>8b.[Recommendations]</p> <ul style="list-style-type: none"> The Proponent is encouraged to find ways of arranging the ground floor facing Dalmatia Place to incorporate greater levels of active streetscape interaction and passive surveillance. Consider reducing the yield in favour of a better ground plane outcome to Dalmatia Place that results in fewer vehicle crossovers and greater ground plane entry legibility. The upper levels of the project are of a high quality in all respects. However, that does not mitigate the need for an adequate ground plane and streetscape response.
Principle 9 - Community	<p><i>Good design responds to local community needs as well as the wider social context, providing environments that support a diverse range of people and facilitate social interaction.</i></p> <p><i>As informed by SPP7.3 Element Objectives 3.4, 3.5, 3.6, 3.7, 3.8, 3.9, 4.5, 4.9, 4.18 as relevant.</i></p>
	<p>9a.[Comments]</p> <ul style="list-style-type: none"> In a project of this modest scale the greatest contribution to the community is in the way that the proposal contributes to the streetscape with active and occupied frontages that bring life, vitality and passive surveillance to the public domain. The project achieves this for the upper levels. However, <p>9b.[Recommendations]</p> <ul style="list-style-type: none"> The Proponent is encouraged to find ways of arranging the ground floor facing Dalmatia Place to incorporate greater levels of active streetscape interaction and passive surveillance.
Principle 10 Aesthetics	<p><i>Good design is the product of a skilled, judicious design process that results in attractive and inviting buildings and places that engage the senses.</i></p> <p><i>As informed by SPP7.3 Element Objectives 3.1, 3.4, 4.8 as relevant.</i></p>
	<p>10a.[Comments]</p> <ul style="list-style-type: none"> The overall built form and scale of the proposal has been well managed. The townhouse typology presents a bulk and scale that will sit comfortably within the site and its context.

	<ul style="list-style-type: none"> The landscape design is of a high quality and contributes positively to the aesthetic outcome of the proposal.
	10b.[Recommendations]
	<ul style="list-style-type: none"> Nil

Concluding Remarks

The Panel strongly recommend that the Proponent address the issue of ground floor streetscape interaction to Dalmatia Place. If this issue can be addressed the project will present well and become a successful benchmark for future development and receive the support of the Panel.

In addition to this the Proponent is invited to clarify how and where AC condensers are proposed to be located. The Panel do not support AC condensers located where they are not fully screened from the public and private domain and where they discharge over private outdoor space.

Design Review progress

	<i>Supported</i>		
	<i>Pending further attention</i>		
	<i>Not yet supported</i>		
	<i>Yet to be addressed</i>		
	DR1	DR2	DR3
Principle 1 - Context and character			
Principle 2 - Landscape quality			
Principle 3 - Built form and scale			
Principle 4 - Functionality and build quality			
Principle 5 - Sustainability			
Principle 6 - Amenity			
Principle 7 - Legibility			
Principle 8 - Safety			
Principle 9 - Community			
Principle 10 - Aesthetics			

SUMMARY OF NEIGHBOUR SUBMISSIONS – APPLICANT RESPONSES - 14 JANUARY 2021

Submission Item	Summary of Submissions	Applicant Response
Traffic and Parking	<ul style="list-style-type: none"> Increasing the number of vehicles accessing Dalmatia Place will magnify traffic in an already restricted street/cul-de-sac; Parking for both residents on Park Street and visitors to the area will be adversely impacted by increasing the density at this part of Park Street; Five vehicle accesses off Dalmatia Place will be extremely unsightly, congestion causing and completely unsuited to an area of this size and the existing traffic needs of residents in the street; Two further vehicles would access on the west facing unit where the driveway of existing residents would be severely impacted; On-street car bays are already full all of the time, day and night. There is no further room to park visitors to this development. Park Street verges already have vehicles parked 90% of the time despite the area being in close proximity to public transport. Street parking on both street frontages would be a big issue. The width of Dalmatia Place is only 10m. Road currently only allows traffic one-way due to how narrow the road is, the whole road would need to be upgraded to allow for two-way traffic and the increased traffic this development would bring noting that the recycling truck was not able to even fit down the road on verge pick-up day. Building would block view when pulling out onto Park Street, increasing hazards and increased risk of road accidents. 	<ul style="list-style-type: none"> The development is entirely consistent with the CBACP planning framework's key objective to increase the density and diversity of housing in the area, in close proximity to public transport and the Canning Bridge train station. The proposal is compliant in relation to the provision of on-site vehicle parking. On-street parking is available along Park Street for visitors of the development, as it is equally for other residences in the surrounding area. The access and garaging arrangements are not inconsistent with narrow lot / terrace forms of housing, examples of which are evident elsewhere in the locality including at 22 & 22A-B Henley Street and 25A-D Saunders Street, Como. The design and location of crossovers to the development is such that the landscaping areas that will be introduced into the street setback/verge are maximised. A vast improvement on complete lack of landscaping that currently exists. It will be able to include medium sized trees into the streetscape. There is a disused crossover situated on the western boundary of the property which will serve to provide access to the Unit 7 garage. Vehicle access and garaging in this location is not dissimilar to that which occurs in a laneway environment. Sufficient manoeuvring area exists for vehicles to be able to reverse out of the garage and exit in forward gear. The City has the ability to control street parking along Park Street though the use of resident permits and time limits if parking is deemed to be an issue. Note that Unit 1 has room for visitors to park in the driveway as there is no footpath on this side of Park Street. The 6m wide road pavement within Dalmatia Place is sufficient to allow two-way traffic, or for vehicles to pass (in the instance where a vehicle is parked on the street). The siting of the development ensures adequate sightlines are provided at the Dalmatia Place / Park Street corner. Acknowledging that the R-Codes generally do not apply in this instance, the development complies with the sightline requirements of clause 5.2.5 C5 of the R-Codes and Australian Standards for Off Street Parking.
Visual Privacy	<ul style="list-style-type: none"> Unit 7 is west facing and the first floor plan shows a bathroom window directly looking to my back and side garden and hence privacy will be impacted. Unit 7 second floor plan – three windows overlooking my back and side garden further impacting privacy. Reduced privacy due to height of building, looking directly onto my front yard, front rooms and bedroom. 	<ul style="list-style-type: none"> The CBACP does not provide specific visual privacy controls, although Council in February 2020 adopted a modification to refer to the objective criteria of SPP3.7 – Volume 2. In this regard, the windows to the west elevation are not major openings (and therefore not subject to visual privacy controls). The bathroom windows are proposed as highlight windows to maintain resident privacy and restrict potential overlooking. It is noted that the outdoor area referred to in this submission is essentially the front setback area, which has been enclosed to form a private outdoor space. Notwithstanding, a condition requiring screening to the windows can be provided, if required.
Noise	<ul style="list-style-type: none"> There are six elevated rear courtyards proposed that would face the common property driveway of No. 63 Park Street. The residents use this common driveway as a shared space for all the units and noise from these courtyards will not be able to be mitigated. 	<ul style="list-style-type: none"> The proposal being residential in nature will not contribute to unreasonable noise to that which may emanate from other residential properties in the area. The Environmental Protection (Noise) Regulations applies equally to any residential dwelling.

SUMMARY OF NEIGHBOUR SUBMISSIONS – APPLICANT RESPONSES - 14 JANUARY 2021

Amenity	<ul style="list-style-type: none"> • Size and scale is large and overbearing in comparison to all the surrounding small, single storey units of this end of Park Street and single storey dwellings in Dalmatia Place. • Light pollution from this development must be avoided. • Number of dwellings should be reduced in order to reduce impacts on parking and traffic. 	<ul style="list-style-type: none"> • The CBACP is essentially a redevelopment area, with the site and surrounding area identified for more intensive forms of residential development potentially up to 8 storeys in height. The proposal represents a sympathetic response to existing development, in the area, and is significantly less in development intensity to that which could otherwise be achieved in the case of an apartment development. The development provides for a terraced streetscape and introduces a landscaped street setback area, which will add to the generosity of the street and enhance the streetscape. The scale of the development is entirely appropriate and consistent with the objectives and the intended built form envisaged under the CBACP planning framework. • Light spill associated with the development is not inconsistent to that which may emanate from other residential properties in the area. • The proposed number of dwellings are significantly less than that which could potentially be achieved in the case of an apartment development on the site. The proposal is entirely consistent with the CBACP planning framework's key objective to increase the density and diversity of housing in the area.
Other	<ul style="list-style-type: none"> • 7x2 bins being collected from Dalmatia Place will add to congestion within Dalmatia Place. • While we accept and respect the rights of those who seek to redevelop properties under the Canning Bridge Activity Centre Plan, the City's stated "Expectations concerning orderly and proper planning and the preservation of the amenity of the locality" in this instance warrants very strong consideration. We would be happy to consider a more suitable, modified plan should one become available. 	<ul style="list-style-type: none"> • The Waste Management Technical Note prepared by Dallywater Consulting and submitted as part of the application confirms that the development is in accordance with the City's Waste Guidelines for New Developments CoSP Version 4 and Policy P212 Waste Management. The maximum number of bins that may be present on the street is less than the City's maximum limit of 15 bins. • Noted. Refer previous comments above.

LOCAL GOVERNMENT ACT 1995

City of South Perth

Public Places and Local Government Property Amendment Local Law 2021

Under the powers conferred by the *Local Government Act 1995* and by all other powers, the Council of the City of South Perth resolved on _____ to make the following local law.

1. Citation

This local law may be cited as the *City of South Perth Public Places and Local Government Property Amendment Local Law 2021*.

2. Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

3. Public Places and Local Government Property Local Law 2011 amended

This local law amends the *City of South Perth Public Places and Local Government Property Local Law 2011* and as amended in the *Government Gazette* on 18 October 2011 and 13 April 2012, as follows.

4. Clause 1.5 amended

Clause 1.5 is amended as follows:

- (a) The definition of “**Local Government property**” is moved so that it appears in alphabetical order after the definition of “**local government**”;
- (b) In the definition of “**district**” delete the words “22 of the Health Act” and inserting the words “295 of the Public Health Act”.
- (c) The definition of “**eating house**” is amended by inserting the word “**Public**” before the words “Health Act”.
- (d) Delete the definition of “**Health Act**”.
- (e) Insert “**Public Health Act means the Public Health Act 2016**” as a definition so that it appears in alphabetical order after the definition of “**proprietor**”:

5. Clause 6.1 amended

Clause 6.1 is amended by deleting the test in paragraph (e) and replacing it with the following —

“damage, remove or interfere with any part of a street, or any structure erected on a street by the Local Government or a person acting under the authority of a written law, unless -

- (i) at the direction of the CEO or an authorised person; or
- (ii) in the case of a swing on a street tree, with the written approval of the CEO or an authorised person;”

Dated

The Common Seal of the City of South Perth was affixed by authority of a resolution of the Council in the presence of –

Mayor

Chief Executive Office

ADDRESS	IN FAVOUR	COMMENTS
Bessell Ave, Como	No	<p>At the October 2020 Council Meeting, City of South Perth Councillors voted to amend the City's Public Places and Local Government Property Local Law to allow for children's tree swings to be hung from verge trees adjacent to residents' homes.</p> <p>The public domain of the street verge is an increasingly important area to provide an opportunity for outdoor play for children, encouraging community interaction and making the City a friendly, fun and attractive place to live.</p> <p>Re above statement in green - Most neighbours I have spoken to don't feel this way at all! It is more important that children be kept safe! I am 64, grew up in Manning and have spent most of my life living in various areas within the COSP.</p> <p>All this yearning for "community interaction" on the verge, which would also spill out onto the road, could also result in antisocial behaviour and hazardous / unsafe situations.</p> <p>I have lived in the COSP long enough to know what I am talking about. Allowing Verge Tree Swings is a big, definite "NO" from me.</p> <p>What responsible parent in their right mind would want their child playing in such an unsafe area??? I do not think children should be encouraged to play on the verge, near the road.</p> <p>This will just make it easier for the parents to blame the council, a neighbour or a motorist if there is an accident on the verge or the child gets hit by a motorist. Shift the responsibility.</p> <p>To date, tree swings in the City have been in place without incident.</p> <p>Re above statement in green - This is not true!!! There were many "incidences". Months ago, there were verge tree swings on EITHER side of Bessell Avenue. Just as you drove into Bessell from Blamey Street. It was a real nuisance for motorists. A few of my neighbours complained about it. Children were darting across the road from one group to another, from swing to swing, without looking.</p> <p>The swings were taken down, making it safer to drive down the street again.</p> <p>Many cars park on the verge, and this adds to the problem.</p> <p>Children run across the road from behind a parked car without looking. It happened just a few days ago when I drove down Bessell Avenue.</p> <p>Months ago, when all the verge tree swings were hanging on either side of the verge, I almost hit a child as I drove into Bessell Avenue as he just ran out right in front of me, without looking. His mother was busy, unpacking groceries from her car on her front lawn. She had no idea that her son had almost been hit. I had to get out of my car and go over and tell her. So, so much for parental supervision!!! You cannot rely on parental supervision.</p> <p>And what about other children walking by and decide to hang around the verge and have a swing?</p> <p>Are the parents who have the verge swing willing to take responsibility for them too? Would they be willing to drop everything and watch over other children playing on the verge/swing??? My neighbour said she was fed up with kids running amok at the end of Bessell too.</p> <p>Kids playing on the verge and motorists having to slow right down.</p>

	<p>So, eventually, you would have kids all over the road, running amok on other people's properties and across other people's driveways. I know from experience. This happened in my mothers street in Manning.</p> <p>As I said earlier in the email, I have lived most of my life in City of South Perth and I am fed up with hearing all this rubbish about the warm and fuzzy feeling of "Community Spirit", etc., etc. Residents / children in this area have never had it so good! And all this crap about "give the streets back to the people". The people have plenty of facilities. The streets are for the cars!!!</p> <p>If parents want their children to have a swing, they can put it on their property.</p> <p>Just because they buy a big house squeezed onto land and end up with hardly any backyard, shouldn't mean the rest of the neighbours and motorists should have to put up with their children playing on their properties, verges and road!!!</p> <p>We have some really antisocial, disruptive tenants in my area, and it would be a lot worse if their kids were gathering on the verge to play. They scream and yell and swear and fight!</p> <p>Not all neighbours are "lovely" and "respectful"</p> <p>The Council has done so much to make this area one of the best suburbs to live...yet residents still whinge that it is not enough.</p> <p>I find the most dissatisfied residents are those that have only lived in the area for 5 minutes and want to control everybody and everything. Change everything to their liking and stick their noses in every body's business!!!</p> <p>We have plenty of beautiful parks, ovals, a library, markets, foreshore...everything, but now parents want "Little Johnny" to be able to play on the verge.</p> <p>WHAT IF A PARENT WANTED A VERGE TREE SWING ON CANNING HIGHWAY???</p> <p>There is a big difference between a "No through road" and a busy street. Next, you will have the kids spilling out onto the street, playing tennis, football, basketball, etc.</p> <p>My mother lives in Bradshaw Crescent, Manning. The main road to the shop.</p> <p>For years she had to put up with kids playing on the street, mostly outside her house. The parent that encouraged it made sure they didn't play / congregate on her property. They ran amok on the street and everyone else's front yards. Bouncing the basketball and throwing it into my mother's garden. The continual pounding of the basketball on the road, every day, drove my mother nuts. No matter how many times my mother asked them to stop, the parent and kids took no notice. They felt they were entitled.</p> <p>The problem also was, that the kids that were encouraged to congregate were very disrespectful children. They were very disrespectful to my mother, telling her to f... o.. and back chatting her. And...not a parent in sight.</p>
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	<p>Some of the children were from a family that residents of Manning petitioned to get evicted. Eventually, the family was evicted after a petition went around the area.</p> <p>It got to the stage where motorists driving down the street sometimes had to stop while the kids sauntered out of the way. The motorists sometimes got sworn at.</p> <p>I highly recommend that you do not allow verge tree swings because it will end up being unsupervised kids and kids running amok on the street and other people's properties.</p> <p>Other neighbours I have spoken to about this are against it also. In fact, I find it very sneaky and disrespectful how this is being put out there for "your say" via social media.</p> <p>Many of the older residents would have no idea about this as they do not have computers and are not on social media, therefore, have no voice.</p> <p>How very convenient. I think this should have been undertaken by door knocking. That way, the response would have included a lot more older residents of the COSP.</p> <p>A petition should go around every single dwelling in the COSP to make it fair.</p> <p>I feel this is just a particular group of controlling, self entitled people pushing for this amendment.</p> <p>Many years ago I had a friend who's son got hit by a car and killed instantly.</p> <p>Walking along the footpath with his mother right next to him. He just darted out across the road to be with his friends on the other side.</p> <p>It happened so quickly.</p> <p>Do not create a situation where this could easily happen.</p> <p>Sort of like the saying "If it's not broken, don't fix it."</p> <p>Let all these "whingers" utilise other ways to entertain "Little Johnny".</p> <p>Once these children are playing out on the verge, then everyone else's front yard, then the road and darting across the road, they will become other neighbours and motorist's responsibility.</p> <p>When I grew up in Manning, there was a lot less traffic.</p> <p>The few tree swings were mainly in people's back yards.</p> <p>I survived the trauma of not having a tree swing on the verge. My swing was in my backyard, like most families.</p> <p>I brought up 3 boys and they played in the safety of our backyard or their friend's backyard.</p> <p>Finally, many of these verge trees are very old now. The branch may look safe. The Peppermint trees rot on the inside. My mother had a huge Peppermint tree in her backyard. The whole tree fell over. It had rotted at the stump and we had no idea.</p> <p>A few months ago, the council cut down my next door neighbours and several other trees in the area because they were rotting.</p> <p>One more thing...</p> <p>I think the people who are pushing for this amendment are also trying to feather their own, and their friend's nests.</p> <p>Creating work / projects for students at Curtin University?</p>
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		There are more important issues that the COSP should be spending taxpayers money on.
Bradshaw Crescent, Manning)	No	<p>I have submitted my objection to this amendment, but I am also submitting this email on behalf of my mother.</p> <p>She does not have a computer or uses Social Media, which is very convenient for the group of residents pushing for this ridiculous, waste of money amendment.</p> <p>It is a "NO" from her.</p> <p>She put up with years of antisocial behaviour right outside her house in Manning and it affected her health.</p> <p>For a resident who lived in her house in Manning for approx 50 years, she was shown no respect.</p>
Elizabeth Street, South Perth	Yes	<p>I strongly support changes to local laws that would allow children's swings to be hung from trees on verges outside homes in the City of South Perth. Whilst street verges compliment the environment (when properly maintained) they constitute one of the largest underutilised parcels of land in the City. It would be in the interests of all residents to allow verges to be put to additional (appropriate) recreational use.</p> <p>Apart from children's swings there is merit in also allowing such things as trampolines and vegetable gardens etc on street verges. The proviso being that it is safe, verges are kept clean and tidy at all times by residents, there is no interference to footpaths and streets and parking on verges is not allowed. On a related matter South Perth residential streets are becoming increasingly jammed with cars parked on both sides - effectively reducing streets to just one lane. This situation could be much improved by removing a number of verges and converting them to street parking bays (this has been done in some cases but much more is needed).</p>
Unwin Cres, salter Point	Yes	<p>My comment is that the rule change appears to be very sensible. However, perhaps the CEO should have the right to charge a fee for checking? However if a fee implies that the CEO has approved the swing then perhaps there needs to be something that says that the CEO will not be responsible for any mishap occurring as a result of the installation of the swing. The swing will be installed at the installer's risk and they should check their insurance.</p>
No address supplied	Yes	<p>I support the changes to the Public Places and Local Government Property Local Law 2011, so that swings can be hung on verge trees outside local residences.</p> <p>The change will encourage life outside our immediate yards a strengthen connections within our communities.</p>
Hensman St South Perth	Yes	<p>I am 72 years old, grew up in Como and spent much of my childhood UP our verge tree and on a swing. These are some of my fondest memories. I would like to see today's children afforded the opportunity to do the same.</p>

		Encouraging activity in the outdoors home and safe environment, without disruption to neighbours, has to be a positive move.
Hensman St, South Perth	No	<p>One of the many essential things young children have to learn is NOT to go on the road. To put swings on trees on the verge is encouraging them to play right by the road and therefor is extremely dangerous and should not be allowed.</p> <p>Apart from this overriding consideration there are other things to be taken into account. (i) who selects the trees and checks whether a branch is sufficiently strong to bear the weight of child and swing? (ii) who erects the swing? (iii) insurance and liability cover in case of accidents? (iv) is the swing swinging parallel to the road, or at right angles—in which case it may hit someone walking/cycling/gophering on the footpath.</p> <p>As you can see, we are totally opposed to this idea.</p>
Mill Point Road, South Perth	Yes	YES - how marvellous just like a real community allowing children to enjoy the joys of swinging from a tree. Good clean health fun at no cost to the family Bring it on - it will put a smile on everyone's faces Can we have extra strong ones for us oldies that are still kids at heart please.
CoSP Community Safety Collective	Yes	See attached submission.

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Abbreviations used in this document:

CSC = refers to the "CoSP Community Safety Collective"

CoSP = refers to "the City of South Perth" (Council and Administration)

SMEs = Subject Matter Experts

WHO ARE WE?

The CoSP Community Safety Collective is a community-led, volunteer-run, not for profit organisation that fosters relationships between local government representatives, subject matter experts, and residents in order to prevent crimes and plan for the future.

Our aim is to achieve a more democratic approach to community safety and crime prevention than traditional methods allow to accommodate a collective, innovative undertaking that is "of the people, by the people, for the people".

Our team of SMEs are experienced, passionate, and professional. With backgrounds in Community Development, Urban Design, Criminology and Security, we are local residents who are enthusiastic about transforming the community in which we live, both in principle and practice.

ABOUT THE AUTHORS



Sam

Community

Having been active in the community safety space for the past three years in a wholly voluntary capacity, Sam is committed to building a safer community for all local families across the City of South Perth.

In addition to supporting the CSC's subject matter experts and group admins, Sam is Chair of the City of South Perth's Community Safety Group, a member of several community-focused panels, the Outreach Coordinator for her son's charity, Lach's Socks, and a full-time ice hockey mom / wife.

Currently completing a Masters in Community Development (with undergraduate degrees in Politics and Education, and extensive experience in project management), Sam has the ideal skill set - and a dogged determination - to 'make magic happen' in a street or playground near you!



Zane

Urban Design

Zane has a Bachelor in Environmental Design and Masters in Architecture, but has been dedicated to a career in Urban Design for close to the last decade.

Zane hopes to provide guidance on Crime Prevention Through Environmental Design, advocate for better design or planning outcomes, and make deputations to the council on relevant issues relating to his areas of expertise.

He will also support good neighbourly conduct, safer pedestrian and cyclist infrastructure, and seek to enhance the natural environment.

Already involved in a number of community-led initiatives, Zane is committed to creating safe, efficient, sustainable and well-considered communities through the principles of good urban design.

WHAT IS THE CSC'S POSITION ON STREET TREE ATTACHMENTS?

When we first learned of Councillor Carl Celedin's proposed Local Law Amendment to allow swings to be hung from verge trees, we knew immediately that this was a comfortable space for us to occupy.

The CSC has four strategic objectives - Active Places, Safe Spaces, Community Connection and Crime Prevention. These objectives dovetail directly into two of the City's key policy documents - the Community Safety and Crime Prevention Plan (2019-2021), and the Strategic Community Plan (2020-2030). For this reason, we would ask that you please consider the following when examining the feasibility of the Amendment:

Active Places -

Whilst the main focus of the Amendment is street tree swings, it is important to acknowledge that there are many other ways that residents may wish to activate their verge if and when the Amendment is realised. Whether it's a communal vegie patch, or a native garden replete with bird baths and benches, the CSC believes that any effort made by the general public to activate public places (most often at their own cost) should be encouraged and enabled by LGAs like CoSP, rather than suppressed and stifled.

Safe Spaces -

Whilst we would suggest that residents use their common sense when deciding how and where to activate their verge, there is always a concern that their good intentions may have a negative impact on the relative safety of the space. By having a set of guidelines or "tool kit" for verge activation (as other LGAs do - *see addenda*) the City of South Perth will both reduce red tape for enthusiastic community members AND ensure that concerns around safety and liability are adequately addressed.

Community Connection -

Verge activation brings neighbours together, and provides opportunities to celebrate community life. It provides old-fashioned fun in our modern, inner-city neighbourhoods, where large trees are a rare commodity, and backyards otherwise seem to be shrinking. The sense of nostalgia stirred within parents and elderly neighbours when children play in our streets "like the good old days" sparks conversations and encourages intergenerational dialogue which may not otherwise occur.

Crime Prevention -

From a security and criminology point of view, verge activation is a way of addressing the "Broken Windows Theory", which contends that unloved and unattended areas are magnets for criminal and antisocial behaviour. By encouraging and enabling residents to activate their verges, a number of CPTED principles can be addressed. At the CSC, we believe that verge activation presents residents with a tangible opportunity to "take back" their streets - to claim spaces as their own, making neighbours feel welcome, and criminals feel unwelcome.

COMMUNITY DEVELOPMENT CONSIDERATIONS

City of South Perth - Strategic Community Plan (2020-2030)

This policy outlines four “strategic directions” for the City of South Perth over the current ten-year period, each with its own “aspiration”:

- Community - A diverse, connected, safe and engaged community
- Economy - A thriving City activated by innovation, attractions and opportunities
- Environment - Sustainable urban neighbourhoods
- Leadership - A visionary and influential local government

“Outcomes” and “Strategies” of particular importance to the verge activation conversation include:

1.1.2	Facilitate and create opportunities for social, cultural and physical activity in the City
1.1.3	Encourage and educate the community to embrace sustainable and healthy lifestyles
1.2.1	Plan, develop and facilitate community infrastructure to respond to changing community needs and priorities
1.3.1	Facilitate and foster a healthy, connected and safe community
3.1.1	Facilitate a safe, efficient and reliable transport network
3.3.2	Enhance the City’s urban forest
3.3.3	Improve the amenity value and sustainable uses of our streetscapes, public open spaces and foreshores
3.4.1	Promote and implement sustainable water, waste, land and energy management practices
4.1.1	Engage with the community to contribute to the planning of activities in and around the City
4.1.2	Be agile to stakeholder, community and customer needs
4.3.1	Foster effective governance through quality decision-making
4.3.2	Continue to build a high performance leadership culture to deliver community priorities

URBAN DESIGN CONSIDERATIONS

Planning and policy frameworks:

Department of Planning, Lands and Heritage (DLPH) – Urban Forest

This outlines the strategies and importance around why a Local Government Authority should incorporate an urban forest strategy into their planning framework and implementation guidance.

DPLH - Liveable Neighbourhoods (note that there is also Draft 2015 in Draft Liveable Neighbourhoods)

General Principles and background – there are numerous advantages to street trees and why they are to be included, such as traffic calming, improved pedestrian experience and comfort etc.

Sustainability and movement networks

EXTRACT: In response to the State Sustainability Strategy, the movement network provisions provide for more land efficient street reserves, including narrower pavement and lane widths that concurrently promote reduced vehicle speeds, reduced kerb radii and increased requirements for footpaths and large street trees, to support pedestrians, together with other details to support a more balanced movement system.

Design Guidelines:

Heart Foundation - [Healthy Active by Design \(HABD\)](#)

Outlines best practice planning and design of buildings, streets, town and cities to improve heart health.

In this you will find there are numerous benefits from improved walkability comfort and safety (encouraging physical activity through walking and cycling). It includes the notion that streets are to be places, not just thoroughfares, where residents can enjoy social interaction. It outlines [here](#) that streets can also provide opportunities for young people to play sports and games.

Other considerations for Trees:

[Biophilic Design](#) -

A relatively new environmental design theory – it details the importance of nature and its integration to human lives, with the benefit of appreciation for the natural environment and systems, contributing to human health and productivity. Cities have in the past tended to focus on eliminating the natural systems, flora, and fauna, dominating the area in a highly engineered and controlled environment. Quite simply this is not the way we are programmed - interaction with the natural world is biologically encoded.

Urban Heat Island effects -

Urban Heat Island can be offset through increased tree canopy. The shading and transpirational cooling provided by street trees are one of the only ways to effectively offset the amount of hardscaping and built form across city.

Urban Infill Development patterns -

Trees are important in supporting the natural ecologies of the city. The rate and extent of infill development throughout Perth has seen enormous, irreversible loss of urban canopy, predominantly by moderate increases of density to older suburban areas. The shift in R-Codes from R10 to R20 (up through to R30 and R40) across many regions and areas in Perth has resulted in hardscape and built form coverage of development sites of over 60% per lot. This places enormous strain on the reduced canopy (lost to clearing for each development site) and impacts on the drainage and water management on site.

The City should not consider increasing density to any suburban areas outside of its activity centres, transit corridors or town centres *unless they serve a particular need* (i.e. Karawara cul-de-sacs: resolving social issues through appropriate built form responses).

The city should consider stronger tree protections, but support retention through careful and considered density coding.

Urban Ecology -

The trees are important aspect for the balance of flora and fauna to be able to survive in urban environments. Without endemic Flora the Fauna is not supporting, leading to critical failure in the urban ecology. This balance is continued to be under stress by infill an urban development.

NOTES REGARDING THE ADDENDA

In the following attachments you will find additional information **which the CSC agrees with and/or hopes the City of South Perth will consider** when making *their own* decision about street tree attachments.

The first addenda item has been included to provide CoSP Council and Administration with some insight into how residents from across the City feel about the presence (or removal) of swings from our street trees. We have included these direct quotes as the CSC prides itself on being a conduit between residents and authorities.

In the case of the City of Vincent and City of Subiaco precedents, the legend below reflects how each of the highlighted sections corresponds with the varied considerations that CoSP may need to take into account:

Community development

Safety / environmental concerns

Legal / bureaucratic concerns

Other considerations

A special mention:

We have included for your perusal research conducted by the coordinators of the “Playing Out” model in the UK. Our summation of their research in relation to street tree swings is as follows:

There are four key benefits of community-led, council-supported street play:

- (1) It improves children’s health and well-being*
- (2) It improves community cohesion*
- (3) It increases active citizenship*
- (4) It brings about a longer-term culture change*

Furthermore, street-based play is preferable to other options available across our City because:

- it is resident-led, and allows child-led free play*
- it is low-cost, using existing space and resources*
- it is readily accessible and inclusive*
- it is a catalyst for authentic change in our neighbourhoods*

ADDENDA ITEM 1 - CITY OF SOUTH PERTH COMMUNITY OPINION

On Sunday the 13th of September 2020, Cr Carl Celedin took to a number of Facebook community pages to ask how residents felt about street tree swings. Over the next six pages, you will find a collation of direct quotes made by community members in response to Cr Celedin's posts. Names have been removed for privacy, however we have retained the spelling, grammar and emojis used by the original posters to ensure authenticity. For ease of consumption, we have also loosely categorised the quotes into three categories - Plus, Minus, and Interesting.

WHAT THE PEOPLE ARE SAYING - PLUS

What's next? Cut down all the trees in case children climb them?

It gives me great happiness when I walk or drive by that children are enjoying them.

I love them! It makes the community feel welcoming and family oriented.

We better remove kerbs, they "could" be a trip risk, we better fix every footpath to make sure they are level- they aren't and they "could" be another trip risk. These are both more of a liability than tree swings.

Love the idea of taking back the streets, building communities

Go all forms of street fun for the kids

There's a risk to everything though, I think they could have put other things in place to negate the risk. Heights, distance from road, certain ropes etc. Trying to find a solution instead of banning them should have been step 1. Banning them I feel is the last measure.

I think that it's good to have them. Everything we do has a risk attached. As soon as we wake we are faced with risks.

I love seeing the swings on the trees. I think it is sad that everyone has to suffer for others negligence. I am all for duty of care and ensuring safety, but this is a swing on a tree. Simple right to a childhood experience which is not seen enough these days. This is a beautiful photo of kids being kids and enjoying the outdoors instead of being inside being hypnotised/transfixed by tv/internet etc.

I stopped and let my daughter swing on one recently! It's such a shame that our litigious society puts an end to these lovely community things

We loved our swing, and I'm so disappointed that we had to take it down. Lots of kids used it and it was so nice to hear the laughter from the neighbours. I can't believe one person has caused this. I understand that people want to keep kids safe, but think about what we did as kids. We all survived!

Love tree swings! Such a great way to get the kids outside and meeting their community. We've had one for 7 years, raised a few eyebrows at first but since Covid they are popping up everywhere in our area. If passers-by don't feel they

are safe, then they don't have to use them.

I think they're excellent! Anything to get the kids out playing and meeting other kids!

I'm all for swings in trees, cubby houses in trees, climbing pegs in trees and trampolines on front verges. If I was a kid today I'd sit on a video game all day too as playgrounds and streets are soooo boring these days thanks to liability! Until we change our suing mentality and take back responsibility for our own decisions and actions nothing will change 😞

At the end of the day, any single thing we or our children do comes with a risk... driving, walking in a park, magpie swoops. This is life and people have to take responsibility for things that happen that are within their control and weigh up the risks...make an informed decision.

It is tragic when accidents occur and my heart goes out to those involved but surely this is taking things too far.

I think the street swings and climbing things on the trees are so sweet, makes the neighbourhood feel friendly and warm. Please put your swing back up 😊!



I love them and I remember when I put a gorgeous swing on the street front tree, which my kids loved, only for the council to cut it down 😞 I was so angry & disappointed I put it up again only for it to get cut down again. Apparently it's a safety thing. Ridiculous

They are such a wonderful touch to the neighbourhood. Nothing better than seeing kids playing in the front yard with the neighbours or friends having the time of their lives!

I love seeing them, makes it feel like a safe community, and a place where kids can be kids. It's such a shame when people ruin something innocent. Kids of many generations have enjoyed this... why are we denying another generation?

One resident sent a complaint now 100 residents want swings! Only one resident!! Really? COSP needs to take a reality check.

We live in Elizabeth Street and were told to remove the swing we had put up for local kids. I can't tell you how many people have stopped to ask why it's been removed and tell us how much they miss it. We miss it too as it was such a lovely way to enjoy a conversation with neighbours while the kids had a swing.

A quick visit to neighbouring councils shows kids happily enjoying healthy play on their street. If the concern is safety there's a much bigger risk we should be talking about - which would we rather see in our streets?  or 

Swings tied to trees are a wonderful sight & what makes it better is to see children in their element as they enjoy the outdoors rather than transfixed to a device. 😊

Tree swings are awesome!! Wish we had a tree to swing off. South Perth Council-

get with the times (or go back to the good old days when swings were the norm??!!) - Head over to Mt Hawthorn they not only have tree swings but flying foxes and cubbies on their verges!!

I welcome anything that gets kids playing outdoors instead of inside on their phone or watching TV, and increases the sense of local community.

Kids need every opportunity to play and be social. Our kids climb, swing, hang etc on the council verge trees outside our house. We meet loads of locals, young and old. It brings the community together. Why don't we be leaders in this space and encourage play and social connections. Let these kids be kids and stop this BS about taking down equipment. From my understanding, and I could be wrong, City of Stirling don't have a problem with it.

Kids definitely shouldn't play outside! Should be inside watching TikTok! 🤨

I'd rather my kid came home with a graze or broken arm from imaginative play with "real people friends" than spend the afternoon playing with online strangers. Take off your shoes and climb that tree!!!!

Some people tend to forget they were children once. Any outdoor play is to be encouraged, not the opposite. I am all for tree swings on the Council verge or elsewhere. Let kids be kids.

I always wanted to put one up on our verge tree but this exact reason always stopped me. Such a shame

I love tree swings. I want to see them everywhere

Ah yes, the village curmudgeon, glad he wasn't around when I was a kid. It is time the Council grew a pair and told him to p*ss off and get a life.

Oh wow, what next seriously! Love seeing the verge street swings and agree with all other comments. It gives a great sense of community. Just let kids be kids and play.

We had a swing on our verge tree & it wasn't just our children who would come to play on it - personally I would like to see this sort of thing encouraged in a similar way a verge garden is promoted 🤗

I think the value of the swing far out ways the negatives listed. I was talking to an elderly gent in front of our house with my little girl in tow- his parting comment of thanks for stopping and talking really hit home, we have obligations as community members. The swings plays part in giving the elderly, the lonely and other community members another chance to connect.

Totally agree! Bring back the community vibe and real play!

Put your swing back. It's wonderful for all children to be children and have fun. The city should also consider that everyone is required to maintain their verge, yet

not one resident is required to undergo any form of training and use of power tools, such as lawn mowers, edgers, whipper snippers, hedge trimmers and chain saws. These are far more risky to operate than a swing...

I would support via deputation or letter signing etc to support swings, seats and other verge furniture so our residents can continue to interact casually

People need to get a grip. A swing in a street tree encourages children to play there. And if they're little, there will be an adult supervising. That adult may also be interacting with other people in the street, observing suspicious vehicles etc. Instead, we're all tucked into our backyards, interacting with no-one. Swings in street trees promote healthy neighbourhoods.

Love tree swings. It's a sign of a safe family-oriented neighbourhood.

Yes, let the kids have some natural fun, we did and survived

Kids have had too many things taken away from them in school & playgrounds. I think street swings are great!

The answer isn't more bureaucracy, but considering and applying what is a reasonable level of risk tolerance rather than creating another process which is prohibitive to well-meaning options for our kids to actually be involved in the community outside of their fenced-in yards.

Progressive Councils allow them as they reflect community sentiment. e.g. City of Vincent

That's so sad 😞 getting kids to play outside and connecting with your neighbours is so important. I don't understand why anyone would complain about this.

WHAT THE PEOPLE ARE SAYING - MINUS

Swings are great but safety is imperative. In Melville my wife witnessed a child who was accidently strangled to death by a tree hung rope!

I love the concept but unfortunately when minors are unsupervised tragedies occur!

I love them and would love them to be around more! But I do understand where the Council are coming from - they are operating within a system of duty of care and negligence liabilities bigger than them, and because the trees are owned by the council, they are liable. I think we as a community need to think of other ways that we can contribute in this space ❤️❤️

If I was a parent I'd rather take them to playgrounds where the equipment has passed safety checks.

In these times, I would err on the side of safety and use the ones in parks. Nothing to stop you putting one for your children (and friends) in your backyard. Lovely nostalgic feeling to see them on the verges, though!

I do not think it a good idea to encourage young children to gather and play on the verge near the edge of the road.

While I think street swings are a great idea, they can be dangerous if installed on to trees which have a propensity to drop branches. What would be better is if the City actually assisted in the process by checking the health of the tree, and perhaps even installing a council approved swing for a small fee. That would better cover them from a liability standpoint, without becoming the 'no' police.

WHAT THE PEOPLE ARE SAYING - INTERESTING

If anyone was ever injured, then a range of entities would be sued - the person who installed the swing, the local government, any contractors the local government uses for its verge maintenance work.

It is very difficult to contract out of negligence by way of a disclaimer - one of the limbs of the test to determine whether an entity has been negligent is whether the risk was foreseeable. The fact of the plaque is an acknowledgement that there is a risk.

I know this all seems like unnecessary red tape, but these sorts of legal cases are real, and every time our local government gets sued, insurance premiums increase, and that impacts on the rates we all pay - so it's better to find a solution that manages risk rather than just railing against the City's position.

A good start would be to get involved with the City, and see whether the Street Tree Management Plan street you live on mandates trees that are capable of being used for these purposes.

These Plans are often very out of date in terms of encouraging the types of trees that are environmentally appropriate - as lots get smaller, verge plantings become more important.

We should be encouraging trees with good canopy cover to stop urban heat; foraging habitat for native animals; safe trees for children to climb and play around. Also, should we be requiring these be interspersed with fruit trees?

While I know this is an emotive issue, it's worthwhile engaging positively with the local government to show them the urban environment we want to see.

ADDENDA ITEM 2 - CITY OF VINCENT PRECEDENT

<https://thewest.com.au/news/wa/city-of-vincent-eyes-policy-change-on-childrens-play-equipment-on-verges-ng-b88847256z>

City of Vincent eyes policy change on children's play equipment on verges

Kate Emery | The West Australian

Wed, 30 May 2018 2:00AM

Swings, rope ladders and cubby houses are set to be allowed on verges in the City of Vincent — five months after a family was forced to remove their child's swing because of safety concerns.

Residents wanting to attach a swing or build a tree house will not need council approval but they will need to stick to guidelines, most of which relate to safety and ensuring no trees are harmed.

The proposed change in policy, which was to be considered by Vincent council last night, will legitimise the many swings and other play equipment that already exist but which have occupied a legal grey area.

The new policy was triggered by an incident in December when a tree swing and ladder had to be removed after a complaint.

The homeowners subsequently pinned a letter to the tree, detailing their child's grief at the loss of his play equipment.

"Congratulations, we have been asked to take them down," the letter said.

"Unfortunately, however, you missed the event of us telling our child that he can no longer play on the equipment that he loves so much.

"You also missed seeing the stream of tears run down his face as we con-soled him."

Vincent mayor Emma Cole said under the old policy, rangers had no choice but to intervene once a formal complaint was made.

Under the proposed policy, she said that "provided they have met some guidelines, these things are now allowed".

"It's really about taking a common sense approach and saying the onus is on the person putting the equipment in place," Ms Cole said. "We're not going to intervene unless there's a problem.

"Our policy wasn't reflecting what was happening out in our neighbourhoods.

"It's something the community really loves.

"They love having those swings outside where the kids can play and you can gather and talk to the neighbours."

It includes Waugh Street in North Perth where several neighbouring home-owners have swings and other play equipment installed for their children.

Consultation with the City's insurers revealed that it had never had an insurance claim stemming from an injury caused by a verge swing.

<https://www.vincent.wa.gov.au/news/vincent-approves-new-street-trees-and-verges-policy/407>

VINCENT APPROVES NEW STREET TREES AND VERGES POLICY

Published on Thursday, 23 August 2018 at 11:05:27 AM

Vincent council has taken the final step in ripping up the rule book around street trees and verges by finalising policy changes.

This followed community consultation that showed residents were strongly in favour of creating more active and inviting green and play spaces on their doorsteps.

The amended policy for street trees allows residents to attach ladders, swings, cubbies and platforms to street trees, as well as decorations and lighting.

The new verge policy allows residents to install raised garden beds, seats, logs, rocks and decorations on their verge, with a simple set of criteria to be met.

"The old rules didn't match up to our community's and Council's desire to make the absolute best of our outdoor public space. We love seeing kids playing outside on tree swings and the community coming together over creative verge gardens," said Mayor Emma Cole.

"It's fantastic to see that both community and Council have decided in favour of common sense - to let residents make the most of their verges and street trees, and with the flexibility and freedom to do so."

"Part of the vision of our new strategic community plan is that we strive to be the Council who says 'yes' wherever we can. So, if a resident wishes to improve their verge by planting veggies or decorating their street tree, we have said 'yes'! And we can't wait to see the results."

"As long as the tree and verge additions are safe and keep the street trees healthy, then we encourage residents to be creative and add to the character of their neighbourhood," she said.

"I hope this change will encourage our community to make the most of this outdoor green space and turn their verges into places to create, connect and enjoy."

To view the updated policies, click below.

<https://www.vincent.wa.gov.au/documents/723/212-street-trees>

STREET TREES POLICY NO. 2.1.2

(Adopted at the Ordinary Meeting of Council held on 21 August 2018)

STREET TREES

Trees in urban environments provide many social, environmental and economic benefits. Key among these is their contribution to the amenity and walkability of local neighbourhoods through the provision of shade and the mitigation of urban heat island effect. This contributes to enhanced community well-being and property values. Trees filter out air-borne pollutants and absorb atmospheric carbon. Trees support urban biodiversity, reduce damaging wind speeds and slow the rate of storm water run-off. They increase local infiltration and ground water recharge, while improving environmental water quality. The social, environmental and economic benefits of trees overlap in innumerable and complex ways, making them invaluable to our urban area.

9. Street Tree Attachments

An owner or occupier of land which abuts a verge may on a street tree located on the verge directly in front of their property, install a permissible street tree attachment in accordance with this clause 9 and the guidelines attached to this policy.

(i) Permissible street tree attachments are as follows:

- (a) Swings
- (b) Rope ladders
- (c) Platforms/Structures (e.g. tree houses)
- (d) Decorations and lighting
- (e) Any other item (not listed above) may be considered at the discretion of the Director Engineering in accordance with the Policy.

(ii) Street tree attachments cannot be permanently fixed to street trees and must not incorporate sharp objects, protrusions or other elements which, in the City's opinion would present a hazard to people or property.

(iii) Street tree attachments must not, in the City's opinion, obstruct or interfere with a clear line of sight for pedestrians, cyclists or motorists.

(iv) Street tree attachments must not, in the City's opinion, adversely affect the health or structural integrity of the street tree to which they are attached.

(v) If in the opinion of the Director Engineering, a street tree attachment is considered to not meet the requirements of this clause 9 or the attached applicable guidelines, then the adjacent owner/occupier will be required to remove and/or modify all or part of the street tree attachment to become acceptable to the City and compliant with the policy.

GUIDELINES AND POLICY PROCEDURES RELATING TO STREET TREES

POLICY NO. 2.1.2

9. Street Tree Attachments

The City has developed the following guidelines to support its residents in maximising the use of the verge by permitting safe, useful, recreational attachments to street trees.

9.1 Standards:

- (i) Street tree attachments must be setback from and provide clear access to any infrastructure/services located on the verge.
- (ii) All materials to be used as part of the installation are to be in good condition.
- (iii) All ropes or attachments around tree branches should be fitted as to prevent strangulation and eventual decline in the tree's health and vigour.
- (iv) Street tree attachments are to be fitted to tree branches of safe and suitable dimensions.
- (v) Platforms/Structures are not permitted in street trees located under power lines.
- (vi) Street tree attachments must be constructed of durable material, securely installed and so that annual pruning requirements can be undertaken where required.
- (vii) Street Tree Attachments must provide a minimum 0.5 metre setback from the face of the kerb.
- (viii) Only solar lighting is permitted to be attached to street trees.
- (ix) Street Tree Attachments shall not swing or protrude into and must not be able to swing or protrude into the space immediately above any road carriageway or path for pedestrians or cyclists.

9.2 Responsibilities of Owner/Occupiers:

- (i) Ensure that the tree remains healthy and attachments are well maintained.
- (ii) Ensure any tools and materials are removed from the verge after the works are completed.

9.3 Considerations:

- (i) It is recommended that residents discuss the proposal with neighbours to identify any potential issues that may arise as a result of installing the street tree attachments.
- (ii) The City will not accept responsibility for any loss, injury, damage or impact caused to persons or property as a result of a resident's private installation of a street tree attachment on any street.
- (iii) The City will not accept responsibility for any loss, damage or removal that occurs to street tree attachments as part of the City's ongoing street tree maintenance program.
- (iv) The City reserves the right to remove a street tree attachment at any time.

(v) The owner/occupier may contact the City's Parks and Urban Green team on 9273 6000 or mail@vincent.com.au for advice.

(vi) When installing Street Tree Attachments to trees in proximity to Western Power infrastructure, it is recommended to contact Western Power on 13 10 87 or enquiry@westernpower.com.au to determine appropriate clearances.

(vii) The City may prepare further, more specific guidance for residents on street tree attachments related to the requirements of clause 9 of this Policy or the standards outlined in clause 9.1 above.

ADDENDA ITEM 3 - CITY OF SUBIACO PRECEDENT

<https://www.perthnow.com.au/community-news/western-suburbs-weekly/city-of-subiago-in-childrens-tree-swing-ban-c-1332145>

City of Subiaco in children's tree swing ban

Victoria Rifici Western Suburbs Weekly

September 24, 2020 9:00AM

CITY of Subiaco has crushed the “boisterous” fun shared by the children of Finlayson Street and forced them to either pack up their tree swings for good or relocate them within 14 days as they pose safety hazards.

Seven-year-old Odette said she was “really disappointed” City staff wanted to tear down her and four-year-old sister Sigrid’s tree swing, trapeze rings and climbing rope.

“I really love my swings and every time I come down this street I see my swings and I’m like, ‘Yes I’m almost home’,” she said.

“We usually went on them when we were feeling a bit boisterous on the weekends.”

The Devitt, Prince and Sprogoe families were smacked with notices this month, and all but the Sprogoe family have complied with the City’s demands of maintaining consistent “verge treatments”.

Christian Sprogoe said he had been “very busy” at work so had not removed his 11-year-old daughter Natalia’s swing.

About 22 notices have been issued to Subiaco households this year but acting chief executive Cliff Frewing said a recent spate of infringements issued to property owners was a result of City discretion ending.

“During COVID-19, while City playgrounds were closed, some discretion was provided to families and removal notices were not issued for play equipment on verges,” Mr Frewing said.

“These were unusual circumstances, and now that restrictions have eased, the City is monitoring verges again to minimise risk of harm to the community and liability for the City.”

He said play equipment and other structures on street verges could “pose a risk to pedestrian safety and street trees”.

Andrew Devitt, who is father to five-year-old Teddy and three-year-old Felix, said his boys were “pretty unhappy” complying with council’s orders.

“It (the tree swing) cost me probably \$40 or \$50 bucks so I’d rather that than have the council hack it out of the tree, so we decided to pull it down,” he said.

Odette took matters into her own hands and penned a letter to the City of Subiaco, outlining reasons why all tree swings should remain on verges.

"Kids have fun on them, it builds community in our street, no one has hurt themselves very badly on our swings (and) we put rainbows around them so they look nice," her letter read.

Mayor Penny Taylor agreed play equipment on the verge should be allowed to stay.

"This recent spate of infringements, for no good reason that's been shared with me, serves no good purpose," she said.

Ms Taylor tried to seek a reprieve at Tuesday night's meeting for residents who were issued notices for removal but it was not backed by fellow councillors.

But she did gain support for a review of the City's verge and laneways policies to be presented to council in December.

"I want Council staff to bring common sense to these issues... if it's an unsafe verge swing next to a busy road then that's one thing, but when it's a cul-de-sac, a quiet laneway ... why can't these places have play equipment like swings and basketball hoops," she said.

<https://www.subiaco.wa.gov.au/Your-council/News-and-media/News/2020/December/City-swings-into-action-to-allow-play-equipment-on>

City swings into action to allow play equipment on verges

Wednesday 16 December 2020

The City of Subiaco is updating its street tree management guidelines to allow swings and other play equipment on verges from early 2021.

A decision at last night's Council Meeting to update the guidelines was carried after Mayor Penny Taylor initiated a review of verge and laneway policies regarding play equipment at the September Council Meeting.

The updated guidelines will allow for swings, rope ladders and other structures in sturdy and healthy verge trees so long as they don't damage them.

Mayor Penny Taylor said it was great to see her motion actioned and was looking forward to the guidelines being put into play in the new year.

"This is a great outcome for all the kids and families in our community, and I'm glad to see common sense prevail to protect something that makes Subiaco a better place to live," she said.

"Play equipment on verges helps to contribute to our sense of community, encourages kids to spend more time outdoors, and creates an opportunity for more engaging green space on people's doorsteps.

"As long as play equipment is safe and keeps the street trees healthy, there's no reason we shouldn't allow something that brings so many benefits and so much joy to our community."

The City is now undergoing a review of its laneway policies relating to play equipment to see if it could allow for equipment such as basketball hoops to be permitted in some laneways.

<https://www.perthnow.com.au/community-news/western-suburbs-weekly/city-of-subiago-revokes-ban-on-tree-swings-c-1773766>

City of Subiaco revokes ban on tree swings

Victoria Rifici | Western Suburbs Weekly
December 22, 2020 7:46AM

Subiaco families are reclaiming their front yards after the council revoked a ban on tree swings.

A spate of infringements were issued to property owners in September after the City's COVID-19 discretion ended, which allowed families to keep play equipment on verges without consequence.

But after the discretion was lifted, the City forced some families with tree swings to either pack them up or relocate them within 14 days as they posed safety hazards.

Councillors set things straight on last Tuesday, amending the City's Verge Management Guidelines and granting residents the right to install swings, rope ladders and other structures on verge trees as long as they're not damaged in the process.

Mayor Penny Taylor, who initiated the review of the City's verge and laneway policies three months ago, said she was glad to see "common sense prevail".

"Play equipment on verges helps to contribute to our sense of community, encourages kids to spend more time outdoors, and creates an opportunity for more, engaging green space on people's doorsteps," she said.

Andrew Devitt, father to five-year-old Teddy said his family put up their tree swing outside their Finlayson Street home over the weekend in anticipation council would approve the amended policy.

"It feels good that Subiaco is now only the second local government in Perth that's made this change so we can consider ourselves somewhat progressive," he said.

Seven-year-old Lawler Street resident Odette, who penned a letter to council about her concerns with its tree swing policies in September, said she was "really happy" with council's decision.

Her dad Liam Prince said council's "common sense approach" squared the City's risk considerations with its ambitions to "foster community interaction in neighborhoods".

Twelve-year-old Finlayson Street resident Natalia Sprogoe, who uses her tree swing daily, said it allowed her to meet new people and have fun.

"The swings on our street bring everyone together, old and young," she said.

"The children of Subiaco should have the freedom to have a swing or a basketball hoop on the verges at their homes."

<https://www.change.org/p/city-of-subiaco-council-puts-ban-on-children-s-street-tree-swings>

Petition Title - "Council puts ban on children's street tree swings"

Kirk Bellerby started this petition to City of Subiaco



Swings and roundabouts ... Shenton Park resident Kirk Bellerby said swings on verge trees help build good neighbourhoods and are what most people want. His daughter Grace and friends Alice Osborne and Leila Barbeti love playing on the tyre swing. Photo: Paul McGovern

Families take a swing a

By LLOYD GORMAN

Shenton Park residents are pushing back against a council ban on street tree swings.

Kirk Bellerby was recently issued with a cease and desist order by Subiaco council over a tyre swing on a street tree outside his Evans Street home.

"These are the sorts of things which bring a community together," he said. "Standing out the front of your home chatting to neighbours and passers-by while your kids and the neighbours' kids play on a swing is what community is about."

"This ridiculous policy is suggesting we all move inside, go behind our walls and not socialise with anyone."

His six-year-old daughter, Grace, and her friends frequently play on the verge swing, which hangs a few centimetres above the grass,

while their parents watch and chat with others on the street.

Some of his neighbours received the same stern warning that their swings were a breach of the council's verge policy and had to be removed within 14 days.

Treehouses and other play equipment on verges are identified by the policy as hazards, along with boats and trailers "tethered" to street trees.

A Facebook campaign started by Mr Bellerby received more than 100 signatures immediately and has gained wider support.

"The irony of the verge maintenance policy lies in the first paragraph where they say 'benefit to neighbours and wider community'," he said.

Mr Bellerby, a local real estate agent, said very few backyards in Shenton Park and Subiaco had trees and buyers liked having trees on their doorstep and using them.

He sold 1 years move Evan:

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• Plea

I was recently issued with a cease-and-desist order by Subiaco council over a tyre swing on a street tree outside my Evans Street home. These are the sorts of things which bring a community together. Standing out the front of your home chatting to neighbours and passers-by while your kids and the neighbours' kids play on a swing is what community is about. This ridiculous policy is suggesting we all move inside, go behind our walls and not socialise with anyone.

My six-year-old daughter, Grace, and her friends frequently play on the verge swing, which hangs a few centimetres above the grass, while their parents watch and chat with others on the street. Some of my neighbours received the same stern warning that their swings were a breach of the council's verge policy and had to be removed within 14 days.

I am kindly asking all Shenton Park and Subiaco residents to please stand with us in signing this

petition to allow kids to be kids. This is taking away our COMMUNITY spirit and neighbourhood connections. Allowing our children to play gives a glimmer of 'simpler life' from another lost era. I hope you agree and get on board to allow our children more outside play.

I propose that we have a waiver to sign which gives us permission to put a simple structure up and protects council from any potential liability. SIMPLE solution and a simple compromise. Council protected and kids and community socialising outdoors.

ADDENDA ITEM 4 - "PLAYING OUT" RESEARCH EXCERPTS

[Playing out: a grassroots street play revolution](#)

Author: [Alice Ferguson](#)

Published Online: 06 Mar 2019

Key excerpts:

Parks and playgrounds offer the possibility of more sociable and 'big' play. They may even have the added benefit of natural, exciting or risky features. But even the best, safest, greenest parks do not compensate children for the loss of safe, accessible space literally on their own doorstep. One impact of the reduction in children's independence is that, under a certain age they do not have the 'licence' to get to these places alone and are therefore completely dependent on parents taking them there. As a result, the time most children spend in these spaces is far from sufficient to meet their basic need for active play.

Key features of the 'playing out' model:

- Resident-led
- Low-cost
- Using existing space
- Regular and sustainable
- Safe and legal
- Inclusive
- Free, child-led play
- Catalyst for change

The 'playing out' or Temporary Play Street model is an attempt to turn the situation around and reclaim residential streets as communal, playable spaces. It is an immediate, temporary and 'do-able' solution, giving children the opportunity to play out safely on a regular basis. Through building community cohesion, raising awareness and making children more visible, it is also a catalyst for wider cultural change. In the short term, it provides set times when streets are transformed and children's right to play takes precedence over cars. In the longer term, it begins to re-negotiate a more egalitarian sense of shared ownership and use of residential streets.

From the perspective of parents, it is a simple action they can take themselves to address a pressing concern. For policy-makers, it is a cheap, easy and sustainable way of getting children more physically active whilst also bringing communities together and addressing social isolation.

(1) Improving children's health and well-being

New research by the University of Bristol has shown that children are three to five times more active during playing out sessions than they would be on a 'normal' day after school. Common sense says that, especially when it comes to children, whose natural state is to be moving, they do not need to be told to be active, they just need the opportunity to be – but as Hillman points out, *'their choices are very much constrained by influential factors way beyond their control'*.

The vast majority of respondents to our own survey of 'playing out' streets also said that children had learned or improved physical and social skills during sessions, including riding a bike (80%) and

interacting with other children (88%). But significant as these health and developmental outcomes are, we must not lose sight of the main motivation and benefit for children – simply the chance for free, joyful play, with its intrinsic value in making their lives better and happier.

Beyond the direct impact for the children and adults participating in street play sessions, the impact of this parent-led movement is likely to be far wider, inspiring more informal play in streets, estates and shared spaces.

(2) Stronger communities; a sense of belonging

Several anecdotal reports have highlighted the increased community cohesion resulting from both the organisation process on a street and the ‘playing out’ sessions themselves. The University of Bristol study found both a strengthening of existing connections and building new connections between neighbours. The vast majority of respondents to our own survey said they know more neighbours (91%) and feel more sense of belonging (84%) as a result of playing out sessions: *‘the street feels different...friendlier, safer, more known, more lively’; ‘playing out has made my street feel like home’*.

(3) Active citizenship

Organising or helping at a playing out session is a form of community activism in itself and around 12,000 residents have taken this action in their street across the UK. Many organisers have also reported an increased sense of citizenship in their neighbourhood. Crucially, at a time when – economically, politically, socially and practically – community-led action is becoming ever more essential, over a third of survey respondents said playing out has led to them being involved in other community activities. One simply said, *‘I feel more empowered to make positive change in my community and in the street where I live’*.

(4) Long-term culture change

One of the most encouraging outcomes of the model is the lasting effect it can have on the culture of a street, with children starting to feeling it’s normal to be out playing on other days. According to one organiser, *‘Over time, the playing out sessions have led to more of a “calling for you” culture as more kids know each other and they sometimes now play football together in the evenings’*. Just last week I walked past another local street that has been doing regular playing out sessions for a few years. There were around ten children of all ages out playing in the middle of the road, with no adults in sight. It felt like a real moment of hope.

The wider impact on attitudes and culture is hard to measure, but there are signs of a ‘ripple effect’ from the streets that are playing out to surrounding streets. The movement as a whole, via media and social media, is at least raising awareness and increasing discussion about the issues. A recent BBC News video about Playing Out has had over 10 million views and an initial analysis of the comments suggests widespread support for children’s right to play out.

Payment Listing February 2021

This schedule of accounts to be passed for payments covering the following:



AMOUNT (\$)

ELECTRONIC PAYMENTS

Electronic payments to creditors	464	3,526,919.21
Less: Cancelled EFT transactions		0.00
Total Electronic Payments to Creditors		3,526,919.21

CHEQUE PAYMENTS

Cheque payments to creditors	3	473.72
Less: Cancelled cheque transactions		0.00
Total Cheque Payments to Creditors		473.72

Total monthly payments to creditors

467 3,527,392.93

EFT payments to non creditors	74	79,757.52
Cheque payments to non creditors	13	6,410.00
Total payments to non creditors		86,167.52

Total EFT & Cheque payments

554 3,613,560.45

Credit Card Payments	7	22,147.92
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Total February Payments

561 3,635,708.37

Payment Listing
EFT Payments

Reference	Date	Payee	Description	Amount (\$)
15083965	15/02/2021	Clublinks Management	Mini Golf-Jan Progress Claim	353,634.99
11430467	15/02/2021	SuperChoice Services Pty Ltd	Employer Superannuation	275,085.41
1313177	18/02/2021	Cleanaway	Waste removal	243,262.38
10414518	19/02/2021	Deputy Commissioner of Taxation	PAYG	234,078.00
15384615	18/02/2021	Deputy Commissioner of Taxation	January 2021 BAS Payment	228,905.00
1313177	18/02/2021	Maddington Hyundai & Isuzu Ute	Vehicle Purchase	167,614.54
13302707	11/02/2021	Synergy	Electricity usage	145,731.51
14170945	25/02/2021	West Coast Profilers Pty Ltd	Road Renewal - Clydesdale St	99,403.29
14170945	25/02/2021	Western Aust Treasury Corp	Loan repayment	98,567.83
13302707	11/02/2021	Plant & Soil Management	Park Maintenance - various	50,743.12
13302707	11/02/2021	BCITF	Building Levy Jan 2021	48,353.51
09171365	12/02/2021	Building Commission	BS Levies Jan 2021	45,195.96
14170945	25/02/2021	CLPM Pty Ltd	Conservation Works-Old Mill	44,306.02
13302707	11/02/2021	Melville Toyota	Vehicle purchase	42,343.36
13302707	11/02/2021	Enviro Sweep	Sweeping services - various	40,089.77
13302707	11/02/2021	Bellrock Cleaning	Cleaning Services- Various	38,498.79
14170945	25/02/2021	Cobblestone Concrete	Path Replacement - Milson Rd	28,577.03
1313177	18/02/2021	MMM WA Pty Ltd	Verge works - various	28,241.19
13302707	11/02/2021	MetroCount	Traffic Data Collection	27,610.00
1313177	18/02/2021	Total Eden	Reticulation Parts	25,659.11
14170945	25/02/2021	Fuji Xerox	Photocopier charges	24,681.52
13302707	11/02/2021	Perth Zoo	Coin Machine takings 01/21	24,236.30
13302707	11/02/2021	Classic Tree Services	Tree pruning - various	23,913.35
1313177	18/02/2021	Axiis Contracting Pty Ltd	Concrete footpath - Coode St, Mill Point Rd	23,044.40
13302707	11/02/2021	Pedersens Hire & Structures Pty Ltd	Australia Day - Marquee, chairs and tressle hire	21,725.00
13302707	11/02/2021	Australian Parking & Revenue Control	Ticketor License	20,422.64
14170945	25/02/2021	ID Consulting Pty Ltd	IT software subscription	20,350.00
14170945	25/02/2021	Constructive Project Solutions Pty Ltd	Project Mgt. Services - various	20,224.88
13302707	11/02/2021	Telstra - 1550373400 ID 1003577	Phone and data usage	18,642.27
14170945	25/02/2021	Altus Traffic Pty Ltd	Traffic Mgt - Various	18,510.18
13302707	11/02/2021	Infinity Training Australia	Employee training	17,242.50
13055342	4/02/2021	Living Turf	Turf Supplies	16,901.50
13302707	11/02/2021	Jackson McDonald Lawyers	Legal Services	16,692.16
13302707	11/02/2021	Keos Events Pty Ltd	Australia day Event Mgt.	16,553.90
13302707	11/02/2021	Research Solutions Pty Ltd	Strategic Comm. Plan review	15,987.13
1313177	18/02/2021	Australia Post Civic Centre	Postal Charges	15,902.34
1313177	18/02/2021	Supa Pest & Weed Control	Weed Control	15,740.84
13302707	11/02/2021	Water Corporation	Water usage	15,467.88
14170945	25/02/2021	Baileys Fertilisers	Wetting agent	15,410.56
14170945	25/02/2021	Hays Specialist Recruitment(Aust) P/L	Contract staff	15,270.02

Reference	Date	Payee	Description	Amount (\$)
1313177	18/02/2021	ACE+	Plumbing services - various	15,269.60
13302707	11/02/2021	Clublinks Management	Landscape Architect Services	14,685.00
13302707	11/02/2021	ArborCarbon Pty Ltd	Tree Canopy Cover Mapping	14,650.07
1313177	18/02/2021	Flexistaff	Contract Staff	13,629.81
13302707	11/02/2021	Western Aust Treasury Corp	Loan repayment	13,374.15
13302707	11/02/2021	Sense-IT Recruitment Solutions Pty Ltd	Contract Staff	12,758.40
14170945	25/02/2021	Stantons International	Audit of Infringements	12,672.00
13302707	11/02/2021	Phase 1 Audio	Truss Hire	11,953.70
14170945	25/02/2021	HydroQuip Pumps	Plumbing works -Axford Barker Res.	11,934.45
13302707	11/02/2021	Data#3 Limited	Microsoft Licensing	11,927.20
13302707	11/02/2021	Paatsch Group	Consulting Services RAF	11,871.20
14170945	25/02/2021	Tony Jones Art Projects	Design Development stage fee	11,000.00
14170945	25/02/2021	Classic Tree Services	Tree pruning - various	10,642.52
13302707	11/02/2021	Hays Specialist Recruitment(Aust) P/L	Contract staff	10,535.17
13302707	11/02/2021	Syrinx Environmental Pty Ltd	Foreshore Maintenance Mt Henry	10,296.00
1313177	18/02/2021	State Wide Turf Services	Turf Renovations - E J Reserve	9,945.10
13302707	11/02/2021	Adecco Australia Pty Ltd	Contract staff	9,848.68
13302707	11/02/2021	Momentum Legal Pty Ltd	Legal services	9,493.00
1313177	18/02/2021	Alinta	Gas usage	9,477.35
14170945	25/02/2021	Engineering Technology Consultants	Consultancy - Karawarra Greenways	9,432.50
13302707	11/02/2021	Caltex Energy WA	Fuel	9,282.62
13055342	4/02/2021	Hays Specialist Recruitment(Aust) P/L	Contract Staff	9,274.49
13302707	11/02/2021	Baileys Fertilisers	Liquid fertilizer	9,027.04
1313177	18/02/2021	Cardno (WA) Pty Ltd	Traffic Modelling	8,800.00
1313177	18/02/2021	Perth Security Services	Security services	8,662.72
13302707	11/02/2021	Cadgroup Australia Pty Ltd	Vehicle tracking Subscription	7,936.50
13055342	4/02/2021	GAF Traffic	Traffic Mgt - Various	7,744.00
1313177	18/02/2021	South Perth Bowling Club	Coin machine takings Jan21	7,619.22
14170945	25/02/2021	Telstra - 3614257651 ID 1003577	Phone and data usage	7,534.21
13302707	11/02/2021	Redhawk Investments Pty Ltd	Park equipment repairs - various	7,515.40
14170945	25/02/2021	Capital Recycling	Rubbish Recycling	7,007.44
13302707	11/02/2021	Imagesource Digital Solutions	Printing services - various	7,002.60
1313177	18/02/2021	Fleetcare	Fuel	6,946.81
14170945	25/02/2021	Garrards Pty Ltd	Insecticide	6,864.00
13302707	11/02/2021	Swan Event Hire	Equipment Hire	6,812.99
14170945	25/02/2021	Nuturf Australia Pty Ltd	Maintenance CPGC	6,607.70
13055342	4/02/2021	Capital Recycling	Street sweeping Thelma St	6,336.00
13302707	11/02/2021	Total Packaging	Doggy Poo Bags	6,160.00
1313177	18/02/2021	Telstra - 068 2525000 ID 1003577	Phone and data usage	5,986.09
14170945	25/02/2021	AE Hoskins Building Services	Electrical services - various	5,970.51
1313177	18/02/2021	Hays Specialist Recruitment(Aust) P/L	Contract staff	5,777.21
1313177	18/02/2021	LGISWA	Health & Wellbeing Program	5,775.90
13302707	11/02/2021	AE Hoskins Building Services	Electrical services - various	5,680.48
13302707	11/02/2021	OBAN Group Pty Ltd	Building repairs - various	5,605.86
13302707	11/02/2021	GRA Partners	Strategic Advice Govt engagement	5,500.00
14170945	25/02/2021	Bolinda Digital Pty Ltd	The 2020/21 Value Plan	5,500.00
14170945	25/02/2021	Sports Turf Technology	Soil & leaf testing	5,346.00
1313177	18/02/2021	MP Rogers & Associates Pty Ltd	Engineering Services - Wildbird Refuge	5,309.33
13055342	4/02/2021	Bunyip Contracting Pty Ltd	Fusilade Spraying Andrew Thompson Res	5,170.00
1313177	18/02/2021	AE Hoskins Building Services	Electrical services - various	5,143.39
14170945	25/02/2021	Technology One Ltd	AMS Program-01/01/21-31/01/21	5,127.38
13055342	4/02/2021	Classic Tree Services	Tree pruning - various	4,950.00
1313177	18/02/2021	Marketforce Pty Ltd	Newspaper advertising and notices	4,848.87
14170945	25/02/2021	Amalgam Recruitment	Contract Staff	4,764.41
14170945	25/02/2021	Living Turf	Insect treatment CPGC	4,752.00
14170945	25/02/2021	T-Quip	Repairs and parts	4,747.45
1313177	18/02/2021	Classic Tree Services	Tree pruning - various	4,434.38
13302707	11/02/2021	Bellrock Protective Services Pty Ltd	Aust. day Security	4,425.37
1313177	18/02/2021	Rain Bird Australia Pty Ltd	Renew GSP and Alert Plan - CPGC	4,412.10
1313177	18/02/2021	Prestige Alarms	Service Call-Alarms	4,403.50
14170945	25/02/2021	Pracsys Management Systems Pty Ltd	Report-Economic Development	4,345.00
14170945	25/02/2021	Momentum Legal Pty Ltd	Legal Services	4,334.00
1313177	18/02/2021	Rotorwest Pty Ltd T/A Heliwest	Mosquito Treatment	4,290.00
14170945	25/02/2021	OBAN Group Pty Ltd	Building repairs and maint.	4,232.41
13055342	4/02/2021	Imagesource Digital Solutions	Printing services - various	4,210.80
14170945	25/02/2021	Globe Australia Pty Ltd	Wetting agent - CPGC	4,207.50
1313177	18/02/2021	JBA Surveys	Drainage Survey Conlon St	4,202.00
1313177	18/02/2021	Hutton Street Carpet Court	Install flooring & Blinds CPV	4,180.00
1313177	18/02/2021	Fast Track Approvals Pty Ltd	Building Surveyor Services	4,180.00
13055342	4/02/2021	Physical Nutrition	Group Nutrition & Lifestyle Program	4,147.00
13302707	11/02/2021	RAC BusinessWise	RAC Subscription	4,108.00
13302707	11/02/2021	Double Hire Structural Shade Hire	Aust. Day Shade structure	4,092.00
13302707	11/02/2021	The Pressure King	Pressure clean - various	4,023.80

Reference	Date	Payee	Description	Amount (\$)
1313177	18/02/2021	Bellrock Cleaning	Cleaning services - various	4,005.39
1313177	18/02/2021	Statewide Line Marking	Line marking various	4,002.79
1313177	18/02/2021	Kelyn Training Services	Employee Training	3,900.00
13055342	4/02/2021	Amalgam Recruitment	Contract Staff	3,884.94
13302707	11/02/2021	Ecojobs	Contract Staff	3,806.11
14170945	25/02/2021	JBA Surveys	Survey - Murray- Jackson PSP	3,773.00
14170945	25/02/2021	TPG Network Pty Ltd	Internet Charges	3,727.90
1313177	18/02/2021	Modus Property	Roof Repairs	3,685.00
13302707	11/02/2021	Cyclus Pty Ltd	Contract staffs	3,678.86
1313177	18/02/2021	WC Convenience Management Pty Ltd	Public toilet maint. - various	3,619.99
14170945	25/02/2021	Southern Metropolitan Regional Council	Green Waste Recycling	3,554.32
13302707	11/02/2021	Picnic Tables Hire	Australia day Breakfast - Table hire	3,546.40
14170945	25/02/2021	Outback Imaging Pty Ltd	Software maintenance Renewal	3,520.00
1313177	18/02/2021	Imagesource Digital Solutions	RAF Folders	3,491.97
13055342	4/02/2021	McLeods Barristers & Solicitors	Legal Services	3,472.37
13302707	11/02/2021	Datacom Solutions (AU) Pty Ltd	Sphere- Datascape SaaS	3,300.00
13302707	11/02/2021	Perth Security Services	Security services various	3,210.46
1313177	18/02/2021	Syrinx Environmental Pty Ltd	Weed Removal at Cygnia Cove	3,168.00
13302707	11/02/2021	John Lane Emergency Management Services	Business Continuity Exercise	3,100.00
14170945	25/02/2021	Rockwater Pty Ltd	Review-Civic Dewatering plan	3,093.75
13302707	11/02/2021	Randstad Pty Limited	Contract Staff	2,978.44
14170945	25/02/2021	City of South Perth Historical Society	Exhibition Costs	2,958.98
1313177	18/02/2021	Samson Horizontal Boring	Reticulation works-Manning Library	2,915.00
13302707	11/02/2021	Brad Goode and Associates Pty Ltd	Waterbird Refuge Section 18	2,904.00
1313177	18/02/2021	Envirocare Systems	Waterless Urinal Service	2,772.00
1313177	18/02/2021	Surun Services Pty Ltd	Electrical works McDougal	2,770.38
14170945	25/02/2021	Castrol Australia Pty Ltd	Fleet Oil	2,747.32
13302707	11/02/2021	Hocking Heritage Studio	Architect Old Mill	2,739.00
13055342	4/02/2021	AE Hoskins Building Services	Electrical services - various	2,639.24
14170945	25/02/2021	Adecco Australia Pty Ltd	Contract Staff	2,635.61
13055342	4/02/2021	Group Power Services	Solar Panel Maint - various	2,607.00
13302707	11/02/2021	McLeods Barristers & Solicitors	Legal Services	2,580.27
14170945	25/02/2021	Katie Roberts Career Consulting	Outplacement Gold Package- Consultant	2,550.00
13302707	11/02/2021	West-Sure Group Pty Ltd	Ticket Machine Cash collection	2,535.26
13055342	4/02/2021	ABM Landscaping	Landscaping Maintenance Various	2,497.00
13055342	4/02/2021	C & T Reticulation	Reticulation Repairs Old Mills	2,442.00
14170945	25/02/2021	ACE+	Plumbing services - various	2,424.74
13302707	11/02/2021	ABM Landscaping	Verge Clean -Jackson to Hayman	2,420.00
14170945	25/02/2021	Redhawk Investments Pty Ltd	Install bollards - Cygnia Cove, gate - Elderfield	2,420.00
14170945	25/02/2021	Blue Force Pty Ltd	Alarm monitoring CPV	2,390.39
14170945	25/02/2021	GAF Traffic	Traffic Mgt - Various	2,389.75
14170945	25/02/2021	Jani Murphy Pty Ltd	Employee training	2,310.00
14170945	25/02/2021	Perth Security Services	Alarm Monitoring CC	2,286.14
1313177	18/02/2021	Workpower Inc	Streetscape Plants	2,255.00
13055342	4/02/2021	Firesafe Service & Maintenance Pty Ltd	Fire Equip Testing Various	2,247.30
14170945	25/02/2021	Fast Track Approvals Pty Ltd	Building Surveying Services	2,246.75
1313177	18/02/2021	Lightspeed Communications Aust Pty Ltd	Install 10 amp outdoor GPO CPGC	2,237.73
14170945	25/02/2021	Atom Supply	Tags OP's Centre	2,195.28
1313177	18/02/2021	NS Projects	PM Services - RAF	2,175.25
14170945	25/02/2021	Hydraulink Australia Pty Ltd	Tools & equipment	2,172.68
13302707	11/02/2021	Connect Call Centre Services	After hours contact centre	2,160.02
1313177	18/02/2021	Amalgam Recruitment	Contract staff	2,125.40
14170945	25/02/2021	Como Panel And Paint	Vehicle repairs	2,098.09
13055342	4/02/2021	Indigo Bay Catering & Events	Report Writing Training	2,085.00
13302707	11/02/2021	Birdiya	Australia Day-Dance Performance	2,047.00
1313177	18/02/2021	Down Under Waterproofing	Waterproofing MCC	2,035.00
14170945	25/02/2021	Bunnings Building Supplies P/L	Building Supplies	2,023.19
13055342	4/02/2021	Western Educting Service	Educting Various	1,996.50
14170945	25/02/2021	Connect Call Centre Services	After hours contact centre	1,978.41
13302707	11/02/2021	Emerge Associates	Manning Hub - Tender Works	1,974.50
13302707	11/02/2021	Chamber of Commerce & industry	Legal Services	1,938.75
1313177	18/02/2021	Environmental Health Australia	WA Conference Registration	1,920.00
13302707	11/02/2021	ACE+	Plumbing services - various	1,908.12
13302707	11/02/2021	Soft Landing Mattress Recycling	Mattress recycling	1,870.00
14170945	25/02/2021	Indigo Bay Catering & Events	Leadership & Management course	1,861.00
13302707	11/02/2021	O.C.P. Sales	Uniform-Rangers	1,839.82
14170945	25/02/2021	Ergolink	4 x office chairs	1,816.16
13055342	4/02/2021	Trillium Software Pty Ltd	MapInfo Pro-Maintenance 1 year	1,788.60
13055342	4/02/2021	Rotorwest Pty Ltd T/A Heliwest	Mosquito Treatment	1,787.50
1313177	18/02/2021	Kevrek Australia Pty Ltd	Crane Service	1,774.96
13302707	11/02/2021	NRP Electrical Services	Electrical Maintenance CC	1,771.00
1313177	18/02/2021	Intelife	Tree watering	1,760.00
1313177	18/02/2021	Tenco Engineers Pty Ltd	Structural Report - Olives Reserve	1,760.00

Reference	Date	Payee	Description	Amount (\$)
14170945	25/02/2021	Green Workz Pty Ltd	Floor work Hayman Rd	1,694.00
14170945	25/02/2021	Flick Aticimex Pty Ltd	Hygiene Supplies	1,677.48
13055342	4/02/2021	KCTT	Dewatering Management Plans	1,650.00
1313177	18/02/2021	SW19 Pty Ltd	Dilapidation Reports	1,650.00
14170945	25/02/2021	Smedia Pty Ltd	WAN Archive Services	1,650.00
1313177	18/02/2021	Ergolink	2 x office chairs, pedestal	1,635.12
14170945	25/02/2021	Carringtons Traffic Services	Pedestrian Mgt.- Coode St	1,546.88
14170945	25/02/2021	Prestige Alarms	Alarm repairs	1,545.50
13055342	4/02/2021	Australian Parking & Revenue Control	Ticket Machine Dec	1,506.93
1313177	18/02/2021	Nashtec Auto Electrics	Vehicle repairs	1,503.60
13302707	11/02/2021	Zafir Studio	Maintenance Toy Library	1,500.00
13302707	11/02/2021	Aha Consulting	Engagement Methods	1,452.00
1313177	18/02/2021	Hocking Heritage Studio	Design services-Old Mill	1,452.00
14170945	25/02/2021	Budget Rent A Car - LOC 20008	Vehicle hire	1,452.00
13302707	11/02/2021	Totally Workwear - Belmont	PPE Clothing for staff	1,434.70
13055342	4/02/2021	Wormald	Routine Inspection George Burnett Park	1,423.92
1313177	18/02/2021	St John Ambulance Aust (WA) Inc.	Southside event Health Services	1,390.40
14170945	25/02/2021	Dellas Group Pty Ltd	1,000 X A4 Event Bin Stickers	1,359.60
14170945	25/02/2021	Richgro Garden Products	Landscape Mix Supplies GBLC	1,354.00
13302707	11/02/2021	Australia Post Civic Centre	Post Charges	1,344.14
14170945	25/02/2021	WA Bluemetal	washed aggregate	1,312.74
13302707	11/02/2021	Kerb Doctor	Kerb Repairs 22 Hopetune St	1,298.00
1313177	18/02/2021	Grove Propagation Nursery	Nursery supplies	1,288.32
14170945	25/02/2021	Tyke Electrical	Repairs to Pump 3	1,284.53
13302707	11/02/2021	Mow Master Turf Equipment	Edger blades	1,280.00
14170945	25/02/2021	Burson Automotive Pty Ltd	Consumables Servicing	1,241.21
13302707	11/02/2021	Vaucluse Newsagency	Library Supplies SP	1,234.14
1313177	18/02/2021	M.E Pump Wizards	Sim Plan Lyall & Scott St	1,197.14
13302707	11/02/2021	McIntosh & Son WA	Parts	1,193.56
14170945	25/02/2021	Parker Black & Forrest Pty Ltd	Keys Supply OP's Centre	1,181.40
14170945	25/02/2021	Wormald	Equipment MCC	1,175.32
13302707	11/02/2021	Imperial Glass	Repairs Animal care fac	1,174.56
1313177	18/02/2021	Department Of Transport-Vehicle Search fees	Electronic Plate search fees	1,156.00
14170945	25/02/2021	NRS Refrigeration	Maintenance OP's Centre	1,155.08
14170945	25/02/2021	Shakespeare Solutions	Picture Rail	1,145.10
13302707	11/02/2021	WA Fuel Supplies	Fuel Supplier	1,100.05
14170945	25/02/2021	Beacon Equipment - Canning Vale	Parts - Ops centre	1,057.00
13302707	11/02/2021	HydroQuip Pumps	Repairs CC	1,056.00
14170945	25/02/2021	Bikevalet	Valet Bike Parking	1,045.00
14170945	25/02/2021	Scope Logic Group Pty Ltd	Software Licenses	1,037.50
13055342	4/02/2021	Redhawk Investments Pty Ltd	Repair McDougal Park	1,034.00
13055342	4/02/2021	Cyclus Pty Ltd	Contract Staff	1,005.14
13302707	11/02/2021	MSA Group Pty Ltd	Building Permit review	990.00
14170945	25/02/2021	Tecon Australia	Certificate of Design - Manning Library	990.00
1313177	18/02/2021	Indigo Bay Catering & Events	Catering for Leadership & Mgt Training	957.00
14170945	25/02/2021	Plantrite	Streetscapes Plants	937.20
14170945	25/02/2021	Garden City Plastics	Wash Power Gropac-199 Thelma St	930.96
1313177	18/02/2021	Telstra - 3614257768 ID 1003577	Phone and data usage	929.99
14170945	25/02/2021	Holcim (Australia) Pty Ltd	Concrete	915.86
13302707	11/02/2021	Vision Cabling Services	Electrical repairs SP Library	912.13
14170945	25/02/2021	Synergy	Electricity usage	907.38
13302707	11/02/2021	Direct Trades Supply Pty Ltd	Tools	905.34
14170945	25/02/2021	Modus Property	Leak repair - CC	880.00
13302707	11/02/2021	SecurePay Pty Ltd	Web Payments fees	853.33
14170945	25/02/2021	Econo Sweep	Sweeping CPGC	847.00
13055342	4/02/2021	Daytone Printing	Business Cards Jessica Birbeck	846.20
13302707	11/02/2021	Globe Australia Pty Ltd	Hydrolink CPGC	841.50
1313177	18/02/2021	J Gourdis Landscapes	Garden Maint. - Kindergardens	840.00
13302707	11/02/2021	Burson Automotive Pty Ltd	Auto Repairs	836.99
1313177	18/02/2021	Jim's Mowing Belmont	Garden Maintenance CC	832.13
13302707	11/02/2021	Eclipse Soils Pty Ltd	Mulch Millers Pool	814.00
14170945	25/02/2021	M.E Pump Wizards	Pump Repairs Lyall St	814.00
13055342	4/02/2021	Inspirations Paint Belmont	Paint for Toy library	810.68
14170945	25/02/2021	Randstad Pty Limited	Contract staff	802.89
14170945	25/02/2021	StrataGreen	Parks tools - Thelma St	796.06
13055342	4/02/2021	Coolmate Pty Ltd	Repairs OPS Centre	792.00
14170945	25/02/2021	Data#3 Limited	Microsoft Azure overage	789.29
1313177	18/02/2021	Total Green Recycling	E-Waste Recycling	764.12
1313177	18/02/2021	Cyclus Pty Ltd	Contract staffs	754.88
13302707	11/02/2021	Instant Products Hire	Australia Day toilet hire	753.59
13055342	4/02/2021	Western Aust Treasury Corp	Loan repayment	750.76
14170945	25/02/2021	Mr L Brock	Reimbursement-PCM 9/2/21	750.00
14170945	25/02/2021	Nigel McCombe	Reimbursement-PCM 9/2/21	750.00

Reference	Date	Payee	Description	Amount (\$)
13055342	4/02/2021	People Sense Pty Ltd	EAP Counseling	748.00
13302707	11/02/2021	Keivins Water Cartage	Australia day-Water Barriers	748.00
1313177	18/02/2021	Digitales	Audio Visuals Resources SPL	747.78
1313177	18/02/2021	Westral	Repairs CPRV	744.00
13302707	11/02/2021	Telstra - 3351268400 ID-1003577	Phone and data usage	739.86
1313177	18/02/2021	Wavesound Pty Ltd	Library Books	737.55
14170945	25/02/2021	Technox Australia Pty Ltd	AC Repairs J. McGrath	731.50
13302707	11/02/2021	People Sense Pty Ltd	Onsite meeting	726.00
14170945	25/02/2021	WINC Australia Pty Ltd	Stationery CPV	716.06
13302707	11/02/2021	Enware Australia Pty Ltd	Waterstax Microbe CPGC	704.55
1313177	18/02/2021	Synergy	Electricity usage	688.38
1313177	18/02/2021	DACS Airconditioning & Electrical Services	Aircon Maintenance	687.50
14170945	25/02/2021	Bidfood Perth	Catering Supplies	687.28
14170945	25/02/2021	Quick Corporate Aust Pty Ltd	Office Supplies CC	678.99
1313177	18/02/2021	The Pressure King	Pressure Cleaning	660.00
14170945	25/02/2021	ALS Library Services Pty Ltd	Library Supplies SP	658.21
13055342	4/02/2021	Mr Pot Plants	Plants hire - Aust. Day	638.00
1313177	18/02/2021	Officeworks	Office supplies	637.95
1313177	18/02/2021	Monica Defendi	Aust. Day Photographer	630.00
14170945	25/02/2021	Plant Pals	Tree Removal-Unit 118 CPV	630.00
1313177	18/02/2021	Reino International	Credit Card transaction fees	619.30
1313177	18/02/2021	Allied Air Services Pty Ltd T/A All Air Services	Maintenance MCC	616.00
14170945	25/02/2021	Bellrock Cleaning	Cleaning Services OP's centre	616.00
1313177	18/02/2021	Jackson McDonald Lawyers	Legal Services	609.40
1313177	18/02/2021	Haley J Thompson	Performance Fee	600.00
1313177	18/02/2021	John Hughes Service	Brake pads	596.79
1313177	18/02/2021	Instant Products Hire	Portable Toilets-Old Mill	594.77
13302707	11/02/2021	Pets Meat Suppliers	Animal care	585.25
13302707	11/02/2021	Scott Printers Pty Ltd	Aust day Booklets	583.00
13302707	11/02/2021	Goodchild Enterprises	12V 250AH Battery	583.00
1313177	18/02/2021	Telstra (Video Conf) - 1524336800	Phone and data usage	583.00
13302707	11/02/2021	Insight Ornithology	Possum boxes	576.50
10490638	25/02/2021	Health Insurance Fund of WA	Health Insurance Fund of WA	573.76
15320807	4/02/2021	Health Insurance Fund of WA	Health Insurance Fund of WA	573.75
10211095	16/02/2021	Health Insurance Fund of WA	Health Insurance Fund of WA	573.75
13302707	11/02/2021	C & T Reticulation	Retic Repairs	572.00
1313177	18/02/2021	Econo Sweep	Power Sweeping-CPGC	572.00
13055342	4/02/2021	Australian Temporary Fencing Pty Ltd	Fencing Mill Point Rd	569.25
14170945	25/02/2021	Corsign WA Pty Ltd	Repairs	567.60
13302707	11/02/2021	Bollig Design Group Pty Ltd	Manning Hub Phase 2	550.00
1313177	18/02/2021	Kerb Doctor	Kerb Repairs-Salter Point	550.00
1313177	18/02/2021	Grandstand Agency	Southside Summer Performance	550.00
14170945	25/02/2021	Kerb Doctor	Kerblane 21 Hope Ave	550.00
13055342	4/02/2021	Total Green Recycling	E waste Recycling	539.55
1313177	18/02/2021	Landgate	GRV Interim G2021/2	535.97
13055342	4/02/2021	Total Packaging	Bin Liners	532.40
13302707	11/02/2021	StrataGreen	Pruning Tools	531.11
13055342	4/02/2021	Perth Security Services	Security Services GBLC	526.87
14170945	25/02/2021	Ultraclean Carpet Cleaning	Cleaning Services- Unit 2 Saunders St	522.50
1313177	18/02/2021	StrataGreen	Bamboo Stakes 199 Thelma St	521.53
1313177	18/02/2021	Beacon Equipment - Canning Vale	Repair materials	507.60
14170945	25/02/2021	Como Secondary College	Scholarship Program 2020	500.00
13302707	11/02/2021	Freedom Fairies	Aust. Day Kids activity	495.00
1313177	18/02/2021	Peter Geary Engineering Design and Consulting	Repairs to 7 & 8 bay brackets	495.00
13302707	11/02/2021	Initial Hygiene	Sanitation Various	491.49
1313177	18/02/2021	Statewide Bearings	Repairs CRC	491.11
13302707	11/02/2021	Prestige Alarms	Repairs CPW	489.50
14170945	25/02/2021	Total Green Recycling	E- waste Recycling	487.08
1313177	18/02/2021	Bunnings Building Supplies P/L	Supplies	477.82
13055342	4/02/2021	Ultraclean Carpet Cleaning	Cleaning Services CPV	474.38
13302707	11/02/2021	Reino International	REMOVE METER & MAKE GOOD	473.00
14170945	25/02/2021	Fulton Hogan Industries Pty Ltd	10 X Red Asphalt	473.00
13302707	11/02/2021	CT15 Pty Ltd	COSP Cash Collection	470.25
13302707	11/02/2021	Bidfood Perth	Office supplies	457.93
14170945	25/02/2021	Landgate	GRV Interim Schedules	456.34
15320807	4/02/2021	Local Govt Racecourses & Cemeteries Emp Union	Union LGRCEU	451.00
13302707	11/02/2021	Manheim Pty Ltd	Impounded Vehicle fees	451.00
10211095	16/02/2021	Local Govt Racecourses & Cemeteries Emp Union	Union LGRCEU	451.00
10490638	25/02/2021	Local Govt Racecourses & Cemeteries Emp Union	Union LGRCEU	451.00
1313177	18/02/2021	Scitech Discovery Centre	Kids entertainment	450.00
13302707	11/02/2021	E & MJ Roshier Pty Ltd	Tools	446.68
14170945	25/02/2021	Harrison Electrics Pty Ltd	Bee hive removal Mt Henry Rd	445.50
13055342	4/02/2021	Prestige Alarms	Alarm Monitoring MCC	440.00

Reference	Date	Payee	Description	Amount (\$)
13302707	11/02/2021	Eco Faeries	Southside Summer Kids Entertainment	440.00
1313177	18/02/2021	Wadumbah Aboriginal Dance Group	Old Mill Welcome Performance	440.00
14170945	25/02/2021	C & T Reticulation	Retic repairs Elizabeth St	440.00
14170945	25/02/2021	Town Of Victoria Park	Animal Welfare VP188D	425.00
14170945	25/02/2021	COVS Parts Pty Ltd	Paint	412.31
1313177	18/02/2021	Tyrecycle Pty Ltd	Tyre Recycling	412.07
13302707	11/02/2021	Plant Pals	Refurbishment Unit 4/57	402.50
13302707	11/02/2021	Event Allies WA	Aust day ceremony	385.00
13055342	4/02/2021	Town Of Victoria Park	Animal Welfare VP178D	370.00
14170945	25/02/2021	Mullen Fiona	Reimbursement	367.47
1313177	18/02/2021	Seton Australia Pty Ltd	Hygiene Supplies CPRV	362.49
13302707	11/02/2021	Kennards Hire	Equipment Hire CPG	359.00
14170945	25/02/2021	Claire G. Coleman	Presentation fees- NAIDOC event	357.00
14170945	25/02/2021	Imagesource Digital Solutions	Coreflutes-Mindeerup	355.87
13055342	4/02/2021	NEC Australia Pty Ltd	Telephone Christmas Closure message	352.00
13055342	4/02/2021	ALS Library Services Pty Ltd	Library supplies South Perth	351.88
14170945	25/02/2021	Iron Mountain Aust Group Pty Ltd	Offsite Storage	348.81
1313177	18/02/2021	ALS Library Services Pty Ltd	Library Supplies Manning	348.33
13302707	11/02/2021	St John Ambulance Aust (WA) Inc.	Event Health Services - Australia day	347.60
1313177	18/02/2021	Major Motors Pty Ltd	Vehicle parts	345.23
14170945	25/02/2021	The Broadband Brokers	Repairs Unit 102 CPV	345.00
1313177	18/02/2021	Holcim (Australia) Pty Ltd	Concrete	342.76
13055342	4/02/2021	Harrison Electrics Pty Ltd	Emergency call CPG	330.00
13302707	11/02/2021	LG Professionals Australia WA	Workshop Registration	325.00
14170945	25/02/2021	Fully Promoted Perth CBD T/A EmbroidMe Perth	Workwear	322.30
13055342	4/02/2021	Town of Bassendean	Animal Welfare B569C	321.75
13302707	11/02/2021	T-Quip	Equipment Service	314.70
13302707	11/02/2021	Nashtec Auto Electrics	Car Repairs	312.50
13302707	11/02/2021	Bunnings Building Supplies P/L	Supplies	309.03
13302707	11/02/2021	Raewyn Carroll	Children's Literature workshop	300.00
13055342	4/02/2021	Bunnings Building Supplies P/L	Supplies	298.95
14170945	25/02/2021	Harvey Fresh	Milk supplies OP's	296.64
14170945	25/02/2021	Workpower Inc	Catering Community Safety Meeting	295.00
1313177	18/02/2021	KPA Architects	DRP meeting Feb21	292.60
14170945	25/02/2021	Jacqueline Scott	Reimbursement	290.50
13055342	4/02/2021	Jackson McDonald Lawyers	Legal Services	286.00
13302707	11/02/2021	Taman Diamond Tools & Machinery	Tools & Machinery	286.00
14170945	25/02/2021	Fruit N Vegies R Us	Fruit baskets	280.00
13055342	4/02/2021	Grandstand Agency	Southside Summer Entertainment	275.00
14170945	25/02/2021	Grandstand Agency	Southside Summer Performance	275.00
1313177	18/02/2021	Toolmart Australia Pty Ltd	Gas Hire	269.55
1313177	18/02/2021	Bolinda Publishing Pty Ltd	Audio Visuals Processing	269.15
13302707	11/02/2021	Blue Force Pty Ltd	Alarm monitoring 46/2 Bruce St	268.00
14170945	25/02/2021	St John Ambulance Aust (WA) Inc.	Event health services	260.70
14170945	25/02/2021	Total Eden	Garden Maint. CPV	257.24
13055342	4/02/2021	Corsign WA Pty Ltd	Signage	255.20
14170945	25/02/2021	Allied Air Services Pty Ltd T/A All Air Services	AC Repairs MCH	255.20
14170945	25/02/2021	NRP Electrical Services	Electrical works Manning & SP Libraries	253.00
13302707	11/02/2021	Australia Post Library	Library services	251.79
13302707	11/02/2021	Henry Clarke	Southside Live Music	250.00
14170945	25/02/2021	Henry Clarke	Southside Live Performance	250.00
13302707	11/02/2021	Vetwest Animal Hospitals Pty Ltd	Animal care	247.97
13055342	4/02/2021	Plant Pals	Garden Maintenance CPV	245.00
14170945	25/02/2021	ADH Golf & Utility Vehicles	Motor Repairs CPV	244.86
13055342	4/02/2021	E & MJ Rosher Pty Ltd	Tool & Equipment	244.00
14170945	25/02/2021	O.C.P. Sales	Workwear	239.98
14170945	25/02/2021	Daytone Printing	Printing-Notice of withdrawal	239.80
15320807	4/02/2021	Deputy Child Support Registrar	Child Support Agency	236.58
10211095	16/02/2021	Deputy Child Support Registrar	Child Support Agency	236.58
10490638	25/02/2021	Deputy Child Support Registrar	Child Support Agency	236.58
14170945	25/02/2021	Enviro Sweep	Sweeping Ryrie Av & Murray St	228.80
14170945	25/02/2021	Work Clobber	Workwear	228.11
13302707	11/02/2021	Hutton Street Carpet Court	Flooring & Blinds 2/57 Saunders St	228.00
13055342	4/02/2021	Lock Stock & Farrell Locksmith	Repairs Civic Centre	225.05
1313177	18/02/2021	Budget Windscreens	Fit windscreen	220.00
13055342	4/02/2021	Synergy	Electricity usage	205.07

Reference	Date	Payee	Description	Amount (\$)
14170945	25/02/2021	City of Vincent	Animal Welfare V54D	202.00
13055342	4/02/2021	Cr Blake D'Souza	Reimbursement Mileage Aug-Oct	201.17
13055342	4/02/2021	Michelle Culnane	Art drawing class GBC	200.00
13302707	11/02/2021	Lions Club of South Perth	Youth Entertainment	200.00
14170945	25/02/2021	City of Perth	Animal Welfare P007D	196.00
14170945	25/02/2021	Town of Bassendean	Animal Welfare B571C	195.50
13302707	11/02/2021	Boral Construction Materials Group Ltd	Asphalt	192.50
1313177	18/02/2021	Rene Poletta	Reimbursement	189.70
13055342	4/02/2021	Electrical Testing Services	Electrical Testing	182.27
14170945	25/02/2021	Totally Workwear - Belmont	Workwear	180.36
13302707	11/02/2021	The Sand Card Company	Kids Summer workshop	178.00
1313177	18/02/2021	Seed Shed	Seed Sedges OP's	171.60
14170945	25/02/2021	Boral Construction Materials Group Ltd	Asphalt	169.40
1313177	18/02/2021	Perth Aquatic Seed & Ecological Services Pty Ltd	Aquatic Services	165.00
14170945	25/02/2021	West Coast Shade Pty Ltd	Repairs-Shade sail	165.00
1313177	18/02/2021	Flick Aticimex Pty Ltd	Hygiene Supplies	161.12
1313177	18/02/2021	Eighty Nine Enterprises	Repairs CPRV	160.00
14170945	25/02/2021	Eighty Nine Enterprises	Domestic Repair CPV	160.00
1313177	18/02/2021	Laundry Express	Laundry service	158.62
1313177	18/02/2021	Totally Workwear - Belmont	Workwear	158.36
14170945	25/02/2021	John Hughes Service	DPF Repairs	158.00
10490638	25/02/2021	Australian Services Union	Union ASU	155.40
14170945	25/02/2021	The Pressure King	Cleaning Services- Mends St	154.00
14170945	25/02/2021	Officeworks	Office Supplies	149.32
13302707	11/02/2021	Harrison Electrics Pty Ltd	Bee Collection 3 Monash Ave	148.50
1313177	18/02/2021	Harrison Electrics Pty Ltd	Bee relocation	148.50
13055342	4/02/2021	Harvey Fresh	Milk Supplies	148.32
14170945	25/02/2021	Lock Stock & Farrell Locksmith	Keys Supply CC	146.00
13302707	11/02/2021	Western Resource Recovery Pty Ltd	Grease trap waste collection	140.80
13302707	11/02/2021	Maxwell Robinson & Phelps	Cockroaches Treatment CC	139.70
13055342	4/02/2021	City Of Canning	Animal Welfare C112C	135.00
14170945	25/02/2021	Blackwoods	Hygiene Supplies CPV	134.33
13302707	11/02/2021	Landgate	GRV Interim Schedules	133.50
13055342	4/02/2021	Allmark & Associates Pty Ltd	Name Badges	130.35
15320807	4/02/2021	Australian Services Union	Union ASU	129.50
10211095	16/02/2021	Australian Services Union	Union ASU	129.50
13302707	11/02/2021	Mercury Messengers Pty Ltd	Couriers	120.19
1313177	18/02/2021	Telstra - 3614257792 ID 1003577	Phone and data usage	119.98
13302707	11/02/2021	Quick Corporate Aust Pty Ltd	Office Supplies CC	116.05
13302707	11/02/2021	Lock Stock & Farrell Locksmith	Key cut OP'S Centre	114.00
13302707	11/02/2021	ALS Library Services Pty Ltd	Library Junior Books	110.25
13302707	11/02/2021	Corsign WA Pty Ltd	Signs Wildlife	110.00
1313177	18/02/2021	Refresh Pure Water	Water Cooler Rental	110.00
14170945	25/02/2021	Scott Printers Pty Ltd	Printing Business card	93.50
14170945	25/02/2021	Vetwest Animal Hospitals Pty Ltd	Animal care	93.42
13302707	11/02/2021	SEM Distribution	Newspaper Subscription	90.30
1313177	18/02/2021	Plant Pals	Refurbishment Unit 2/57 & Unit 55	87.50
13055342	4/02/2021	City of Vincent	Animal Welfare V52D	87.00
1313177	18/02/2021	Burson Automotive Pty Ltd	Auto Repairs	83.60
1313177	18/02/2021	OBAN Group Pty Ltd	Repairs - wardrobe	82.50
13302707	11/02/2021	Fuji Xerox	Supplies	79.15
13055342	4/02/2021	Tyke Electrical	Reticulation Repairs	77.00
14170945	25/02/2021	Aussie Natural Spring Water	Water supply CC	71.10
13055342	4/02/2021	Mayor Greg Milner	Reimbursement Mayoral car wash	49.00
13302707	11/02/2021	Harvey Fresh	Milk supplies	48.24
1313177	18/02/2021	Harvey Fresh	Milk supplies	48.24
14170945	25/02/2021	West Australian Newspapers Limited	Newspaper	48.00
13302707	11/02/2021	Budget Rent A Car - LOC 20008	Vehicle hire	46.20
14170945	25/02/2021	Allmark & Associates Pty Ltd	Name Badges	45.10
14170945	25/02/2021	Alinta	Gas usage	40.00
13055342	4/02/2021	Flick Aticimex Pty Ltd	Hygiene Services	37.98
1313177	18/02/2021	SEM Distribution	Newspaper OP's Centre	35.60

Reference	Date	Payee	Description	Amount (\$)
13055342	4/02/2021	Vetwest Animal Hospitals Pty Ltd	Animal care	34.00
14170945	25/02/2021	Bernadine Tucker	Reimbursement	25.24
13055342	4/02/2021	Quick Corporate Aust Pty Ltd	Stationary COSP Library	19.53
13302707	11/02/2021	WA Police Service - Revenue Section	Volunteer Police Clearance	16.70
Sub Total				3,526,919.21

Cheque Payments

Reference	Date	Payee	Description	Amount (\$)
15552251	18/02/2021	City of South Perth - CPV	Reimbursement-Petty Cash	293.75
09085664	15/02/2021	City of South Perth - Petty Cash	Petty Cash CPV	149.00
15552251	18/02/2021	Water Corporation	Water usage	30.97
Sub Total				473.72

Non Creditor EFT Payments

Reference	Date	Payee	Description	Amount (\$)
1313177	18/02/2021	Webb & Brown-Neaves Pty Ltd	RRAB 99 Waterford Ave	3,000.00
14170945	25/02/2021	Dale Alcock Homes	RRAB-159 Angelo St	3,000.00
13302707	11/02/2021	Todd Mead	Crossing Subsidy [REDACTED]	2,200.00
1313177	18/02/2021	Webb & Brown-Neaves Pty Ltd	RRAB 11A Fifth Ave	2,200.00
1313177	18/02/2021	Dale Alcock Homes	RRAB 19 Cloister Ave	2,200.00
1313177	18/02/2021	Nexus Homes Improvements	RRAB 8 Wattle St	2,200.00
1313177	18/02/2021	Mr Scott Crowden	RRAB [REDACTED]	2,200.00
1313177	18/02/2021	Mr Damian Phelan	RRAB [REDACTED]	2,200.00
14170945	25/02/2021	Alexandra Earnshaw	RRAB [REDACTED]	2,200.00
14170945	25/02/2021	101 Residential	RRAB-21 Hope Ave	2,200.00
14170945	25/02/2021	101 Residential	RRAB-26 Tringa Circle	2,200.00
14170945	25/02/2021	Bhavya Hooda	RRAB [REDACTED]	2,200.00
14170945	25/02/2021	Webb & Brown-Neaves Pty Ltd	RRAB-1 Walters St	2,200.00
13302707	11/02/2021	Jeffrey Graham Jones	Refund Hall Hire SPCH	2,050.00
13302707	11/02/2021	Cutlers Dance Club	Refund Hall Hire SPCH	2,050.00
13302707	11/02/2021	YueQuan Chen	Refund Hall Hire	2,050.00
13302707	11/02/2021	Baldave Singh	Refund Hall Hire SPCH	2,050.00
1313177	18/02/2021	Maddison Lee Herne Savage	Bond Refund Hall hire McGrath	2,050.00
1313177	18/02/2021	Fidele Malelo	Refund Hall/Swipe Card SPCC	2,050.00
14170945	25/02/2021	South Perth Community Resources INC	Refund PRB	1,364.00
1313177	11/02/2021	Huey Hong Lum	Refund Hall Hire Manning Hall	1,329.00
1313177	11/02/2021	Charles Roennfeldt	Refund Hall Hire SPCH	1,050.00
1313177	11/02/2021	Anuruddha Liyanage	Refund Hall Hire Manning	1,050.00
13302707	11/02/2021	Mustapha Mohamed	Refund Hall Hire SPCH	1,050.00
1313177	11/02/2021	Seren Etlik	Refund Hall Hire SPCH	1,050.00
1313177	18/02/2021	WAMTAZA	Bond Refund Hall hire McGrath	1,050.00
1313177	18/02/2021	WAMTAZA	Bond Refund Hall Hire SPCH	1,050.00
1313177	18/02/2021	Hsiao Loong Ivan Tan	Refund Hall/Swipe Card Bond John McGrath	1,050.00
14170945	18/02/2021	Nigerian Assoc. of WA	Refund Hall/Swipe Card Bond Manning	1,050.00
1313177	18/02/2021	WAMTAZA	Bond Hall Hire J. McGrath	1,050.00
1313177	18/02/2021	WAMTAZA	Bond Refund Hall J. McGrath	1,050.00
1313177	18/02/2021	WAMTAZA	Bond Refund Hall Hire SPCH	1,050.00
1313177	18/02/2021	WAMTAZA	Bond Refund Hall J. McGrath	1,050.00
13302707	11/02/2021	Anuruddha Liyanage	Refund Hall Hire Manning	1,000.00
13302707	11/02/2021	Mrs Christine Clark	Crossing Subsidy [REDACTED]	1,000.00
1313177	18/02/2021	Australian Outdoor Living WA	Crossing Subsidy 29 Kardan Circuit	1,000.00
13302707	4/02/2021	Mustapha Mohamed	Refund Hall Hire SPCH	990.00
1313177	18/02/2021	Seren Etlik	Refund Hall Hire SPCH	990.00
1313177	18/02/2021	Anuruddha Liyanage	Refund Hall Hire Manning	901.75
13302707	11/02/2021	Mr R Mistry	Crossing Subsidy [REDACTED]	894.19
1313177	18/02/2021	Mr Damien Phelan	RRAB [REDACTED]	750.00
14170945	25/02/2021	Mr R J Edwards	RRAB [REDACTED]	750.00
1313177	18/02/2021	Huey Hong Lum	Refund Hall Hire Manning	729.00
1313177	18/02/2021	Charles Roennfeldt	Refund Hall Hire SPCH	654.00
1313177	18/02/2021	Mr Jarrad Cantatore	Crossing Subsidy [REDACTED]	624.21

Reference	Date	Payee	Description	Amount (\$)
13302707	11/02/2021	Palm and Cycad Society of WA	Refund Hall Hire Manning Hall	600.00
13302707	11/02/2021	Maharashtra Mandal of Perth	Refund Hall Hire Manning	600.00
1313177	18/02/2021	Samuel Jih Wan ling	Bond Refund Hall hire McGrath	600.00
1313177	18/02/2021	Australian Christians	Refund Hall Bond J. McGrath	600.00
1313177	18/02/2021	Calisthenics Assoc of WA Inc	Refund Hall/Key Bond CSC	600.00
1313177	18/02/2021	Indonesian Perth 4WD Community Inc	Refund Hall/Swipe Card John McGrath	600.00
1313177	18/02/2021	Urja Dilip Ratilal Shah	Hall Deposit Refund	600.00
1313177	18/02/2021	Maddison Lee Herne Savage	Refund Hall Hire J. McGrath	570.00
1313177	18/02/2021	Urja Dilip Ratilal Shah	Refund Hall Hire John McGrath	558.00
1313177	18/02/2021	FIFO Focus (PerMentis Pty Ltd)	Refund Hall Hire	556.00
1313177	18/02/2021	Raymond Whittle	RRAB [REDACTED]	500.00
1313177	18/02/2021	MR Nathan Stewart	RRAB [REDACTED]	500.00
1313177	18/02/2021	Warwick Building Services	RRAB-83 Waterford Ave	500.00
1313177	18/02/2021	Cooktown Constructions Pty Ltd	RRAB 10 Lyall St	500.00
1313177	18/02/2021	Cooktown Constructions Pty Ltd	RRAB 12 Lyall St	500.00
14170945	25/02/2021	Western Heroz	RRAB-80 Monash Ave	500.00
14170945	25/02/2021	Melanie Marai	Refund PRB	500.00
13302707	11/02/2021	Mrs J A Phillips	Crossing Subsidy [REDACTED]	494.62
14170945	25/02/2021	Nigerian Association of Western Australi	Refund Hall Hire Manning	465.00
14170945	25/02/2021	Urja Dilip Ratilal Shah	Refund Hall Hire J. McGrath Cancellation	310.00
13302707	11/02/2021	Sarah Gamble	Acoustic Performance	250.00
14170945	25/02/2021	Lifestreams CC Karawara	Refund PRB	250.00
14170945	25/02/2021	Ari O Davis	Performance fee	250.00
13302707	11/02/2021	David Chen	Refund booking fee	78.75
1313177	18/02/2021	Delwyn Klevenow	Refund Hall Hire SJMP	65.00
13302707	11/02/2021	Mary Anne Murcia	Refund booking fee	45.00
14170945	25/02/2021	Hyejin Yoo	Refund Junior Program Fees	35.00
13055342	4/02/2021	Simone Thomas	Refund Dog registration # 24558	30.00
13302707	11/02/2021	David Lee	Refund booking fee	24.00

Sub Total 79,757.52

Non Creditor CHQ Payments

Reference	Date	Payee	Description	Amount (\$)
13313342	8/02/2021	Kensington Primary School P&C	Refund Hall Hire SPCH	1,050.00
13313342	8/02/2021	Perth Chinese Baptist Church Inc	Refund Hall Hire	1,050.00
08391969	26/02/2021	Piyush Satapara	Refund Hall/Swipe Card- SPCH	1,050.00
08391969	26/02/2021	Yarianny Chincilla	Bond & Hall hire Refund J. McGrath	921.50
08391969	26/02/2021	Claire Ang	Refund hire/Swipe Card Bond John McGrath	600.00
08391969	26/02/2021	At Home Care	Refund PRB SJMP	500.00
08391969	26/02/2021	Bupa Dental Corporation — EVP Dental	Refund Hall Hire J. McGrath	264.00
08391969	26/02/2021	Steve Braddock	Refund PRB	250.00
08391969	26/02/2021	The Salvation Army-Transitional Support	Refund PRB SJMP	250.00
08391969	26/02/2021	Wild Within Retreats	Refund PRB SJMP	250.00
08391969	26/02/2021	Ashok Radhakrishnan	Refund parking infringement	80.00
08391969	26/02/2021	Bupa Dental Corporation — EVP Dental	Refund Hall Hire J. McGrath	77.00
08391969	26/02/2021	Yarianny Chincilla	Refund Hall Hire J. McGrath	67.50

Sub Total 6,410.00

Excluding: Voided Payments:

Reference	Date	Payee	Description	Amount (\$)
				0.00
			Total Cancelled EFT	0.00

Excluding: Cancelled Cheques

Reference	Date	Payee	Description	Amount (\$)
				0.00
			Total Cancelled Cheques	0.00

City of South Perth
Statement of Financial Position
28 February 2021

Details	28 February 2021 \$	29 February 2020 \$	30 June 2020 \$
CURRENT ASSETS			
Cash & Cash Equivalents	65,983,120	61,691,880	44,999,304
Trade & Other Receivables	8,365,808	7,838,850	4,415,954
Other Current Assets	317,545	548,644	398,805
TOTAL CURRENT ASSETS	74,666,474	70,079,374	49,814,063
NON-CURRENT ASSETS			
Other Receivables	919,185	937,527	967,751
Investments (LGHT & RRC)	214,755	255,248	214,755
Property, Plant & Equipment	371,679,250	377,002,155	374,941,733
Infrastructure	352,951,050	356,650,396	356,977,086
Intangibles	508,730	719,254	645,062
TOTAL NON-CURRENT ASSETS	726,272,970	735,564,580	733,746,388
TOTAL ASSETS	800,939,444	805,643,954	783,560,451
CURRENT LIABILITIES			
Trade & Other Payables	6,378,757	6,698,568	4,805,189
Borrowings	736,142	311,061	971,714
Provisions	4,813,364	4,906,031	4,836,861
Leaseholder Liability	26,851,606	26,314,750	27,003,565
Grant Obligations	826,842	-	465,834
TOTAL CURRENT LIABILITIES	39,606,711	38,230,410	38,083,163
NON-CURRENT LIABILITIES			
Leaseholder Liability	887,131	-	903,446
Borrowings	6,073,261	7,455,520	6,483,805
Provisions	590,666	318,138	590,665
Trade & Other Payables - Non Current	-	96,363	-
TOTAL NON-CURRENT LIABILITIES	7,551,058	7,870,020	7,977,916
TOTAL LIABILITIES	47,157,768	46,100,430	46,061,079
NET ASSETS	753,781,675	759,543,524	737,499,372
EQUITY			
Retained Surplus	135,728,727	139,129,537	135,724,890
Reserves - Cash Backed	37,967,351	34,007,025	35,573,691
Revaluation Surplus	563,803,294	570,376,071	567,089,931
Net Profit/Loss	16,282,303	16,030,890	(889,140)
TOTAL EQUITY	753,781,675	759,543,524	737,499,372

**City of South Perth
Statement of Change in Equity
28 February 2021**

	28 February 2021 \$	29 February 2020 \$	30 June 2020 \$
RESERVES			
Cash Backed			
Balance at beginning of reporting period	35,573,690	36,112,910	36,112,909
Aggregate transfers to Retained Earnings	(2,517,817)	(3,579,421)	(7,885,025)
Aggregate transfers from Retained Earnings	4,911,478	1,473,537	7,345,806
Balance at end of reporting period	<u>\$ 37,967,351</u>	<u>\$ 34,007,025</u>	<u>\$ 35,573,690</u>
Non - Cash Backed			
Asset Revaluation Reserve	563,803,294	570,376,071	567,089,931
Balance at end of reporting period	<u>\$ 563,803,294</u>	<u>\$ 570,376,071</u>	<u>\$ 567,089,931</u>
TOTAL RESERVES	<u>\$ 601,770,645</u>	<u>\$ 604,383,096</u>	<u>\$ 602,663,621</u>
RETAINED EARNINGS			
Balance at beginning of reporting period	134,835,751	137,023,652	134,899,533
Realised Revaluation Reserve	3,286,637	-	286,139
Change in Net Assets from Operations	16,282,303	16,030,890	(889,140)
Aggregate transfers to Reserves	(4,911,478)	(1,473,537)	(7,345,806)
Aggregate transfers from Reserves	2,517,817	3,579,422	7,885,025
Balance at end of reporting period	<u>\$ 152,011,030</u>	<u>\$ 155,160,427</u>	<u>\$ 134,835,751</u>
TOTAL EQUITY	<u>\$ 753,781,675</u>	<u>\$ 759,543,524</u>	<u>\$ 737,499,372</u>

City of South Perth
Statement of Financial Activity
28 February 2021

Original Budget 2020/21	Revised Budget 2020/21	OPERATING ACTIVITIES	YTD Revised Budget	YTD Actual	YTD Variance Revised Budget	Note	YTD % Variance Revised Budget
Income							
37,954,682	38,325,226	Rates	38,287,659	38,287,659	(0)	U	0%
1,513,191	1,341,915	General Purpose Funding	1,109,496	1,109,273	(223)	U	0%
70,000	170,290	Governance	104,990	104,593	(397)	U	0%
173,500	180,500	Law, Order, Public Safety	156,973	156,966	(8)	U	0%
90,000	80,000	Health	75,673	75,674	0	F	0%
1,958,634	1,933,924	Housing	1,331,863	1,332,524	660	F	0%
7,805,884	7,883,698	Community Amenities	7,653,656	7,653,923	266	F	0%
4,387,084	5,485,646	Recreation and Culture	3,728,697	3,733,374	4,677	F	0%
1,913,000	1,918,500	Transport	1,143,142	1,142,720	(422)	U	0%
363,000	431,600	Economic Services	294,967	293,806	(1,161)	U	0%
40,000	32,000	Other Property and Services	32,000	33,617	1,617	F	5%
56,268,975	57,783,300	Subtotal Income	53,919,116	53,924,127	5,011	F	
Expenditure							
329,018	289,018	General Purpose Funding	135,590	129,513	6,078	F	4%
4,484,629	4,488,176	Governance	2,191,810	2,099,187	92,624	F	4%
1,116,637	1,189,745	Law, Order, Public Safety	760,122	692,491	67,630	F	9%
805,474	782,464	Health	533,332	532,199	1,133	F	0%
795,493	692,443	Welfare Services & Education	448,146	432,513	15,633	F	3%
2,951,356	2,899,312	Housing	1,829,365	1,826,155	3,210	F	0%
13,111,391	13,006,822	Community Amenities	8,338,940	8,321,432	17,508	F	0%
20,123,197	20,241,288	Recreation and Culture	13,114,816	13,053,646	61,170	F	0%
16,822,427	16,870,073	Transport	10,741,528	10,740,349	1,179	F	0%
985,709	905,473	Economic Services	628,267	530,888	97,379	F	15%
167,641	187,773	Other Property and Services	137,795	128,906	8,889	F	6%
61,692,972	61,552,588	Subtotal Expenditure	38,859,711	38,487,278	372,433	F	
(5,423,997)	(3,769,288)	Net Operating Surplus/ (Deficit)	15,059,405	15,436,849	377,444	F	
ADD NON CASH ITEMS							
11,003,183	11,148,589	Depreciation of Assets	7,432,881	7,442,510	(9,628)	U	0%
204,779	204,789	Ammortisation Expense	136,339	136,332	7	F	0%
11,207,962	11,353,378	Subtotal Non Cash Items	7,569,221	7,578,842	(9,621)	U	
5,783,965	7,584,090	Net Operating Surplus/ (Deficit)	22,628,626	23,015,690	387,064	F	
LESS CAPITAL INCOME & EXPENDITURE							
3,179,363	2,958,143	Grants for Acquisition of Assets	1,717,716	1,706,201	(11,516)	U	-1%
(2,555,167)	(2,842,703)	Acquisition of Buildings	(1,715,504)	(1,697,631)	17,873	F	1%
(70,000)	(170,000)	Acquisition of Computer Equipment	-	-	-	U	0%
(2,149,810)	(2,145,664)	Acquisition of Plant & Equipment	(897,164)	(889,934)	7,230	F	1%
(200,000)	(200,000)	Acquisition of Artworks	(20,500)	(20,500)	-	U	0%
(10,681,189)	(9,162,550)	Construction of Infrastructure Assets	(1,808,147)	(1,718,470)	89,677	F	5%
(12,476,803)	(11,562,774)	Subtotal Capital Income and Expenditure	(2,723,599)	(2,620,335)	103,263	F	
LESS OTHER NON OPERATING ITEMS							
(971,713)	(971,713)	Loan Principal Repayments	(646,116)	(646,116)	-	-	0%
(3,478,805)	(6,759,779)	Transfers to Reserves	(4,916,398)	(4,911,478)	(4,920)	F	0%
(4,450,518)	(7,731,492)	Subtotal Other Non Operating Items	(5,562,513)	(5,557,594)	4,920	F	
OTHER FUNDING SOURCES							
7,849,247	8,288,751	Transfers from Reserves	2,532,487	2,517,817	(14,670)	-	1%
318,500	3,634,084	Proceeds on Disposal of Assets	3,339,521	3,308,080	(31,441)	U	-1%
44,879	44,879	Self Supporting Loans Recouped	32,951	32,951	-	-	0%
-	-	Movement in CPV Liabilities	-	(168,274)	(168,274)	U	0%
-	-	Movement in Deferred Rates (Non-Current)	-	48,566	48,566	F	0%
2,930,730	4,087,607	Opening Net Current Assets July 1 B/Fwd	4,087,607	4,087,607	-	-	0%
11,143,356	16,055,321	Subtotal Other Funding Sources	9,992,566	9,826,748	(165,819)	U	
0	4,345,145	CLOSING NET CURRENT ASSETS YTD	24,335,080	24,664,509	329,429	F	

2020/2021 - OPERATING REVENUE & EXPENDITURE - BUDGET VERSUS ACTUAL

28 February 2021

Key Responsibility Area	YTD Revised Budget	YTD Actual	Variance \$	Var F/U	Revised Budget	Original Budget
REVENUE						
Chief Executive's Office						
Governance						
100030 Governance Admin	100,290	100,790	500	F	100,290	0
100040 Animal Control	143,917	144,114	197	F	165,500	158,500
100041 Fire Prevention	5,657	4,103	(1,554)	U	7,500	7,500
100042 Parking	824,767	800,555	(24,212)	U	1,358,000	1,464,500
100043 District Rangers	7,400	8,749	1,349	F	7,500	7,500
Total Revenue - Governance	1,082,030	1,058,311	(23,719)	U	1,638,790	1,638,000
CEO Total	1,082,030	1,058,311	(23,719)	U	1,638,790	1,638,000
Human Resources						
100020 Human Resources	0	2,500	2,500	F	0	0
Total Expense - Human Resources	0	2,500	2,500	U	0	0
Human Resources Total	0	2,500	2,500	F	0	0
Corporate Services						
Finance						
200020 Investment Activities	497,082	500,499	3,417	F	648,052	806,697
200021 Financial Services	4,700	1,303	(3,397)	U	70,000	70,000
200022 Rating Activities	38,900,072	38,896,433	(3,639)	U	39,019,090	38,661,176
200030 Property Management - Commercial	183,333	175,671	(7,662)	U	275,000	245,000
200031 Recoverable Costs	46,667	15,717	(30,949)	U	70,000	70,000
Total Revenue - Financial Services	39,631,855	39,589,623	(42,231)	U	40,082,141	39,852,873
Corporate Services Total	39,631,855	39,589,623	(42,231)	U	40,082,141	39,852,873
Development & Community Services						
Collier Park Village						
300310 Collier Park Village	1,327,863	1,328,560	697	F	1,927,924	1,952,634
300311 Collier Park Community Centre	4,000	3,964	(36)	U	6,000	6,000
Total Revenue - Collier Park Village	1,331,863	1,332,524	660	F	1,933,924	1,958,634
Community Development						
300201 CCR Admin	24,300	9,347	(14,953)	U	24,300	201,000
300202 Community Projects	14,714	14,028	(686)	U	14,800	305,970
300205 Community Events	12,515	43,196	30,681	F	12,515	0
300210 Major Events	0	0	0	U	0	20,000
300211 Summer Events	0	0	0	U	0	5,000
300220 Facility Hire	215,000	236,434	21,434	F	215,000	100,000
300221 Recreation Admin	24,100	21,392	(2,708)	U	53,100	80,500
300222 George Burnett Leisure Centre Operations	151,000	159,991	8,991	F	204,000	100,000
Total Revenue - Community, Culture & Recreation	441,629	484,389	42,760	F	523,715	812,470

2020/2021 - OPERATING REVENUE & EXPENDITURE - BUDGET VERSUS ACTUAL

28 February 2021

Key Responsibility Area	YTD Revised Budget	YTD Actual	Variance \$	Var F/U	Revised Budget	Original Budget
Library						
300400 Library Services	21,720	4,859	(16,861)	U	31,057	7,500
300401 Civic Centre Library	8,419	8,056	(364)	U	12,550	12,000
300402 Manning Library	4,098	4,293	194	F	5,358	6,000
300403 Old Mill	2,769	2,661	(109)	U	4,684	5,800
Total Revenue - Library Services	37,008	19,868	(17,140)	U	53,649	31,300
Statutory Planning						
300610 Planning Services	405,833	380,969	(24,865)	U	505,000	435,000
300630 Building Services	216,333	215,740	(594)	U	350,000	300,000
300631 Pool Services	72,700	72,640	(60)	U	72,700	60,000
300640 Health Services	13,000	12,385	(615)	U	13,000	5,000
300641 Preventative Services	62,673	63,289	615	F	67,000	85,000
300642 Sanitation	0	19	19	F	0	500
Total Revenue - Statutory Planning	770,540	745,040	(25,500)	U	1,007,700	885,500
Strategic Planning						
300500 Strategic Planning	5,000	33,466	28,466	F	7,500	15,000
Total Revenue - Strategic Planning	5,000	33,466	28,466	F	7,500	15,000
Development & Community Services Total	2,586,040	2,615,286	29,247	F	3,526,488	3,702,904
Infrastructure						
Assets & Design						
400120 Environmental Design	667	0	(667)	U	1,000	2,000
400150 Traffic	37,500	38,917	1,417	F	83,000	20,000
Total Revenue - Assets & Design	38,167	38,917	750	F	84,000	22,000
Business & Construction						
400300 CPGC	2,863,153	2,880,565	17,413	F	4,339,083	3,181,314
400311 Fleet Management	0	1,098	1,098	F	0	0
400313 Waste - Recycling	1,761,567	1,761,391	(176)	U	1,766,900	1,760,000
400314 Waste - Refuse	5,480,590	5,477,709	(2,881)	U	5,603,298	5,593,384
Sub Total - Construction & Maint	10,105,309	10,120,763	15,454	F	11,709,280	10,534,698
Programs Delivery						
400200 Building Maintenance Administration	32,000	32,519	519	F	32,000	40,000
400220 Park Operations - Administration	156,908	157,533	625	F	224,200	47,000
400229 Plant Nursery	5,933	5,426	(507)	U	68,900	3,000
400240 Works & Services Administration	190,875	196,333	5,458	F	317,500	328,500
400242 Cross-overs	40,000	39,368	(632)	U	50,000	50,000
400245 Roads	50,000	67,547	17,547	F	50,000	50,000
Sub Total - Programs Delivery	475,716	498,726	23,010	F	742,600	518,500
Infrastructure Total	10,619,192	10,658,406	39,215	F	12,535,880	11,075,198
TOTAL REVENUE	53,919,116	53,924,127	5,011	F	57,783,300	56,268,975

2020/2021 - OPERATING REVENUE & EXPENDITURE - BUDGET VERSUS ACTUAL

28 February 2021

Key Responsibility Area	YTD Revised Budget	YTD Actual	Variance \$	Var F/U	Revised Budget	Original Budget
EXPENDITURE						
Chief Executive's Office						
Office of the CEO						
100010 Office of the CEO	454,762	444,150	10,611	F	681,563	755,101
Total Expense - Office of CEO	454,762	444,150	10,611	F	681,563	755,101
Governance						
100030 Governance Admin	478,823	510,096	(31,273)	U	756,267	816,267
100031 Council Members	404,029	386,773	17,255	F	547,108	580,608
100032 Council Functions	120,092	98,334	21,757	F	181,972	237,041
100033 Marketing & Communications	401,218	402,352	(1,134)	U	631,379	672,847
100034 Publications	51,300	45,166	6,134	F	94,000	94,000
100040 Animal Control	235,477	229,852	5,625	F	355,913	354,069
100041 Fire Prevention	111,531	81,965	29,566	F	139,498	147,179
100042 Parking	480,337	430,858	49,479	F	775,613	886,906
100043 District Rangers	193,311	159,352	33,958	F	294,230	305,141
Total Expense - Governance	2,476,117	2,344,750	131,367	F	3,775,978	4,094,057
Human Resources						
100020 Human Resources	604,870	605,066	(195)	U	994,139	1,004,178
100021 Occupational Health & Safety	126,567	134,046	(7,480)	U	199,579	198,487
Total Expense - Human Resources	731,437	739,112	(7,675)	U	1,193,718	1,202,665
CEO Total	3,662,316	3,528,012	134,303	F	5,651,259	6,051,822
Corporate Services						
Director of Corp Services						
200010 Corporate Services	159,189	164,626	(5,436)	U	249,509	249,509
Total Expense - Corporate Services	159,189	164,626	(5,436)	U	249,509	249,509
Customer Services Admin						
200060 Customer Services Admin	637,760	626,516	11,244	F	1,031,344	1,094,849
Total Expense - Customer Services	637,760	626,516	11,244	F	1,031,344	1,094,849
Finance						
200020 Investment Activities	118,835	118,835	(0)	U	182,430	183,362
200021 Financial Services	1,747,766	1,667,576	80,189	F	2,606,556	2,867,862
200022 Rating Activities	135,590	128,567	7,023	F	289,018	329,018
200031 Recoverable Costs	107,833	102,158	5,676	F	174,000	133,000
200032 PreSchools	24,223	23,795	428	F	36,381	35,419
Cost Allocation Outwards						
Total Expense - Financial Services	2,134,247	2,040,931	93,316	F	3,288,384	3,548,662
Information Technology						
200050 Information Services	2,429,841	2,459,879	(30,038)	U	4,501,824	4,599,118
200051 Records Management	127,824	124,065	3,759	F	196,416	292,382
Total Expense - Information Technology	2,557,665	2,583,945	(26,279)	U	4,698,241	4,891,500

2020/2021 - OPERATING REVENUE & EXPENDITURE - BUDGET VERSUS ACTUAL

28 February 2021

Key Responsibility Area	YTD Revised Budget	YTD Actual	Variance \$	Var F/U	Revised Budget	Original Budget
Organisational Performance						
200040 Organisational Performance	128,401	127,185	1,216	F	269,014	234,014
Total Expense - Organisational Performance	128,401	127,185	1,216	F	269,014	234,014
Corporate Services Total	5,617,262	5,543,202	74,060	F	9,536,492	10,018,533
Development & Community Services						
Director of Development & Community Services						
300010 Development & Community Services	164,466	159,422	5,043	F	259,347	262,847
Total Expense - Director DCS	164,466	159,422	5,043	F	259,347	262,847
Community Development						
300201 CCR Admin	653,738	638,386	15,353	F	1,118,903	1,120,134
300202 Community Projects	54,110	48,296	5,814	F	141,700	408,700
300203 Citizens Centre - South Perth	135,391	129,212	6,179	F	207,122	245,020
300204 Citizens Centre - Manning	100,416	96,069	4,347	F	158,866	155,180
300205 Community Events	453,906	459,265	(5,359)	U	721,280	618,002
300210 Major Events	176,721	185,048	(8,326)	U	177,477	25,371
300211 Summer Events	1,000	333	667	F	200,000	200,000
300212 Functions	27,655	24,490	3,165	F	50,788	42,000
300213 Public Art	37,776	31,830	5,946	F	67,859	61,717
300220 Facility Hire	380,568	375,734	4,834	F	596,481	617,600
300222 George Burnett Leisure Centre Operations	244,205	240,811	3,393	F	384,676	483,049
Total Expense - Community Development	2,265,486	2,229,473	36,013	F	3,825,152	3,976,773
Collier Park Village						
300310 Collier Park Village	1,343,460	1,340,684	2,776	F	2,060,455	2,082,763
Total Expense - Collier Park Complex	1,343,460	1,340,684	2,776	F	2,060,455	2,082,763
Library						
300401 Civic Centre Library	1,055,921	1,029,801	26,120	F	1,626,640	1,613,640
300402 Manning Library	449,792	463,497	(13,706)	U	683,483	664,302
300403 Old Mill	74,657	50,273	24,384	F	203,557	159,955
300404 Heritage House	14,137	13,326	811	F	26,155	26,093
Total Expense - Library Services	1,594,507	1,556,898	37,610	F	2,539,834	2,463,990
Statutory Planning						
300610 Planning Services	865,174	848,033	17,141	F	1,326,808	1,329,365
300620 Compliance	103,928	97,237	6,690	F	166,291	171,291
300630 Building Services	295,121	318,370	(23,249)	U	400,730	401,430
300640 Health Services	294,030	306,426	(12,395)	U	448,386	447,436
300643 Analytical Services	5,250	333	4,917	F	7,000	12,500
300644 Pest Control	56,000	43,468	12,532	F	60,000	60,000
300645 Noise & Environmental Control	0	0	0	F	1,200	1,200
Total Expense - Statutory Planning	1,619,503	1,613,868	5,635	F	2,410,416	2,423,223
Strategic Planning						
300500 Strategic Planning	515,192	519,704	(4,512)	U	853,696	914,891
Total Expense - Strategic Planning	515,192	519,704	(4,512)	U	853,696	914,891
Development & Community Services Total	7,502,614	7,420,048	82,566	F	11,948,900	12,124,487

2020/2021 - OPERATING REVENUE & EXPENDITURE - BUDGET VERSUS ACTUAL

28 February 2021

Key Responsibility Area	YTD Revised Budget	YTD Actual	Variance \$	Var F/U	Revised Budget	Original Budget
Infrastructure						
Director Infrastructure Services						
400010 Director Infrastructure Services	195,383	197,203	(1,820)	U	309,179	278,679
400011 Infrastructure Admin	311,938	339,715	(27,777)	U	516,822	555,872
Total Expense - Director Infrastructure Services	507,321	536,918	(29,597)	U	826,001	834,551
Assets & Design						
400100 Asset & Design Administration	171,864	204,807	(32,943)	U	300,574	313,629
400120 Environmental Design	220,121	225,673	(5,552)	U	434,941	436,712
400130 Asset Management	216,725	215,805	919	F	328,858	248,358
400140 Design	227,284	255,338	(28,054)	U	346,603	448,006
400150 Traffic	227,059	173,708	53,352	F	348,719	392,107
Total Expense - Assets & Design	1,063,054	1,075,332	(12,278)	U	1,759,695	1,838,812
Business & Construction						
400300 CPGC	2,122,352	2,049,172	73,180	F	3,411,617	2,632,340
400310 Business & Construction - Administration	508,885	512,826	(3,941)	U	773,928	762,097
400311 Fleet Management	1,008,793	1,016,590	(7,797)	U	1,530,114	1,605,400
400312 Recycling Centre	505,312	444,628	60,685	F	751,567	739,197
400313 Waste - Recycling	542,147	552,710	(10,563)	U	943,120	993,120
400314 Waste - Refuse	2,802,919	2,805,769	(2,850)	U	4,400,632	4,517,280
Total Expense - Business & Construction	7,490,409	7,381,694	108,714	F	11,810,979	11,249,434
Programs Delivery						
400190 Program Delivery Administration	238,310	236,814	1,497	F	363,686	344,936
400200 Building Maintenance Administration	216,274	230,033	(13,759)	U	329,997	309,895
400201 Maintenance- General Building	85,083	108,231	(23,148)	U	95,000	146,135
400202 Maintenance - Halls & Pavilions	121,030	76,361	44,669	F	180,445	124,664
400203 Maintenance - Historical Buildings	38,796	36,399	2,396	F	56,095	42,784
400204 Maintenance - Kindergartens	10,699	10,673	26	F	16,848	23,581
400205 Maintenance - Libraries	19,709	27,225	(7,516)	U	25,494	30,132
400206 Maintenance - Public Conveniences	152,754	147,431	5,323	F	222,377	216,326
400207 Maintenance- Recreation Centres	85,645	62,053	23,592	F	128,017	157,118
400208 Maintenance - Senior Citizens	39,250	39,051	199	F	65,750	86,097
400210 Maintenance - Rangers & Animal Facilities	64,446	78,710	(14,265)	U	132,169	108,269
400211 Maintenance - Anti Graffiti	15,100	36,042	(20,942)	U	76,000	0
400212 BLDG Maintenance - Civic Centre Complex	148,129	197,178	(49,049)	U	360,293	343,377
400220 Park Operations - Administration	723,888	795,214	(71,326)	U	1,074,586	1,103,279
400221 Park Operations - Kindergarten	5,233	5,385	(152)	U	7,250	13,710
400222 Park Operations - Major Passive	497,574	520,692	(23,118)	U	708,492	639,388
400223 Park Operations - Other Gardens	98,910	112,454	(13,544)	U	140,615	134,558
400224 Park Operations - Passive	291,657	276,995	14,662	F	434,798	419,212
400225 Park Operations - Active (Sport)	1,492,172	1,477,959	14,212	F	2,128,292	1,952,854
400226 Park Operations - Senior Citizens	9,333	7,552	1,781	F	14,000	12,279
400227 Streetscapes	1,406,300	1,412,036	(5,735)	U	2,000,330	1,886,676
400228 Natural Areas	818,926	786,106	32,820	F	1,131,930	1,212,338
400229 Plant Nursery	271,553	239,560	31,993	F	397,457	327,533
400230 Park Operations - Natural Area	6,833	6,386	448	F	9,500	0
400231 Park Operations - Retic Operational	96,263	74,947	21,316	F	146,654	213,654
400240 Works & Services Administration	4,401,781	4,431,330	(29,549)	U	6,609,357	6,567,637
400241 Bus Shelters	669	2,665	(1,996)	U	869	17,520

2020/2021 - OPERATING REVENUE & EXPENDITURE - BUDGET VERSUS ACTUAL

28 February 2021

Key Responsibility Area	YTD Revised Budget	YTD Actual	Variance \$	Var F/U	Revised Budget	Original Budget
400242 Cross-overs	67,400	72,045	(4,645)	U	101,100	104,000
400243 Drainage	96,503	101,983	(5,480)	U	349,895	460,295
400244 Footpaths	267,121	259,956	7,165	F	508,046	466,823
400245 Roads	327,337	256,625	70,712	F	515,381	530,703
400246 Signage	54,387	55,438	(1,052)	U	82,327	54,827
400247 Street Furniture	604,999	562,143	42,855	F	950,295	892,294
400248 Sumps	9,000	8,500	500	F	61,000	61,000
400249 Sweeping	233,672	249,900	(16,227)	U	594,915	571,439
Total Expense - Programs Delivery	13,016,735	13,002,071	14,665	F	20,019,261	19,575,332
Infrastructure Total	22,077,519	21,996,015	81,504	F	34,415,937	33,498,130
TOTAL EXPENDITURE	38,859,711	38,487,278	372,433	F	61,552,588	61,692,972
NET POSITION	15,059,405	15,436,849	377,444	F	(3,769,288)	(5,423,997)

City of South Perth
2020/2021 - Significant Variance Analysis By Business Unit
Operating Revenue and Expenditure - 28 February 2021
(Budget Versus Actual)

Key Responsibility Area	YTD Revised Budget (\$)	YTD Actual (\$)	Variance (\$)	Var F/U	Var %	Revised Budget (\$)	Original Budget (\$)	<i>Variance Analysis & Commentary Significant Variances: \$10,000 or 10% the greater of</i>
REVENUE								
Chief Executive's Office								
Governance	1,082,030	1,058,311	(23,719)	U	-2%	1,638,790	1,638,000	Timing difference, Lower than budget collection of parking fees and infringements (\$24k)
Human Resources	-	2,500	2,500	F	100%	-	-	Permanent difference, favourable variance due to training reimbursement.
Total Revenue - Chief Executive's Office	1,082,030	1,060,811	(21,219)	U	-2%	1,638,790	1,638,000	
Directorate - Corporate Services								
Finance	39,631,855	39,589,623	(42,231)	U	0%	40,082,141	39,852,873	Lower YTD Revenue due to timing, rental income (\$8k) and lower utilities recoup (\$31k) and lower misc revenue (\$3k)
Total Revenue - Corporate Services	39,631,855	39,589,623	(42,231)	U	0%	40,082,141	39,852,873	
Directorate - Development & Community Services								
Collier Park Village	1,331,863	1,332,524	660	F	0%	1,933,924	1,958,634	Insignificant variance
Community Development	441,629	484,389	42,760	F	9%	523,715	812,470	Mainly timing difference, higher revenue from Hall Hire (\$25k) and Misc Revenue (\$36k) offset by lower grants revenue (\$16k) and rental income (\$3k)
Library	37,008	19,868	(17,140)	U	-86%	53,649	31,300	Lower mainly due to timing of Grant (\$17k)
Statutory Planning	770,540	745,040	(25,500)	U	-3%	1,007,700	885,500	Lower revenues in Planning Fees (\$19k) and Misc Revenue (\$6k) due to timing.
Strategic Planning	5,000	33,466	28,466	F	85%	7,500	15,000	Permanent Difference (\$28k) higher due to secondment payment.
Total Revenue - Development & Community Services	2,586,040	2,615,286	29,247	F	1%	3,526,488	3,702,904	
Directorate - Infrastructure Services								
Assets & Design	38,167	38,917	750	F	2%	84,000	22,000	Insignificant variance
Business & Construction	10,105,309	10,120,763	15,454	F	0%	11,709,280	10,534,698	Favourable due to timing of CPGC Revenue (\$17k) offset by lower interest revenue (\$2k)
Programs Delivery	475,716	498,726	23,010	F	5%	742,600	518,500	Higher revenue is due to timing of contributions (\$17k) maintenance fees (\$10k) offset by reinstatements revenue (\$4k)
Total Revenue - Infrastructure Services	10,619,192	10,658,406	39,215	F	0%	12,535,880	11,075,198	
Total Revenue	53,919,116	53,924,127	5,011	F	0%	57,783,300	56,268,975	
EXPENDITURE								
Chief Executive's Office								
Office of the CEO	454,762	444,150	10,611	F	2%	681,563	755,101	Favourable due to timing of Salaries and Wages (\$11k)
Governance	2,476,117	2,344,750	131,367	F	6%	3,775,978	4,094,057	Favourable variance due to timing, Council Functions (\$22k), Council Members developments and fees (\$17k) and mainly permanent Salaries and Wages (\$92k).
Human Resources	731,437	739,112	(7,675)	U	-1%	1,193,718	1,202,665	Insignificant variance
Total Expense - Chief Executive's Office	3,662,316	3,528,012	134,303	F	4%	5,651,259	6,051,822	

Key Responsibility Area	YTD Revised Budget (\$)	YTD Actual (\$)	Variance (\$)	Var F/U	Var %	Revised Budget (\$)	Original Budget (\$)	Variance Analysis & Commentary Significant Variances: \$10,000 or 10% the greater of
Directorate - Corporate Services								
Director of Corporate Services	159,189	164,626	(5,436)	U	-3%	249,509	249,509	Insignificant variance
Customer Services Admin	637,760	626,516	11,244	F	2%	1,031,344	1,094,849	Favourable mainly due to timing of Salaries and Wages (\$11k).
Finance	2,134,247	2,040,931	93,316	F	5%	3,288,384	3,548,662	Favourable due to timing, Postage and couriers (\$7k), Stationaries and Valuation fees (\$2k) Reference Material (\$8k), Misc expenses (\$3k) Utilities and telephone charges (\$6k) and mainly permanent, Salaries and Wages (\$67k).
Information Technology	2,557,665	2,583,945	(26,279)	U	-1%	4,698,241	4,891,500	Unfavourable due to timing, Misc Expenses (\$9k), IT managed services (\$3k), Salaries and Wages (\$42k) offset by telephone and Data Charges (\$28k).
Organisational Performance	128,401	127,185	1,216	F	1%	269,014	234,014	Insignificant variance
Total Expense - Corporate Services	5,617,262	5,543,202	74,060	F	1%	9,536,492	10,018,533	
Directorate - Development & Community Services								
Director of Development & Community Services	164,466	159,422	5,043	F	3%	259,347	262,847	Insignificant variance
Community Development	2,265,486	2,229,473	36,013	F	2%	3,825,152	3,976,773	Lower YTD expenditure due to timing, Emergency Management (\$17k), Misc and Award Programs and ceremonies (\$8k), and Public Art Commissions and Valuation Fees (\$5k), Utilities (\$5k) and telephone and data charges (\$1k)
Collier Park Village	1,343,460	1,340,684	2,776	F	0%	2,060,455	2,082,763	Insignificant variance
Library	1,594,507	1,556,898	37,610	F	2%	2,539,834	2,463,990	Lower YTD expenditure due to Lower Education Programs (\$14k) due to timing, publications (\$6k), events & children activities expenses (\$7k), securities (\$2k), misc expenses (\$4k) and utilities (\$4k)
Statutory Planning	1,619,503	1,613,868	5,635	F	0%	2,410,416	2,423,223	Insignificant variance
Strategic Planning	515,192	519,704	(4,512)	U	-1%	853,696	914,891	Insignificant variance
Total Expense - Development & Community Services	7,502,614	7,420,048	82,566	F	1%	11,948,900	12,124,487	
Directorate - Infrastructure Services								
Director Infrastructure Services	507,321	536,918	(29,597)	U	-6%	826,001	834,551	Predominantly timing, higher due to salaries and wages
Assets & Design	1,063,054	1,075,332	(12,278)	U	-1%	1,759,695	1,838,812	Unfavourable due to subscriptions (\$5k) and water Quality (\$5k) and Compliance (\$2k)
Business & Construction	7,490,409	7,381,694	108,714	F	1%	11,810,979	11,249,434	Due to timing, lower expenditure in CPGC (\$73k) Waste Collection and Recycling (\$48k), offset by Fleet costs (\$8k) Business and Construction (\$4k).
Programs Delivery	13,016,735	13,002,071	14,665	F	0%	20,019,261	19,575,332	Lower due to timing for Roads expenditure (\$70k) offset by Building Maintenance (\$51k) and Drainage (\$5k)
Total Expense - Infrastructure Services	22,077,519	21,996,015	81,504	F	0%	34,415,937	33,498,130	
Total Expenditure	38,859,711	38,487,278	372,433	F	1%	61,552,588	61,692,972	
Net Position	15,059,405	15,436,849	377,444	F	2%	(3,769,288)	(5,423,997)	

City of South Perth

2020/2021 Capital Revenue and Expenditure Budget Versus Actual

February - 2021

Key Responsibility Area	YTD Revised Budget	YTD Actual	Variance \$	Var F/U	Var %	Revised Budget	Original Budget
CAPITAL REVENUE							
Park Operations - Administration	1,359,766	1,359,625	(142)		0%	1,767,283	1,887,017
Roads	357,950	346,576	(11,374)	U	-3%	1,190,860	1,292,346
Total Revenue	1,717,716	1,706,201	(11,516)	U	-1%	2,958,143	3,179,363
CAPITAL EXPENDITURE							
Buildings							
Bill Grayden Pavilion - Ceiling & Lighting Replacement	8,500	8,304	196	F	2%	16,000	25,000
Civic & GBLC Ovens	17,158	16,158	1,000	F	6%	17,158	19,000
Civic Centre - Air Conditioning Units Upgrade	229,610	229,610	-		0%	231,610	240,000
Civic Centre - Internal Upgrade	705	295	410	F	58%	100,000	60,000
Clydesdale - Public Toilets Upgrade Works	-	-	-		100%	-	30,000
Comer Pavilion - Minor Works Improvement	50,857	50,857	0	F	0%	50,857	45,000
Como Bowling Club - Kitchen Upgrade	-	-	-		100%	129,000	70,000
Facilities Signage & Installation	17,878	14,893	2,985	F	17%	35,878	30,074
Hensman Tennis - Kitchen	-	-	-		100%	-	15,000
Manning Bowling Club - Kitchen & Toilet	-	-	-		100%	50,000	100,000
Manning Bowling Club - Male Toilet	6,815	6,815	-		0%	6,815	15,000
Manning Community Centre Sports Club - Installation of Awnin	-	-	-		100%	51,500	25,000
Manning Library - Additional Entry & New Mural	2,613	1,400	1,213	F	46%	55,000	55,000
Manning Tennis Club Floodlighting Upgrade & Court Resurfacing	-	-	-		100%	8,000	-
Old Mill - AirConditioning	-	-	-		100%	-	45,000
Old Mill - Sails	-	-	-		100%	-	45,000
Old Mill & Cottage Walls Conservation	334,000	332,336	1,664	F	0%	339,000	164,500
Operations Centre – Alarms	-	-	-		100%	17,500	-
Public Toilet Design	-	-	-		100%	15,000	-
Recreation and Aquatic Facility	445,663	444,287	1,376	F	0%	685,500	600,000
South Perth Bowling Club - Automatic Doors	-	-	-		100%	12,000	-
South Perth Bridge & Tennis Club UAT	-	-	-		100%	8,000	-
South Perth Library - Window Tinting	10,264	10,264	0	F	0%	10,264	12,000
South Perth Senior Citizens Centre - Mechanical & New Heating	-	-	-		100%	-	33,000
Windsor Park - Como Tram Housing	327,189	323,814	3,375	F	1%	342,189	291,593
Windsor Park - Como Tram Refurbishment	49,432	48,352	1,080	F	2%	49,432	40,000
Total Expense - Buildings	1,500,684	1,487,385	13,299	F	1%	2,230,703	1,960,167
Retirement Complex							
CCTV	-	-	-		100%	-	10,000
Collier Park Retirement Village Plant & Fleet	37,279	37,311	(32)	U	0%	37,279	55,000
CPRV Lighting	-	-	-		100%	10,000	-
CPV - Unit Refurbishment	209,820	206,106	3,714	F	2%	390,000	390,000
Fleet Fire Fighter Pump (Water Tank)	10,000	8,500	1,500	F	15%	10,000	10,000
Total Expense - Retirement Complex	257,099	251,918	5,181	F	2%	447,279	465,000
Plant and Equipment							
City of South Perth Plant & Fleet	524,184	520,592	3,592	F	1%	728,612	630,000
Dual Fuel Self Bunded Tank	-	-	-		100%	18,000	18,000
Total Expense - Plant and Equipment	524,184	520,592	3,592	F	1%	746,612	648,000

City of South Perth

2020/2021 Capital Revenue and Expenditure Budget Versus Actual

February - 2021

Key Responsibility Area	YTD Revised Budget	YTD Actual	Variance \$	Var F/U	Var %	Revised Budget	Original Budget
Collier Park Golf Course							
Collier Park Golf Course - Plant and Fleet	109,661	109,661	-		0%	109,661	125,000
CPGC - Car Park Lighting	50,655	50,320	334	F	1%	57,411	46,355
CPGC - Club House Airconditioning	-	-	-		100%	30,000	-
CPGC - Cool Room	-	-	-		100%	8,000	-
CPGC - Driving Range Upgrade	167,000	166,482	518	F	0%	186,000	158,600
CPGC - Mini Golf	761,000	760,574	426	F	0%	2,000,000	1,700,000
CPGC - Weir Rectification	5,000	3,471	1,529	F	31%	235,000	-
Washdown Water Treatment Equipment Replacement	-	-	-		100%	-	50,000
Weir Rectification	-	-	-		100%	-	195,970
Total Expense - Collier Park Golf Course	1,093,316	1,090,507	2,808	F	0%	2,626,072	2,275,925
Technology and Lighting							
CCTV & Bollards	160,385	160,078	307	F	0%	174,385	451,439
CCTV Customer Service & Council - Civic Administration	-	-	-		100%	11,191	8,500
CCTV Karawara Stage 2	-	-	-		100%	140,516	140,516
IT - Network Switches	-	-	-		100%	20,000	20,000
IT - UPS	-	-	-		100%	10,000	10,000
Lighting - Mt Henry Private Street Upgrade	-	-	-		100%	4,000	4,000
Mends Street - Fibre Optic Cable	-	-	-		100%	100,000	-
Tech for Meeting Rooms	-	-	-		100%	40,000	40,000
Floodlighting at Challenger Reserve	6,000	5,708	292	F	5%	331,715	396,052
Total Expense - Technology and Lighting	166,385	165,786	599	F	0%	831,807	1,070,507
Traffic Management							
Abjornson St - Curtin Primary School - replace slow point	5,661	1,450	4,211	F	74%	56,491	30,000
Bus Shelters	33,961	29,309	4,652	F	14%	33,961	25,000
Cul-de-sac at end of Pennington St	-	-	-		100%	-	80,000
Hobbs Avenue - Throssell to Murray	3,180	3,180	-		0%	5,914	50,000
Mill Point / Mends Street Raised Plateau	60,000	59,228	772	F	1%	135,000	700,000
Pennington Street - Cul-de-sac	-	-	-		100%	20,000	-
Speed Awareness Signage	38,773	38,773	(0)	U	0%	53,773	-
Total Expense - Traffic Management	141,575	131,940	9,635	F	7%	305,139	885,000
Roadworks							
Bike Plan - Thelma Street Investigation	5,000	1,048	3,952	F	79%	70,000	70,000
Bruce & Saunders Street Intersection	10,575	7,676	2,899	F	27%	71,575	56,297
Cliffe St - Vista to end & Parking	1,405	751	654	F	47%	101,586	105,400
Darley Street - Ray St to Mill Pt to End	-	-	-		100%	6,437	6,437
Downey Dv - Ley to Welwyn	-	-	-		100%	-	215,160
Dyson St - View to Bright (inc Rbt)	-	-	-		100%	-	166,000
Dyson St & View St Roundabout	2,742	1,808	933	F	34%	119,797	126,007
Fourth Ave - Banksia to Landsdowne	-	-	-		100%	6,437	6,437
Manning Road / Centenary Intersection	300	-	300	F	100%	300	83,500
MRRG - Angelo Street - Forrest to Onslow	9,850	5,438	4,412	F	45%	217,537	302,588
MRRG - Clydesdale Street - Manning - Paterson	100,272	93,967	6,305	F	6%	108,517	209,700
MRRG - Coode Street - Walters to South Terrace	14,249	10,076	4,173	F	29%	207,588	316,572
MRRG - Manning Rd - EB - #100 to Welwyn	2,641	2,269	371	F	14%	130,340	131,000
MRRG - Manning Rd(b) - WB Gillon to Elderfield, Waterford	1,929	-	1,929	F	100%	1,929	30,000
MRRG - South Terrace - Labouchere to Strickland	3,975	2,003	1,972	F	50%	285,144	276,358
Pitt Street - Collins to Dyson	4,130	3,896	234	F	6%	78,370	177,655
Ryrie Avenue - Throssell to Murray	5,000	4,375	625	F	13%	160,906	141,276
Salisbury Avenue - Canning to Broome	5,980	3,166	2,814	F	47%	101,465	101,465
Sandgate St - South Tce to Norton St	13,000	12,986	14	F	0%	13,000	-
South Terrace - Melville - Paved Entry off Kwinana Fwy	-	1,714	(1,714)	U	-100%	-	224,116
Throssell Street - Thelma to Ryrie	4,335	2,648	1,687	F	39%	91,289	118,424
Unwin Crescent - Welwyn to Sulman	7,821	2,011	5,811	F	74%	161,220	126,914

City of South Perth

2020/2021 Capital Revenue and Expenditure Budget Versus Actual

February - 2021

Key Responsibility Area	YTD Revised Budget	YTD Actual	Variance \$	Var F/U	Var %	Revised Budget	Original Budget
Various Roads - Line Marking	38,361	38,361	(0)	U	0%	45,000	25,000
Total Expense - Roadworks	231,565	194,194	37,371	F	16%	1,978,437	3,016,306
Parking							
George Burnett - Farmers Market - Extra Exit	-	-	-		100%	80,000	80,000
Hensman Tennis Club Parking Upgrade	-	-	-		100%	54,000	-
Parking Management Devices	-	-	-		100%	130,000	130,000
Wayfinding Signage	-	-	-		100%	13,884	13,884
Total Expense - Parking	-	-	-		100%	277,884	223,884
Streetscape							
Harper Terrace - Stage 2 of 2	-	-	-		100%	20,000	20,000
Manning Hub	17,943	17,208	735	F	4%	650,000	570,000
Total Expense - Streetscape	17,943	17,208	735	F	4%	670,000	590,000
Footpaths etc							
Canning Hwy - Cliffe Street	1,500	1,500	-		0%	55,000	43,000
Clydesdale Street - Davilak to Manning	12,526	12,526	(0)	U	0%	12,526	18,000
Douglas Avenue - Coode Car Park Raised Cycle Crossing	-	-	-		100%	60,000	60,000
Dyson Street - View To Oxford	19,837	19,837	0	F	0%	19,837	32,000
Greenock Ave - Lockhart to Robert St	-	-	-		100%	-	10,000
Hill Street	7,600	4,196	3,404	F	45%	7,600	7,600
Hovia Terrace - Millpoint Rd to Canning Hwy	34,396	30,200	4,196	F	12%	34,396	29,500
Jackson Street to Murray St Cul de Sac	5,000	3,730	1,270	F	25%	70,000	70,000
Lockhart Street - Davlak to Woollana	-	-	-		100%	-	87,497
Manning Road - Centenary to Drogheda	-	-	-		100%	20,000	20,000
Milson Street - High to Elizabeth	31,000	24,740	6,260	F	20%	31,000	29,000
Pether Street - Bickley To Canavan	9,092	9,092	0	F	0%	9,092	16,000
Pether Street - Davilak to Kelsall	5,793	5,914	(121)	U	-2%	5,793	8,000
Saunders Street - Baldwin to Talbot Ave	7,884	7,884	0	F	0%	7,884	29,500
Total Expense - Footpaths etc	134,628	119,619	15,009	F	11%	333,128	460,097
Drainage							
Drainage - Hayman/Dick Perry - Detention Replacement	-	-	-		100%	50,000	30,000
Drainage Pump Replacement - Lyall Street	13,221	13,221	0	F	0%	13,221	15,000
Dyson Street - Storm water mitigation	20,157	20,157	(0)	U	0%	23,772	29,911
Redmond Reserve Drainage near stairs	-	-	-		100%	-	70,000
Stormwater Pit Replacement - 76 Banksia Terrace	1,567	1,568	(1)	U	0%	1,567	3,300
Stormwater Pit Replacement - Brandon Street	-	-	-		100%	-	3,300
Stormwater Pit Replacement - Cnr Brandon and Millpoint Road	3,155	3,155	0	F	0%	3,155	6,600
Stormwater Pit Replacement - Cnr Bright and Banksia terrace	3,000	3,000	(0)	U	0%	3,000	6,600
Stormwater Pit Replacement - Corner Arundel and Douglas	2,518	2,518	0	F	0%	2,518	6,600
Stormwater Pit Replacement - Corner Banksia Terrace and Vi	1,219	1,219	0	F	0%	1,219	3,300
Stormwater Pit Replacement - Corner Brandon and Market	2,253	2,253	(0)	U	0%	2,253	3,300
Sump - Monash Avenue (39)	2,475	2,475	-		0%	2,475	7,500
Sump - Thelma Street (58)	16,275	16,274	1	F	0%	16,275	20,000
Total Expense - Drainage	65,840	65,840	(0)	U	0%	119,455	205,411
Foreshore							
Black Swan Habitat Island	21,430	16,660	4,770	F	22%	1,548,000	1,548,000
Coode Street - Stage 1 - Playground / Carpark / Lighting / I	-	-	-		100%	50,000	50,000
Old Mill - Mill Point Road Stage 3	-	-	-		100%	-	186,171
Redmond Reserve Stairs	3,787	3,787	(0)	U	0%	200,000	290,000
Total Expense - Foreshore	25,217	20,447	4,770	F	19%	1,798,000	2,074,171

City of South Perth

2020/2021 Capital Revenue and Expenditure Budget Versus Actual

February - 2021

Key Responsibility Area	YTD Revised Budget	YTD Actual	Variance \$	Var F/U	Var %	Revised Budget	Original Budget
Parks and Reserves							
Pump Replacement							
Bore & Pump - Canning Highway	3,442	3,442	-		0%	3,442	10,000
Bore & Pump - Challenger East	3,090	3,090	-		0%	3,090	10,000
Bore & Pump - Collier Reserve	3,782	3,782	-		0%	3,782	10,000
Bore & Pump - Comer Reserve	3,892	3,892	-		0%	3,892	10,000
Bore & Pump - James Miller	3,063	3,063	-		0%	3,063	10,000
Bore & Pump - Operations Nursery	1,758	1,758	-		0%	1,758	10,000
Bore & Pump - Windsor Park	10,000	8,689	1,312	F	13%	30,000	30,000
Bore & Pump - Mackie Street Reserve	4,083	4,083	-		0%	4,083	10,000
Improvements							
Bodkin Park / Waterford Entry Statement Irrigation - Design	-	-	-		100%	3,000	-
Bradshaw Conochie Reserve Playground Replacement	-	-	-		100%	115,000	90,000
Chica Court Irrigation Install	-	-	-		100%	40,000	-
EJ Oval Precinct Stage 3 - Awnings	500	500	-		0%	7,000	7,000
Floodlighting at Bill Grayden Reserve	-	-	-		100%	123,000	-
Furniture - Park Replacement	4,000	900	3,100	F	78%	35,000	35,000
Hurlingham Playground Replacement	-	-	-		100%	29,950	30,000
Morris Mundy - Design and Construction	-	-	-		100%	135,000	135,000
Olives Reserve - Playground Replacement	20,000	20,000	-		0%	20,000	20,000
Olives Reserve - Stage 1	7,376	6,326	1,050	F	14%	91,252	75,000
SJMP - Coode Street Mainline Replacement	116,782	106,166	10,616	F	9%	116,782	-
Stage 4 - Kardan Circuit	8,600	8,575	25	F	0%	90,000	90,000
Table Tennis Tables – various locations	-	-	-		100%	20,000	20,000
Waterford Triangle - Laneway and Park Upgrade	4,600	3,820	780	F	17%	50,000	50,000
Total Expense - Parks and Reserves	194,968	178,085	16,883	F	9%	929,094	652,000
Waste							
Park Bin Surrounds/Bin Store	22,713	22,713	(0)	U	0%	200,000	200,000
Recycling Centre - CCTV	-	-	-		100%	27,829	15,000
Waste Plant & Fleet	-	-	-		100%	335,780	360,000
Waste Receptacles Replacement	-	-	-		100%	100,000	100,000
Total Expense - Waste	22,713	22,713	(0)	U	0%	663,609	675,000
Other							
South Perth Foreshore - RAC Intellibus - Public Art	20,500	20,500	-		0%	200,000	200,000
McDougall Park Lake WSUD	-	-	-		100%	100,000	-
Mt Henry Spit - Restoration and Foreshore Renourishment	39,698	35,661	4,037	F	10%	39,698	39,698
Solar Panels	5,000	4,140	860	F	17%	214,000	205,000
Storm Water Sumps & Retention Basin	-	-	-		100%	10,000	10,000
Total Expense - Other	65,198	60,301	4,897	F	8%	563,698	454,698
Total Expenditure	4,441,315	4,326,536	114,779	F	3%	14,520,917	15,656,166

**Statement of All Council Funds
28 February 2021**

Municipal Fund	28,085,092
Investments	25,564,332
Current Account at Bank	2,516,070
Cash on Hand	4,690
	<u>28,085,092</u>
Cash Backed Reserves	37,967,351
Discretionary Reserves	
Plant Replacement Reserve	52,776
Reticulation and Pump Reserve	56,900
Information Technology Reserve	16,180
Employee Entitlements Reserve	407,521
Major Community Facilities Reserve	7,590,096
Underground Power Reserve	117,771
Parking Facilities Reserve	261,687
River Wall Reserve	167,689
Public Art Reserve	396,753
Quarantined Reserves	
CPV Residents Loan Offset Reserve	20,321,261
Waste Management Reserve	7,241,339
Collier Park Village Reserve	1,337,378
	<u>37,967,351</u>
Reserves represented by:	
Investments	37,898,028
Accrued Interest	69,323
	<u>37,967,351</u>
TOTAL COUNCIL FUNDS	<u>66,052,443</u>

Summary of Cash Investments
28 February 2021

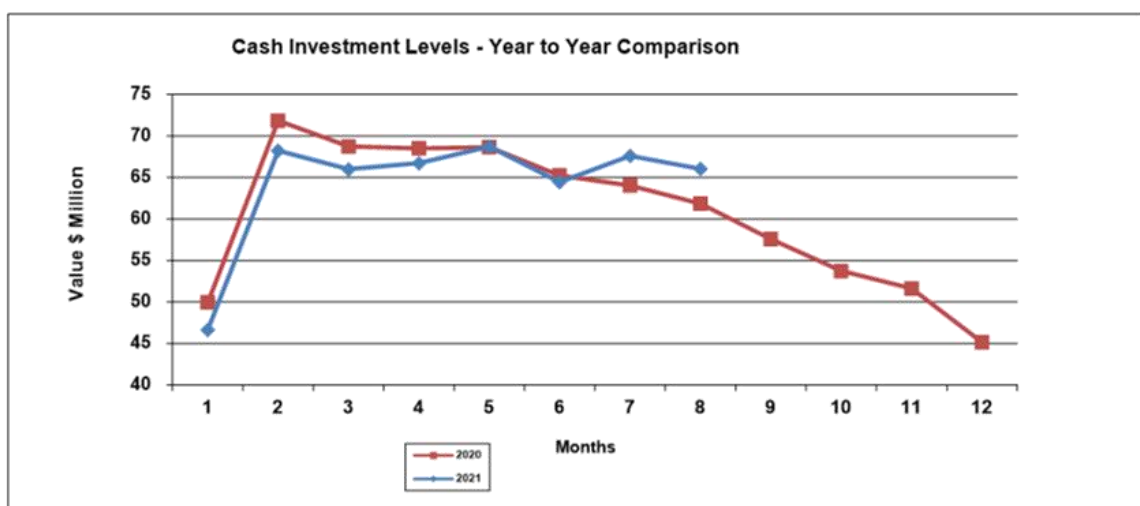
Investments and Cash - Disclosed by Fund	\$	%
Municipal	28,085,092	42.52%
Reserves	37,967,351	57.48%
	66,052,443	100.00%

Investments - Disclosed by Financial Institution	Non-Fossil Fuel %	S&P Credit Ratings (Short Term)	\$	%
ANZ Bank (Fossil Fuel)		A-1+	6,105,030	9.62%
Westpac Banking Corporation (Fossil Fuel)		A-1+	11,524,950	18.16%
Suncorp Metway Bank (Non-Fossil Fuel)	15.48%	A-1	9,822,365	15.48%
National Australia Bank (Fossil Fuel)		A-1+	7,538,778	11.88%
Macquarie Bank (Fossil Fuel)		A-1	15,544,887	24.49%
Bank of Queensland (Non-Fossil Fuel)	9.96%	A-2	6,320,877	9.96%
AMP (Fossil Fuel)		A-2	6,605,471	10.41%
	25.44%		63,462,360	100.00%
Current Bank Accounts and accrued interest			2,590,083	
			66,052,443	

Interest Earned on Investments for Year to Date	28 February 2021	29 February 2020
Municipal Fund	105,284	294,445
Reserves	218,661	438,537
	323,946	732,982

The anticipated weighted average yield on funds currently invested is 0.58%

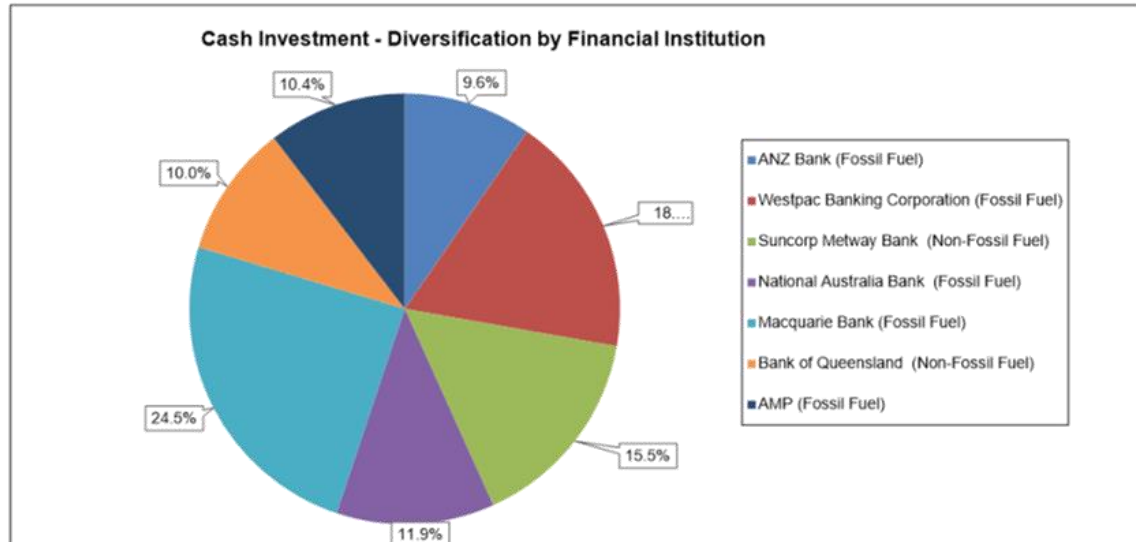
Cash Investment Levels



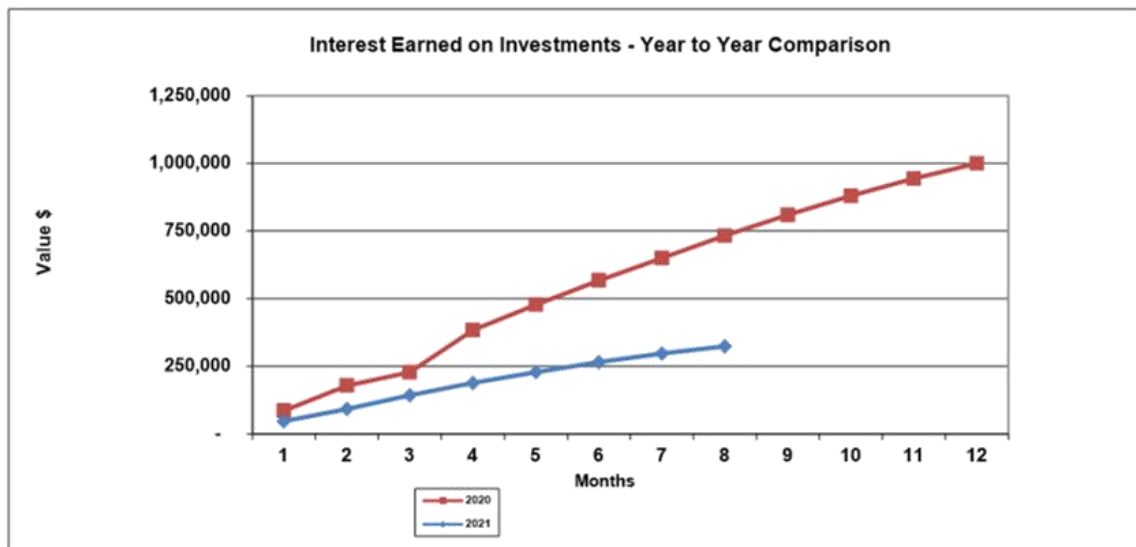
SUMMARY OF CASH INVESTMENTS

28 February 2021

Investments - Disclosed by Institution



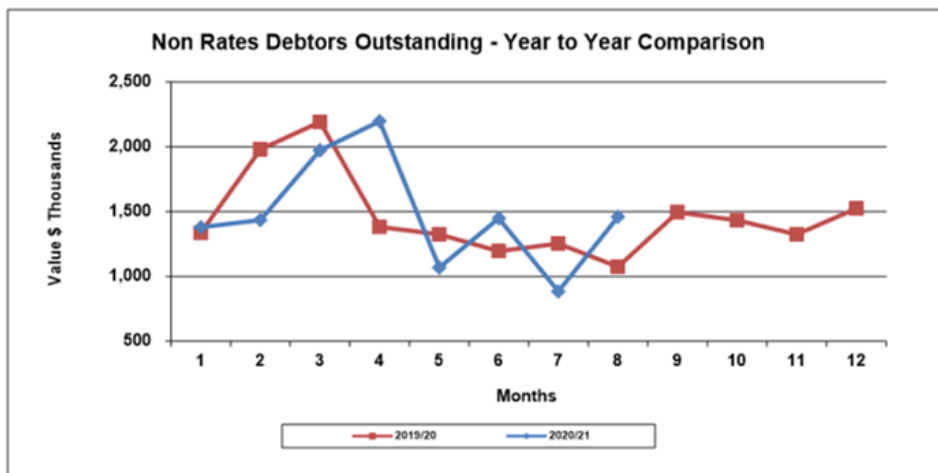
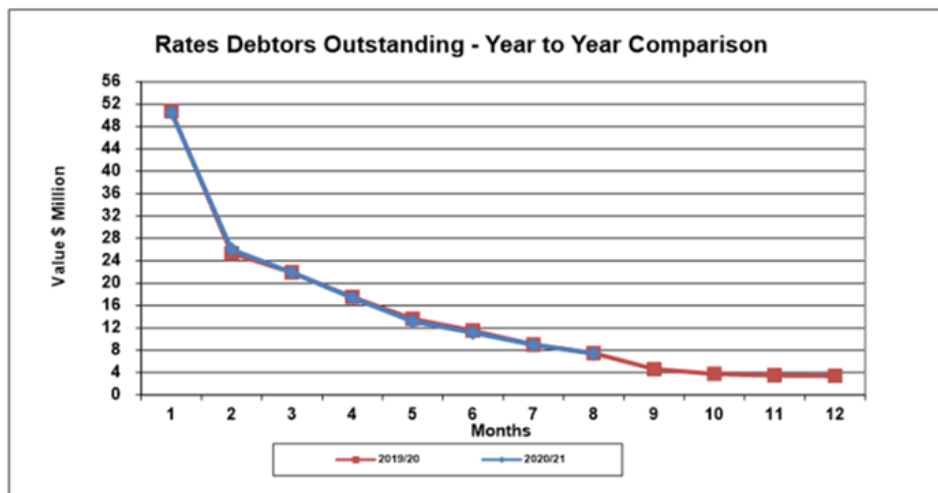
Interest Earned on Investments



Statement of Major Debtor Categories
28 February 2021

Rates Debtors Outstanding	28 February 2021	29 February 2020	30 June 2020
Outstanding - Current Year & Arrears	6,245,256	6,362,829	2,386,709
Pensioner Deferrals	1,134,360	1,102,696	566,329
	7,379,616	7,465,525	2,953,038

Rates Outstanding as a percentage of Rates Levied			
Percentage of Rates Uncollected at Month End	16.25%	16.86%	6.67%



MINUTES.

Electors' General Meeting

22 February 2021

Notice of Meeting

Mayor and Councillors

Here within are the Minutes of the Electors' General Meeting of the City of South Perth Council held Monday 22 February 2021 in the Council Chamber, corner Sandgate Street and South Terrace, South Perth.



MIKE BRADFORD
CHIEF EXECUTIVE OFFICER

2 March 2021

Acknowledgement of Country

Kaartdjini Nidja Nyungar Whadjuk Boodjar Koora Nidja Djining Noonakoort kaartdijin wangkiny, maam, gnarnk and boordier Nidja Whadjuk kura kura.

We acknowledge and pay our respects to the traditional custodians of this land, the Whadjuk people of the Noongar nation and their Elders past and present.

Our Guiding Values



Disclaimer

The City of South Perth disclaims any liability for any loss arising from any person or body relying on any statement, discussion, recommendation or decision made during this meeting.

Where an application for an approval, a licence or the like is discussed or determined during this meeting, the City warns that neither the applicant, nor any other person or body, should rely upon that discussion or determination until written notice of either an approval and the conditions which relate to it, or the refusal of the application has been issued by the City.

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Electors' General Meeting – Agenda

In accordance with Section 5.27 of the *Local Government Act 1995* and the Local Government (Administration) Regulations 1996, the Order of Business will be as follows:

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting open at 6.01pm and welcomed everyone in attendance.

2. DISCLAIMER

The Presiding Member read aloud the City's Disclaimer.

Councillor André Brender-A-Brandis arrived at the meeting at 6:02pm during Item 3.

3. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

The Presiding Member outlined the format of the Elector's General Meeting.

4. ATTENDANCE

Mayor Greg Milner (Presiding Member)

Councillors

Como Ward
Como Ward
Manning Ward

Manning Ward
Moresby Ward
Moresby Ward
Mill Point Ward
Mill Point Ward

Councillor Carl Celedin
Councillor Glenn Cridland
Councillor André Brender-A-Brandis
(from 6:02pm)
Councillor Blake D'Souza
Councillor Stephen Russell
Councillor Samantha Bradder
Councillor Ken Manolas
Councillor Mary Choy

Officers

Chief Executive Officer
Director Corporate Services
Director Development and Community Services
Director Infrastructure Services
Manager Finance
Manager Governance
Governance Coordinator
Marketing Coordinator
Acting Project Director RAF
Senior Governance Officer

Mr Mike Bradford
Mr Colin Cameron
Ms Vicki Lummer
Mr Mark Taylor
Mr Abrie Lacock
Ms Bernadine Tucker
Ms Toni Fry
Ms Lisa Williams
Ms Rebecca de Boer
Ms Christine Lovett

Guest

Honourable Catherine (Kate) Doust MLC

President of the Legislative Council

Gallery

There were approximately nine members of the public present.

4.1 APOLOGIES

Nil.

4.2 APPROVED LEAVE OF ABSENCE

Nil.

5. CITY OF SOUTH PERTH PRESENTATION OF THE 2019/20 YEAR

The Presiding Member read aloud the following:

"Welcome, we are here this evening to present the 2019/2020 Annual Report, Annual Financial Statements and Auditors Report to you, the Electors.

- Extraordinary challenges and opportunities have been presented to the City and Council in 2019/2020 year.*
- We've experienced a once in a lifetime pandemic that has impacted us in ways that we could have never imagined. Despite this, the City has celebrated a number of very significant achievements.*
- This Electors' General Meeting would ordinarily have been held in December last year but due to COVID-19 restrictions, the City rescheduled the meeting to 8 February to ensure the safety of our community. We were then forced to postpone it again following the State Government's most recent lockdown of metropolitan Perth, Peel and the South-West region, but we are nothing if not adaptable, and here we all are this evening.*
- The 2019/20 Annual Report captures the opportunities, challenges and achievements of the last financial year.*
- The report details the very diverse range of services, community programs, cultural events, infrastructure works and major projects that the City has delivered across the year.*

The theme of the 2019/20 Annual Report is 'supporting our community' to reflect the City's responsibility and commitment to maintain its ongoing community services and functions during the COVID-19 pandemic, in addition to developing new projects to meet our vision of a city of active places and beautiful spaces.

Responding to the pandemic

- While this Annual Report reflects on the City and Council's response to the pandemic, it acknowledges and pays tribute to the magnificent response from the community during the COVID-19 crisis. Without going into details I have been very proud to be a member of this Council and this community during the Covid-19 Pandemic, it has been magnificent community response from everyone.*
- I would also like to welcome the Honourable Kate Doust, thank you for joining us this evening, it is a pleasure to see you.*

- *Council and the City's administration have worked together to deploy a range of measures to assist the community through the crisis, and to put in place programs designed to aid economic recovery.*
- *In April 2020, Council endorsed the City's Community Response and Relief Package. This comprehensive and targeted package followed on from a range of initiatives that had already been rolled out by the City to assist residents, businesses and community groups. The package had a particular focus on the needs of the most vulnerable and at-risk members of our community.*
- *The City also launched its 'Buy Local, Shop Local' campaign, designed to support local business and local jobs. The campaign, which marked the first initiative of the City's new Economic Development focus, helped to create awareness and stimulate the lifeblood of our local economy which is of course local business.*

Connect South (Stage one) complete and Mindeerup opened

- *The City's Connect South project was realised towards the end of 2019.*
- *Prominently positioned on South Perth's Foreshore at Mends Street Jetty, the newly developed area includes a pedestrian-friendly piazza named 'Mindeerup', eye-catching animal-themed canopies, striking public artworks, as well as lighting for visitors to enjoy the public open space into the evening.*
- *The completion of Stage One has achieved Council's goal of increasing the amount of social and economic activity in this very beautiful, very unique and very iconic part of Western Australia.*
- *The project has received numerous awards and recognition at a state, national and international level and is a credit to everyone involved.*

Strategic planning projects

- *Our City is growing. More and more people want to live here, and I can understand why. We are blessed with beautiful green open spaces, gorgeous stretches of foreshore and fabulous amenities. Ensuring that we responsibly plan for future population growth is a key responsibility of Council.*
- *During the 2019/20 year we progressed a number of important plans and strategies in this regard.*
- *In December 2019, Elected Members endorsed the South Perth Activity Centre Plan (ACP) and associated scheme amendment, and referred the documents to the Western Australian Planning Commission (WAPC) for approval and recommendation to the Minister for Planning.*
- *Endorsing the ACP was one of the first major decisions of our newly elected Council. This very important strategic planning document has been years in the making, with significant community engagement undertaken to ensure it meets the expectations of all stakeholders including the local residents of the South Perth Peninsula. It is intended to provide both clarity and certainty for planning matters within the South Perth Activity Centre.*

- *Extensive stakeholder engagement informed a review of the Canning Bridge Activity Centre Plan, a guide for development around the Canning Bridge Train Station. The updated document was adopted by Council in February 2020 and forwarded to the WAPC for final determination.*
- *During the year Council also considered the Draft Local Planning Strategy. Elected Members decided that a further review was needed. Following a series of workshops, further modifications to the draft Strategy were proposed to reflect key concerns of our community. Council subsequently considered and endorsed the amended document at the July 2020 Council meeting.*

Looking to the future

- *Whilst it is timely to reflect on the challenges of 2020, this evening is also an opportunity to look to the future.*
- *A major review of the City's Strategic Community Plan, the document that guides the City over a 10 year period, is being undertaken now to assist Council to understand what matters most to our community, to prioritise resources and guide the way we plan for the future and deliver essential services.*
- *As part of the review the City is running a range of stakeholder and community engagement activities over the course of this month so we can hear from as many members of our community as possible. I encourage everyone to tell us what you see as priorities for the City for the next 10 years. You can do this by completing a simple survey on the Your Say South Perth website. Alternatively, hard copy surveys are available at the City's libraries and the Civic Centre.*
- *As a Council, we will shortly be considering a number of important projects, most notably the proposed Recreation and Aquatic Facility (RAF), a regional health, fitness and recreation facility to be located at Collier Park Golf Course in Como.*
- *\$20 million in Federal Government funding has already been secured for the project and Council have approved a financial commitment of \$20 million to match this.*
- *The City is seeking the additional funding required for the \$80 million project through other project partners, to progress the RAF to the design phase.*
- *The City is carrying out further due diligence, engaging suitable independent and relevant industry and financial experts with respect to financial modelling, key operating assumptions, operating cashflows and usage projections, which will be reported back to Council.*
- *At the upcoming February Council Meeting we will be considering whether to proceed with implementing the RAF Business Plan.*

Partnerships

- *All of this work is very important and aimed at serving our community but very little of our work is done in isolation. Shared decision making and effective working partnerships with federal and state government, other local governments, non-government organisations, business, and perhaps most importantly our community,*

are critical to ongoing success. Projects like the RAF and Connect South demonstrate this. We will continue this collaborative approach to work in 2021.

- *It has been a privilege to work in collaboration with my fellow Councillors and the City's administration as we strive to achieve our vision of a city of active places and beautiful spaces.*
- *It is an honour to serve as your Council. We look forward to working with our entire community to continue to deliver great outcomes for this wonderful City."*

6. PRESENTATION OF THE ANNUAL REPORT, ANNUAL FINANCIAL STATEMENTS AND AUDITORS REPORT OF THE YEAR ENDED 30 JUNE 2020

Mr Colin Cameron, the Director Corporate Services provided an overview of the Annual Report, Annual Financial Statements and the Auditor's Report for the year ended 30 June 2020 and read aloud the following:

"The financial statements were presented to Council on 15 December 2020, previously the financial statements together with the annual report would have gone to the annual Electors General meeting in December however there were some retrospective financial management regulation changes and they were only gazetted on 6 November 2020.

The auditor general was only able to finalise auditing of the financial statements on 3 December 2020.

Once again the WA auditor general has offered an unqualified opinion which is on page 4 and 5. In terms of the financials I won't go into a lot of the details, I will say that Covid-19 as the Mayor has indicated created a lot of uncertainty, particularly in the last 3 months of the year.

I will just reference a couple things in relation to the income statement which is on page 6. Every year there seems to be a state government agency that impacts on our financial statements, and this year the state library decided to gift there books which were already in our libraries to the City, and what that meant is there were two accrual accounting entries, non-cash, that were not budgeted for because we were not aware that they were going to do that.

In the income statement it includes an unbudgeted revenue item of \$423,000 and a subsequent expenditure item of \$423,000.

If you were to exclude that revenue the City was able to surpass its revenue budget by approximately \$280,000, so despite COVID that was a good outcome.

In relation to the expenditure if you exclude those gifted books, the actual was \$311,000 under budget, once again given the additional things we had to do for COVID.

Overall \$591,000 improvement on net operating, which is a good result.

There are a range of detailed issues that have been reported throughout the year.

Further, I just want to add a bit of innovation, these financial statements are the first that were produced out of publisher, so all the notes are in the financial statements, I believe that to be a first across Australia.

I'd just like to thank the finance team, and Abrie sitting here as well, for both these two reports the financial reports, the financial statements, there is many people involved, in Assets, IT, Marketing, Human Resources just to name a few, in fact there is almost everybody involved in producing these two reports in some way or another, so I would like to thank those."

The Presiding Member called for questions relating to the Annual Report, Annual Financial Statements and Auditor's Report for the year ended 30 June 2020.

As no questions were raised, the Presiding Member called for a mover and seconder to accept the 2019/20 Annual Report, Annual Financial Statements and Auditor's Report for the year ended 30 June 2020.

DECISION

Moved: Mr Chris McMullen of Elderfield Road, Waterford

Seconded: Mr Warwick Boardman of Unwin Crescent, Salter Point

That the Annual Report for the City of South Perth for the year 2019/20, the 2019/20 Annual Financial Statements and the 2019/20 Auditor's Report, be accepted.

CARRIED

7. GENERAL BUSINESS

The Presiding Member invited questions and statements from the Public Gallery.

7.1 MR JULIUS SOLOMONS

The following was read out by Mr Julius Solomons of South Perth at the Electors' General Meeting held 22 February 2021.

Mr Solomons:

I talk to you tonight on behalf of the South Perth Action Group, Vicky Redden puts in her apologies, she is not here, she is away on leave.

We as a group are very concerned on the two major issues that we are going to handle this year, the two we talk about is:

1. The RAF; and
2. The revenue for our Council for the next year.

We want to contribute constructively and participate constructively.

If I start with the RAF, our first problem there is that they want the output but we haven't got the input, very hard to make a considered decision on the various issues when we don't know the facts.

I'll talk to some of the facts and maybe we can get the answers later.

We want to spend \$80m on a structure down at Collier Golf Course, where is the costing for the \$80m? We have not seen it yet. Once we have built it, that's fine.

Where is the operating budget for the first 3-5 years? We haven't seen it.

We were apparently going to get the documents last week, this week, the next week.

We can't participate and give constructive input unless we've got those sort of facts.

We are told that the Federal Government are going to give us \$20m, we are told that the State Government is going to give us \$20m, it's not what we've heard in consultation with our community, we've heard

that some of those institutions maybe are not coming forward with the money, where do we go from there?

We haven't got the money to build it, we haven't got the money input that we need for the capital and we don't know how much it is going to cost us to run.

Now surely we should have that information before we actually have to come to conclusions.

We as a group believe we are trying to push this whole thing too quickly with too little accurate information.

Curtin University, and I've been there, I watch my grandson play hockey there, they are supposed to be coming to the party with capital but they are laying off hundreds of people, they've got no money. It's part of our fund, it's part of our capital coming in, it's not going to come in, what do we do next, we've got no money, who is going to suffer? I hope not the rate payers of South Perth, on operating expenses or capital budget.

Where can we get the facts? Are Curtin coming to the party with the money that we've spoken about? Is the State Government coming to the table with \$20m?

Just show me a letter. You can ask one of the officers, just give us a letter, "here's \$20m".

What happens if we exceed it, who pays, does it go to the rate payers, what happens when it runs at a loss?

George Burnett Leisure Centre - \$200,000 down the tube.

We are heading for a problem I think, we are not saying it is, and were not saying no RAF, we want that, if it's good for the community, we want anything that is good for the community, but we need to do the exercise correctly and we don't believe we have got the true facts to do that.

Income revenue this year is going to drop substantially. Council took a decision during the year, last year I think, to change the parking arrangements. You can now park on South Perth Esplanade for free. No income, dramatically dropped income, maybe as much as half a million dollars. Our surplus that we've got at the moment could be gone quite quickly on those two issues.

We need to get written communication and confirmation on a number of these financial issues, we believe the decision on the RAF should be delayed for another month to be done properly and to give us all a chance to get the facts.

That's all I've got to say Mr Mayor, thank you.

Mayor Milner:

Thank you Mr Solomons. As it happens I can address some of the issues you've raised in your presentation there, and its relatively new information, it is actually in the Agenda for tomorrow night's Ordinary Council Meeting.

I should be clear, the State Government has not made any commitment to the RAF at this time, in fact the motion that we are voting on tomorrow night, the Business Plan, I will read from the Agenda and this is on page 100 of the Agenda for tomorrow night:

In addition, the Premier's office has clearly advised that the State Government expects the Council to approve the Business Plan before it gives further consideration to the project. The Premier's office has recommended the City organise a follow up meeting in February as soon as the Business Plan is approved.

I can bring you up to speed on that item in particular.

You mentioned Curtin University, also on the same Agenda, once again, page 100, and this is very recent news as well:

The City has received a letter from Curtin University detailing their capital contribution to the project. This details a contribution of \$2-3 million in capital funding together with the potential for ongoing operational support. Council should note that the Operational Feasibility Report assumed no rent in return for a larger capital contribution. Operational assumptions will be modified accordingly as the project progresses.

New information is coming to light all the time, but that is hot off the press in the Agenda for tomorrow night.

Thank you for your presentation, its greatly appreciated.

7.2 MS CECILIA BROOKE

The following was read out by Ms Cecilia Brooke of South Perth at the Electors' General Meeting held 22 February 2021.

Ms Brooke:

City of South Perth Residents Association (COSPPRA) welcomes our new CEO Mr Mike Bradford, we appreciate that he made the time to meet with representatives from COSPPRA last week, and listened carefully as we explained our role in the community.

We were pleased that he indicated that he was keen to maintain the positive working relationship that currently exists between the City and COSPPRA.

I would like to thank the City's former CEO, Mr Geoff Glass. Geoff joined the City just over 5 years ago and introduced a fresh new feel to the City.

COSPPRA enjoyed engaging with Geoff as he was always open to our input and ideas, we particularly valued his encouragement and support in the way the City staff interact with locals like ours.

This is just one part of "the listening" that I spoke about at the Electors Meeting last year.

Well what a year we've had, and I think you'll all agree with that. 2020/21 started in a very different place to where we find ourselves today. We entered the year with a strong challenge to the City's budget.

We thank the Councillors who questioned any continued increases in our rates and financial performance over the past year, shows that Councillors, you have made the right call.

In early 21, the City approved its Reconciliation Action Plan. COSPRA is very pleased with the result as we took a very brave stand in October 2019 to say that the draft plan did not meet community expectations, nor did it celebrate the achievements of the areas traditional custodians; the Wadjuk people.

The City listened after a long debate, resulting in a 5:4 vote count. The City now has a better plan, and we hope to see a growing mutual respect for leaders past and present, cultures, ancestors, and hopes for the future.

Then the world went mad. The City of South Perth should be congratulated for continuing as much of its business as usual, as possible, while the world battled COVID-19.

I think the City even managed to keep adequate toilet paper stocks in our public conveniences, so well done.

We really valued the Zoom versions of Council meetings, and maybe this service could be continued in some form now that you are back in the office, I guess we can all take some pleasure on dropping in on your meetings from the comfort of our lounge chairs.

A large number of people working from home showed up in our public spaces, which became super busy, especially on our southern and northern foreshores. I have even heard reports of people participating in team video meetings from the picnic tables at Waterford, with the beautiful Canning River in the background. That certainly beats a day in the office.

The City kept its residents informed of the new COVID Safe expectations while managing its own work environment so that its staff remained safe.

The City also rearranged staff, rosters and starts to ensure services were maintained and so that many small business' still had the opportunity to earn money, without this or government spending our economy would certainly be in a much worse place than it is now.

I've heard COVID hit very close to the City as very early on in the pandemic one of your own staff and a family member, both residents of the City, were infected by the virus. At that time there were only 61 people in Australia with the disease, so the City was breaking new ground, fortunately both have since made a full recovery.

Councillors, 2021/22 will be an important year for the City, it's another year of implementation. Many of you campaigned on containing rates and the City's financial health. While we now understand that may be there was a little electoral licence in describing the City's financial state, financial health remains important even while the current state is good. We will soon begin the briefings and preparation for the 2021/22 budget and I trust that your election undertakings will continue to guide you.

With the budget in mind COSPRA is extremely concerned about the finances surrounding the biggest project this City has ever considered. You all know that I am talking about the Recreation Aquatic Facility.

We note that the City reports spending an approximate \$100,000 since it received letter from Kate Doust, MLC, the president of the Legislative Council, informing the City it was unlikely that the state government would be available to make this project, and then there was also a letter from the Honourable Mick Murray, MLA Minister for Sport and Recreation on 5 October, informing the City that it was unlikely that the state government funds would be available for the Recreation Aquatic Facility.

We are concerned that the City will continue to spend more money on a project that may not even come to fruition.

Tomorrow night you will be voting on the biggest project undertaken ever by the City, a project that spends the equivalent of almost three years of rates. You must make that decision wisely. There is no room for emotion or populist decision, making a final check on the RAF project rests with you all. Your decision needs to be what is in the best interest of the rate payers, residents and residents of the City, and based on sound information and factual advice, particularly in respect to the finances.

In view of Mr Mark Taylors comments at last week's Agenda Briefing meeting, we understand that the financial report from Deloitte and Warren Green Consulting has been received by the City. We are concerned the Mayor and Councillors won't have the opportunity to read and digest the figures in this very important document before the vote tomorrow night at the Ordinary Council Meeting. In fact Mayor and Councillors, I have been left speechless tonight as I have been told by a couple of councillors that they will not be receiving that information tonight which they were expecting to, from Deloitte and Warren Green Consulting. This is so disappointing, I won't say anymore.

COSPRA is also very disappointed with the City's method of consultation on the project, it ran as more of a promotional campaign rather than a presentation of all the relevant facts, to enable rate payers to provide an informed submission on the project.

Finally, elections again in October, it won't take long to come, for Councillors that plan to seek re-election – good luck, though we trust the electors will be challenged to select Councillors from a long list of quality candidates, so stay on your toes.

Mayor Milner:

Thank you Ms Brooke, and we do appreciate that presentation.

Are there any more statements or questions from Gallery this evening?

So the question I also ask is how is Council able to commit to that Business Case being no increase in rates to cover the construction and the ongoing operating costs? How is Council able to actually commit and say that the project will be financially self-sustainable, when there is no other aquatic centre in Western Australia that is financially sustainable?

We barely break even, and we have a growing population and a growing membership base, we are talking about a City that has a stagnant population and is not necessarily going to have a growing base. We are also talking about an organisation, when you look at the business case and the recent correspondence about the City of Perth facility, doesn't mention the City of Perth's facility, and even the City of Perth facility, that they're looking at the WACA – they're questioning the financial feasibility and ongoing operating costs of that facility, so what assurance can the City give that the RAF will be financially self-sustainable when there is no other similar facility that is financially self-sustainable?

The last question I have is why wasn't the RAF Location Assessment Report publicly released?

One of the key aspects when we were actually developing the Cockburn ARC was to ensure it was in location that was visible to a high degree in terms of passing number of traffic and population. We did analysis of a number of facilities both within Western Australia and the Eastern States and all of the common flaws of other recreation facilities that were developed, was when they were located in places that weren't prominent. Now, according to that Business Case they evaluated a number of sites and they came up with a site which is screened behind a lot of vegetation, off the main roads and they say people will come to it, people will not come to it if they don't know where it is, and just by building a facility does not make it a facility people will come to. They need to know and see where it actually is. So I question why the report, because there is no commercial confidence in respect to that report, apart from the questioning about whether or not it was actually a suitable report.

The last comment I will actually make is a comment that was raised by one of the previous speakers, and yes, I did participate in the RAF assessment in terms of the public assessment and the number of questions that I asked those people that were actually out there; all they come back with was "yes, it will be like Cockburn ARC". It won't be like Cockburn ARC, Cockburn ARC is a very unique beast in terms of where its located, particularly in a growth corridor, the number of similar facilities around there, we did detailed analysis based on where Cockburn ARC would go, the nearest swimming pool from there was either Rockingham or Fremantle, so you aren't looking at a similar sort of operation. We were also looking at a joint operation at the Cockburn ARC where we went in with the Fremantle football club, where we knew we had secured funding, this is a facility that doesn't actually have that secured funding, so I seriously questioned the responsibility of going through with adopting a Business Case tomorrow night without that detail, and I was further shocked to actually hear that the

7.3 MR DANIEL ARNDT

The following was read out by Mr Daniel Arndt of Como at the Electors' General Meeting held 22 February 2021.

Mr Arndt:

I am a long term resident of South Perth, I was actually born at South Perth Hospital, I attended Como Primary School, I went to Wesley College, I was an active member of the Como Swimming Club and participated in state competitions on behalf of the club, I am a qualified Urban and Regional Planner, I have worked in Local Government for over 35 years, my current position is the Director of Planning and Development at the City of Cockburn, I was the project sponsor for the Cockburn ARC and I was responsible for the planning and development and implementation of the Cockburn ARC. So I feel I am able to speak on this topic with a fair degree of knowledge about how you actually proceed with a major sporting and recreation facility.

I have gone through in detail in terms of the Business Case, and I'm actually astounded at the lack of information that's contained within that Business Case.

The City of Cockburn when it undertook its \$109m facility out at Cockburn ARC, we had it financially tested three times before we even considered putting together a business case and lodging that before Council.

In that detailed Business Case we included details of all the funding sources that we were able to actually secure, we even had financial commitments from Curtin University, in terms of the project, they provided those in writing, not once, but twice.

When push came to shove in terms of the actual project, they reneged in terms of theirs, and they provided what they called support in kind, so I would take a dim view in terms of the commitments of Curtin unless you have some sort of cheque in your back pocket.

In respect to the State Government, we went through a detailed process, and we actually made sure we had the State Government funding secured before we actually put the Business Case up to Council. Not only that but in the case of South Perth, as the previous speaker indicated, we actually had two letters from the State Government clearly indicating that they don't have the money.

Now I can tell you now, certainly the facility that we had at Cockburn, we did not get \$20m from the Government, so it is very unrealistic to think that this Council is going to actually receive \$20m from the State Government without some sort of formal commitment in writing.

So what I would ask Council in terms of my question, is how can it proceed with committing to a Business Case to construct an \$81m facility when over 50% of that funding is still unsourced, and I mean unsourced as in you do not have any formal commitments from any other agencies or organisations to provide that money, that's over 50% of your project, and you're putting together a Business Case saying what justifies to actually put forward and go forward with an integrated facility out there.

Deloitte's report has only just been released. Now, if your Deloitte's report or your Warren Green report has been released, those documents should actually be available to elected members to digest and understand the details within them, not to actually be released only days before they are required to assess a Business Case on the largest project that the City has ever considered.

Thank you.

Mayor Milner:

Thank you Mr Arndt, and there were a number of questions asked there, I'll give my initial thoughts, but I might hand it over Mr Taylor and Mr Cameron to provide some finer detail.

One of the questions you asked is how can we commit to a Business Plan in circumstances where there is no commitment from say the State Government and that's as I understand it, the purpose of the Business Plan that council is being asked to consider at tomorrow night's Ordinary Council Meeting, is I think, and the officers will correct me if I've got this wrong, a necessary pre requisite before the State Government will consider any potential commitment on the RAF. Once again, I am drawing from page 100 of the Agenda for tomorrow night:

In addition, the Premier's office has clearly advised that the State Government expects the Council to approve the Business Plan before it gives further consideration to the project. The Premier's office has recommended the City organise a follow up meeting in February as soon as the Business Plan is approved.

So as I understand it, and again, I'm sure the officers will correct me if I've got this wrong, that's a necessary step before the State Government will consider this proposal.

I see a hand from Ms Brooke, I will finish off and give Mr Taylor and Mr Cameron an opportunity to comment but then I will throw to you Ms Brooke.

I am aware that the commitment to the Business Plan, depending on what Council decides tomorrow night, doesn't by itself bind the City to further action on this project. The relevant section from the Agenda reads:

Approval of the Business Plan does not bind Council to any future action. The RAF will only proceed when Council resolves to approve the final RAF project budget and scope.

If Council resolves not to approve the Business Plan, the City will be unable to progress the project, thus relinquishing the \$20m Federal Government grant and incurring the significant reputational damage this would bring.

I believe there are a number of steps in this project and I believe that the concerns about financial viability and ongoing sustainability of the project are certainly very valid considerations and I'm sure that is front of mind for the elected members as well.

But let me give Mr Taylor and Mr Cameron an opportunity to say a few words and perhaps they can fill in the details that I may have missed.

Mr Colin Cameron (DCS): Thank you Mr Mayor, I think you picked up on it.

One of the things that struck me was the interchange between a Business Case and a Business Plan, and they are very different things.

A Business Plan is in accordance with section 3.59 of the *Local Government Act 1995* (Act), and that relates to a major land transaction, and is a requirement for Council to proceed. Council may proceed, if tomorrow night it approves the Business Plan.

The project goes back to June 2017 when Council put this on the Strategic Community Plan and then followed through with November recently, where the Council considered a very detailed Business Case, which is different, and that included the Project Definition Plan and Operational Feasibility. Now it was mentioned quite a lot about the Cockburn ARC, this is a very different proposal to the Cockburn ARC, it's got 27 golf holes, 18 mini golf holes, and 56 driving range amongst a whole range of other things.

It is also different in the fact that the City will not be operating it, so it's a very different model, but there is a detailed Business Case which Council considered in November. At that meeting Council also asked to have a second/third check of the information that was presented in November, which is the information being prepared that Mr Taylor will respond to.

The Business Plan is not the Business Case. The Business Case was considered in November, the Business Plan is simply the Local Government requirement, in terms of 'a major land transaction', and from that Council, through this iterative process, with many more steps for Council to proceed including approving funds.

I'll hand over now to Mr Taylor now in terms of the other direct questions.

Mr Mark Taylor (DIS): Thank you Mr Mayor, I'll respond to a question also raised by Ms Brooke, thank you Mr Arndt for your questions tonight.

In respect to the Warren Green/Deloitte Report, it was always going to be an issue getting it to Council before this meeting, the report was always going to be available late February, so the aim was to have a briefing of Council following this meeting tonight and as you are aware, Deloitte's have advised that they weren't comfortable in doing this until the final report was completed. However they did release an email to the Council on Friday, which we forwarded to Councillors, which discussed the fundamentals of the Business Case and that they were sound and that they were looking forward to releasing the report and having a briefing with Council, which we will aim to have next week.

Ms Brooke: We have been discussing the RAF now for a couple of years, I cannot see the urgency in putting that pressure on yourself and the Councillors, with finding this information out and having to vote tomorrow night. I think it's totally unrealistic and I think that tomorrow night the meeting should be delayed and the vote should be

carried over for another month or two, so that everyone can digest the material, that is relevant to the City and its rate payers.

Mr Colin Cameron (DCS):

If I could through the chair; I suppose what I was trying to describe is the difference between the Business Case and the Business Plan.

The Business Case was considered by Council in November, that is the work that Deloitte are reconsidering, at a future point in time when Council receive that, they can consider that in context to the Business Case which was the Project Definition Plan and Operating Feasibility.

Tomorrow night Council are considering a Business Plan under the Act, and all that is saying is yes, the Council is free if it chooses to adopt it, to proceed forward with this iterative process.

It may in the future decide not to proceed, it may decide to proceed, but until such time as it approves that Business Plan it would not be in a position to continue the project.

That's the information that Council are considering. Deloitte's are not providing information in relation to the Business Plan, they are considering the information that was in the Business Case in November; the Project Definition Plan and Operational Feasibility.

They are very different pieces of work.

Mayor Milner:

Thank you Mr Cameron. Mr Downing I believe.

7.4 MR STUART DOWNING

The following was read out by Mr Stuart Downing of Manning at the Electors' General Meeting held 22 February 2021.

Mr Downing:

Like Daniel, I am a long term resident of the City of South Perth, I've been in Local Government a long time as well.

Congratulations on picking Warren Green and Deloitte's; fantastic consultants. We used Warren Green at Cockburn; fantastic. They did a great report, Council were very happy with them as a consulting firm. Deloitte's; in fact we used KPMG, but they are very good, very detailed and so well done.

I'd just like to take a moment to ask a question about the, I'm not too sure which one you released; the Business Case or the Business Plan, I'm confused now. However, the financial information in the document that was released, I think amounted to about a third of a page, is Council committed to releasing the Deloitte's and the Warren Green report so that the community can actually have confidence in the financial assessment made by the Council and the officers, given that it is a sizable project, I think it's the biggest that the City of South Perth is committing to, and certainly we would like to have look at those documents. I think the Business Plan or was it the Business Case, again I'm confused, certainly didn't have sufficient financial information for members of the public to look at and compare with other councils or ask intelligent questions, especially when you are combining the golf course, the profits from the golf course, the losses from the George

Burnett Park and I'm not too sure what the proposed or the surplus or the deficits are going to be with the RAF facility, but certainly, we as rate payers are concerned.

I'm somewhat agnostic either way, it's interesting to hear Daniel's comments about the swimming pool complex at Cockburn, we did the analysis and we were miles away from any other swimming pool complex. South Perth has 5, maybe 6 if the WACA gets built all within about 5km.

Certainly the percentage of swimming pools within the South Perth area is quite high and certainly those people who would go to a swimming pool complex maybe won't go because they have already got a swimming pool in their backyard.

I'm more interested in seeing the financial information, I'm sure the rate payers would like to see the financial assessment done by Deloitte and from Warren Green; they are both world class consultants, and certainly if the comments made just previously, saying that they are supportive of the financial information that's been built as a part of the model, I see no reason why rate payers can't see those documents and have the same comfort that Council has if we were to proceed with this project.

I will also raise a further point, and I was meant to raise when Colin Cameron was speaking about the Annual Financial Report. I note that the Auditor General while giving a clean bill of health to the financials, also made a comment about one of the financial ratios, there was a significant issue that she raised that you are running an operating deficit, certainly she was concerned. She raised it as a significant matter and I'm sure that Colin is going to write to the Minister as required under the Local Government Act explaining how Council is going to address that as an issue, certainly I would like to see that letter go on the website, how Council is going to address that.

We unfortunately got something similar at Cockburn for assets sustainability ratio. We had a long meeting about how we were addressing that issue, and we also had to write to the Minister explaining how we are going to make that benchmark over the next few years, as a growth Council obviously we are building both new and replacing old assets and certainly we have an issue of how much we allocate of the capital to renewing assets which is part of that ratio. I'd certainly like to see how Council is going to address the operating deficit, and especially, as Daniel said, very few facilities like the RAF will make a surplus and roping in the surpluses of the golf course which the municipal fund already enjoys separately, is if it's going to make a deficit and you only kind of balance the books using the profits from the golf course, I'm not too sure if that's going to address the issues that the rate payers have.

Thank you very much Mr Mayor.

Mayor Milner:

Thank you Mr Downing, once again I was madly scribbling during that presentation, I'll give you my initial thoughts, but then I might turn

over once again to Mr Cameron and Mr Taylor for some more detail there.

I think the first major question being asked there was will the public get to see the Deloitte and the Warren Green Consulting report, I'm in the awkward position that I haven't actually seen it myself yet, so I don't know how much reference there is to confidential material in there, but of course in November 2020 Council passed a motion to have the Chief Executive Officer engage suitable further independent and relevant industry and financial experts to review the Business Case, and the Business Case, I should be clear is the Project Definition Plan and Operational Feasibility Report taken together, that's the Business Case, the Business Plan came out of the Business Case.

Those documents were made available to the public albeit with some sections being redacted, which again is why I'm not totally sure with the report I haven't seen from Deloitte and Warren Green Consulting there might be some redacting there, but that's the motion that Council passed to get to this position.

A review of the financial modelling, the key operating assumptions, the operating cash flows, the usage protections, as further due diligence and then report back to Council.

I think the second question you raised was in relation to the operating surplus ratio which was identified in the Auditor General's report as being below the Department of Local Government Sport and Cultural Industries basic standard of 0.01, for the last three financial years, and that point is well made and it is certainly something that the elected members and the City's administrative team is well aware of.

Mr Cameron, should I turn over to you at this stage?

Mr Colin Cameron (DCS):

Yes, the WA Auditor General is required to make notes in relation to that and has every year, and had it needed to do that before, it would've every year prior, other than the year the City sold the Civic Heart. So that is very well known to Councillors and we've been embarking on a program to increase revenue where possible and reduce expenditure. There is also some lines of expenditure that will disappear pretty soon, because we have expensed some rather large capital projects rather than capitalised them.

I expect that if we had set ourselves a goal of 2-4 years to improve the net operating position, and it's a focus that council have, at every budget and every half year budget, so I'm confident that that's the case.

We do write to the Minister every year, even though the Department said to us we don't need to write to the Minister and to write to them, we still wrote to the Minister because that's what the Act says, so that's what we do.

In terms of the relationship with the Business Case and the Business Plan, I encourage you to read the November report to Council, and as the Mayor has quite rightly put, there are a number of redactions, but there is a lot of information on the Project Definition Plan and

Operational Feasibility, including the way in which the model has been struck. This includes that it assumes that the revenue from the current golf course, that it is being used to subsidise this feasibility. However as you are no doubt aware, mini golf is going in, so there will be 56 holes of driving range, a whole other range of climbing walls and other facilities that will be of profit nature, to complete as well. In terms of the swimming pool which is \$20m or so, which is probably a quarter of that project, but when you consider its being built on the existing 27 hole golf course, it's a substantial piece of integrated infrastructure.

Council have been crystal clear with everyone in terms of this proposal that it needs to be feasible and it needs to not impact on rates and so that was the basis on which the analysis has been done for the Business Case in November. Read those pieces of information, there is information in there that is also commercial in confidence, so at some stage if Council proceed to construct this project, there would need to be an operator that would need to bid for the project through a complete tender process.

Unless Mr Taylor wants to add anything further, I think I've answered all those questions in relation to the project, ensuring that its financially viable and that it doesn't impact on rates, is a key assumption that's been tested through the Business Case. That will now have the analysis of the reputable financial appraisal as well as the Business Case. Once again, that is not a requirement of Council to consider the Business Case under the Act.

Mr Mark Taylor (DIS)

Couple of other things that come up tonight was about the timing of the adoption of the Business Plan.

There were two things that were raised in the report

1. The desire by the State Government via the Premiers office to talk to the City, but only after a Business Plan had been adopted by the Council. So hence the recommendation of the officers tomorrow night.
2. In terms of accessing the funding from the Federal Government, it is a requirement of Federal Public Service that the Business Plan be signed off, before the City can sign the funding agreement for the \$20m.

These are the two important matters that require the approval of the Business Plan tomorrow night.

7.5 MR DANIEL ARNDT

The following was read out by Mr Daniel Arndt of Bruce Street Como at the Electors' General Meeting held 22 February 2021.

Mr Arndt:

Mayor and elected members, I did actually ask a question which I put in writing on the 8 February and that was "why wasn't the RAF location assessment publicly released" and I didn't actually receive an answer from yourself or any of the officers on that particular question.

Raising in terms of the further comment, there is actually no time imperative that I can see provided, for the Business Plan to be adopted by the Council tomorrow night. Quite clearly we have a State Government that cannot make any financial commitments because it is in election mode, and there is a caretaker period where they can't make any financial commitments, so best case, the State Government won't be in a position to consider any request from Council until probably April/May. So the reality is there is no imperative saying that it actually has to be adopted at Council's meeting tomorrow night.

There is time for Council to actually defer the consideration of the Business Plan, which will enable it to have a detailed briefing from Deloitte and W Green & Associates on the actual proposal, which will then enable Council to make an informed decision, which I think is the best process that Council should follow is that it should always make an informed decision when it has all the information at hand and has had time to consider that information.

Mayor Milner:

Thank you Mr Arndt, two questions there, nod or shake your head if I haven't summarised it correctly.

The questions about the locational report, "why wasn't that made public"?

And the second question if I was to summarise it is, "why the rush, given the State Government is in caretaker mode prior to the actual election"?

I'll turn to the second first, I'm reluctant to weigh into the pros and cons as to whether a delay is appropriate, because I'm one of the decision makers tomorrow night, and it would probably be inappropriate for me to weigh in at this point, but I might give Mr Cameron and Mr Taylor an opportunity to speak to that. In fact, as of the locational report as well, I'll give Mr Taylor and Mr Cameron an opportunity to comment.

Mr Mark Taylor (DIS):

We actually had prepared answers to your questions and I have them in front of me.

In respect to the location assessment report:

The site was selected as the preferred location after an in depth study identified it as the most appropriate and financially viable location. Details of that, are available in the Minutes of the September 2019 Ordinary Council meeting.

Mr Colin Cameron (DCS): In relation to the Business Plan, I disagree with the assessment that we are reliant on a decision of State Government. We haven't put a formal proposal to State Government yet and they were clear that once we had the Business Plan approved to go back to them, ultimately, yes, it is caretaker mode at the moment, but the issue is not necessarily related to the State funding, its actually related to both the Federal funding and the ability for the City to proceed.

I can understand the Business Case and Business Plan sound similar and certainly we did review the ARC in relation to that, but the Business Plan is very specific and it is clear that if you wish to proceed on a major land transaction that Council would need to approve the Business Plan. The reason why it's come to February is because that was included in the November report, which clearly explained we would go through the community consultation process after state wide advertising, and provide the feedback to Council to consider.

It is certainly appropriate for Council to consider it tomorrow night, they have the information they need to, they can approve it, if they wish to, and then the RAF may proceed. If there is information in the future where they wish for the RAF to not proceed, they can resolve to do so at any time. I'm not suggesting it's a rush, it is in absolute accordance with the timeframe that we set out, in my view there is no new information that would suggest Council don't have sufficient information to consider the Business Plan, as a major land transaction under the Act.

Mr Mark Taylor (DIS): Further to Mr Cameron's response, it is also noted in the report tomorrow night, the City did seek legal advice about the requirement of the Federal Government or the Federal Public Service to have the Business Plan in place before the \$20m grant could be received. The legal advice was that we needed to go through a Business Plan and have it adopted by Council, before we could sign the grant agreement.

Mayor Milner: Thank you Mr Cameron and Mr Taylor. Are there any further questions or statement that anyone would like to raise this evening?

7.6 MR WARRICK BOARDMAN

The following was read out by Mr Warrick Boardman of Salter Point at the Electors' General Meeting held 22 February 2021.

Mr Boardman: There was a time when the Council employed a Travel Smart Officer and they were a one stop shop for anything to do with bikes and pedestrians, and community, education and that sort of thing.

Now we've got the engineers doing their bit, we've got the Community Development people doing their bit, anybody interested in travel smart has to approach the planners to perhaps increase the number of cyclist facilities involved in buildings such as the operation centre, which got rid of its bike parking rail, when it had its extension put on. It's just a point that I want to make.

I also noticed that this 'Buy Local, Shop Local' idea; very good, but if there was a Travel Smart Officer maybe they would have tried to include biking to your local shops as well and of course walking.

Mayor Milner: Thank you very much Mr Boardman, and just to clarify, was that a question or more of a statement?

Mr Boardman: More of a statement, thank you.

Mayor Milner: Thank you, just wanted to make sure if it was a question that we were going to provide an answer. Thank you.

Is there anyone else who wishes to ask a question or make a statement this evening?

8. CLOSURE

The Presiding Member thanked everyone for their attendance and closed the meeting at 7.08pm.

Strategic Direction

Community

Policy P102 Community Funding Program

Responsible Business Unit/s	Community, Culture and Recreation
Responsible Officer	Manager Community Culture and Recreation
Affected Business Unit/s	Community, Culture and Recreation

Policy Objectives

This policy provides a framework for the City to equitably distribute funding to community groups, organisations involved in community partnership projects ~~community organisations~~ and individuals to encourage community and personal development, and foster community services and projects.

Policy Scope

This Policy applies to all officers working in the Directorate of Development and Community Services, external organisations working in the City of South Perth community and individuals living in the City of South Perth community.

Policy Statement

The City of South Perth supports community development by providing a range of funding opportunities to community groups, organisations involved in community partnership projects ~~community organisations~~ and individuals through the Community Funding Program. Each year during the annual budget process, consideration is given to setting aside funds to distribute to community groups, organisations and individuals in the coming year.

The goals of the funding assistance policy are to:

1. Support and partner with community organisations and groups toward achieving the objectives of the City's Strategic Community Plan 2020~~17~~-2030~~27~~;
2. Enable community groups, partnering organisations and individuals to maximise their development opportunities;
3. Provide an equitable and accessible means by which community groups, partnering organisations and individuals can access funding;
4. Provide a process for distributing funds to meet defined outcomes; and
5. Involve stakeholders in a shared approach to the development of projects and services in the City.

The City will manage the Community Funding Program through M102: Community Funding Program Management Practice.

Types of funding available are as follows:

Level 1: Community partnerships – The City may enter into partnerships with organisations that intend to deliver programs and services that will contribute and assist in meeting the objectives of the City's Strategic Plan.

Level 2: Community grants – These grants provide assistance for minor non-recurrent projects that contribute to community development in the City of South Perth. The City will assess these opportunities as they arise.

Level 3: Individual Development Grants – These grants are open to residents of the City of South Perth who have been selected to represent the state or nation in interstate or international championships, competitions or significant cultural, academic or community service programs. The grant is for travel and/or accommodation costs only and is set at a maximum of \$200 for interstate travel and \$300 for international travel.

Legislation/ Local Law Requirements

Not Applicable

Other Relevant Policies/ Key Documents

Policy P~~110~~~~102~~ Support of Community and Sporting Groups
City of South Perth Strategic Plan 20~~20~~~~17~~-20~~30~~~~27~~
Management Practice M102 Community Funding Program

Strategic Direction

Community

Policy P103 Stakeholder Engagement

Responsible Business Unit/s	Stakeholder and Customer Relations
Responsible Officer	Manager Stakeholder and Customer Relations
Affected Business Unit/s	All City business units involved in stakeholder engagementconsultation

Policy Objectives

The objectives of this policy are:

- To ensure that, where appropriate, the City of South Perth community and relevant stakeholders have an opportunity to participate and contribute in a meaningful way to decisions made by the City that affect their lives
- To outline the City's commitment and approach to stakeholder engagement, to contribute to good governance, strong leadership and better decision making
- To provide direction and guidance for the practice of stakeholder engagement at the City of South Perth
- To support Elected Members in their decision making by providing informed feedback from stakeholders.

Definitions

Stakeholder engagement

A planned and purposeful process that encompasses a variety of techniques and methods. It is an approach that provides opportunities for stakeholders to be involved in and contribute to decisions that affect their lives.

Note: The terms, 'community engagement' and 'public participation' are widely used across the industry, and may be used interchangeably with 'stakeholder engagement'.

Stakeholders and community

Stakeholders are those affected by or with a specific interest in a decision, project or issue. Stakeholders may be (but are not limited to) individuals, groups, organisations, agencies, businesses, reference and advisory groups, and/or the community. Stakeholders can be internal (i.e. within the organisation) or external (i.e. outside the organisation).

The community can include individuals or groups who live, work, play, study, visit, invest in, or pass through the City of South Perth. They may be ratepayers, residents, business owners, workers, tourists, visitors, or community groups.

These terms are often used interchangeably, and are both widely used in the field of stakeholder engagement. Although separate definitions are offered, in practice, the distinction between the two terms is not always clear. Therefore the terms may be used together, separately or interchangeably.

Policy Scope

This policy applies to all Elected Members, City of South Perth [staff/employees](#) and consultants involved in stakeholder engagement activities for the City.

The scope of this policy is guided by Section 1.3 (2) of the *Local Government Act 1995*, which states that the Act is intended to result in:

- Better decision making by local governments
- Greater community participation in the decisions and affairs of local governments
- Greater accountability of local governments to their communities
- More efficient and effective local government.

The policy is also drawn from the City of South Perth's Strategic Community Plan 2017-2027 and internationally accepted core values for engagement, developed by the International Association for Public Participation (IAP2).

In decision making areas related to town planning (including strategic and statutory planning), the City has adopted a specific policy to determine how stakeholder engagement will be undertaken. P301 [Advertising of Community Engagement in Planning Proposals](#) is drawn from and aligned to the City's stakeholder engagement policy, however, it goes into further detail of the specific statutory and legislative requirements.

Policy Statement

The City of South Perth recognises that involving stakeholders appropriately in projects and processes, and embracing a culture and practice of engagement, leads to more sustainable and informed decision making. Stakeholder engagement is the responsibility of the entire organisation, including Elected Members, [staff/employees](#) and consultants.

Stakeholder engagement does not take the responsibility for final decision making from the Elected Members. Instead, it supports the decision making process by enabling Elected Members (and staff) to be confident that stakeholder views have been ascertained, understood and considered, along with technical advice and requirements, research, constraints and any other policy or legislative considerations.

The City's Stakeholder Engagement Guide has been developed to guide and support the culture and practice of stakeholder engagement, to enable an approach that is consistent, effective and robust. The Guide includes a toolkit and resources for use by City staff and consultants, along with a training program for staff.

Stakeholder engagement is also supported at the City by a dedicated Stakeholder Engagement team established to build capacity in the organisation, and provide support, advice and assistance for engagement processes and projects.

Engaging over school holidays and/or Christmas

When stakeholder engagement takes place during school holidays or over the Christmas period (mid-December to mid-January), it will be extended by a minimum of an additional 14 days to provide further time to engage. This requirement does not apply to all [status-statutory](#) advertising and engagement.

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Policy Number: P103

Council Adoption: 22/07/03

Reviewed/Modified: 03/06, 02/11, 03/12, 03/13, 03/14, 01/15,

Relevant Council Delegation: N/A

Relevant Delegation: N/A

Relevant Management Practice: M103 Communication & Consultation

Stakeholder engagement principles

The following principles are the foundation of the City's approach to and practice of stakeholder engagement.

1. We are committed to embedding a culture of engagement at the City of South Perth

We will champion engagement at the City. We are committed to integrating engagement into the organisation's processes and practices by providing the necessary resources and support to staff.

2. We know why we are engaging

We are clear about the purpose of the engagement and ensure that this is reflected in the processes we plan and engagement we undertake.

3. We know who to engage

We identify the right stakeholders and use a range of techniques to ensure our approach is inclusive and appropriate.

4. We understand the background and context

We take the time to understand the history, issues or concerns which may affect the project and engagement, and explore the context in order to clearly define the negotiables and non-negotiables.

5. We are committed to genuine engagement

We engage when there is an opportunity for stakeholders to have meaningful input into the decision to be made. We undertake authentic, appropriate engagement and provide stakeholder feedback to the decision makers. We learn from past practice and experience.

6. We are innovative, responsive and professional

We are dedicated to providing high quality engagement and are innovative and flexible in our approach. We work to build relationships and are responsive to the needs of internal and external stakeholders.

Stakeholder engagement at the City is also guided and shaped by the International Association for Public Participation's (IAP2) core values and public participation spectrum, which are recognised internationally as best practice. These tools guide both the approach and practical application of stakeholder engagement.

Core values

1. Public participation is based on the belief that those who are affected by a decision have a right to be involved in the decision making process.
2. Public participation includes the promise that the public's contribution will influence the decision.
3. Public participation promotes sustainable decisions by recognising and communicating the needs and interests of all participants, including decision makers.
4. Public participation seeks out and facilitates the involvement of those potentially affected by or interested in a decision.
5. Public participation seeks input from participants in designing how they participate.
6. Public participation provides participants with the information they need to participate in a meaningful way.
7. Public participation communicates to participants how their input affected the decision.

Public Participation Spectrum

Page 3 of 4

Policy Number:

P103

Council Adoption:

22/07/03

Reviewed/Modified:

03/06, 02/11, 03/12, 03/13, 03/14, 01/15,

Relevant Council Delegation:

N/A


Relevant Delegation:

N/A

Relevant Management Practice:

M103 Communication & Consultation

The IAP2 Public Participation Spectrum is a tool to define the role of stakeholders in any engagement process. It outlines the goal of each level of the spectrum and includes the 'promise to stakeholders' made when an organisation chooses to engage with them in a particular way.

Increasing impact on the decision 					
	Inform	Consult	Involve	Collaborate	Empower*
Engagement goal	To provide stakeholders with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain stakeholder feedback on analysis, alternatives and/or decisions.	To work directly with stakeholders throughout the process to ensure that their concerns and aspirations are consistently understood and considered.	To partner with stakeholders in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place the final decision making in the hands of the stakeholders.
Promise to stakeholders	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how stakeholder input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how stakeholder input influenced the decision.	We will work together with you to formulate solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

Legislation / Local Law Requirements

Section 1.3 (2) of the *Local Government Act 1995*.

Other Relevant Policies / Key Documents

P301: [Community Engagement in Advertising of Planning Proposals](#)

P112: Community Advisory Groups

M103: Stakeholder Engagement

City of South Perth Strategic Community Plan 2017-2027

Strategic Direction 1

Community

Policy P105 Cultural Services and Activities

Responsible Business Unit/s	Community, Culture and Recreation
Responsible Officer	Manager Community, Culture and Recreation
Affected Business Unit/s	Community, Culture and Recreation

Policy Objectives

To provide a policy framework that enables the City to develop and implement relevant cultural services and activities for its community members that contribute towards fostering a strong sense of community.

Policy Scope

This Policy applies to the Community, Culture and Recreation department to provide events and activities for the local community.

Policy Statement

The City recognises the importance of cultural services and activities and the contribution such programs and services make towards developing a sense of community. As such, the City will develop and implement a range of annual events, projects and services which aim to enrich lives and connect people through shared experiences that celebrate place, strengthen community identity and help build trust between people.

Community Events

The City will implement a range of community events including but not limited to; a summer program, small scale concerts/live entertainment and/or ticketed activities, Pioneers and Elders Luncheon, annual Art Award and associated workshop programme, exhibitions and other selected initiatives. Major ~~anchor~~ events include the Australia Day Celebration Zone, ~~and summer~~ South Perth Sounds Concert and Angelo Street Marketplace Hello Manning Festival. The aims of these major events are to celebrate the community and the unique identity and features of the City of South Perth. This will be achieved by:

- Providing accessible and equitable entertainment for local residents and visitors of a standard comparable with other metropolitan major events and festivals;
- Increasing the profile and maintaining a positive image of the City of South Perth in line with the City's Vision;
- Assisting in the community and economic development of the City of South Perth;
- Building partnerships between external organisations and the City; and
- Maintaining the longevity and sustainability of the events through constant review, evaluation and development of event structure and entertainment.

Civic Events

The City will deliver a range of high quality civic events, functions and ceremonies. These events will include but are not limited to; the Australia Day Citizenship and Flag Raising Ceremony, ANZAC Day Memorial Service, Remembrance Day Memorial Service,

- | Citizenship ceremonies, Thank a Volunteer ~~and Stakeholder Function Breakfast~~, and NAIDOC Week Flag Raising Ceremony. The aims of these events are to celebrate these nationally commemorated occasions and/or to honour our contributing citizens.

Other Cultural Activities & Services

The City may develop and implement other cultural activities and services in response to community needs.

Legislation/ Local Law Requirements

Not Applicable

Other Relevant Policies/ Key Documents

- | City of South Perth Strategic Community Plan 20~~2017~~-20~~3027~~

Strategic Direction

Community

Policy P106 Use of City Reserves and Facilities

Responsible Business Unit/s	Community, Culture and Recreation
Responsible Officer	Manager Community, Culture and Recreation
Affected Business Unit/s	Community, Culture and Recreation

Policy Objectives

The City owns and/or maintains a number of ovals, parks, reserves and facilities which are available for use and this policy provides guidance on the use and/or hire of these reserves/and facilities.

This Policy aims to balance appropriate management and responsible use of the City's reserves and facilities for the benefit of the community.

Policy Scope

This Policy applies to those that wish to make organised use of reserves and facilities under City ownership or management for sporting and/or recreation purposes and events, such as individuals, personal trainers, sporting groups, social groups, informal and formal not-for-profit community groups and commercial organisations.

Policy Statement

Approval is required for the use of City of South Perth managed reserves and facilities. The City may hire, license or lease owned and managed reserves and facilities whereby:

- The City is satisfied that the use is consistent with the nature of the reserve or facility and the surrounding area;
- The City is satisfied that the applicant is capable of ensuring the safe and appropriate use of the reserve or facility.

The applicant may be required to undertake one or more of the following:

- Pay a use hire or lease or license fee;
- Lodge a bond;
- Apply for a liquor licence;
- Show proof of qualifications;
- Show proof of relevant current insurance;
- Apply for a permits and/or trading licences; and
- Show proof of event and risk management practices, such as risk management plan, noise management, traffic management and compliance to environmental health requirements.

Long term users of reserves and built facilities may enter into a lease or license agreement with the City; however the City determines whether a lease or license is appropriate. The cost of the hire is determined in accordance with the City's Schedule of Fees and Charges. The Schedule is reviewed annually.

Waterways and Crown Land

The use and hire of waterways; and reserves or facilities on crown land is subject to two separate approvals. The first approval required is from the State Government (Minister for Lands) as the land owner. The second approval required is from the City of South Perth as manager of the land. Each application is to be made separately to the relevant authority. Additionally other government departments may have authority and require applications such as the Department of Biodiversity, Conservations and Attractions for land adjacent to the Swan River.

Events on Reserves and in Facilities

Approval is required for the use of City of South Perth managed reserves and facilities for events. The event will be assessed in relation to the impact it may have on the venue and surrounding area. Considerations may include the number of people attending the event, other activities taking place in the area, the availability of parking facilities and the possible impact of the event on the facility itself, facility users and local residents.

The overall intent is to maximise the positive impact to the community resulting from use of the City's reserves and facilities (i.e. activation of public spaces; improve social connectedness; and promote participation in physical activity and events); and minimise negative impacts (i.e. damage to reserves or facilities; anti-social behaviour; and conflicts between reserve/facility users and the surrounding community through excessive noise, parking issues etc.).

Large Scale Events on South Perth Foreshore

A 'Large Scale Event' means any event/activity that has the capacity to accommodate more than 500 people at any given time. As large scale events have greater potential impacts on the community, the following information shall be used to guide the approval process about large scale events planned to be held on the South Perth Foreshore.

Evaluation Criteria for Assessing the Suitability of Large Scale Events Requests on the South Perth Foreshore

The table below outlined the evaluation criteria that shall be used by the City to determine the type and number of large scale events suitable for the South Perth Foreshore.

Type of Large Scale Event/Activity	Large Scale Event Approval Process
1. Community Facilitated Large Scale Event/Activity	Event shall be determined by the City under its delegated authority.
2. City of South Perth Facilitated Large Scale Event/Activity	Event shall be determined by the City under its delegated authority. <i>Note: Council will also be involved in the approval process for the City's events as part of the annual budget submission process.</i>

3. Commercial Organisation Facilitated Large Scale Event/Activity	Event shall be referred to Council for its determination.
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Regular Use of Reserves by Sporting Groups

The City maintains a number of ovals that are designed to accommodate particular sports. The City may enter into agreements with sporting groups for the regular use of these ovals during the appropriate season for each sport. The City will determine the cost of the hire from the fees set out in the City's Schedule of Fees and Charges.

Sports Oval Floodlights

The City maintains a number of ovals, parks, reserves and facilities which are made available to be used or hired by personal trainers, sporting clubs, social groups, informal groups or individuals. Unless otherwise approved by the City:

- Sports oval floodlighting will only be considered at designated sports ovals within the City.
- The Australian Standard recommendations for sports lighting will provide the standard requirements for sports lighting in the City.
- Floodlighting will provide for either training purposes or competition match play; or a combination of both, as determined by the level of play required at each sporting oval.
- The need and priority of sports floodlighting installation, provision, upgrade and replacement will be determined by the City.
- Priority of lighting will be higher for activities that are shared by multiple user groups.
- Consultation with local residents will be determined by the proposed level of change to the current floodlighting provision or where new provision is proposed and there is a potential impact to nearby residential amenity. If a need for community consultation is required and where not addressed through a Development Application process then a consultation process will be undertaken.
- Costs and usage of City managed floodlights will be in accordance with the City's Annual Fees and Charges Schedule based on 100% cost recovery.

Legislation/Local Law Requirements

- City of South Perth Public Places and Local Government Property Local Law 2011
- Environmental Protection (Noise) Regulations 1997
- Swan and Canning Rivers Management Regulations 2007
- Liquor Control Act 1988

Other Relevant Policies/ Key Documents

- P609: Management of City Property
- Management Practice M106 Use of City Reserves and Facilities
- City of South Perth Schedule of Fees and Charges
- City of South Perth Permit Conditions
- City of South Perth Strategic Plan 2017-2027
- Personal Trainer Application Guidelines 2018
- Special Event Application Guidelines 2018
- City of South Perth Conditions of hire
- Department of Health Guidelines for Concerts, Events and Organised Gatherings

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Policy Number:	P106	Relevant Council Delegation:	N/A
Council Adoption:	03/05	Relevant Delegation:	N/A
Reviewed/Modified:	03/08, 02/11, 03/12, 03/13, 03/14, 01/15, 06/16, 08/16, 08/17, 03/18, 10/18, 06/19	Relevant Management Practice:	M106 Use of City Reserves and Facilities

Strategic Direction

Community

Policy P107 Access and Inclusion

Responsible Business Unit/s	Community, Culture and Recreation
Responsible Officer	Manager Community Culture and Recreation
Affected Business Unit/s	Community Culture and Recreation

Policy Objectives

The City of South Perth is committed to ensuring that the community is an accessible and inclusive one. The City is actively creating a place where all people feel welcome and where the diverse needs and aspirations of all people are respected equally.

Policy Scope

This Policy applies to all members of the community within the City and ensures all City employees consider optimising access and inclusion in their service delivery and planning.

Policy Statement

The City of South Perth will meet its commitments under the Disability Services Act through the adoption, implementation and annual review of a Disability Access and Inclusion Plan that ensures the organisation will aim to achieve the following outcomes.

- People with disability have the same opportunities as other people to access the services of, and any events organised by, the City of South Perth.
- People with disability have the same opportunities as other people to access the buildings and other facilities owned and managed by the City of South Perth.
- People with disability receive information from the City of South Perth in a format that will enable them to access the information as readily as other people are able to access it.
- People with disability receive the same level and quality of service from the staff of the City of South Perth as other people receive from the staff.
- People with disability have the same opportunities as other people to make complaints/give feedback to the City of South Perth.
- People with disability have the same opportunities as other people to participate in any public consultation undertaken by the City of South Perth.
- People with disability are employed by the City of South Perth.
- To provide information, opportunities and encouragement to raise the awareness of the community regarding disability, access and inclusion.

Legislation/ Local Law Requirements

Western Australian Disability Services Act 1993 (amended 2004)

AS 1428 (Design for Access and Mobility)
Building Code of Australia

Disability (Access to Premises - Buildings) Standards 2010
Commonwealth Disability Standards for Accessible Transport 2002 (amended 2010)
City of South Perth Disability Access and Inclusion Plan

Other Relevant Policies/ Key Documents

P501: Paths - Provision and Construction
City of South Perth Strategic Community Plan ~~2017-2027~~

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Policy Number:	P107	Relevant Council Delegation:	N/A
Council Adoption:	26/07/11	Relevant Delegation:	N/A
Reviewed/Modified:	03/05, 07/11, 03/11, 03/13, 03/14, 01/15, 03/16, 08/16, 08/17, 10/18	Relevant Management Practice:	N/A

Strategic Direction 1

Community

Policy P110 Support of Community and Sporting Groups

Responsible Business Unit/s	Community, Culture and Recreation
Responsible Officer	Manager Community, Culture and Recreation
Affected Business Unit/s	Community, Culture and Recreation

Policy Objectives

The City acknowledges the valuable role that local sporting and community groups play in ensuring that the local community has access to a wide range of leisure opportunities. This policy outlines the circumstances in which the City will consider making contributions to assist in the development of recreation facilities.

Policy Scope

This Policy applies to community and sporting groups that need assistance to continue their programs and events.

Policy Statement

The City will consider requests for capital funding for facility development from local community and sporting groups.

The City will prioritise requests for capital funding through its corporate planning cycle. The City will not provide capital funding to groups outside of this process.

Community Sport and Recreation Facilities Fund

Groups may apply to the City with requests for capital funding through the Community Sport and Recreation Facilities Fund administered by the State Government. The City's preferred stance is that it will contribute a maximum of one third of the project cost. However, in exceptional circumstances, where the club / community organisation can clearly demonstrate additional benefit (above and beyond the normal expectation) to the broader community, Council may be prepared to consider and formally resolve a greater contribution.

Self Supporting Loan

Groups may apply to the City with requests to support capital funding through a self supporting loan. The City may consider these requests only in circumstances where the group provides financial plans to the satisfaction of the City which demonstrate the ability of the group to repay the loan; without impost on ratepayers and where the borrowing does not have an adverse impact on the City's statutory Debt Service Ratios.

Other Requests for Capital funding

Groups may apply to the City with requests for capital funding that are not to be funded through a self supporting loan or the Community Sport and Recreation Facilities Fund. The maximum contribution that the City will make to these projects is one third of the lesser of the final project cost or the approved maximum project cost.

Legislation/ Local Law Requirements

Not Applicable

Other Relevant Policies/ Key Documents

P609: Lease of City Owned Buildings

| City of South Perth Strategic Plan 20~~2015~~-20~~30~~~~25~~

Strategic Direction

Leadership

Policy P611 Pre-Qualified Supplier Panels

Responsible Business Unit/s	Financial Services
Responsible Officer	Director Corporate Services
Affected Business Unit/s	All Business Units

Policy Objectives

The City of South Perth will consider creating a Panel of Pre-qualified Suppliers ("Panel") when a range of similar goods and services are required to be purchased on a continuing and regular basis.

Part of the consideration of establishing a panel includes:

- there are numerous potential suppliers in the local and regional procurement related market sector(s) that satisfy the test of 'value for money';
- the purchasing activity under the intended Panel is assessed as being of a low to medium risk;
- the Panel will streamline and will improve procurement processes; and
- the City has the capability to establish a Panel, and manage the risks and achieve the benefits expected of the proposed Panel.

Policy Scope

This Policy affects all business units within the City of South Perth.

Policy Statement

Establishing and Managing a Panel

Should the City decides that a Panel is to be created, it will establish the panel in accordance with the Part 4, Division 3 the Local Government (Functions and General) Regulations 1996.

Panels may be established for one supply requirement, or a number of similar supply requirements under defined categories.

Panels may be established for a minimum of one (1) year and for a length of time deemed appropriate by the City.

Evaluation criteria will be determined and communicated in the application process by which applications will be assessed and accepted.

In each invitation to apply to become a pre-qualified supplier (through an invitation procurement process advertised via a state-wide notice), the City will state the expected number of suppliers it intends to put on the panel.

Should a Panel member leave the Panel, they may be replaced by the next ranked Panel member determined in the value for money assessment should the supplier agree to do so, with this intention to be disclosed in the detailed information set out under Regulation 24AD(5)(d) and (e) when establishing the Panel. The City will disclose this approach in the detailed information when establishing the Panel.

Distributing Work Amongst Panel Members

To satisfy Regulation 24AD(5) of the Regulations, when establishing a Panel of pre-qualified suppliers, the detailed information associated with each invitation to apply to join the Panel will prescribe one of the following as to whether the City intends to:

- obtain quotations from each pre-qualified supplier on the Panel with respect to all discreet purchases; or
- purchase goods and services exclusively from any pre-qualified supplier appointed to that Panel, and under what circumstances; or
- develop a ranking system for selection to the Panel, with work awarded in accordance with the Regulations.

In considering the distribution of work among Panel members, the detailed information will also prescribe whether:

- each Panel member will have the opportunity to bid for each item of work under the Panel, with pre-determined evaluation criteria forming part of the invitation to quote to assess the suitability of the supplier for particular items of work. Contracts under the pre-qualified panel will be awarded on the basis of value for money in every instance; or
- work will be awarded on a ranked basis, which is to be stipulated in the detailed information set out under Regulation 24AD(5)(f) when establishing the Panel. The City will invite the highest ranked Panel member, who is to give written notice as to whether to accept the offer for the work to be undertaken. Should the offer be declined, an invitation to the next ranked Panel member is to be made and so forth until a Panel member accepts a Contract. Should the list of Panel members invited be exhausted with no Panel member accepting the offer to provide goods/services under the Panel, the City may then invite suppliers that are not pre-qualified under the Panel, in accordance with the Purchasing Thresholds stated in Policy P605. When a ranking system is established, the Panel will not operate for a period exceeding 12 months; or
- an alternate method of distribution of work may be chosen and the City will disclose this approach in the detailed information when establishing the Panel.

In every instance, a contract must not be formed with a pre-qualified supplier for an item of work beyond 12 months, or which includes options to extend the contract.

Purchasing from the Panel

The invitation to apply to be considered to join a panel of pre-qualified suppliers must state whether quotations are either to be invited to every Panel member (within each category, if applicable) of the Panel for each purchasing requirement, whether a ranking system is to be established, or otherwise.

Each quotation process, including the invitation to quote, communications with Panel members, quotations received, evaluation of quotes and notification of award communications must all be captured on the City's electronic records system. A separate file is to be maintained for each quotation process made under each Panel that captures all communications between the City and Panel members.

Record Keeping

All purchasing activity, communications and transactions must be evidenced and retained as local government records in accordance with the *State Records Act 2000* and the City's Record Keeping Plan.

Legislation / Local Law Requirements

Local Government Act 1995

Local Government (Functions & General) Regulations 1996

State Records Act 2000

Other Relevant Policies / Key Documents

P605: Purchasing

P607: Tendering & Expressions of Interest

P674: Management of Corporate Records

City of South Perth Strategic [Community](#) Plan 202017-203027

Strategic Direction

Environment (Built and Natural)

Policy P306 Development of Properties Abutting River Way

Responsible Business Unit/s	Development Services
Responsible Officer	Manager Development Services
Affected Business Unit/s	Development Services

Policy Objectives

1. To protect the streetscape character of River Way by ameliorating the bulk and scale impacts of buildings as viewed from that street.
2. To make adequate provision for visitor parking on development sites with a frontage onto River Way having regard to the extremely narrow width of the road reservation.
3. To facilitate orderly traffic movement and parking by regulating the location of future vehicle crossovers.
4. To ensure that all fencing on or near the River Way street boundary contributes positively to streetscape compatibility.

Policy Scope

This policy applies to all properties abutting River Way, Salter Point.

Policy Status

1. This policy is a planning policy prepared, advertised and adopted pursuant to the provisions of clause 9.6 of Town Planning Scheme No. 6.
2. Under clause 1.5 of Town Planning Scheme No. 6, all planning policies are documents supporting the Scheme.

Policy Statement

1. Street Setback – Buildings other than carports and garages

- (a) Subject to subclause (b), buildings other than carports and garages shall be set back a minimum of 6.0 metres from the River Way boundary; and
- (b) Where a development site is adjoined on both sides by lots containing dwellings set back less than 6 metres from the River Way boundary, the minimum setback of each storey of a dwelling on the development site shall be not less than the average of the setbacks of the corresponding storeys of the dwellings on the adjoining lots.
- (c) In the case of dwellings having three storeys above the adjacent River Way street level, the uppermost storey shall be set back a minimum of 9.0 metres from the River Way boundary.

ADVICE NOTE ON CLAUSE 1:

Policy clause 1 replaces the deemed-to-comply provisions of the R-Codes clauses 5.1.2 C2.1 and C2.2

2. Street Setback – Carports and Garages

Carports and garages shall be set back a minimum of 4.5 metres from the River Way street boundary.

3. Visitor Parking

In conjunction with any new development on lots abutting River Way where the major entry (front door) to a dwelling is accessed from River Way, 2 visitor parking bays shall be provided on site in addition to 2 bays for the occupiers of the dwelling.

4. Crossovers

In the case of a development having vehicular access from River Way, the crossover location to the site shall be as follows –

- (a) northern / western (inland) side of River Way: as determined by the City's Engineering-Infrastructure Services directorate in each case.
- (b) southern / eastern (river) side of River Way: generally in the same location as the existing crossover to that site.

5. Fencing

- (a) On a lot abutting River Way, fencing on the street boundary or on the portion of the site between the dwelling and the street boundary shall be constructed of one, or a combination, of the following materials:
 - (i) brickwork matching the walls of the building to which the fencing is appurtenant;
 - (ii) timber of a design and finish satisfactory to the City;
 - (iii) painted wrought iron; or
 - (iv) other material approved by the City.
- (b) Within the portion of the site referred to in sub-clause (a), the following materials shall not be used for construction of fencing:
 - (i) corrugated fibre cement sheeting; and
 - (ii) steel sheeting with or without a surface coating.

6. Fences more than 1.8 metres high on or near the street boundary

Where the finished ground level of the development site near the street boundary is higher than the street verge or footpath, a 1.8 metres high fence, measured from the finished ground level rather than as specified in Policy P350.07, may be permitted where the design of the fence minimises the visual impact on the street.

Its visual impact could be minimised by incorporating the following design measures:

- (i) locating all or part of the fencing off the River Way street boundary;
- (ii) introducing indentations in the fencing design;
- (iii) using a combination of materials, colours or finishes; or
- (iv) providing landscaping between the fence and the River Way boundary.

ADVICE NOTE ON CLAUSE 2:

Policy clause 2 replaces the deemed-to-comply provisions of the R-Codes clauses 5.2.1 C1.1, C1.2, C1.3, C1.4 and C1.5.

DEFINITIONS:

Refer to TPS6 Schedule 1 for definitions of:

- 'development'
- 'development site'
- 'fence'
- 'ground level'
- 'lot'

Refer to R-Codes Appendix 1 for definitions of:

- 'building'
- 'carport'
- 'dwelling'
- 'garage'
- 'landscaping'
- 'lot'
- 'setback'
- 'street'
- 'street boundary'

Legislation/ Local Law Requirements

City of South Perth Town Planning Scheme No. 6

State Planning Policy 3.1 Residential Design Codes (2015)

Other Relevant Policies / Key Documents

City of South Perth Planning Policies

City of South Perth Strategic Community Plan 2017-2027

Engineering Department Plan No. 1737 - [Plan available from the City on request](#)

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Policy Number: P306

Council Adoption: N/A

Reviewed/Modified: 02/95, 02/11, 03/12, 03/13, 06/14, 03/16

Relevant Council Delegation:

N/A

Relevant Delegation:

N/A

Relevant Management Practice:

N/A

Strategic Direction

Environment (Built and Natural)

Policy P402 Alfresco Dining

Responsible Business Unit/s	Development Services
Responsible Officer	Coordinator Environmental Health Services
Affected Business Unit/s	Coordinator Environmental Health Services

Policy Objectives

Under the City's Public Places and Local Government Property Local Law can licence Alfresco Dining areas. This policy sets down the guidelines for officers considering applications for Alfresco Dining licences under delegated authority.

Policy Scope

This policy applies to all owners of premises with alfresco dining on public property and users of these facilities.

Policy Statement

The City recognises that the available area for Alfresco Dining within road reserves is dependant upon the width of the footpath and the location of other infrastructure within the road reserve.

The City acknowledges the need to ensure that there is adequate space available for pedestrian use. In particular the City recognises the need to ensure that people with sight impairments are aware of the areas of the road reserve available for pedestrian use. For this reason, the City prefers to provide unobstructed pedestrian access directly adjacent to the shop front.

Wide Footpaths

Where the width of the footpath is more than 5 metres, the City may approve Alfresco Dining where the eating area is located in an area of the road reserve that is:

1. at least 0.5 metres from the carriageway; and
2. at least 1.8 metres from the shop front.

Narrow Footpaths

Where the width of the footpath is less than 5 metres, the City may approve Alfresco Dining where the eating area is located in an area of the road reserve that is:

1. directly adjacent to the shop front; and
2. at least 1.8 metres from the carriageway.

Corner Blocks

Where an application applies to a corner block, Town Planning Policy P350.7 and Guide to Road Design – Part 4A: Unsignalised and Signalised Intersections, 3.2.2 Safe Intersection Sight Distance applies. Each application for corner block trading will be assessed on a case by case basis. The City reserves the right to request the applicant engage an appropriately qualified person to ensure that these requirements are met to the satisfaction of the City's Engineering Infrastructure Assets & Design Department.

Separation from the Footpath

The City will require that the licensed area is separated from the rest of the footpath by:

1. appropriate temporary or permanent barriers;
2. tactile paving; or
3. another method to the satisfaction of the City.

The licensed operator must pay the cost of installing the treatment that will separate the Alfresco Dining area from the rest of the footpath.

Pedestrian Access

1. The City will not approve an Alfresco Dining eating area on a footpath unless there is a straight and unobstructed pedestrian carriageway at least 1.8 metres wide past the eating area.
2. 2m clearance is required for access to pedestrian crossings to allow for safe, unobstructed pedestrian access.

Car Parking

Where the eating area is proposed in an area of a footpath adjacent to kerbside parking the City will not approve Alfresco Dining unless the eating area is at least 1.2 metres from the kerbside parking.

Other Street Infrastructure

The City will not approve an Alfresco Dining eating area within 1.5 metres of a telephone booth, bus stop, bicycle rack, public seat or other street infrastructure. The City may move street infrastructure to satisfy this requirement if an applicant pays for the cost of moving the street infrastructure.

Legislation / Local Law Requirements

City of South Perth Public Places and Local Government Property Local Law 2011

Other Relevant Policies / Key Documents

City of South Perth Strategic Plan 2013-2023

Strategic Direction *Leadership*

Policy P609 Management of City Property

Responsible Business Unit/s	Governance, Financial Services
Responsible Officer	Manager Governance, Manager Financial Services and Manager Community Culture and Recreation
Affected Business Unit/s	Community Culture and Recreation, Financial Services, Governance, City Environment

Policy Objectives

The City has a considerable and diverse property portfolio. Property assets are an important corporate resource that must be managed in an integrated manner in order to align with and support the City's vision, objectives and goals in an efficient and sustainable manner.

This policy ensures that the City has a framework which enables it to review, identify, name and evaluate Council owned property, ensuring that any property that is disposed of by lease or sale is undertaken in a consistent, fair and transparent manner.

Policy Scope

The policy will affect the organisations leasing City buildings and all staff involved with City buildings and the naming, leasing and sale of land process.

Policy Statement

Naming of City Facilities and Buildings

This policy provides guidance for the naming of City of South Perth facilities. *City facilities* and buildings owned by the City of South Perth on City owned or Crown land.

Where appropriate, the Council may consider naming facilities and buildings, in honour of persons considered to have made an outstanding contribution to the community, worthy of such an honour.

The following process should be followed by Council, in a confidential manner until finalised.

Shortlisted names will be assessed against the below criteria and presented to the Council for consideration.

The criteria for shortlisted names could include:

- Prominent South Perth identities, including pioneering families and persons with historical connections to South Perth;
- Persons who have made a significant contribution to and have had a long term association with the South Perth community;
- Traditional indigenous names relevant to a site or locality or with a relevant meaning
- Names that represent any relevant South Perth landmarks, flora or fauna.

Where a person's name is involved, approval will be sought from the person proposed to being honoured or their family, prior to the name being presented to the Council for consideration.

Commemorative Plaques

The City may allow friends or relatives of a deceased person who had a significant connection with the City to install a commemorative plaque on City controlled land. The City's officers may decide to allow the installation of a commemorative plaque on an approved structure or tree only, in accordance with Management Practice M111 Placing of Memorials on Public Open Space, Road Reserves and Streetscapes.

Leasing of City Property

The City will negotiate the lease of City buildings with the principles set out in this policy.

The City shall consider the following criteria in assessing a Council property with respect to usage and potential leasing:

- Community benefit assessment
- Alignment and contribution of the property towards to the achievement of the Council's strategic objectives
- Assessment of present utilisation of asset
- Consideration of potential opportunities for future utilisation the asset
- Determine capacity for City to properly maintain and manage the property
- Consideration of statutory influences and heritage / conservation value
- Consideration of financial return to the Council

Not for Profit Sporting Organisations

Leases will be negotiated consistently with the following principles:

1. Leases will be granted for a period of 5 years with a 5 year option to provide sporting clubs with security of tenure and the ability to attract funding;
2. Leases to be for an annual rental amount which is calculated using the following formula:
 - 0.1% of the insured value of the facility or a minimum of \$1,000 per annum.
3. All groups will be required to adhere to the 'Property Maintenance Schedule' for the respective facility; a document which sets out the responsibilities of both parties (The City and the Lessee).

Kindergartens Operated by Not for Profit Organisations

Leases will be negotiated consistently with the following principles:

- Leases will be for 5 years with a 5 year option.; and
- Leases will be offered for a peppercorn rental.
- These groups will be required to adhere to the 'Property Maintenance Schedule'.

Not for Profit Community Associations / Government bodies, Committees and Associations

Leases will be negotiated consistently with the following principles:

Page 2 of 3

Policy Number: P609

Council Adoption: 28/05/13

Reviewed/Modified: 09/08, 03/10, 02/11, 06/12, 03/13, 03/14,
01/15, 03/16, 03/18, 10/18

Relevant Council Delegation:

DC609 Leases and Licences

Relevant Delegation:

N/A

Relevant Management Practice:

M609 Lease of City Owned Buildings

- Leases will be for a maximum period 5 years with a 5 year option years; and
- Leases may be negotiated on a case by case basis for a rental amount which is calculated using the following formula:
 - 0.1% of the insured value of the facility or a minimum of \$1,000 per annum.
- The City may by resolution of council grant a donation in subsidy of the rental amount where the proposed tenancy would provide a demonstrable benefit to the community of South Perth; and

Commercial Organisations

Leases will be negotiated consistently with the following principles:

- Leases will be for a maximum period of twenty one years and
- Leases will be for a rental amount reflective of an independently market valuation of the premises, taking into account the nature of the business enterprise.

Sale of City Property

Sale / Disposal

The following criteria shall be taken into consideration to determine whether a property is surplus to Council requirements and identified for disposal:

- Whether the land is no longer used or is not used for a purpose associated with service provision by Council.
- Whether the land (if being used for a Council service) has a net realisable value which is significantly greater than the cost of re-establishing the service on another site.
- Whether the land does not contribute to the achievement of a Council's current objective.
- Whether the land if retained has no strategic significance to the Council on a long term basis.

The above criteria will be taken into consideration where a property has an independent market valuation in excess of \$250,000.

Legislation/ Local Law Requirements

Section 3.58 and 3.59 of the *Local Government Act 1995*.

Other Relevant Policies/ Key Documents

P106: Use of City Reserves and Facilities

City of South Perth Strategic Plan ~~2017-2027~~ 2017-2027

Strategic Direction

Leadership

Policy P610 Collier Park Village - Financial Arrangements

Responsible Business Unit/s	Collier Park Village, Financial Services
Responsible Officer	Director Corporate Services, Manager Collier Park Village
Affected Business Unit/s	Collier Park Village, Financial Services

Policy Objectives

The City provides independent living units for the purpose of aged care at the Collier Park Village. Residents of the retirement village individually enter lease agreements to take the premises in return for payment of a nominated sum upon entry and ongoing maintenance on a monthly basis. It is considered appropriate for information relating to these financial arrangements and the method of their determination to be freely available to present and prospective residents.

Policy Scope

This Policy affects the Financial Services Department and Collier Park Village.

Policy Statement

The Capital Contribution to be paid upon taking lease of a unit within the Collier Park Village is to be composed of 3 components:

- Initial Refurbishment Levy (5% of Market Price of the Unit)
- Ingoing Contribution / Lease Premium (Reviewed annually by the City)
- Refundable Portion (Repaid to the resident upon leaving Village)

The amount of the Ingoing Contribution (to be paid **once only** upon entry) is to be reviewed administratively on an annual basis in the context of the long term financial sustainability of the village and current market conditions.

All prospective residents are to be advised of the monetary amount of the Ingoing Contribution prior to entering into a lease to take a unit within the Collier Park Village.

The Refundable Portion of the Capital Contribution is to be quarantined in the cash-backed CPV Residents Loan Offset Reserve until such time as the funds are repaid to the departing resident. Monies held in this reserve are to be used exclusively for the purpose of meeting payments to departing residents.

An Additional Refurbishment Levy equal to 1% of the Refundable Portion as determined upon entry to the village is payable annually for residents in years 6 -10 inclusive of their term of residence in the village. This condition applies only to residents subject to the Initial Refurbishment Levy.

[In accordance with the Retirement Villages Regulations 1992 regulation 7F, Financial matters are dealt with in the Lease Agreement with a resident or prospective resident.](#)

[The Refundable Portion is managed in accordance with Retirement Villages Act 1992, Sections 18 and 19, and invested in accordance with P603 Investment of Surplus Funds.](#)

The Monthly Maintenance Fee to be applied to the units within the village is to be determined annually by the City following consultation with the Collier Park Village Residents Committee. In determining the amount of the Monthly Maintenance Fee, due consideration is to be given to factors including but not necessarily limited to:

- Level of service provided
- Financial viability and sustainability of operations
- Fee levels at comparable facilities
- Movement in the Consumer Price Index (CPI)

Residents of the village may, by completing a Deed of Variation to their existing lease, opt to pay a lesser amount of monthly maintenance as determined by the City annually – and have the remainder of the agreed maintenance fee deducted from the Refundable Portion of their ingoing monies.

The Collier Park Village Residents Committee is to be provided with an opportunity to consult with the City at the draft budget stage of the budget development process.

The City will provide quarterly financial statements in the approved format to the CPV Residents Committee in a timely manner having regard to close off of accounts and availability of relevant financial information needed to prepare the statements.

A summary of the financial performance of the Collier Park Village accompanied by a copy of the Audit Opinion on the City's Annual Financial Statement is to be made available to the Collier Park Village Residents Committee within 30 days of presentation of the Audit Opinion to Council.

Legislation / Local Law Requirements

Retirement Village Code of Practice

[Retirement Villages Act 1992, Sections 18 and 19](#)

[Retirement Villages Regulations 1992, regulation 7F](#)

[Trustees Act 1962, part 3](#)

Other Relevant Policies / Key Documents

[P601: Preparation of Strategic Financial Plan and Annual Budget](#)

[P603: Investment of Surplus Funds](#)

City of South Perth Strategic Plan

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Policy Number: P610

Council Adoption: 22/10/02

Reviewed/Modified: 10/10, 03/07, 09/08, 03/10, 02/11, 03/12, 03/13, 02/15, 03/16, 03/17, 06/18

Relevant Council Delegation: N/A

Relevant Delegation: N/A

Relevant Management Practice: N/A

Strategic Direction

Leadership

Policy P692 Sustainability Policy

Responsible Business Unit/s	Strategic Planning
Responsible Officer	Manager Strategic Planning
Affected Business Unit/s	All business units

Policy Objectives

The City of South Perth is a progressive local government with a primary objective to deliver quality services for the wellbeing of its community and employees now and into the future. This also extends to assisting and facilitating the South Perth community in making more sustainable choices.

The City has recognised that actively pursuing sustainability leads to enhancing the quality of life and the prosperity of the community. This is achieved through a process of careful planning and decision-making that aims to prevent any harmful local and global effects of its actions.

The City's Strategic Community Plan (2015-2020 - 2025-2030) reflects the commitment to sustainability, which is identified in the City's Sustainability Strategy 2012-2015, as a need to develop a strategic and operational direction for sustainability and guide future sustainable development by the City and community.

The City's Sustainability Strategy defines sustainability as:

Enhancing the quality of life and prosperity of the community, and preventing the harmful local and global effects of its action through careful planning and decision making.

The City has adopted the following parameters (that are an extension of Triple Bottom Line (TBL) considerations):

- **Planning framework** - Town Planning Scheme (TPS6) and Metropolitan Region Scheme requirements, opportunities and constraints;
- **Financial capacity** - Strategic Financial Plan and the constraints and opportunities of Annual Budgets;
- **Social equity** - Communication and consultation with the community;
- **Economic viability** - Local business economy/viability and macro economic influences on the City/business/residents;
- **Environmental integrity** - Protection and enhancement of biological diversity and maintaining ecological processes and life support systems.

Policy Scope

This policy applies to all Elected Members in decision – making, is relevant to all City officers in all aspects of planning, operations and program delivery; and the wider community to ensure that the City is sustainable for the future in every way.

Policy Statement

To achieve a sustainable community and bring the City's operations in line with the sustainability requirements outlined in the City's Sustainability Strategy, the City will adopt practices that:

- Ensure that as a minimum, the City will comply with all relevant statutory obligations and in addition, the City will comply with the requirements of other initiatives to which it voluntarily subscribes, and through its terms of engagement will seek compliance by its contractors and suppliers.
- Review and set objectives and targets each year that reflect the City's significant activities and stakeholder interests, and resource and implement an integrated Business Management system to achieve these.
- Develop an Action Plan that adequately reflects the economic, environmental and social goals of the City.
- Adopt working practices that minimise and monitor the effects that the City has on the environment and community.
- Educate and train staff about the sustainability objectives, targets, actions and procedures as applicable to their work, and through communications and terms of engagement, promote awareness and commitment from contractors and suppliers.
- Routinely monitor performance and promote continuous improvement through systematic management of City activities.
- Report publicly on an annual basis, the key characteristics of sustainability performance.
- Communicate this policy to all internal and interested external parties and make it available to the public through the City's website.
- Regularly review and update this policy.

Legislation/ Local Law Requirements

Not Applicable

Other Relevant Policies/Key Documents

P103: Communication and Consultation

P202: Energy Conservation

P208: Ecologically Sustainable Building Design

City of South Perth Strategic Community Plan ~~2017~~2020-2030~~27~~

City of South Perth Sustainability Strategy 2012-2015 ([under review](#))

City of South Perth Integrated Planning and Reporting Framework

[Greenhouse Gas Emissions Forecasting and Carbon Reduction Roadmap Investigation Report 2021 \(draft\)](#)

Page 2 of 2

Policy Number: P692

Council Adoption: 26/03/08

Reviewed/Modified: 02/11, 03/12, 03/12, 03/13, 03/14, 01/15,
03/16, 03/17, 03/18

Relevant Council Delegation: N/A

Relevant Delegation: N/A

Relevant Management Practice: N/A

Strategic Direction

Leadership

Policy P696 Related Party Transactions

Responsible Business Unit/s	Financial Services
Responsible Officer	Director Corporate Services and Manager Finance
Affected Business Unit/s	All Business Units

Policy Objectives

This Policy objective is to ensure that the City of South Perth's financial statements contain disclosures necessary to comply with the Australian Accounting Standard AASB 124 – Related Party Disclosures, which draw attention to the possibility that [the City's](#) financial position may have been affected by the existence of transactions with related parties and outstanding balances and commitments with such parties.

Policy Scope

This policy is to be applied in:

- Identifying related parties and their responsibilities;
- Identifying related party transactions;
- Identifying the circumstances in which disclosure is required;
- Identifying ordinary citizen transactions (OCT);
- Systems to capture and record related party transactions and their terms and conditions;
- Determining the disclosures to be made about those items in the general purpose financial statements for the purpose of complying with the AASB 124.

Policy Statement

AASB 124 is the Australian Accounting Standard that provides 'a framework for reporting relationships between the key decision makers in a reporting entity and the reporting entity. This relationship is commonly described as "related Party".'

Related party transactions are a normal feature of commerce; however they can affect the profit or loss, financial position and cash flows of an entity. Related parties may transact with an entity's transactions, outstanding balances (including commitments) and relationships with related parties may affect assessments of its operations by users of the financial statements.

This Policy aims to enhance transparency and accountability, rather than detect fraud or misconduct and defines the parameters and level of disclosure and reporting required in order for the City to achieve compliance with the Australian Accounting Standard AASB 124 – Related Party Disclosures.

Definitions and Requirements

a) Identifying related Parties

- Key Management Personnel (KMP) is defined in AASB 124 as persons having the authority and responsibility for planning, directing and controlling the activities of the City, directly or indirectly. At the City of South Perth, this would be the Mayor and Councillors and the Executive Team (Chief Executive Officer and Directors);
- Entities related to City of South Perth where the City has control or joint control, with significance influence (regional Council such as Rivers Regional Council etc.);
- Close family members of KMP who may be expected to influence, or be influenced by the KMP, in their dealings with the City, and even wider if there is a strong personal connection, examples include;
 - a) That person's children and spouse or domestic partner;
 - b) Children of that person's spouse or domestic partner;
 - c) Dependants of that person or that persons spouse or domestic partner
- Entities that are controlled or jointly controlled by KMP or their close family members.

b) Identifying related party transactions

A related Party Transaction is a transfer of resources, services or obligations between the City of South Perth and a related party, regardless of whether a price is charged.

c) Identifying the circumstances in which disclosure is required

AASB 124 contains disclosure requirements to enable users of financial statements to understand the potential effect of the relationship on the financial statement.

Key requirements are detailed below.

1. KMP Compensation in aggregate and for each of the following categories:
 - a) Short-term employee benefits, such as wages, salaries, paid annual leave, paid sick leave, bonuses, non-monetary benefits, such as use of motor vehicles and free and/or subsidized goods or services;
 - b) Post-employment benefits, including superannuation, pensions, other retirement benefits,
 - c) Other long-term employee benefits, including long service leave
 - d) Termination benefits
2. Relationships between council and its subsidiaries, irrespective of whether there have been transactions between them.
3. Amounts incurred by council for the provision of KMP services that are provided by a separate management entity.
4. Where related party transaction have occurred (this is for all categories of related parties including related entities, KMPs, KMPs' close family member/controlled entities and any other related parties council has identified):
 - a) The nature of the related party relationship;
 - b) Information about the transactions, outstanding balances and commitments including terms and conditions;

The types of transactions to be disclosed include but are not limited to:

- Purchase/sales and lease of goods, property and other assets
- Rendering or receiving of goods, services, property and other assets.

- Guarantees given or received
- Commitments
- Loans and settlements of liabilities
- Expense recognised during the period in respect of bad debts
- Provisions for doubtful debts relating to outstanding balances.

At a minimum, disclosures shall include:

- a) The amount of the transactions, including transactions with no value (e.g. Pro bono work);
- b) The amount of outstanding balances, including commitments, and:
 - i. their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in settlement; and
 - ii. details of any guarantees given or received;
- c) Amounts written off during the period with respect to bad or doubtful debts due from related parties

5. Separate disclosure for each category of related party.

d) Ordinary Citizen Transactions (OCT)

These transactions are those that an ordinary citizen would undertake with Council (Ordinary Citizen Transaction OCT), such as immaterial transactions undertaken on arm's length terms and in the ordinary course of carrying out Council's functions and activities, in similar terms and conditions to other members of the public.

OCTs are not material transactions because of their nature, and therefore they will be excluded from being recorded as a related party transaction. However, if the OCTs were to occur on terms and conditions that are different to those offered to the general public, then the transaction may become material.

Ordinary Citizen Transactions include but are not limited to the following:

- Use of Council's facilities such as George Burnett Leisure Centre, halls and venues, libraries, parks, ovals and other public open spaces after paying the normal user charges in accordance with the City's schedule of Fees and Charges (including any bonds or deposits associated with the hire and use of the facility);
- Access for information after paying the normal fee in accordance with the City's schedule of Fees and Charges;
- Lodgement of statutory forms and applications after paying the normal fee in accordance with the City's schedule of Fees and Charges;
- Infringements subject to the normal City of South Perth terms and conditions;
- Rates, rubbish services levies and services charges paid subject to the normal City of South Perth conditions;
- Attending City functions that are open to the public

e) Systems to capture and record related party transactions;

The attached Related Party Disclosure declaration forms must be completed by all Council members, the Chief Executive Office and Directors of the City who were elected or employed at any time during the financial year.

Declarations will be required:

- a) Annually, [by no later than 30 August](#) and
- b) At points of resignation or appointment of a Key Management Person e.g. prior to any ordinary or extraordinary election

f) Determining the disclosures to be made about those items in the general purpose financial statements for the purpose of complying with the AASB 124.

Generally, related party disclosures in the annual financial reports are reported in aggregate and as such, individuals are not specifically identified nor a specific transaction. Management is required to exercise judgement in determining the level of detail to be disclosed based on the nature of a transaction or collective transactions and materiality

Individuals may be specifically identified and separate disclosure may be necessary for an understanding of the effects of related party transactions on the financial statements, if the disclosure requirements of AASB 124 – Related Party Disclosures so demands.

As the disclosures will form part of the financial statements, they will be subject to audit by the external auditors

Legislation / Local Law Requirements

Australian Accounting Standard AASB 124 – Related Party Disclosures

Other Relevant Policies / Key Documents

Related Party Disclosures (Department of Local Government and Communities)

Strategic Direction

Leadership

Policy P603 Investment of Surplus Funds

Responsible Business Unit/s	Financial Services
Responsible Officer	Director Corporate Services and Manager Finance
Affected Business Unit/s	Financial Services

Policy Objectives

Local governments are required to ensure that they have effective and accountable systems in place to safeguard the City's financial resources. This includes the development of proper systems to authorise, verify and record the investment of monies in appropriate financial instruments.

Policy Scope

This Policy applies to the Financial Services Business Unit.

Policy Statement

Municipal, Trust and Reserve funds considered surplus to the immediate needs of the City (as determined by the Director Corporate Services and Manager Finance) may be invested with approved financial institutions in line with the following principles:

Primary Considerations

- Preservation of Capital
- Meeting Liquidity Requirements
- Meeting the 'Prudent Person' Standard
- Preventing Conflicts of Interest
- Transacting only in 'Approved' Financial Instruments
- Meeting the City's Risk Management Criteria relating to Credit Risk & Counterparty Diversity

Capital Preservation

- Preservation of capital is the principal objective of the investment portfolio.
- All investments are to be made in a manner that seeks to ensure security and safeguard the portfolio by effectively managing credit risk and interest rate risk within identified parameters.
- Investment for speculative purposes is not permitted under this policy.

Liquidity

- Proper consideration is to be given to the present and likely future daily operational cash requirements of the City when selecting investments.
- The liquidity and marketability of the proposed investment during, and on determination, of the proposed financial instrument is to be taken into consideration.
- The term to maturity of an investment shall be in accordance with that specified in the Risk Maturity Framework - but should allow maximum seven (7) day access to Council funds.

Prudent Person Standard

- Investments are to be managed with the care, diligence and skill that a prudent person would exercise.
- Officers are to manage the investment portfolio to safeguard it in accordance with spirit of this policy.

Delegated Authority

- In accordance with Delegation DC603 & DM603 - Investment of Surplus Funds.

Ethics & Conflict of Interest

- Officers authorised under the relevant delegations shall refrain from personal activities that may conflict with the proper execution of transactions and management of Council's investment portfolio.
- Authorised officers should advise the CEO of any conflict of interest.

Approved Instruments

~~Without prior approval from Council, authorised investments are limited to the following:~~

- ~~• At Call Deposits.~~
- ~~• Bank Interest Bearing Term Deposits or Certificates of Deposit.~~
- ~~• Bank Accepted Bills~~
- ~~• Managed Funds having a Standard & Poor rating of A1 short term or better, A+ long term.~~
- ~~• Commonwealth Government Bonds.~~
- ~~• Fixed or floating rate interest bearing securities issued by Approved Deposit Taking Institutions (ADI) authorised by the Australian Prudential & Regulatory Authority (APRA)~~
- ~~• Interest Bearing term deposits with Authorised Deposit Taking Institutions (ADIs; Australian banks, building societies and credit unions) for a maximum term of three years.~~
 - ~~• authorised institution means~~
 - ~~• an authorised deposit-taking institution as defined in the Banking Act 1959 (Commonwealth) section 5; or~~
 - ~~• the Western Australian Treasury Corporation established by the *Western Australian Treasury Corporation Act 1986*;~~
- ~~• Bonds guaranteed by the Commonwealth and State or Territory Government with a maturity of less than three years.~~

Prohibited Investments

~~This policy prohibits any investment not specified as an Approved Instrument in this Policy. carried out for speculative purposes including:~~

- ~~• Derivative based instruments.~~
- ~~• Principal only investments or securities providing a potentially nil or negative cash flow.~~

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Policy Number: P603
Council Adoption: 22/10/02
Reviewed/Modified: 10/05, 03/07, 09/08, 03/10, 02/11, 03/12, 03/13, 03/14, 02/15, 03/16, 03/17, 06/18

Relevant Council Delegation: D603 Investment of Surplus Funds
Relevant Delegation: N/A
Relevant Management Practice: M603 Investment Procedures

- ~~Stand-alone securities having underlying futures, options, forward contracts or swaps of any kind.~~

- The use of leveraging (borrowing for investment purposes) is prohibited.

Risk Management

Credit Quality

- Credit quality on 80% of the portfolio is to be a minimum of Standard & Poor rating ~~A-1~~ short term or A+ long term or better.
- Credit quality on a maximum of 20% of the portfolio may be a Standard & Poor rating ~~if A-2 short term or BBB+ long term or better.~~

Counterparty Risk

- Counterparty credit risk is to be managed through adequate level of diversification to spread risk.
- Not more than 25% of the total funds invested at any given time are to be placed with any one institution.

Maturity Term

- Investment terms to maturity may range from 'at call' to a maximum of one (1) year for Municipal or Trust Fund Investments.
- At least 60% of Reserve Fund investments shall have terms to maturity of less than one (1) year.
- Investments which are downgraded below the ratings approved in this policy are to be liquidated within 7 days of notification of the rating downgrade.

Supplementary Considerations

- Corporate Social Responsibility
- Transaction Costs

Corporate Social Responsibility

- In making investment decisions, consideration may be given to the corporate social responsibility profile of the financial institutions with whom the City invests.
- It is emphasised that this is a subjective criteria and may only be taken into account when making investment decisions **after** all of the Primary Considerations listed in this policy have been met.
- Where this criteria is exercised, the justification for applying it should be recorded for future audit purposes.

Transaction Costs & Administrative Matters

- The administrative, banking and reporting costs that may be associated with the particular financial instrument are to be considered in selecting an appropriate financial instrument.
- Competitive quotations are to be obtained prior to investing Council funds with any institution.

Reporting

- A fully reconciled Investment Register is to be maintained by the City at all times.
- The Investment Register is to record all investments held and those that have matured during that year - including details of financial institution, investment type, interest rate applicable, term to maturity and interest revenues earned and accrued.

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Policy Number: P603

Council Adoption: 22/10/02

Reviewed/Modified: 10/05, 03/07, 09/08, 03/10, 02/11, 03/12, 03/13, 03/14, 02/15, 03/16, 03/17, 06/18

Relevant Council Delegation: D603 Investment of Surplus Funds

Relevant Delegation: N/A

Relevant Management Practice: M603 Investment Procedures

- A report summarising the composition of the investment portfolio including investment classes, amounts invested with each financial institution and details of the investment performance shall be provided to Council monthly.

Legislation / Local Law Requirements

Local Government Act 1995 - Section 6.14 and Section 5.41

The Trustees Act 1962 - Part III

Local Government (Financial Management) Regulations 1996 - Regulation 19, [19C](#), 28 and 49

Australian Accounting Standards

[Local Government Operational Guidelines—Number 19 \(Investment Policy\)](#)

Other Relevant Policies / Key Documents

City of South Perth Strategic Plan

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Policy Number: P603

Council Adoption: 22/10/02

Reviewed/Modified: 10/05, 03/07, 09/08, 03/10, 02/11, 03/12, 03/13, 03/14, 02/15, 03/16, 03/17, 06/18

Relevant Council Delegation: D603 Investment of Surplus Funds

Relevant Delegation: N/A

Relevant Management Practice: M603 Investment Procedures

Strategic Direction

Leadership

Policy P605 Purchasing

Responsible Business Unit/s	Financial Services
Responsible Officer	Director Corporate Services
Affected Business Unit/s	All business units

Policy Objectives

Local government buyers operate in an increasingly dynamic commercial environment. It is essential to have a structured and consistently applied approach to the purchase of goods and services which is both transparent and accountable. The process should deliver both legislative compliance and value for money outcomes through the application of a best practice approach.

Policy Scope

This Policy affects all the business units within the City of South Perth.

Policy Statement

Statement of Purpose

The City is committed to creating and deploying efficient, effective, economical and sustainable procedures for all purchasing activities. The City's purchasing policies are designed to **deliver:**

- Compliance with the *Local Government Act 1995*, *Local Government (Functions and General) Regulations 1996*, as well as any relevant legislation, Codes of Practice, Standards and the City's Policies and procedures;
- Sustainable benefits, such as environmental, social and local economic factors are considered in the overall value for money assessment;
- Consistent, efficient and accountable processes and decision-making;
- Fair and equitable competitive processes that engage potential suppliers impartially, honestly and consistently;
- Probity and integrity, including the avoidance of bias and of perceived and actual conflicts of interest;
- Sustainable benefits, such as environmental, social and local economic factors are considered in the overall value for money assessment;
- Compliance with the *Local Government Act 1995*, *Local Government (Functions and General) Regulations 1996*, as well as any relevant legislation, Codes of Practice, Standards and the City's Policies and procedures;
- Risks identified **and are** managed within the City's Risk Management **framework****Strategy;**
and
- Records created and maintained to evidence purchasing activities in accordance with the State Records Act and the City's Record Keeping Plan.

Ethics and Integrity

All officers and employees of the City shall observe the highest standards of ethics and integrity in undertaking purchasing activity and act in an honest and professional manner that supports the standing of the City.

The following principles, standards and behaviours must be observed and enforced through all stages of the purchasing process to ensure the fair and equitable treatment of all parties:

- Full accountability shall be taken for all purchasing decisions and the efficient, effective and proper expenditure of public monies based on achieving value for money;
- All purchasing practices shall comply with relevant legislation, regulations, and requirements consistent with the City's policies and Code of Conduct;
- Purchasing is to be undertaken on a competitive basis in which all potential suppliers are treated impartially, honestly and consistently;
- All processes, evaluations and decisions shall be transparent, free from bias and fully documented in accordance with applicable policies and audit requirements;
- Any actual or perceived conflicts of interest are to be identified, disclosed and appropriately managed; and
- Any information provided to the City by a supplier shall be treated as commercial-in-confidence and should not be released unless authorised by the supplier or relevant legislation.

Purchasing Assessment Criteria

It is important that purchases of goods or services deliver the best possible outcome for the City. In assessing the procurement of products and services, Officers should responsibly balance Value for Money, Environmental Sustainability & Social Responsibility considerations. A higher priced conforming offer may be recommended should there be clear and demonstrable benefits over and above the lowest priced conforming offer. The establishment of appropriately weighted selection criteria will assist in this regard.

Compliance with a comprehensive and thoughtfully prepared specification is considered to be more important than obtaining the lowest price, particularly taking into account user requirements, quality standards, service benchmarks, social impact, sustainability and life cycle costing.

Value for Money Assessment

Value for money is an over-arching principle governing the City's purchasing. When officers are undertaking a purchasing action, they should consider goods services and processes that maximise value for money.

Considerations that may be taken into account include:

- All relevant whole-of-life costs and benefits whole of life cycle costs (for goods) and whole of contract life costs (for services) including transaction costs associated with acquisition, delivery, distribution, as well as other costs such as but not limited to holding costs, consumables, deployment, maintenance and disposal.

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Relevant Council Delegation: N/A
Relevant Delegation: DM605 Purchasing & Invoice Approval
Relevant Management Practice: M605 Purchasing & Invoice Approval

- The technical merits of the goods or services being offered in terms of compliance with specifications, contractual terms and conditions and any relevant methods of assuring quality;
- Financial viability and capacity to supply without risk of default - including the competency of the prospective suppliers in terms of managerial and technical capabilities and compliance history; ~~and~~
- A strong element of competition in the allocation of orders or the awarding of contracts. This is achieved by obtaining a sufficient number of competitive quotations wherever practicable.

Environmental Sustainability Assessment

Where appropriate, in developing specifications, City officers should consider goods, services and processes that minimise negative environmental impacts or that provide positive environmental impacts. Sustainability considerations that may be taken into account include consideration of:

- Products or services that demonstrate energy efficiency as demonstrated through suitable rating systems and eco labelling; ~~;~~
- Products that demonstrate water efficiency; ~~;~~
- Products that are environmentally sound in their manufacture, use and disposal with a preference for products that use a minimal amount of raw materials from a non-sustainable resource and for those that are free of toxic or polluting materials; ~~;~~
- Products that may be re-used, recycled or reclaimed to minimise waste; ~~and;~~
- Fuel / energy efficiency.

Corporate Social Responsibility Assessment

Where appropriate, in developing specifications, City officers should consider goods, services and processes that minimise negative social impacts or provide positive social impacts. This responsibility may be reflected in the supplier's demonstrated respect for people, communities and environment around the world.

Considerations that may be taken into account include:

- The social impact of the good or service before, during or after its deployment; ~~;~~
- Whether the supplier follows international conventions and labour laws; ~~and;~~
- The suppliers demonstrated commitment to healthy and safe work practices

Legislative Requirements

All purchases must be made in accordance with Section 6.8(1) of the *Local Government Act 1995* and Local Government (Functions & General) Regulations 1996.

Obtaining Quotations for Purchases

The general principles for obtaining quotations from suppliers are:

- Ensure that the requirement /specification is clearly understood by the City employee seeking the quotations; ~~and;~~
- Ensure that the requirement is clearly, accurately and consistently communicated to each of the suppliers being invited to quote.

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Relevant Council Delegation: N/A
Relevant Delegation: DM605 Purchasing & Invoice Approval
Relevant Management Practice: M605 Purchasing & Invoice Approval

As the purchasing becomes more complex and / or the purchasing thresholds increase, a more sophisticated written specification is required for the quotation to be sought.

Purchasing Thresholds

Category A – Up to \$2,000 (GST exclusive)
One Verbal or Written Quotation Required

Where the value of goods or services is of a minimal amount, say less than \$2,000 it is permissible to direct purchase based on a single verbal or written quote where the market is known and the purchase is very low risk. This instance should only apply for a single, simple purchase where the cost of seeking competitive quotes would be unreasonable on a cost to benefit analysis basis (e.g.: purchasing library books or minor catering supplies).

The rationale for the procurement decision should be documented and recorded within a 1System Purchase Requestion to comply in accordance with the City Records Management Policy.

Category B - \$2,001 up to \$10,000 (GST exclusive)
Two Written Quotations Required

Where the value of goods or services is of a minimal amount, between \$2,001 and \$10,000 it is permissible to direct purchase based on two written quotes where the market is known and the purchase is very low risk. This instance should only apply for a single, simple purchase where the cost of seeking competitive quotes would be unreasonable on a cost to benefit analysis basis.

The rationale for the procurement decision should be documented and recorded within a 1System Purchase Requestion to comply in accordance with the City Records Management Policy, and Quotation Summary Procedure.

Category C - \$10,001 up to \$50,000 (GST exclusive)
Three Written Quotations Required

Where the value of procurement of goods or services is between \$10,001 and \$50,000 it is permitted to purchase on the basis of at least three written quotations. However, it is recommended to use professional discretion and to occasionally test the market with a greater number or more formal forms of quotation to ensure best value is maintained.

This purchasing method is suitable where the purchase is in a known market or is relatively small and low risk.

The rationale for the procurement decision should be documented and recorded within a 1System Purchase Requestion to comply in accordance with the City Records Management Policy.

The rationale for the procurement decision should be documented and recorded in accordance with the City Records Management Policy and Quotation Summary Procedure.

Category D - \$50,001 up to \$250,000 ⁰¹ (GST exclusive)

Policy Number: P605
Council Adoption: 22/10/2002
Reviewed/Modified: 03/12, 03/13, 03/14, 02/15, 03/16, 03/17, 11/18, 04/20

Relevant Council Delegation: N/A
Relevant Delegation: DM605 Purchasing & Invoice Approval
Relevant Management Practice: M605 Purchasing & Invoice Approval

Formal Request for Quote with a Written Specification & Predetermined Evaluation Criteria

For the procurement of goods or services where the value exceeds \$50,001 but is less than \$250,000 it is necessary to seek at least three written quotations containing price and sufficient information relating to the specification of goods and services being acquired.

For procurement of goods and services in this range, the selection should not be based on price alone, and it is required to consider some of the qualitative factors such as quality, stock availability, accreditation, time for completion or delivery, warranty conditions, technology, maintenance requirements, the organisation's capability, previous relevant experience and any other relevant factors as part of the assessment of the quotes.

Formal Requests for Quote are to be undertaken in conjunction with Finance/Procurement.

The rationale for the procurement decision should be documented and recorded in accordance with the City Records Management Policy.

Category E – Purchases in Excess of \$250,001 (GST exclusive)

Tender Process Required

This policy does not apply to the purchase of goods or services where the expected consideration is more than \$250,001 (excluding GST) as such transactions are the subject of the Tender Regulations and are to be progressed in accordance with Policy P607 - Tenders & Expressions of Interest.

Sole Source of Supply

A sole source of supply arrangement may only be approved where the:

- Purchasing value is estimated to be over \$5,000; and
- The purchasing requirement has been documented in a detailed specification; and
- Specification has been extensively market tested and only one potential supplier has been identified as being capable of meeting the specified purchase requirement; and
- Market testing process and outcomes of supplier assessments have been documented, inclusive of a rationale for why the supply is determined as unique and cannot be sourced through more than one supplier.

A sole source of supply arrangement will only be approved by Finance for a period not exceeding one (1) years. For any continuing purchasing requirement, the approval must be re-assessed before expiry to evidence that a Sole Source of Supply still genuinely exists. Sole Source of Supply is to be made in accordance with Local Government (Functions & General) Regulations 1996 11 (2)f.

Purchasing from Disability Enterprises

An Australian Disability Enterprise may be contracted directly without the need to comply with the Threshold and Purchasing Practices requirements of this Policy, only where:

the contract value is or is worth \$250,000 or less, and

- _____

Policy Number: P605
Council Adoption: 22/10/2002
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Relevant Council Delegation: N/A
Relevant Delegation: DM605 Purchasing & Invoice Approval
Relevant Management Practice: M605 Purchasing & Invoice Approval

- a value for money assessment demonstrates benefits for the City's achievement of its strategic and operational objectives.

A qualitative weighting will may be used in the evaluation of quotes and Tenders to provide advantages to Australian Disability Enterprises, in instances where not directly contracted.

Purchasing from Aboriginal Businesses

A business registered in the current Aboriginal Business Directory WA (produced by the Small Business Development Corporation) may be contracted directly without the need to comply with the Threshold and Purchasing Practices requirements of this Policy, only where:

- the contract value is or is worth \$250,000 or less, and
- a best and sustainable value assessment demonstrates benefits for the City's achievement of its strategic and operational objectives.

A qualitative weighting will be used in the evaluation of quotes and tenders to provide advantages to businesses registered in the current Aboriginal Business Directory WA, in instances where not directly contracted.

State Government (Department of Treasury & Finance) Common Use Agreements (CUA)

Officers are encouraged to make use of government supply contracts for goods and services (~~Common Use Agreements~~) where possible - as these items have been the subject of a competitive tendering process to pre-qualify them prior to their inclusion on the relevant government supply contract. As such they are likely to offer the City reliable quality, value for money outcomes and administrative cost savings.

Where a purchase is made from a listed ~~Common Use Agreement (CUA)~~ the purchasing instructions of the CUA agreement are to be followed in full. The relevant CUA Reference number should be recorded within a System Purchase Request to comply in accordance with the City Records Management Policy.
~~participant, the requirements to seek multiple quotations may be waived, requiring the Directors Purchasing Discretion process to be undertaken. The Purchase Order and/or Cheque Requisition Form should record the relevant CUA Reference Number.~~

WALGA Preferred Supplier Panels

Where a collective bargaining initiative has been established on behalf of local governments by WALGA through the WALGA Preferred Supplier Panels. The City may elect to use these panels for services including, but not limited to, insurance services, telephone and data services and software licencing.

Officers ~~are encouraged to may~~ utilise the WALGA E-Quotes process to obtain competitive quotations from a series of pre-qualified suppliers. The E-Quotes service is a secure web-based tool that covers a broad range of goods and services, it stream-lines the quotation process and it meets all statutory reporting requirements in a transparent manner.

Written Quotations

Policy Number: P605
Council Adoption: 22/10/2002
Reviewed/Modified: 03/12, 03/13, 03/14, 02/15, 03/16, 03/17, 11/18, 04/20

Relevant Council Delegation: N/A
Relevant Delegation: DM605 Purchasing & Invoice Approval
Relevant Management Practice: M605 Purchasing & Invoice Approval

Should officers be seeking written quotations ~~outside of the WALGA E-Quotes process~~, the general principles relating to written quotations are:

- An appropriately detailed specification should communicate requirement(s) in a clear, concise and logical fashion.
- The request for written quotation should include as a minimum:
 - Written specification
 - Selection criteria to be applied
 - Price schedule
 - Conditions of responding
 - How long the offer is valid for
- Invitations to quote should be issued simultaneously to ensure that all parties receive an equal opportunity to respond.
- Offer to all prospective suppliers at the same time any new information that is likely to change the requirements.
- Responses should be assessed for compliance, then against the selection criteria, and then value for money and all evaluations documented.
- Respondents should be advised in writing as soon as possible after the final determination is made.

Local Economic Benefit

The City encourages the development of competitive local businesses within its boundary first, and second within its broader region. As much as practicable, the City will:

- where appropriate, consider the capability of local businesses, buying practices, procedures and specifications that do not unfairly disadvantage local businesses; and
- consider indirect benefits that have flow on benefits for local suppliers (i.e. servicing and support).

To this extent, a qualitative weighting ~~will be included~~ will be encouraged for inclusion in the evaluation criteria for quotes and Tenders where suppliers ~~are may be~~ located within the boundaries of the City, or substantially demonstrate a benefit or contribution to the local economy. This criteria will relate to local economic benefits that result from quote or Tender processes.

The City will also consider adopting KPIs for successful suppliers that encourage the placement of the local workforce.

Exemptions

In the following instances, public tenders or quotation procedures are not required (regardless of the value of expenditure):

- An emergency situation as provided by the *Local Government Act 1995*;
- The purchase is acquired from an Australian Disability Enterprise, a person/organisation registered on the WA Aboriginal Business Directory, WALGA (Preferred Supplier Arrangements), Department of Treasury and Finance (Common Use Arrangements), or from a Regional Council, or another Local Government, or a State Government, or the Federal Government;
- The purchase contract is for petrol, oil, or other liquid or gas used for internal combustion engines;
- Any of the other exclusions under Regulation 11 of the Functions and General Regulations that apply.

Emergency Purchases

Policy Number: P605
Council Adoption: 22/10/2002
Reviewed/Modified: 03/12, 03/13, 03/14, 02/15, 03/16, 03/17, 11/18, 04/20

Relevant Council Delegation: N/A
Relevant Delegation: DM605 Purchasing & Invoice Approval
Relevant Management Practice: M605 Purchasing & Invoice Approval

Emergency purchases are defined as the supply of goods or services associated with:

- A local emergency and the expenditure is required to respond to an imminent risk to public safety, or to protect or make safe property or infrastructure assets in accordance with s.6.8 and F&G Reg. 11(2)(a); or
- A State of Emergency declared under the *Emergency Management Act 2005* and therefore, Functions and General Regulations 11(2)(aa), (ja) and (3) apply to vary the application of this policy.

Time constraints, administrative omissions and errors do not qualify for definition as ~~an emergency~~an emergency purchase. Every effort must be made to research and anticipate purchasing requirements in advance and to allow sufficient time for planning and scoping proposed purchases and to then obtain quotes or tenders, as applicable.

Statutory Authorities & Uncontested Markets

Where the City needs to acquire services from an uncontested market where there is only a single provider for a service such as Landgate Valuation Services, WA Electoral Commission, Fines Enforcement Registry or Water Authority; there is no requirement to seek quotations.

~~Local Government~~Pre-Qualified Supplier Panels ~~Panels of Suppliers (Not WALGA Preferred)~~

In certain limited circumstances, the City may wish to establish its own panel of prequalified suppliers (for purchases such as legal services, catering or project management). In these cases the City must be satisfied that there is a continuing and ongoing requirement for the goods and services and the purchasing must be low to medium risk.

The establishment of the panel, distribution of work and purchasing from the panel are ~~controlled to be progressed in accordance with~~ by Policy P611 Pre-Qualified Supplier Panels.

~~the legislative requirements of Part 4, Division 3 of the Local Government (Functions & General) Regulations 1996. These include, but are not limited to, the requirement for a minimum of three panel members, a minimum two year contract term and the requirement for a commercial 'panel contract'.~~

~~Given the complexity of this style of purchase, it should only be used in very limited circumstances.~~

Repetitive Purchases

In making regular or repetitive purchases for the same goods or services, officers should be conscious of the potential for the triannual (across a rolling three (3) year period) purchases to accumulate to an amount in excess of the tender threshold (currently more than \$~~2~~150,000).

Where this repetitive purchasing issue is relevant and such occurrence is subsequently identified, officers should take appropriate actions to ensure that future purchases for these items are progressed in accordance with the requirements of Policy P607 - Tenders & Expressions of Interest.

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Relevant Council Delegation: N/A
Relevant Delegation: DM605 Purchasing & Invoice Approval
Relevant Management Practice: M605 Purchasing & Invoice Approval

Purchasing Policy Non-Compliance

Purchasing Activities are subject to financial and performance audits, which review compliance with legislative requirements and also compliance with the City's policies and procedures.

Failure to comply with the requirements of this policy will be subject to investigation, with findings to be considered in context of the responsible person's training, experience, seniority and reasonable expectations for performance of their role.

Where a breach is identified it may be treated as:

- an opportunity for additional training to be provided;
- a disciplinary matter, which may or may not be subject to reporting requirements under the *Public Sector Management Act 1994*;
- misconduct in accordance with the *Corruption, Crime and Misconduct Act 2003*.

Anti Avoidance

When making purchases City officers are to ensure that actions taken are in accordance with the Anti Avoidance provisions of the Local Government (Functions & General) Regulations 1996 (Part 4) and Section 3.57 of the *Local Government Act 1995*.

Record Keeping

All purchasing activity, communications and transactions must be evidenced and retained as local government records in accordance with the *State Records Act 2000* and the City's Record Keeping Plan

Legislation / Local Law Requirements

Local Government Act 1995

Local Government (Functions & General) Regulations 1996

State Records Act 2000

Other Relevant Policies / Key Documents

P607: Tendering & Expressions of Interest

P611: Pre-Qualified Supplier Panels

P674: Management of Corporate Records

P695: Risk Management Policy

City of South Perth Strategic Community Plan 202017-203027

Policy Number: P605
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Relevant Council Delegation: N/A
Relevant Delegation: DM605 Purchasing & Invoice Approval
Relevant Management Practice: M605 Purchasing & Invoice Approval

Strategic Direction

Leadership

Policy P613 Capitalisation & Valuation of Fixed Assets

Responsible Business Unit/s	Financial Services, Asset Management
Responsible Officer	Director Corporate Services, Manager Finance
Affected Business Unit/s	All Business Units

Policy Objectives

Local governments are required to ensure that they have effective and accountable systems in place to safeguard the City's resources. This includes the development of proper systems to record the location and valuation of fixed assets acquired or constructed by the City. Fundamental matters to be considered in the effective management of fixed assets (Property, Plant & Equipment or Infrastructure) are the determination of what constitutes a fixed asset, how they are recorded and how they are valued according to fair value principles as well as at what threshold value they should be capitalised.

Policy Scope

This Policy directly affects the Financial Services Team and Asset Management Team –and informs the preparation of the Annual Financial Statements to ensure the recording of accurate data on fixed assets in accordance with relevant accounting standards and professional announcements. It also directly impacts the way in which assets are maintained and managed by informing maintenance cycles and initiating renewals expenditure. In this way, the policy indirectly impacts the activities of all service departments.

Policy Statement

To permit the preparation of statutory financial statements and to inform the effective planning for, management of and enhancement of fixed assets, expenditures incurred by the City must be classified as either being 'operational in nature' or being such that they result in the creation of a 'fixed asset'. The manner in which expenditure is classified has a major impact on results disclosed in the Income Statement and on the financial position disclosed in the City's Statement of Financial Position.

Those items that are 'capitalised' as assets must be depreciated over their useful life which is determined according to the particular asset class (and component within that class to which that item belongs). Costs that are simply 'expensed' rather than capitalised are to be included as operating expenditure at the time of incurring the cost.

The nature of the expenditure must be ~~carefully~~ considered in both the budget and financial reporting stages to determine whether it is likely to create a new fixed asset, renew a fixed asset or whether it constitutes a repair or maintenance expenditure. Reference to relevant professional accounting standards and practice statements ~~should~~ provide persuasive guidance in this regard. Not only does this determination impact financial results and financial position, but it also ~~critically~~ impacts the financial ratios by which the City's financial sustainability is assessed.

In determining whether or not an expenditure by the City results in the creation of an 'asset', the City applies the principles contained within the Australian Accounting Standards (AAS) and the Local Government (Financial Management) Regulations 1996 (LGFMRL) Statement of Accounting Concepts No 4 and the associated professional accounting guidance statements. It also reflects on contemporary best practice principles in asset management. This determination requires the exercise of appropriate professional accounting judgement – and therefore the determination is made only by the City's qualified professional accounting staff in consultation with the City's Asset Management Team.

It is important to effectively balance the administrative workload of recording and maintaining a reliable Asset Register that meets all auditing requirements and asset management responsibilities, ~~including the risk and compliance issues attaching to the proper classification of capital expenditures.~~

~~To effectively deliver these outcomes, fixed assets will be classified and recorded in the following asset categories:-~~

Property Plant & Equipment:

~~Artworks, Buildings and Land
Technology Equipment — (Computers, peripherals and communications equipment)
Furniture and Fittings
Plant and Equipment Mobile Plant~~

Infrastructure:

~~Road Network
Path Network
Drainage Network
Parks Assets
Street Furniture & Other Infrastructure
Foreshore Assets~~

Classification & Capitalisation Thresholds

In accordance with the amendment to the *Local Government (Financial Management) Regulations 1996* (Regulation 17A (4) and (5)) the capitalisation threshold of assets has been amended to \$5,000.

Assets with a fair value less than \$5,000 as at the date of acquisition that are susceptible to theft or loss due to their portable nature and attractiveness for personal use or resale are included under the Portable and Attractive category of the Asset Register.

To permit efficient, accurate and complete recording of fixed assets, expenditure incurred to acquire, renew or enhance an asset should be capitalised if the expenditure is above the following thresholds:

Property, Plant & Equipment:

Artworks	\$ 5,000
Buildings	\$ 5,000 per component *
Land	\$ 5,000
Technology Equipment	\$ 5,000
Furniture & Fittings	\$ 5,000
Plant & Equipment	\$ 5,000
Mobile Plant – Minor Plant	\$ 5,000
Mobile Plant – Passenger	\$ 5,000
Mobile Plant – Heavy	\$ 5,000

Infrastructure:

Road Network	\$ 5,000
Path Network	\$ 5,000
Drainage Network	\$ 5,000
Parks Assets	\$ 5,000
Street Furniture & Other Infrastructure	\$ 5,000
Foreshore Assets	\$ 5,000
Car Parking	\$ 5,000

Non-infrastructure Assets are capitalised progressively throughout the year –at the time of acquisition or commissioning ready for use. The asset capitalisation threshold is applied to these assets individually.

Infrastructure assets are capitalised only at the conclusion of the financial year after the close off of the City's management accounts.

*The City does not capitalise separate component parts within a larger asset class of Property Plant & Equipment assets, –with the specific exception of Buildings which are required to be recorded and valued at the component level (as detailed elsewhere in the policy).

Infrastructure assets are specifically required to be recorded and valued at fair value (reflected as the current written down replacement cost) compiled at the 'component' level, –as this methodology recognises the differing useful lives of the various components of the infrastructure assets.

Building assets are firstly classified as 'Specialised' or 'Non Specialised' which determines the level of valuation inputs required. Buildings are then recorded and valued at fair value at the 'component' level to recognise the differing useful lives of the various components of the particular building asset.

Asset Components:

Building assets are segregated into the following (minimum) component classification for the purposes of recording, valuation and maintenance / replacement:

- Building structural shell Roof
- Transportation systems (lifts / elevators)
- Fire protection systems
- Mechanical plant (air conditioning plant etc)
- Internal fit-out
- Floor coverings

Note that AV equipment, furniture and fittings are not considered to be part of the building and are separately addressed.

Infrastructure assets are segregated into the components that are considered specific to (and relevant for) that particular asset class as determined by the Asset Management Team, –guided by contemporary asset management principles.

Valuation

The City revalues its assets:

- whenever it is of the opinion that the fair value of the asset is likely to be materially different from its carrying amount; and
- in any event, within a period of ~~at least 3 years but~~ no more than 5 years after the day on which the asset was last valued or revalued.

The following classes of Property Plant & Equipment are measured using the valued at 'fair value' cost model in accordance with AAS, individual assets may be subject to an impairment test (and possible downwards revaluation) at any time should the City's professional staff deem that the asset has been 'impaired'.

Artworks, Buildings and Land

Technology Equipment (Computers, peripherals and communications equipment)

Furniture & Fittings

Plant & Equipment

Mobile Plant

Right-of-Use Assets (as defined by the LGFMR)

The following ~~Infrastructure~~ asset classes are valued at 'fair value' determined by management valuation representing the written down replacement cost determined using contemporary valuation techniques.

Land and Buildings, Artworks

Road Network

Path Network

Drainage Network

Parks Assets

Street Furniture & Other Assets

Foreshore Assets

Car Parking

Vested Improvements controlled by the City (as defined by the LGFMR)

~~For €~~Certain readily transferable items with a fair value of lesser value than the \$5,000 capitalisation thresholds ~~above~~, such as mobile telephones or minor mobile plant such as chainsaws or brush-cutters; etc., ~~they~~ are recorded under the Portable and Attractive (P&A) category of the Asset Register with their details, serial numbers and location. P&A assets are fully expensed at the date of acquisition and recorded with a nil value on the Asset Register.

In accordance with the LGFMR vested land is a Right-of-Use (ROU) asset to be measured at cost. All ROU assets (other than Vested Improvements which is measured at Fair Value) under zero cost concessionary leases are measured at zero cost e.g. easements, land under roads and land utilised as public open space. guidance from the Department of Local Government (applicable to all WA local governments), the City does not record Land under Roads as an asset – nor is any value recognised against it in the asset register.

~~Easements over land are required to be recorded as assets in an Asset Register but are effectively~~

carried at a nil value because of the inherent difficulty in reliably quantifying a value for each easement.

Useful Lives & Depreciation Rates

For the purposes of preparing the Annual Financial Statements, the City determines its policy in relation to the useful lives of fixed assets (and therefore the applicable depreciation rates to be applied) for each class of asset are governed by the utilising the principles contained in the Institute of Public Works Engineering Australasia Practice Notes, International Asset Management Manual and relevant accounting pronouncements and guidelines, its own experience and comparison with other Local Governments. These are re-assessed annually by City officers to ensure that they reflect contemporary practice and compliance with the AASB the City's actual experience. They are also subject to annual review by the City's auditors for 'reasonableness'.

The policy in relation to the estimated useful lives which are to be applied to the City's depreciable fixed assets for the purposes of preparing statutory financial statements is:

Property, Plant & Equipment:

Artworks	50 years
Buildings	15 – 200 years depending on the building component
Land	Not applicable
Technology Equipment	3 – 10 years
Furniture & Fittings	10 years
Plant & Equipment	10 years
Mobile Plant – Minor Plant	3 – 10 years
Mobile Plant – Passenger	3 – 10 years
Mobile Plant – Heavy	3 – 10 years

Infrastructure:

Road Network	20 – 100 years dependent on the component. Formation is not depreciated.
Path Network	Up to 65 years dependent on the component
Drainage Network	Up to 100 years dependent on the component
Parks Assets	10 – 40 years depending on the component
Street Furniture & Other Infrastructure	30 years
Foreshore Assets	100 years
Car Parking	25 – 100 years

Legislation / Local Law Requirements

Relevant accounting standards and guidance including, but not limited to the following:

AASB 13 Fair Value Measurement

AASB 116 Property, Plant and Equipment AASB 136 Impairment

AASB 16 Leases

AASB 5 Assets Held for Sale AASB 40 Investment Properties

Local Government (Financial Management) Regulations 1996

Other Relevant Policies / Key Documents

~~Statements of Accounting Concepts~~

City of South Perth Strategic Community Plan
City of South Perth Long Term Financial Plan
City of South Perth Asset Management Plans
International Asset Management Manual

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Policy Number: P613
Council Adoption: 25/10/2005
Reviewed/Modified: 03/07, 09/08, 03/10, 02/11, 03/12, 03/13, 03/14, 02/15, 03/16,

Relevant Council Delegation: N/A
Relevant Delegation: N/A
Relevant Management Practice: N/A

Strategic Direction *Leadership*

Policy P607 Tenders and Expressions of Interest

Responsible Business Unit/s	Financial Services
Responsible Officer	Director Corporate Services
Affected Business Unit/s	All business units

Policy Objectives

The purpose of this policy is to provide a framework by which the City can invite, evaluate and accept Tenders and Expressions of Interest. Openness and accountability are critical elements of the tendering process and hence it is essential to have a framework which adequately addresses matters of probity in the acquisition of goods and services.

Policy Scope

This Policy will affect all business units ~~that engage in tendering or expressions of interest activities within the City of South Perth.~~

Policy Statement

General Principles

The City uses Tendering and Expression of Interest processes that are based on the Western Australian Local Government Association (WALGA) Purchasing and Tendering Guide, the *Local Government Act 1995* and Part 4 *Local Government (Functions and General) Regulations 1996*.

~~The City has also incorporated a comprehensive suite of conditions of contract based on Australian Standard AS 4000—General Conditions of Contract into its Tender documentation.~~

Tenders and Expressions of Interest are to be called and accepted in accordance with the principles contained in the City's Purchasing & Tendering Manual and reflected in Management Practice M607.

~~These documents reflect the guidelines of the WALGA Purchasing & Tenders Guide and the~~ Delegation of authority contained in Delegations DC607 and DC685. ~~They~~ are designed to provide a clear, auditable trail of the tender process and establish accountability for the various stages of the tender process. Any exercise of delegated authority by City officers under these delegations is to be properly documented in accordance with the procedures specified in the City's Tendering Manual and recorded in the City's Record Keeping System.

Regulatory Compliance

In the following instances, public tenders or quotation procedures are not required (regardless of the value of expenditure):

- An emergency situation as provided by the *Local Government Act 1995*;

- The purchase is under a contract of WALGA (Preferred Supplier Arrangements), Department of Treasury and Finance (permitted Common Use Arrangements), Regional Council, or another Local Government;
- The purchase is under auction which has been authorised by Council;
- The contract is for petrol, oil, or other liquid or gas used for internal combustion engines;
- Any of the other exclusions under Regulation 11 of the Functions and General Regulations.

In all other circumstances where it is expected that the expenditure on the acquisition of goods or services will exceed the tender threshold (\$250,000 excluding GST), tenders must be called in accordance with all relevant statutory obligations and the City's documented tender process.

Anti-Avoidance

Officers shall not enter two or more contracts of a similar nature for the purpose of splitting the value of the contracts to take the consideration below the level of \$250,000~~1~~, thereby avoiding the need to publicly tender.

Tender Evaluation Criteria

The City shall, before tenders are publicly invited, determine in writing, the criteria that will be used for evaluating which tender should be accepted.

Evaluation Panel

The evaluation panel shall be established prior to the advertising of a tender and shall include a mix of skills and experience relevant to the nature of the purchase. ~~For Requests with a total estimated (Ex GST) price of \$250,000 and above,~~ the panel must contain a minimum of three members.

Advertising Tenders

Tenders must be advertised in a Statewide publication e.g. "The West Australian" newspaper, preferably in the Local Government Tenders section, and preferably on a Wednesday or Saturday.

The tender must remain open for at least 14 days after the date the tender is advertised. Care must be taken to ensure that 14 **business** days are provided as a minimum.

The Notice of Tender must include:

- A brief description of the goods or services required;
- Information as to where and how tenders may be submitted;
- The date and time after which tenders cannot be submitted;
- Particulars identifying a person from whom more detailed information as to tendering may be obtained;
 - This detailed information includes:
 - Such information as the City decides should be disclosed to those interested in submitting a tender;
 - Detailed specifications of the goods or services required;
 - The criteria for deciding which tender should be accepted;
 - Whether or not the City has decided to submit a tender; and
 - Whether or not tenders can be submitted by facsimile or other electronic means, and if so, how tenders may so be submitted.

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Policy Number: P607

Council Adoption: 26/11/02

Reviewed/Modified: 10/05, 03/07, 09/08, 03/10, 02/11, 03/12, 03/13, 03/14, 02/15, 03/16, 11/16, 03/17, 06/18, 04/20

Relevant Council Delegation:

DC607 DC685

Relevant Delegation:

DM607

Relevant Management Practice:

M607

Issuing Tender Documentation

Tenders will be made available via the e-Procurement portal.

It is necessary to register on the e-Procurement portal in order to be able to bid for the supply of goods and/or services. The portal is used exclusively to advertise, publish and receive responses to and from suppliers and the City.

Once confirmed as a register supplier, users will receive email updates and notifications each time the City adds a new request for tender, quotation or EOI to the system.

Addendum to Tender

If, after the tender has been publicly advertised, the City wishes to make any variations to the tender documentation, it must take reasonable steps to give each person who has sought copies of the tender documents notice of the variation.

Tender Deadline

A tender is required to be rejected unless it is submitted at a place and within a time specified in the invitation for tenders.

Submitting a Tender

Tender documentation must be submitted electronically via the City's e-Procurement portal no later than the closing times. Completed tenders must be submitted in accordance with the Request for Tender documents.

Tenders received after the closing time or in a manner other than that stipulated in the Request for Tender documents shall be non-conforming and will be rejected. The City accepts no responsibility for a submitted tender failing to meet the requirements outlined in the Request for Tender documents.

Opening of Tenders

No tenders are to be opened, examined or assessed until after the tender deadline. Tenders are to be opened in the presence of an officer authorised by the Chief Executive Officer and at least one other City Officer. Details of all tenders received / opened shall be recorded in the Tender Register.

Tenders are to be opened after the advertised time and at the advertised place. There is no obligation to disclose or record tendered prices at the tender opening and price information should be regarded as *commercial-in-confidence* to the City. Members of the public are entitled to be present at the opening.

If the Request for Tender documents requests that the manner for delivery is by post or hand delivery, then the tenderer's offer form, price schedule and other appropriate pages from each tender shall be date stamped and initialled by the City officer present at the opening of tenders.

If No Tenders Received

Where the City has invited tenders and no tender was submitted that met the tender specifications, direct purchases can be arranged on the basis of the following:

- This fact is clearly and adequately documented;
- The specification for goods and / or services remains unchanged;
- Purchasing is arranged within six months of the closing date of the lapsed tender.

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Policy Number: P607

Council Adoption: 26/11/02

Reviewed/Modified: 10/05, 03/07, 09/08, 03/10, 02/11, 03/12, 03/13, 03/14, 02/15, 03/16, 11/16, 03/17, 06/18, 04/20

Relevant Council Delegation: DC607 DC685

Relevant Delegation: DM607

Relevant Management Practice: M607

Tender Evaluation

Tenders that have not been rejected as non-conforming shall be assessed by the City by means of a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept. The tender evaluation panel is to determine which tender would be most advantageous to the City to accept.

Minor Variations

If after the tender has been publicly advertised and a successful tenderer has been chosen, but before the City and tenderer have entered into a contract, the City may make a minor variation in the goods or services required. A minor variation will not alter the nature of the goods or services required, nor will it materially alter the specification or structure requested by the initial tender.

Notification of Outcome

Each tenderer shall be notified of the outcome of the tender following its determination. Notification shall include the name of the successful tenderer. The details and total value of consideration for the winning offer must also be entered into the Tenders Register at the conclusion of the tender process.

Records Management

All documentation associated with the tender process must be recorded and retained. This includes:

- Tender specification and supporting documentation;
- Evaluation documentation;
- Enquiry and response documentation;
- Notification and award documentation.

Record retention shall be in accordance with the minimum requirements of the *State Records Act*, and the City's internal records management policy.

Legislation / Local Law Requirements

Conditions of Contract based on AS4000—1997—General Condition of Contract

Western Australian Local Government Association (WALGA) Purchasing and Tendering Guidelines

Local Government Act 1995

and Part 4 Local Government (Functions and General) Regulations 1996

State Records Act 2000

Other Relevant Policies / Key Documents

Policy P605: Purchasing

P611: Re-Qualified Supplier Panels

P674: Management of Corporate Records

City of South Perth Strategic Community Plan 2017-2030

DC607: Acceptance of Tenders/E-Quotes/Common Use Agreements

DC607B: Non-Acceptance of Tenders

DC685: Inviting Tenders or Expressions of Interest

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Policy Number: P607

Council Adoption: 26/11/02

Reviewed/Modified: 10/05, 03/07, 09/08, 03/10, 02/11, 03/12, 03/13, 03/14, 02/15, 03/16, 11/16, 03/17, 06/18, 04/20

Relevant Council Delegation:

DC607 DC685

Relevant Delegation:

DM607

Relevant Management Practice:

M607

Strategic Direction

Leadership

Policy P601 Preparation of Long Term Financial Plan & Annual Budget

Responsible Business Unit/s	Financial Services
Responsible Officer	Director Corporate Services
Affected Business Unit/s	All business units

Policy Objectives

As a part of its responsibilities under the Integrated Planning & Reporting Framework, the City prepares a 10 year Strategic Community Plan, 4 year Corporate Plan, 10 year Asset Management Plan and 4 year Workforce Plan. To enable it to effectively and sustainably match its financial capacity with the strategic intent suggested by these planning documents, the City also prepares a 10 year Long Term Financial Plan.

Local Governments are also required to prepare an Annual Budget in accordance with relevant statutory requirements each year. Best practice in financial management suggests that there should be a clear articulation of the different, but complementary roles of Council Members and the Administration in the process by which these key financial documents are prepared and integrated. The output of this process should be a transparent, responsible and well co-ordinated approach to the sustainable management of the City's financial resources.

Policy Scope

This Policy applies to all business units.

Policy Statement

The Long Term Financial Plan provides a broad strategic overview of where the City's financial resources may be directed over the next ten years. It plays an important role in linking the City's organisational and financial capacity with its agreed strategic direction. The Long Term Financial Plan is to be compiled in accordance with the Department of Local Government Guidelines using a 'nature & type' classification to permit managerial and reporting comparisons between strategic objectives, budgets and actual performance.

Effective development of high quality financial plans requires the complimentary participation of stakeholders within and external to the organisation.

The principles underlying the development of these key financial documents are:

- Reflecting close alignment with strategic objectives.
- Emphasising value for money and positive community outcomes.
- Responsibly balancing competing projects against limited financial and other resources.
- Developing plans which are financially, socially and environmentally sustainable.

- Having due regard to the City's ongoing financial sustainability and the impact of budget decisions on the Key Financial Indicators (ratios) that are used to measure local government sustainability.

The principal focus of Council Members in the process is to ensure alignment between the City's identified Integrated Planning & Reporting Framework documents (and the identified and agreed strategic direction indicated therein) Such deliberations are to be governed by the principles contained in the City's Code of Conduct with the over-riding consideration being the benefit of the wider community.

Primary responsibility for determining the detailed line items to be included in the key financial documents resides with the administrative staff who are to give due consideration to strategic alignment, responsible budget constraints, community views expressed through appropriate community consultation, cash-flow implications and statutory requirements.

In recognition of the integral role which community consultation plays in the local government process, the views of the community obtained through statutory consultation, community surveys or other appropriate consultation mechanisms throughout the year are to be taken into consideration in determining the direction of the Long Term Financial Plan and Annual Budget.

Once adopted, the Long Term Financial Plan and aggregate financial estimates disclosed therein are to provide persuasive guidance in the preparation of the Annual Budget.

To allow all participants to have an opportunity to share an informed understanding of the process, the financial parameters and aggregated financial summaries, a series of Council Members and Management Briefings will be held during the development of the Long Term Financial Plan & Annual Budget.

No formal decisions will be taken at these concept briefing sessions – the emphasis is entirely on sharing information and understanding. All decisions are to be taken at formal meetings of Council properly convened in accordance with the Local Government Act.

To ensure the effective and timely co-ordination of the key corporate planning and financial documents, a Financial Planning Timetable is to be presented by the Director Corporate Services at the commencement of the process each year.

Legislation / Local Law Requirements

Local Government Act 1995

Local Government (Financial Management Regulations) 1996

Other Relevant Policies / Key Documents

Integrated Planning & Reporting Guidelines

City of South Perth Strategic Community Plan

City of South Perth Corporate Business Plan

City of South Asset Management Plan

City of South Workforce Plan

City of South Perth Information Technology Strategic Plan

P604: Use of Debt as a Funding Option

DC601: Preparation of Long Term Financial Plan, Annual Budget & Annual Financial Report

Strategic Direction

Leadership

Policy P602 Authority to make payments from the Municipal & Trust Funds

Responsible Business Unit/s	Financial Services
Responsible Officer	Director Corporate Services and Manager Finance
Affected Business Unit/s	Financial Services

Policy Objectives

Local governments are required to ensure that they have effective and accountable systems in place to safeguard the City's financial resources. This includes the development of proper systems to verify record and authorise the payment of monies from the city's bank accounts.

Policy Scope

This Policy will affect the Financial Services business unit and officers with the authority to make payments from Municipal and Trust Funds.

Policy Statement

There shall be a maximum of six approved signatories for the Municipal & Trust Accounts as specified in the relevant Delegation Authority to make payments from the Municipal & Trust Funds. Signatories shall be categorised as being:

Primary Approvers

- May singularly approve payments from the Municipal or Trust Funds up to the limit specified in this policy.
- May jointly approve payments from the Municipal or Trust Funds in excess of threshold limit specified in this policy.

Secondary (Countersign) Approvers

- May approve payments in excess of threshold limit specified in this policy jointly with a Primary Approver.

Payment Initiators

- May initiate a payment process in relation to a Payroll or Creditors transaction but require a second approval from either a Primary or Secondary Approver.

Of the approved signatories, there shall be five signatories with primary approval in line with the limits of this policy. There will be up to a further one signatories approved to countersign along with a primary approver for payments over the threshold nominated in this policy.

Council Members are not eligible for nomination as signatories.

Authorised persons are required to be identified by the City's bankers to ensure that signatories are both authorised **and** identified prior to making payments on behalf of the City.

Any changes to the authorised signatories must be made by the exercise of delegated authority **before** being effected administratively by the nominated City officer.

Electronic transfer of funds (EFT) may be used for the payment of wages and salaries, PAYG tax, creditors, loans or for the investment of funds in accordance with Council's Investment Policy P603.

EFT transactions for **less than \$20,000** require ONE authorised person to provide a password to be entered and validated before the transfer is effected.

EFT transactions for **\$20,000 or more** require TWO authorised persons to provide their passwords to be entered and validated before the transfer is effected.

Cheques drawn on either Fund account for an amount **less than \$20,000** are to be signed by ONE authorised person.

Cheques for **\$20,000 or more** drawn on either Fund accounts are to be signed by TWO authorised persons.

Cash floats may be established with the authority of the Manager Finance contingent upon the need for such cash float being validated and approved.

Legislation / Local Law Requirements

Not Applicable

Other Relevant Policies / Key Documents

P603 Investment of Surplus Funds

P605 Purchasing

Strategic Direction *Leadership*

Policy P604 Use of Debt as a Funding Option

Responsible Business Unit/s	Financial Services
Responsible Officer	Director Corporate Services and Manager Finance
Affected Business Unit/s	Financial Services

Policy Objectives

Delivery of Local Government services and major capital initiatives often results in a number of meritorious projects competing for limited financial resources. In order to maximise community benefit whilst exercising responsible financial management, the budget process should give proper consideration to accessing the most advantageous blend of funding sources (rates, grants, borrowings etc). In the current economic climate fixed rate borrowings represent an attractive and responsible funding source.

Policy Scope

This Policy will affect all employees and the community of the City of South Perth.

Policy Statement

The use of borrowing is to be explored as a legitimate funding alternative in the development of financial strategies for City initiatives (subject to the principles of responsible financial management).

When determining funding options in the development of the annual budget, regard is to be had to the impact on relevant financial ratios of any proposed borrowings.

Borrowings are to be undertaken only where the loan interest rate is known with certainty and can be fixed for the term of the loan. Borrowed funds are only to be included in the overall funding package to incorporate significant projects of a capital nature and are not to be used to make up shortfalls in operational funding.

The maximum upper limit for City borrowings (excluding self supporting loans which are fully serviced by the beneficiary organisations) is set at \$10 million. Annual Debt Service costs (repayment of principal and interest) can not exceed 10% of total rates revenue without approval from Council. For the purposes of this policy, loans associated with the Collier Park Golf Course are treated as self supporting loans as they are serviced from golf course operating funds.

Terms of borrowings are to be determined relative to the expected useful life of the asset / benefit resulting from the utilisation of the borrowed funds.

All proposals involving the use of borrowed funds are to be subjected to critical financial analysis and a report submitted to Council for final endorsement prior to undertaking the borrowing. Presentation of the borrowing proposal through the budget process is considered to achieve this reporting obligation.

All borrowings are to be undertaken in strict accordance with the statutory requirements as detailed in Section 6.20 of the *Local Government Act 1995*.

Legislation / Local Law Requirements

Local Government Act 1995

Other Relevant Policies / Key Documents

City of South Perth Strategic Plan

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Policy Number: P604

Council Adoption: 22/10/02

Reviewed/Modified: 10/05, 03/07, 09/08, 03/10, 02/11, 03/12, 03/13, 03/14, 02/15, 03/16, 03/17, 06/18

Relevant Council Delegation: N/A

Relevant Delegation: N/A

Relevant Management Practice: N/A

Strategic Direction

Leadership

Policy P612 Disposal of Surplus Property

Responsible Business Unit/s	Financial Services
Responsible Officer	Director Corporate Services, Manager Finance
Affected Business Unit/s	All business units

Policy Objectives

To provide guidance to City officers who wish to dispose of property (other than land) that is surplus to the requirements of the City in accordance with regulation 30(3) of the *Local Government (Functions & General) Regulations 1996*.

Policy Scope

This Policy will affect all business and staff with delegated authority involved with disposing of any surplus property.

Policy Statement

City officers acting under delegated authority may only dispose of property (other than land) that is surplus to the requirements of the City in the following circumstances:

1. Where the market value of the property is less than \$20,000; or
2. Where the entire consideration received by the Local Government for the disposition is used to purchase other property (e.g. for a trade-in), and where the total consideration for the other property is not more, or worth more, than \$75,000.

Legislation / Local Law Requirements

Not Applicable

Other Relevant Policies / Key Documents

City of South Perth Strategic Plan

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Policy Number: P612
Council Adoption: 22/10/02
Reviewed/Modified: 10/05, 03/07, 09/08, 03/10, 02/11, 03/12, 03/13, 03/14, 02/15, 03/16, 03/17, 06/18

Relevant Council Delegation: DC612 Disposal of Surplus Property
Relevant Delegation: DM612 Disposal of Surplus Property
Relevant Management Practice: N/A



Strategic Direction

Community

Policy P116 Installation, Use and Management of Closed Circuit Television (CCTV) and other Monitoring Technology

Responsible Business Unit/s	Community, Culture and Recreation
Responsible Officer	Manager Community, Culture and Recreation
Affected Business Unit/s	All

Definitions

Authorised Personnel	City of South Perth employees designated as authorised by the City's CEO.
CCTV	Closed Circuit Television which is a video system that transmits television signals over a closed (non-broadcast) system.
CCTV System	Means a system used to transmit, record and store images from locations in the City of South Perth.
Monitoring Technology	Any instrument, apparatus, equipment, sensor, software or other device capable of being used to record, observe, track or map including (but not limited to) any fixed or mobile monitoring device. These devices may incorporate data analytics.

Scope

This policy applies to the installation, use and management of Closed Circuit Television (CCTV) and other monitoring technology by the City of South Perth (the City).

Objectives

The provision of CCTV and other monitoring technology aligns with the City's commitment to optimising safety for its employees and members of the public and protection of its community infrastructure, as detailed in the City's Strategic Community Plan, Community Safety and Crime Prevention Plan, Workforce Plan and associated strategic plans. It is intended to provide an increased level of safety and support; and a reduction in anti-social behavior across the City.

CCTV and other monitoring technology will be used to:

- Enhance employee and public safety;
- Assist in deterring crime, criminal damage and public disorder;
- Reduce fear of crime and enhance public perceptions of safety in public areas;
- Assist with the identification and prosecution of offenders;
- Assist with the identification of traffic management issues;

- Monitor, provide greater protection and enhance operational performance of the City's facilities, assets, plant and equipment;
- Allow for real-time monitoring and subsequent review of customers/visitors at City facilities;
- Assist other emergency services; and
- Assist and contribute in human resources and confidential employee matters as determined in consultation with the City's Human Resources Business Unit.

Privacy

The City will undertake appropriate communication strategies where its CCTV system and monitoring technology is installed to make people aware that their activity is being observed/overheard e.g. public signage, information on the City's website etc.

Ownership

The City of South Perth retains ownership of its CCTV equipment and monitoring technology. The City also maintains copyright ownership of all images, photographs and data pertaining to the equipment and systems.

Security of Data and Recorded Material

Security measures will ensure that no unauthorised access to, alteration, disclosure, loss or destruction of data or recorded material collected by the City's CCTV system and monitoring technology will occur. Viewing, retrieval, copying and releasing of data and recorded material will require approval by Authorised Personnel. Material will not be permitted to be sold, used for commercial purposes, or for the provision of entertainment.

System Administration

All system administration associated with the City's CCTV system and monitoring technology will be undertaken by Authorised Personnel.

New CCTV and Monitoring Technology Equipment/Projects

All proposals for new CCTV and monitoring technology equipment/projects will require approval by Authorised Personnel.

Legislation/Local Law Requirements

- State Records Act 2000 (WA)

Other Relevant Documents and Associated Policies

- City of South Perth Strategic Community Plan 2020-2030
- Community Safety and Crime Prevention Plan 2019-2021
- Western Australian State CCTV Strategy
- Western Australian Closed Circuit Television (CCTV) Guidelines
- CCTV Design for Local Government & Organisational Applications
- City of South Perth Workforce Enterprise Agreement

Strategic Direction

Community

Policy P117 Library Services and Programs

Responsible Business Unit/s	Library Services
Responsible Officer	Manager Library Services
Affected Business Unit/s	Library Services

Policy Objectives

To provide the City of South Perth (City) and the community with a framework for access to the City's libraries, collections, digital resources, online services and programs.

Definitions

Child	Any individual under the age of twelve years.
Digital Resources	Resources provided and stored in an electronic format including but not limited to electronic databases, digital audio, images and film, eBooks, eAudio, eNewspapers and eMagazines.
Terms and Conditions of Use	The Terms and Conditions of Use that apply to the City's Libraries as determined and amended periodically by the City as required.
Membership Terms and Conditions	The Terms and Conditions that will apply upon acceptance of a library card by an individual as determined and amended periodically by the City as required.
Online Services	Any information that is accessed via the internet including but not limited to content on the World Wide Web, social media, email, downloadable files, messaging and chat services and streamed audio/video content.
Program	A planned service, activity or event.
Public Computer, Internet and Online Services Conditions of Use	The terms and conditions that apply to the access and use of the public computer, online and internet facilities as outlined and amended periodically by the City as required.
Public Computers	Any fixed or mobile computing device made available for use by library members and fee paying non-members.
Temporary Resident	Any person who is unable to provide satisfactory proof of permanent residence in Western Australia (eg. hotel, motel, caravan park, visitor to Western Australia).
Unattended child	A child not supervised or looked after or who has been left unattended by a parent, guardian or caregiver.
Wi-Fi Terms and Conditions	The Terms and Conditions outlined and amended periodically by the City's approved Wi-Fi service provider.

Policy Scope

This policy applies to all users of the City of South Perth Libraries and City employees who work within libraries.

Policy Statement

The City recognises the importance of cultural and social services and activities and the contribution library programs and services make towards community literacy and lifelong learning.

City of South Perth Libraries will provide opportunities for our diverse communities to read, learn, create and connect, supported by equitable access to collections, technology, programs and welcoming and safe spaces.

Terms and Conditions of use

Terms and Conditions of Use will apply to all library members and users of library facilities.

Membership

Community members may apply for library membership by providing proof of identity and current residential address in accordance and agreement with Library Membership Terms and Conditions.

Persons under the age of 18 years of age must have their membership application authorised by their parent or guardian.

Persons who are Temporary Residents are permitted to apply for membership upon payment of a refundable fee determined by Council. Deposit refunds will be applicable upon return of all library items, payment of outstanding monies and closure of membership or if proof of permanent residency is provided.

Fees for overdue library items and debt collection will be applied in accordance with Regulation 14(1) of the Library Board Act of WA 1951-1983. Fees and charges will be set as determined by Council's adopted Fees and Charges in the Annual Budget. Library fees and charges are non-refundable. Application for cancellation of fees and charges must be made in writing and will be referred to Manager Library Services for approval.

Temporary suspension of library membership may be applied to any library member who retains library items, has an outstanding debt or who does not comply with the Library Terms and Conditions. Terms of suspension will be authorised by Manager Library Services.

Public Computer, Internet, Online Services and Wi-Fi Access

City of South Perth Libraries will provide access to computer and Internet facilities and Wi Fi in accordance and agreement with the Public Computer, Internet and Online Services Conditions of Use.

To facilitate equitable access to computers, a member is required to use the booking system and will be limited to a specified amount of computer access per day as determined by Manager Library Services.

Free access to Wi-Fi will be provided subject to the user agreeing to the Wi-Fi Terms and Conditions of Use as determined by the City's Wi-Fi service provider.

Public computers, internet and online services will be available free of charge to library members. Some services and programs may attract nominal fees, which are prescribed in the City's Fees and Charges Schedule e.g. printing. Access may also be provided to persons who do not fulfil membership requirements for a fee that is prescribed in the Schedule and may be subject to restrictions e.g. a time limit will be applied for non-member access.

The City cannot guarantee continuous Internet access during the time booked.

All users of the Internet must abide by the Western Australian Classification Publications, Film and Computer Games Enforcement Act 1996.

Public Welfare

Children must be supervised by a responsible parent, legal guardian or caregiver while in the library. The following standards will be applied:

1. Children are not to be left unattended at any time.
2. The City takes no responsibility for the welfare of unattended children.
3. A child left unattended in the library may be classed as a child at risk of harm under section 28 (2) of the Children and Community Services Act 2004 and may be reported to the police or Department of Child Protection. A parent who leaves an unattended child in a City of South Perth Library may be in breach of the Community and Community Services Act 2004 (failing to protect a child from harm s.101).
4. Parents, legal guardians or caregivers are required to follow the Supervision of Children (0-12 years) Guidelines. A copy of these is available on request and via the City's website.
5. A Duty of Care Statement will be displayed in the City's libraries

Copyright

City of South Perth Libraries support and uphold the rights of copyright owners as documented in the Commonwealth Copyright Act 1968 and the Commonwealth Copyright Act Legislation Amendment Act 2004. The Act allows for certain library materials to be photographed, where exclusion applies to some library materials because of age, condition or copyright restrictions.

Legislation/ Local Law Requirements

Library Board Act of WA 1951-1983

Library Board (Registered Public Libraries) Regulations 1985

State and Local Government Agreement for the Provision of Public Library Services in Western Australia, 2020

Local level Agreement for the delivery of public library services, 2011

Western Australian Classification Publications, Film and Computer Games Enforcement Act 1996

Children and Community Services Act 2004

Censorship Act 1996

Commonwealth Copyright Act 1968

Commonwealth Copyright Act Legislation Amendment Act 2004

Other Relevant Policies/ Key Documents

PXXXX Library Collection Development Policy

Duty of Care Statement

Supervision of Children (0-12 years) in the Library Guidelines

Library Terms and Conditions

Library Membership Terms and Conditions

Public Computer, Internet and Online Services Conditions of Use

Wireless Internet Service Terms and Conditions of Use

Statement on Free Access to Information, Australian Library and Information Association, 2015

Statement on Libraries and Literacies, Australian Library and Information Association, 2006

Statement on Public Library Services. Australian Library and Information Association, 2018

WA Public Libraries Strategy - A New Chapter for our Public Library Systems, 2018.

Strategic Direction

Community

Policy P118 Library Collection Development

Responsible Business Unit/s	Library Services
Responsible Officer	Manager Library Services
Affected Business Unit/s	Library Services

Policy Objectives

To provide the City of South Perth (City) and the community with a framework for the selection, acquisition, evaluation and de-accession of materials for the library collection.

Definitions

Deaccessioned	The process upon which a library item or resource is removed from the collection, catalogue or database.
Digital Resources	Resources provided and stored in an electronic format including the internet, electronic databases, digital audio, images and film, eBooks, eAudio, eNewspapers and eMagazines.
Library Materials	Any item held in the library collection that includes but is not limited to books, CD's, DVD's, audio books, magazines, maps, plans, photographs and electronic resources.

Policy Scope

This policy extends to all library materials held within the City's libraries, and the digital resources that are available via the City's website.

Policy Statement

The City's library service aims to provide free access to a comprehensive and dynamic collection of print, non-print and digital resources which meets the current and future informational, recreational, educational and cultural needs of the community.

Purchase of library materials will maintain the collection at very a high standard and will supplement resources supplied by the State Library of Western Australia.

The City's Manager Library Services is responsible for the management and procurement of library collection materials. Selection of materials will be based on the following criteria:

- Literary merit
- Relevance and community demand
- Potential level of use
- Authority of source
- Currency and accuracy of content
- Authority and reputation of author, publisher, producer or illustrator
- Suitability of subject and style
- Quality of presentation
- Suitability and durability of format for loan and storage
- Cost
- Language (materials in languages other than English may be acquired to meet community needs)

Additional selection criteria may be considered when selecting digital resources:

- Vendor support
- Technical considerations (in particular, authentication)
- Speed of downloading
- Ease of use and availability of usage statistics
- Content availability and coverage (Australian sources)
- Platform
- Contract provisions (limitations of subscriptions).

Items may be excluded for the following reasons:

- Subject matter provided in alternate resources
- Material is out of print and not readily available
- Content out of date
- Out-dated or unsuitable format
- Textbooks for formal course of study that are not of general interest or value to local community

The library collection and content shall be reviewed and updated with surplus stock deaccessioned based on the following criteria:

- Out of date or inaccurate content
- Low community relevance and interest in content
- New edition available
- Digital availability
- Poor physical condition

Surplus material may be sold at library book sales at a cost prescribed in the City's Fees and Charges Schedule or by other methods deemed effective and appropriate, including (but not limited to) donations to community or commercial agencies or sustainable paper recycling.

Donations will be accepted on the understanding that the material donated becomes the property of the City. Library Services reserve the right to include or not to include donated materials in its collections or to dispose of such materials and will not be bound in any way whatsoever to account to donors for the manner of the disposal of donated materials.

City of South Perth Libraries endorse the Statement on Free Access to Information (2007), the Statement on Libraries and Literacies (2006) and the Statement on Public library Services (2018) issued by the Australian Library and Information Association.

City of South Perth Libraries will not exercise censorship in the selection of materials by rejecting on moral, gender, individual lifestyle, political, racial or religious grounds alone. Material will not be rejected on the grounds that its content is controversial or likely to offend some section of the community. Such material may otherwise be relevant to the purpose of the Library and meet the standards, such as historical importance, intellectual integrity, effectiveness of expression or accuracy of information,

which are required by the Library Service. Library resources are available to all library users without restriction, except where legally required, or as set out in the Library's loan conditions. The library encourages parents/carers to set their own family rules in consultation with their child. It is the responsibility of parents/carers to monitor young people's selection and use of library resources.

Legislation/ Local Law Requirements

Library Board (Registered Public Libraries) Regulations 1985.

State and Local Government Agreement for the Provision of Public Library Services in Western Australia, 2020.

Local level agreement for the delivery of public library services, 2011

Funding Arrangement for the delivery of public library services, 2011

Western Australian Classification Publications, Film and Computer Games Enforcement Act 1996.

Censorship Act 1996.

Other Relevant Policies/ Key Documents

Statement on Free Access to Information (Australian Library and Information Association 2015)

Statement on Libraries and Literacies (Australian Library and Information Association, 2006).

Statement on Public Library Services (Australian Library and Information Association, 2018).

Policy PXXXX City of SouthPerth Local History Collection

City of South Perth Libraries Collection Development Guidelines

Strategic Direction

Community

P119 City of South Perth Local History Collection

Responsible Business Unit/s	Library Services
Responsible Officer	Manager Library Services
Affected Business Unit/s	Library Services

Policy Objective

This Policy provides the City of South Perth (City) and the community with a framework for the acquisition, preservation and organisation of historical materials that represent the cultural heritage, past and present, of the South Perth community.

Definitions

Archives	A collection of documents and records that contain historical information, including the papers of individuals and organisations, letters and diaries.
Collections	Refers to the objects that represent the history and people of the City of South Perth.
Deaccession	The process of removing materials from the collection, catalogue or database including but not limited to sale, donation, disposal or destruction.
Disposal	The physical removal of an object from the Collection once deaccession has occurred.
Preservation	The processes of looking after materials in order to retain cutltural significance or value.
Ephemera	Any printed material that was intended for short term use. Items that may have been printed for a day, event or promotional activity such as tickets, invitations, programs, posters and other various items.
Materials	Refers to any item held in the history collection, including (but not limited) to artefacts, books, images, ephemera, documents, audio and other similar items.
Oral History	Recorded historical information that is obtained by interview and concerns personal experiences and recollections.
Provenance	The full history and ownership of an item from the time of creation or discovery to the current day to detemine authenticity and ownership.

Policy Scope

This Policy applies to all users, volunteers and employees who work with, have access to, or involvement with the City of South Perth Local History Collection.



Policy Statement

General Principles

The City recognises the importance of celebrating and supporting heritage for present and future generations. As such, the City will develop and maintain its Local History Collection in order to preserve and promote local community identity.

The primary aim of the City's Local History Collection will be to collect and preserve historical material that relates to all suburbs within the City's designated local government area.

The City's Local History Collection will include retrospective and current materials in a range of formats.

The City will work cooperatively with groups, organisations and other complementary associations and agencies to ensure collection content is representative of community diversity and character.

Inclusions

The collection will include:

- Memorabilia
- Newspapers
- Photographs
- Community History
- Oral History
- Artefacts, objects and records related to the Old Mill, Cottage and Surrounds

Memorabilia includes objects, trophies, plaques, awards, medals and badges, coins and certificates accepted by a City employee or Council representative in the course of conducting Council business. Memorabilia may also include such objects used by City staff or Councillors during the course of Council business that are deemed significant to retain for posterity including framed photographs of Councillors, past and present, promotional material and equipment.

Newspapers will comprise newspapers and articles relevant to the history of the City and the local South Perth community.

Photographs will include donations from private collections, in-house photography, copies made from originals in various formats including studio photographs, camera prints, CDs, negatives and slides. Photographs will be scanned, and made available to the community via the South Perth Library catalogue in a digital format. Copies of photographs will be made available for a fee as determined by the City's adopted Fees and Charges Schedule.

Community History includes donated and purchased books, reports, CD's, video's, DVD's, biographies, oral histories and digital records. These items will include archives from businesses, schools, churches, community and sporting groups, events, places, buildings and people as appropriate to the City's local community.

The City will create materials in a variety of ways including photography of materials, oral history recordings and publications.

Acquisition

Acquisition methods will include (but is not limited to) purchase, copying, donations, exchanges, gifting and deposit.

Donations are an important source of acquisition. Donated materials must be consistent with the principles of the City's Local History Collection. Donors must complete a donation form for legal purposes, and to ensure that information relevant to significance and provenance is provided. Donations that are lacking in physical integrity, cannot be preserved or are deemed inauthentic or are duplicate material may not be accepted. The City reserves the right, under special circumstances, to deaccession materials at a later date following approved criteria.

Acceptance of materials into the collection related to the Old Mill, Cottage and their surrounds is dependent on availability of storage capacity, resources, conservation and maintenance requirements and is considerate of acquisition priorities of other associated cultural historical institutions.

Archival Storage

In consideration of the value and unique nature of collection materials, various items of historical significance will be housed in a manner conducive to long-term preservation. Stored materials may be made accessible upon request providing access does not compromise the condition or preservation of the item.

Deaccession

Periodically, the City may be required to deaccession materials from the collection. Careful consideration of material deaccession will be undertaken before the process is commenced.

Deaccession criteria includes but is not limited to:

- damage beyond repair or preservation or requiring preservation disproportionate to its significance;
- repatriation of cultural material to another cultural institution, organisation or group if deemed appropriate
- no longer relating to the acquisition criteria;
- insufficient information to establish cultural significance;
- appropriate storage space no longer being available; and
- theft or loss.

Documentation of the history of deaccessioned materials in the Collection shall be retained.

Copyright

City of South Perth Libraries support and uphold the rights of copyright owners as documented in the Commonwealth Copyright Act 1968 and the Commonwealth Copyright Act Legislation Amendment Act 2004. The Act allows for certain library materials to be photographed, where exclusion applies to some library materials because of age, condition or copyright restrictions.

Legislation/ Local Law Requirements

Heritage Act 2018
Heritage Regulations 2019
State Records Act 2000
Aboriginal Heritage Bill 2020
Australian Historic Themes Framework 2001
Censorship Act 1996
Commonwealth Copyright Act 1968

Other Relevant Policies/ Key Documents

Museum Australia Inc. Code of Ethics 1999
National Standards for Australian Museums and Galleries
Significance 2.0: a guide to assessing the significance of collections
The Burra Charter 1999
PXXXXX Library Collection Development Policy
Management Practice MXXXX City of South Perth Local History Collection

Strategic Direction

Leadership

Policy 697 Council Caretaker Policy

Responsible Business Unit/s	Governance
Responsible Officer	Manager Governance
Affected Business Unit/s	All Business Units

Policy Objectives

This policy ensures that the functions and responsibilities of the City's administration, Elected Members who are candidates in local government elections and other local government candidates, are undertaken in a manner that supports a high standard of integrity and fairness during local government elections.

Policy Scope

This policy applies to all Elected Members, local government candidates and employees during the caretaker period.

Policy Statement

This Policy is to avoid the City making major decisions prior to an election that would bind an incoming Council, prevent the use of public resources in ways that are seen as advantageous to, or promoting, the sitting Elected Members who are seeking re-election, or new candidates, and ensuring the City's administration acts impartially in relation to all candidates.

Definitions

'Caretaker Period' means the period of time when the caretaker practices are in place prior to the election. The caretaker practices will apply from the close of nominations being 37 days prior to the Election Day in accordance with Section 4.49(a) of the *Local Government Act 1995*, until 6pm on Election Day.

'Election Day' means the day fixed under the *Local Government Act 1995* for the holding of any poll needed for an election.

'Electoral Material' means any advertisement, handbill, pamphlet, notice, letter, email, social media post or article that is intended or calculated to affect the result in an election, but does not include:

- (a) an advertisement in a newspaper announcing the holding of a meeting in accordance with section 4.87(3) of the *Local Government Act 1995*;
- (b) any materials exempted under regulation 78 of the Local Government (Elections) Regulations 1997; or
- (c) any materials produced by the City relating to the election process by way of information, education or publicity, or materials produced by or on behalf of the Returning Officer for the purposes of conducting an election.

‘Extraordinary Circumstances’ means a circumstance that requires Council to make or announce a Major Policy Decision during the Caretaker Period because, in the Chief Executive Officer’s opinion, delaying the decision or announcement to occur after the Caretaker Period has reasonable potential to:

- (a) incur or increase legal, financial and/or reputational risk;
- (b) cause detriment to the strategic objectives of the City; or
- (c) the urgency of the issue is such that it cannot wait until after the local government election.

‘Events and Functions’ means gatherings of internal and external stakeholders to discuss, review, acknowledge, communicate, celebrate or promote a program, strategy or issue which is of relevance to the City and its stakeholders and may take the form of conferences, workshops, forums, launches, promotional activities, social occasions such as dinners and receptions including gatherings coordinated or facilitated by the City.

‘Major Policy Decision’ means any decision:

- (a) relating to the employment, termination or remuneration of the Chief Executive Officer or any other designated senior officer, other than a decision to appoint an Acting Chief Executive Officer, or suspend the current Chief Executive Officer (in accordance with the terms and conditions of their contract), pending the election after which date a permanent decision can be made.
- (b) relating to the City entering into a sponsorship arrangement with a total City contribution value exceeding \$10,000 (excluding GST) unless Council has resolved “in principle” support for the sponsorship prior to the Caretaker Period taking effect.
- (c) irrevocable decisions that commit the City to substantial expenditure or significant actions, such as that which might be brought about through a Notice of Motion by an Elected Member.
- (d) irrevocable decisions that will have a significant impact on the City or the community.
- (e) reports requested or initiated by an Elected Member, candidate or member of the public that, in the Chief Executive Officer’s opinion, may be perceived within the general community as an electoral issue that reflects upon the Council’s decision-making process, and has the potential to call into question whether decisions are soundly based and in the best interests of the community.

‘Public Consultation’ means a process which involves an invitation to individuals, groups or organisations or the community generally to comment on an issue, proposed action or proposed policy which may be perceived, or is, an election or campaign issue, but does not include statutory consultation periods prescribed by a written law.

1. Role of the Chief Executive Officer in Implementing the Caretaker Policy

The Chief Executive Officer, in implementing this policy will ensure that:

- (a) Elected Members and employees are advised in writing of the impending Caretaker Period and policy requirements at least 30-days prior to the commencement of a Caretaker Period
- (b) as far as possible, that any major policy or significant decisions required by Council are scheduled for a Council resolution prior to the Caretaker Period or if appropriate, deferred for determination by the incoming Council.

2. Scheduling Major Policy Decisions

During a Caretaker Period, unless extraordinary circumstances apply, the Chief Executive Officer will reasonably ensure that:

- (a) a Council Agenda or Committee Agenda does not include reports that constitute Major Policy Decisions
- (b) Elected Member workshops or briefing sessions do not include items that relate to Major Policy Decisions.
- (c) delegated authority from Council to the Chief Executive Officer is not exercised where the exercise of that delegated authority relates to a Major Policy Decision or an election campaign issue.

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Policy Number: P697

Council Adoption:

Reviewed/Modified

Relevant Council Delegation:

Relevant Delegation:

Relevant Management Practice

N/A

N/A

N/A

3. Caretaker Statement

To ensure the Council complies with its commitment to appropriate decision making during the Caretaker Period, where a report requires a 'Major Policy Decision' to be made during the Caretaker Period, the following statement will be included in the report: "The recommended decision is a 'Major Policy Decision' within the context of Council Policy P697 'Council Caretaker Policy' however an exemption should be made because (insert the circumstances for making the exemption)".

4. Extraordinary Circumstances

The Chief Executive Officer may, where extraordinary circumstances prevail, permit a Major Policy Decision to be submitted to the Council.

5. Local Government Election Process Enquiries

All election process enquiries from candidates, whether current Elected Members or not, will be directed to the Returning Officer or, where the matter is outside of the responsibility of the Returning Officer, to the Chief Executive Officer.

6. Public Consultation

It is prohibited under this policy for public consultation to be undertaken during the Caretaker Period (either new consultation or existing) on an issue which is contentious, unless the consultation is a mandatory statutory process or prior approval has been given by the Chief Executive Officer.

7. Prohibition on Publishing Electoral Material

The City shall not print, publish or distribute, or cause, permit or authorise others to print, publish or distribute on behalf of the City any advertisement, handbill, pamphlet or notice that contains 'electoral material' during the Caretaker Period.

Without limiting the generality of the definition of 'electoral material', material will be considered to be intended or likely to affect voting in the election if it contains an express or implicit reference to, or comment on:

- (a) the election; or
- (b) a candidate in the election; or
- (c) an issue submitted to, or otherwise before, the voters in connection with the election.

8. Candidate Publications

Candidates and/or Elected Members are permitted to publish campaign material on their own behalf but cannot claim for that material to be originating from or authorised by the City. Use of the City's logo or branding is prohibited in candidate publications.

9. City of South Perth Publications

Any reference to Elected Members in the City's publications printed, published or distributed during the Caretaker Period must not include promotional text. Any of the City's publications that are potentially affected by this policy will be reviewed by the Chief Executive Officer to ensure that any circulated, displayed or otherwise publicly available material during the Caretaker Period does not contain material that may be construed as 'electoral material'.

This policy does not prevent publications by the City which merely announce the holding of the election or relate only to the election process itself.

10. City of South Perth Website

During the Caretaker Period the City's website will not contain any material which is precluded by this policy. Any references to the election will only relate to the election process. Information about Elected Members will be restricted to names, contact details, titles, membership of special committees and other bodies to which they have been appointed to by the Council.

Page 3 of 5

Policy Number: P697

Council Adoption:

Reviewed/Modified

Relevant Council Delegation:

Relevant Delegation:

Relevant Management Practice

N/A

N/A

N/A

11. Public Events Hosted by External Bodies

Councillors may continue to attend events and functions hosted by external bodies during the Caretaker Period.

12. City Organised Civic Events and Functions

Civic events and functions organised by the City and held during the Caretaker Period will be reduced to only those essential to the operation of the City, and should not in any way be associated with any issues considered topical and relevant to the election or be used as a forum for political canvassing.

13. Addresses by Elected Members

Elected Members who are also candidates should not, where possible, be permitted to make speeches or addresses at events/functions organised or sponsored by the City during the Caretaker Period. Elected Members may make short welcome speeches at events and functions organised or sponsored by the City during the Caretaker Period subject to prior approval of the Chief Executive Officer.

14. Delegates to Community and Advisory Groups

Councillors appointed to community groups, advisory groups and other external organisations as representatives of the City shall not use their attendance at meetings of such groups to either recruit assistance with electoral campaigning or to promote their personal or other candidates' electoral campaigns.

15. Use of City Resources

The City's Employee Code of Conduct, the Councillor Code of Conduct and the Local Government (Model Code of Conduct) Regulations 2021 provide that the City's resources are only to be utilised for authorised activities. This includes the prohibition on the use of equipment, stationery or hospitality for non-Council business and the use of local government resources for electoral purposes. It should be noted that the prohibition on the use of the City's resources for electoral purposes is not restricted to the Caretaker Period.

The City's staff must not be asked to undertake any tasks connected directly or indirectly with an election campaign and should avoid assisting Councillors in ways that could create a perception that they are being used for electoral purposes.

In any circumstances where the use of City resources might be construed as being related to a candidate's election campaign, advice is to be sought from the Chief Executive Officer.

16. City of South Perth Elected Member Business Cards

During the Caretaker Period, Elected Members shall ensure that their allocated business cards are used only for purposes associated with the normal role of a Councillor in servicing their electorate. Elected Member business cards shall not be used in a manner that could be perceived as an electoral purpose. It should be noted that the prohibition on the use of the City's resources for electoral purposes is not restricted to the Caretaker Period.

17. Access to Information

All candidates will have equal rights to access public information, such as the electoral rolls (draft or past rolls) and information relevant to their election campaigns from the City administration. Information, briefing material and advice prepared or secured by staff for an Elected Member must be necessary to the carrying out of the Elected Member's role and must not be related to election issues or that might be perceived to be of an electoral nature.

All Elected Members are to avoid using or accessing City information, resources or employee resources and expertise for the purpose of gaining electoral advantage or disadvantage relevant to their own candidacy or any other person's candidacy.

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Policy Number: P697

Relevant Council Delegation: N/A

Council Adoption:

Relevant Delegation: N/A

Reviewed/Modified

Relevant Management Practice N/A

All Elected Member requests for information and advice from the City will be reviewed by the Chief Executive Officer and where the subject of the information or advice is considered as being related to an election campaign issue, the Chief Executive Officer will have absolute discretion to determine if the information or advice is / is not provided.

Any assistance and advice provided to candidates as part of the conduct of the local government election will be provided equally to all candidates. The types of assistance that are available will be documented and communicated to candidates in advance.

18. Information Request Register

An Information Request Register will be maintained by the Chief Executive Officer during the Caretaker Period. This Register will be a public document that records all requests for information made by Elected Members and candidates, and the response given to those requests during the Caretaker Period. Staff will be required to provide details of requests to the Chief Executive Officer for inclusion in the Register.

19. Media Advice

Any requests for media advice or assistance from Elected Members during the Caretaker Period will be referred to the Chief Executive Officer. No media advice will be provided in relation to election issues or in regard to publicity that involves specific Elected Members. If satisfied that advice sought by an Elected Member during the Caretaker Period does not relate to the election or publicity involving any specific Elected Member, the Chief Executive Officer may authorise the provision of a response to such a request.

20. Media Attention

Elected Members will not use their position as an elected representative or their access to City staff or resources to gain media attention in support of their or any other candidate's election campaign.

21. Publicity Campaigns

Publicity campaigns and promotional activities during a Caretaker Period may be undertaken only for the purposes of:

- (a) promoting City services and activities, where such promotion does not relate to an electoral campaign issue and would otherwise be undertaken as part of normal operations
- (b) conducting the Election and promoting elector participation in the Election.

22. City Employees

During the Caretaker period no City employee may make any public statement that relates to an election issue unless the statements have been approved by the Chief Executive Officer.

23. Candidate attendance at Meetings

For the purpose of transparency and for the benefit of the public gallery, Candidates in the local government elections are to identify themselves as an election candidate prior to asking a question or making a deputation at Council Meeting or an Agenda Briefing.

Legislation / Local Law Requirements

Local Government Act 1995

Local Government (Model Code of Conduct) Regulations 2021

Local Government (Election) Regulations 1997

Other Relevant Policies / Key Documents

City of South Perth Employee Code of Conduct

City of South Perth Councillor Code of Conduct

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Policy Number: P697

Council Adoption:

Reviewed/Modified

Relevant Council Delegation: N/A

Relevant Delegation: N/A

Relevant Management Practice N/A



Department of
Local Government, Sport
and Cultural Industries

South Perth - Compliance Audit Return 2020

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of the relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2020?	Yes	Mini Golf OCM 24/9/2019 for advertising. OCM 24/3/2020 to proceed.	Colin Cameron
2	s3.59(2)(b) F&G Regs 7,8,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2020?	Yes	RAF OCM 24/11/2020 for advertising.	Colin Cameron
3	s3.59(2)(c) F&G Regs 7,8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2020?	Yes	RAF OCM 24/11/2020 for advertising	Colin Cameron
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2020?	Yes	Mini Golf – The West Australian 26/09/2019 RAF- The West Australian 27/11/2020	Colin Cameron
5	s3.59(5)	During 2020, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	Yes	Mini Golf OCM 24/3/2020	Colin Cameron

Delegation of Power/Duty

No	Reference	Question	Response	Comments	Respondent
1	s5.16	Were all delegations to committees resolved by absolute majority?	N/A		Bernadine Tucker
2	s5.16	Were all delegations to committees in writing?	N/A		Bernadine Tucker
3	s5.17	Were all delegations to committees within the limits specified in section 5.17?	N/A		Bernadine Tucker
4	s5.18	Were all delegations to committees recorded in a register of delegations?	N/A		Bernadine Tucker
5	s5.18	Has council reviewed delegations to its committees in the 2019/2020 financial year?	N/A		Bernadine Tucker
6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Act?	Yes		Bernadine Tucker
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes		Bernadine Tucker



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8	s5.42(2)	Were all delegations to the CEO in writing?	Yes	Bernadine Tucker
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes	Bernadine Tucker
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the council to amend or revoke a delegation made by absolute majority?	Yes	Bernadine Tucker
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	Yes	Bernadine Tucker
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2019/2020 financial year?	Yes	Bernadine Tucker
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Admin Reg 19?	Yes	Bernadine Tucker

Disclosure of Interest

No	Reference	Question	Response	Comments	Respondent
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	Yes		Bernadine Tucker
2	s5.68(2) & s5.69(5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by Admin Reg 21A, recorded in the minutes of the relevant council or committee meeting?	Yes		Bernadine Tucker
3	s5.73	Were disclosures under section sections 5.65, 5.70 or 5.71A(3) recorded in the minutes of the meeting at which the disclosures were made?	Yes		Bernadine Tucker
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	Yes		Bernadine Tucker
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2020?	Yes		Bernadine Tucker
6	s5.77	On receipt of a primary or annual return, did the CEO, or the mayor/president, give written acknowledgment of having received the return?	Yes		Bernadine Tucker
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76?	Yes		Bernadine Tucker
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A, in the form prescribed in Admin Reg 28?	Yes		Bernadine Tucker



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and Cultural Industries**

9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76, did the CEO remove from the register all returns relating to that person?	Yes	Bernadine Tucker
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Yes	Bernadine Tucker
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B, in the form prescribed in Admin Reg 28A?	Yes	Bernadine Tucker
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	Yes	Bernadine Tucker
13	s5.89A(6)	When a person ceases to be a person who is required to make a disclosure under section 5.87A or 5.87B, did the CEO remove from the register all records relating to that person?	Yes	Bernadine Tucker
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A(6) been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	Yes	Bernadine Tucker
15	Rules of Conduct Reg 11(1), (2) & (4)	Where a council member had an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person, did they disclose the interest in accordance with Rules of Conduct Reg 11(2)?	Yes	Bernadine Tucker
16	Rules of Conduct Reg 11(6)	Where a council member disclosed an interest under Rules of Conduct Reg 11(2) was the nature of the interest recorded in the minutes?	Yes	Bernadine Tucker
17	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	Yes	Bernadine Tucker
18	s5.71A & s5.71B(5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under s5.71A(1) relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	N/A	Bernadine Tucker
19	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under subsection 5.71B(6) recorded in the minutes of the council meeting at which the decision was considered?	N/A	Bernadine Tucker
20	s5.103 Admin Regs 34B & 34C	Has the local government adopted a code of conduct in accordance with Admin Regs 34B and 34C to be observed by council members, committee members and employees?	Yes	Bernadine Tucker



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and Cultural Industries

21	Admin Reg 34B(5)	Has the CEO kept a register of notifiable gifts in accordance with Admin Reg 34B(5)?	Yes		Bernadine Tucker
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Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) (unless section 3.58(5) applies)?	N/A		Bernadine Tucker
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	N/A		Bernadine Tucker

Elections

No	Reference	Question	Response	Comments	Respondent
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate?	Yes		Bernadine Tucker
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years?	Yes		Bernadine Tucker
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with Elect Reg 30G(6)?	Yes		Bernadine Tucker

Finance

No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes	22 October 2019 & 23 June 2020	Abrie Lacock
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	N/A		Abrie Lacock
3	s7.3(1) & s7.6(3)	Was the person or persons appointed by the local government to be its auditor appointed by an absolute majority decision of council?	N/A	Audited by the Office of the Auditor General WA	Abrie Lacock



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4	s7.3(3)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor a registered company auditor or an approved auditor?	Yes	Audited by the Office of the Auditor General WA	Abrie Lacock
5	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2020 received by the local government by 31 December 2020?	Yes	Received 3 December 2020	Abrie Lacock
6	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9(1) of the Act required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	Yes		Abrie Lacock
7	s7.12A(4)(a)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters?	Yes		Abrie Lacock
8	s7.12A(4)(b)	Where the local government was required to prepare a report under s.7.12A(4)(a), was a copy of the report given to the Minister within three months of the audit report being received by the local government?	Yes		Abrie Lacock
9	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), did the CEO publish a copy of the report on the local government's official website?	Yes		Abrie Lacock
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives and scope of the audit, a plan for the audit, details of the remuneration and expenses paid to the auditor, and the method to be used by the local government to communicate with the auditor?	Yes		Abrie Lacock
11	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June received by the local government within 30 days of completion of the audit?	Yes		Abrie Lacock

Integrated Planning and Reporting

No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	26 May 2020	Abrie Lacock
2	Admin Reg 19DA(1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	23 June 2020	Abrie Lacock
3	Admin Reg 19DA(2) & (3)	Does the corporate business plan comply with the requirements of Admin Reg 19DA(2) & (3)?	Yes		Abrie Lacock



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Local Government Employees

No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve a process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	Yes		Pele McDonald
2	s5.36(4) & s5.37(3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Admin Reg 18A?	Yes		Pele McDonald
3	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	Yes		Pele McDonald
4	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4)?	Yes		Pele McDonald
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	N/A		Pele McDonald
6	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	N/A		Pele McDonald

Official Conduct

No	Reference	Question	Response	Comments	Respondent
1	s5.120	Has the local government designated a senior employee as defined by section 5.37 to be its complaints officer?	No	The CEO is the Complaints Officer under 5.120(2)	Bernadine Tucker
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a)?	Yes		Bernadine Tucker
3	s5.121(2)	Does the complaints register include all information required by section 5.121(2)?	Yes		Bernadine Tucker
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	Yes		Bernadine Tucker

Optional Questions

No	Reference	Question	Response	Comments	Respondent
1	Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Financial Management Reg 5(2)(c) within the three years prior to 31 December 2020? If yes, please provide the date of council's resolution to accept the report.	Yes	Internal auditors are engaged to carry out the internal audit function assisting in compliance with Financial Management Reg 5(2)(c). Current Strategic Internal Audit Plan adopted on 26 March 2019	Abrie Lacock

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2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Audit Reg 17 within the three years prior to 31 December 2020? If yes, please provide date of council's resolution to accept the report.	Yes	Internal auditors are engaged to carry out the internal audit function which assists in compliance with Audit Reg 17. Current Strategic Internal Audit Plan adopted on 26 March 2019	Abrie Lacock
3	s5.87C(2)	Where a disclosure was made under sections 5.87A or 5.87B, was the disclosure made within 10 days after receipt of the gift?	Yes		Bernadine Tucker
4	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B, did the disclosure include the information required by section 5.87C?	Yes		Bernadine Tucker
5	s5.90A(2)	Did the local government prepare and adopt by absolute majority a policy dealing with the attendance of council members and the CEO at events?	Yes		Bernadine Tucker
6	s.5.90A(5)	Did the CEO publish an up-to-date version of the attendance at events policy on the local government's official website?	Yes		Bernadine Tucker
7	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4)?	Yes		Bernadine Tucker
8	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	Yes		Bernadine Tucker
9	s5.127	Did the local government prepare a report on the training completed by council members in the 2019/2020 financial year and publish it on the local government's official website by 31 July 2020?	Yes		Bernadine Tucker
10	s6.4(3)	By 30 September 2020, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2020?	Yes		Abrie Lacock

Tenders for Providing Goods and Services

No	Reference	Question	Response	Comments	Respondent
1	F&G Reg 11A(1) & (3)	Does the local government have a current purchasing policy that complies with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$250,000 or less or worth \$250,000 or less?	Yes		Paul Baines
2	F&G Reg 11A(1)	Did the local government comply with its current purchasing policy in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	Yes		Paul Baines



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3	s3.57 F&G Reg 11	Subject to F&G Reg 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in F&G Reg 11(1)?	Yes		Paul Baines
4	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with F&G Reg 14(3) and (4)?	Yes		Paul Baines
5	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than a single contract?	N/A	The City did not enter into multiple contracts.	Paul Baines
6	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer notice of the variation?	Yes		Paul Baines
7	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Regs 15 and 16?	Yes		Paul Baines
8	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	Yes		Paul Baines
9	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	Yes		Paul Baines
10	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	Yes		Paul Baines
11	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	Yes		Paul Baines
12	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of F&G Regs 21 and 22?	Yes		Paul Baines
13	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	Yes		Paul Baines
14	F&G Reg 23(3)	Were all expressions of interest that were not rejected assessed by the local government?	Yes		Paul Baines
15	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services as an acceptable tenderer?	Yes		Paul Baines

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16	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with F&G Reg 24?	Yes		Paul Baines
17	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with F&G Reg 24AD(4) and 24AE?	N/A	The City is yet to establish any panels of pre-qualified suppliers.	Paul Baines
18	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	N/A		Paul Baines
19	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	N/A		Paul Baines
20	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of F&G Reg 24AG?	N/A		Paul Baines
21	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	N/A		Paul Baines
22	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	N/A		Paul Baines
23	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	N/A		Paul Baines
24	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of F&G Regs 24E and 24F?	N/A		Paul Baines

I certify this Compliance Audit Return has been adopted by council at its meeting on _____

Signed Mayor, City of South Perth

Signed CEO, City of South Perth



City of South Perth

Risk Management Strategy - 2021

A City of active

places and beautiful spaces

Civic Centre Cnr Sandgate St & South Tce, South Perth WA 6151
Phone 9474 0777 **Email** enquiries@southperth.wa.gov.au
www.southperth.wa.gov.au



Risk Management Strategy – 2021-2030

Date	Change made	By whom	Date endorsed EMT	Date recommended by ARGC	Date endorsed by Council
August 2018	New risk strategy developed	Manager Governance		11/09/2018	
October 2020	Updated to align with ISO 31000:2018 and City of South Perth Strategic Community Plan	Senior Governance Officer			

Risk Management Strategy – 2021-2030

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Risk Management Strategy – 2021-2030

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Risk Management Strategy – 2021-2030

1. INTRODUCTION

The City of South Perth (City) provides a diverse range of services to its residents. The City is required to plan for and manage change; deliver on its objectives within the context of population, climate and urban change as well as increased legislative and regulatory compliance obligations and financial accountability.

It is incumbent on the City to understand the internal and external risks that may impact on the delivery of its organisational goals from both a positive and negative perspective. Therefore, the City is committed to promoting an organisational culture where risk management is embedded in all activities and business processes.

The Australian/New Zealand ISO Standard on Risk Management describes risk as “the effect of uncertainty on objectives”. Risk is the probability of an internal or external situation (an incident) having the potential to impact upon the City; preventing the City from successfully achieving its objectives, delivering its services or capitalising on its opportunities. Risks are an everyday occurrence that could potentially impact on the City’s ability to meet its obligations to stakeholders and the community. The City recognises that while some risks cannot be fully eliminated they can be identified, controlled and managed to an acceptable level.

Risk management is defined as “the coordinated activities to direct and control an organisation with regard to risk”; with the purpose of the creation and protection of value. The City’s Risk Management Strategy is aligned to the ISO Standard AS/NZS 31000:2018 and shall be applied to all activities of the City.

The City undertakes proactive risk management because:

- It is good practice to understand the strategic and operational risks and opportunities facing the City in order to make informed decisions and meet organisational and strategic goals;
- Council provides critical services and infrastructure to the residents and visitors of this municipality; and
- Council has service agreements and contractual obligations with government and non-government agencies and organisations.

This Strategy is designed to provide the architecture for a common platform for all risk management activities undertaken by the City, from individual functional, process or project based assessments to whole-of-organisation assessments, with the aim of enabling comparative analysis and prioritisation of those assessments either individually or cumulatively.

Risk Management Strategy – 2021-2030

2. SCOPE

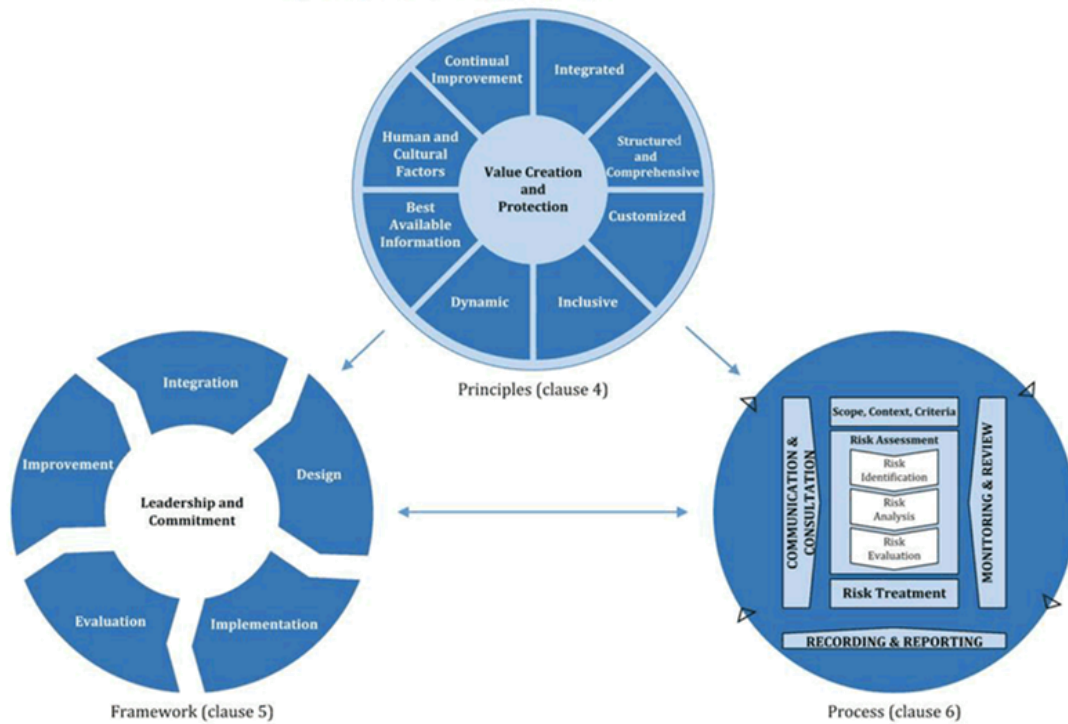
The primary objective of the Risk Management Strategy is to support the achievement of the City's strategic objectives contained in the Strategic Community Plan 2020 – 2030, by managing the effect of uncertainty on the achievement of these objectives. This is achieved by ensuring opportunities are maximised and the City's resources, people, finance, property, knowledge and reputation are protected through:

- Provision of a structured and consistent approach to identifying, rating, mitigating, managing and monitoring risks;
- Assisting decision makers to make good management decisions within an environment of acceptable strategic and business risk limits, including identifying and leveraging opportunities;
- Using a risk profile to challenge and inform strategic decisions;
- An environment where officers understand and assume responsibility for managing the risks for which they are responsible and the controls to mitigate those risks;
- Integration of risk management into core business activities and decision making;
- Provision of relevant, timely information including guidelines for the management of conflicting objectives, across clear reporting structures;
- Independent assurance and audit activities to provide feedback to management quality; and
- Ensuring processes and controls are in place and are effective.

This Strategy aims to balance a documented, structured and systematic process with the complexity of the City along with existing time and resource pressures in accordance with AS/NZS ISO 31000:2018 Risk Management Guidelines.

Risk Management Strategy – 2021-2030

Figure 1 — Principles, framework and process



Relationship between the risk management principles, framework and process
(Source: ISO 31000:2018)

Risk Management Strategy – 2021-2030

3. PRINCIPLES

ISO 31000:2018 states that the principles outlined in the figure below provide guidance on the characteristics of effective and efficient risk management, communicating its value and explaining its intention and purpose. The principles are the foundation for the management of risk and should be considered when establishing the organisation's risk management strategy and processes. These principles should enable an organisation to manage the effects of uncertainty on its objectives.

The City commits to the following principles which support Value Creation and Protection:

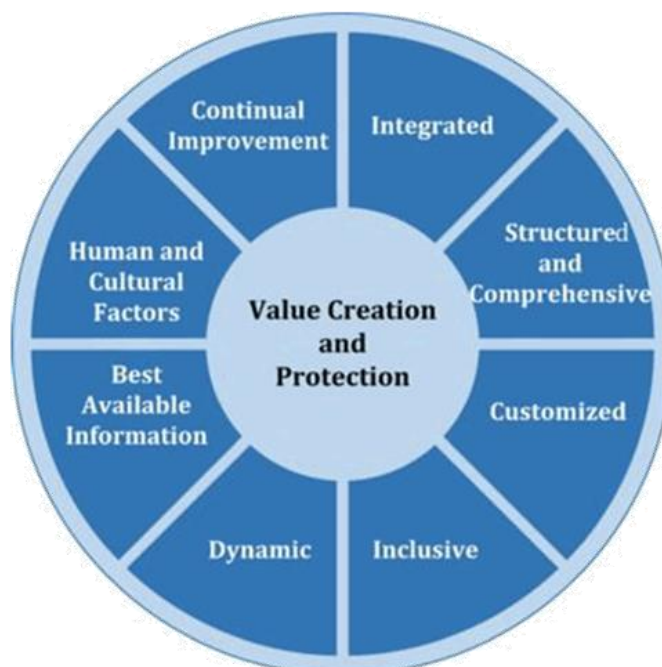


Figure 2. ISO 31000:2018 Principles Clause 4

Risk Management Strategy – 2021-2030

Integrated

Risk management is an integral part of all organisational activities.

Structured and Comprehensive

A structured and comprehensive approach to risk management contributes to consistent and comparable results.

Customised

The risk management framework and process are customised and proportionate to the organisations external and internal context related to its objectives.

Inclusive

Appropriate and timely involvement of stakeholders enables their knowledge, views and perceptions to be considered. This results in improved awareness and informed risk management.

Dynamic

Risks can emerge, change or disappear as an organisation's external and internal context changes. Risk management anticipates, detects, acknowledges and responds to those changes and events in an appropriate and timely manner.

Best available information

The inputs to risk management are based on historical and current information, as well as on future expectations. Risk management explicitly takes into account any limitations and uncertainties associated with such information and expectations. Information should be timely, clear and available to relevant stakeholders.

Human and cultural factors

Human behaviour and culture significantly influence all aspects of risk management at each level and stage.

Continual improvement

Risk management is continually improved through learning and experience.

Risk Management Strategy – 2021-2030

4. RISK MANAGEMENT FRAMEWORK

The purpose of a risk management framework is to assist the City in integrating risk management into all significant activities and functions of Council. The City applies a six stage model (based on AS/NZS ISO 31000:2018) to develop and maintain its risk management process. The process is a repetitive one which builds increased maturity in risk management techniques over time - resulting in more sophisticated and effective risk management outcomes.

The six stages are described in more detail below.



Figure 3. ISO 31000:2018 Framework Clause 5

Leadership and commitment

Ensuring the ongoing effectiveness of Risk Management requires strong and sustained leadership and commitment by Council and management of the City as well as strategic and rigorous planning to achieve commitment and integration at all levels.

The City's Council and Management ensures that risk management is integrated into all City activities and demonstrate this leadership and commitment by:

- Customising and implementing all components of the framework;
- Adopting a policy that establishes a risk management approach, plan or course of action;
- Ensuring that the necessary resources are allocated to managing risk;
- Assigning authority, responsibility and accountability at appropriate levels within the City.

Risk Management Strategy – 2021-2030

This will help the City to:

- Align risk management to its objectives, strategy and culture;
- Recognise and address all City obligations;
- Establish the amount and type of risk that may or may not be taken to guide the development of risk criteria, ensuring appropriate communication of the City's risk criteria to all stakeholders;
- Promote systematic monitoring of risks;
- Ensure that the risk management framework remains appropriate to the context of the City.

Integration

Integration risk management relies on an understanding of the City's structure and the context of its operations. Risk should be managed at every level of the City, with all officers and Elected Members having responsibility for managing risk.

Determining risk management accountability and oversight roles are an integral part of the City's governance. Integrating risk management into the City is a dynamic and iterative process and should be part of and not separate from its purpose, governance, leadership and commitment, strategy, objectives and operations.

Design

- Understanding the City and its context
In designing the risk management framework the City should examine and understand external and internal context.
- Articulating risk management commitment
Council and Management of the City should demonstrate and articulate their continual commitment to risk management through the development and adoption of a risk strategy and risk policy that clearly conveys the City's objectives and commitment to risk management.
- Assigning roles, authorities, responsibilities
Council and Management of the City are to ensure that responsibilities and accountabilities for risk management are assigned and communicated at all levels of the City, with risk management being a core responsibility in all operations.
- Allocating resources
Council and Management should ensure allocation of appropriate resources for risk management.
- Establishing communication and consultation
The City will establish an approved approach to communication and consultation in order to support the framework and facilitate the effective application of risk management.

Risk Management Strategy – 2021-2030

Implementation

The City will implement the Risk Management Strategy by:

- Adopting the risk management strategy and policy, identifying where, when and how decisions are made across the City and by whom and modifying the applicable decision-making processes where necessary.
- Ensuring that the City's arrangements for managing risk are clearly understood and practiced.

Evaluation

In order to evaluate the effectiveness of the risk management framework the City will:

- Periodically measure the risk management framework performance against its purpose, implementation plan, indicators and expected behaviour;
- Determine whether it remains suitable to support the City in achieving the objectives of our Strategic Community Plan.

Improvement

The City will continue to monitor and adapt the risk management framework to address external and internal changes. In doing so, the City can improve its value to its community.

Risk Management Strategy – 2021-2030

5. ORGANISATION CONTEXT

Local Government is a complex, multi business enterprise that has constant conflicts in allocating limited resources to build and maintain infrastructure and deliver community programs. The Strategy is an important tool to assist in making consistent decisions in a strategic, operational and project context. For the Strategy to work, both internal and external factors must be considered as they will influence the way in which objectives are set and priorities are determined.

The political, social economic, legal and physical environments are important in the day-to-day operation of the City. It is essential that the internal and external environment within which activity is conducted is adequately understood if the subsequent steps of the process are to have a meaningful context. The six stages of the risk management framework are further supported by the City's commitment to risk culture, alignment to the Strategic Community Plan 2020 -2030 and governance.

City of South Perth Risk Culture

One of the most crucial elements of a successfully integrated Risk Management Framework is having a culture that promotes and facilitates its proactive use. Alignment to the eight Risk Management principles and the City's core values support a successful risk culture within the City which supports the creation and protection of value for the City.

The city's four core values are:

- Respectful
- Supportive
- Unified and
- Accountable

The City fosters an environment in which Risk Management is embraced by Council and all officers. Risk Management is a corporate priority and as such, all officers are required to actively participate in the risk management process.

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Alignment to the Strategic Community Plan 2020 -2030

The key strategic document for the City is its Strategic Community Plan 2020 – 2030 which builds on previous community plans. In order to meet the community's aspirations, the City's commitment to the management of risk is evident in the alignment of all risks to the high level outcomes and strategies detailed in the Strategic Community Plan 2020-2030:

1.	Community	A diverse, connected, safe and engaged community.
2.	Economy	A thriving City activated by innovation, attractions and opportunities.
3.	Environment (Built and Natural)	Sustainable urban neighbourhoods
4.	Leadership	A visionary and influential local government

Corporate Governance

Every organisation is governed by a set of rules and principles, which enable its effective and transparent operation. Transparency in decision making, accuracy in reporting and adequacy in compliance are all essential elements of good governance. Three of the principles of good governance are:

- **Risk Management:** This identifies and assesses threats and opportunities' confronting the City's attempts to achieve its business objectives and defines effective response strategies.
- **Compliance:** Identifies regulatory and statutory obligations and defines organisational obligations.
- **Audit:** Ensures the critical response to strategies and processes are being implemented effectively and are delivering the benefits for which they are designed.

Sound risk management not only contributes to good governance, it also provides protection in the event of adverse outcomes. Provided risks have been managed in accordance with the City's guidelines, protection occurs on two levels.

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Firstly, the adverse outcome may not be as severe as it might otherwise have been and secondly, the City can demonstrate a proper level of due diligence has been exercised.

Risk appetite

Risk appetite is the amount of risk exposure, or potential adverse impact from an event, that the City is willing to accept in pursuit of its objectives. Once the risk appetite threshold has been breached, risk management controls and actions are required to bring the exposure level back within the accepted range, by considering:

- Emerging risks;
- Risks that might be outside the City's control (i.e. political change);
- Where best to allocate scarce resources; and
- Where the City might want to take on additional risk to pursue a strategic objective or expectation of above average returns.

Risk appetite should be set for each individual strategic risk and acceptance levels agreed, using relevant performance indicators which are monitored through regular reporting structures. For operational risks, the City's risk appetite will inform the annual risk process, controls and assurance activities as detailed in Risk Management Policy P695 (Schedule of Measures of Consequence against Impact).

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6. OPERATING MODEL

Successful implementation of risk management requires a consistent and systematic approach at all levels of the City. Elected Members, officers, contractors, consultants and volunteers are responsible for ensuring that risk management is given high propriety in both strategic and day-to-day conduct of all City related activities. The risk management process makes a significant contribution towards establishing the priorities in the allocation of resources.

The City has adopted a 'Three Lines of Defence' model for the management of risk. This model ensures roles; responsibilities and accountabilities for decision making are structured to demonstrate effective governance and assurance. By operating within the approved risk appetite and framework, the Council, Management and Community will have assurance that risks are managed effectively to support the delivery of the Strategic, Corporate and Operational Plans.

First Line of Defence

All operational areas of the City are considered '**1st Line**'. They are responsible for ensuring that risks (within their scope of operations) are identified, assessed, managed, monitored and reported. Ultimately, they bear ownership and responsibility for losses or opportunities from the realisation of risk. Associated responsibilities include:

- Establishing and implementing appropriate processes and controls for the management of risk (in line with this strategy).
- Undertaking adequate analysis (data capture) to support the decision making in relation to risk matters.
- Preparing risk acceptance proposals where necessary, based on level of residual risk.
- Retaining primary accountability for the ongoing management of their risk and control environment.

Second Line of Defence

The Internal Risk Management Committee acts as the primary '**2nd Line**'. This position owns and manages the framework for risk management. They draft and implement the governance procedures and provide the necessary tools and training to support the 1st line process. Maintaining oversight on the application of the framework provides a transparent view and level of assurance to the 1st & 3rd lines on the risk and control environment. Support can be provided by additional oversight functions completed by other 1st Line Teams (where applicable). Additional responsibilities include:

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- Providing independent oversight of risk matters as required.
- Monitoring and reporting on emerging risks.
- Co-ordinating the City's risk reporting for the Executive Management Team and Audit, Risk and Governance Committee.

Third Line of Defence

Internal and External Audit are the '**3rd Line**' of defence, providing independent assurance to the Council, Audit Risk and Governance Committee and City Management on the effectiveness of business operations and oversight frameworks (1st and 2nd Line).

Internal Audit -	Appointed by the CEO to report on the adequacy and effectiveness of internal control processes and procedures. The scope of which would be determined by the CEO with input from the Audit, Risk and Governance Committee.
External Audit	Appointed by the Council on the recommendation of the Audit, Risk and Governance Committee to report independently to the Mayor and CEO on the annual financial statements only.

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Governance Structure

The following diagram depicts the current operating structure for risk management within the City.

Operating structure for Risk Management within the city

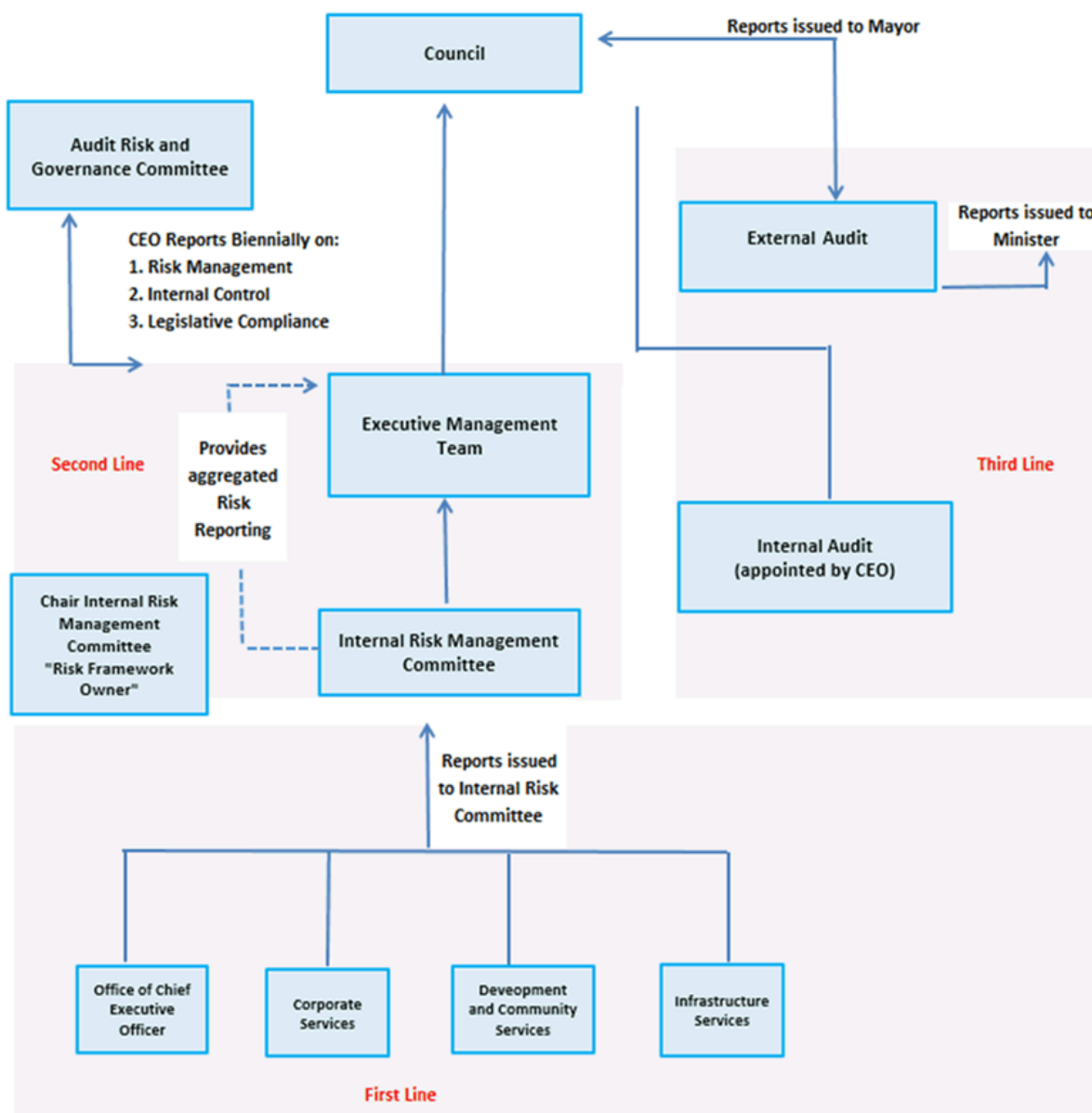


Figure 4 – Governance Structure

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Roles & Responsibilities

CEO/Council

- Review and approve the City's Risk Management Strategy.
- Appoint/Engage External Auditors to report on financial statements annually.
- Establish and maintain an Audit Committee in terms of the *Local Government Act 1995*.

Audit Risk and Governance Committee

- Regular review of the appropriate and effectiveness of this Strategy.
- Support Council to provide effective corporate governance.
- Oversight of all matters that relate to the conduct of External Audits.
- Must be independent, objective and autonomous in deliberations.

CEO/Executive Management Team

- Appoint Internal Auditors as required under the Local Government (Audit) Regulations 1996.
- Liaise with Council in relation to risk acceptance requirements.
- Approve and review the appropriateness and effectiveness of this Strategy.
- Drive consistent embedding of a risk management culture.
- Analyse and discuss emerging risks, issues and trends.
- Document decisions and actions arising from 'risk matters'.
- Own and manage Risk Profiles at City Level.

Internal Risk Management Committee

- Oversee and facilitate the Risk Management Strategy and Procedures.
- Champion risk management within operational areas.
- Support reporting requirements for Risk matters.
- Monitor and update Risk Profiles and KPI's for risk.

Operations/Business Units

- Drive risk management culture within work areas.
- Own manage and report on specific risk issues as required.
- Assist in the risk and control management process as required.
- Highlight any emerging risks or issues accordingly.
- Incorporate 'Risk Management' into Meetings, by incorporating the following agenda items;
 - New or emerging risks,
 - Review existing risks,
 - Control adequacy,
 - Outstanding issues and actions.

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Strategic Context

A framework for effective risk management requires integration with the strategic and organisational planning within the City. This Risk Management Strategy has been established within the context of the delivery of the community's vision and the City's implementation of the Integrated Planning & Reporting Framework.

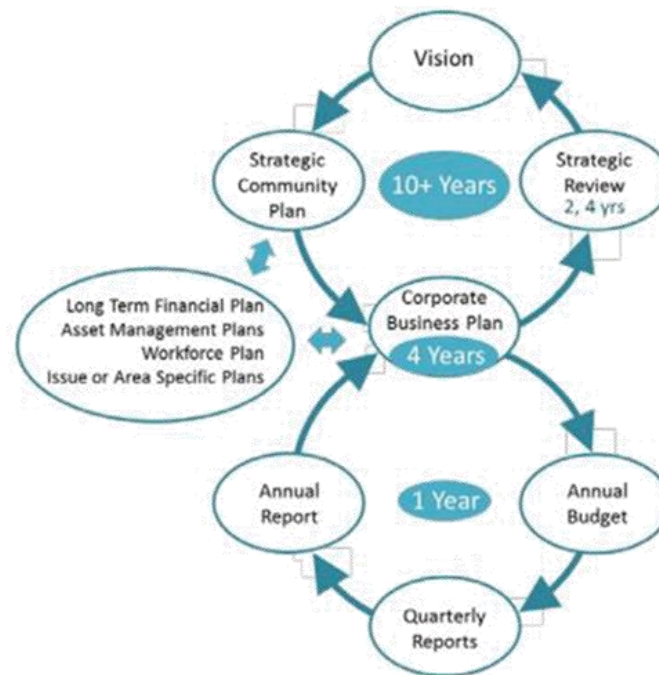


Figure 6. Integrated Planning & Reporting Framework

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RISK MANAGEMENT PROCESS

The risk management process is the “how to” element of the Strategy and is defined in the ISO Standard as “the systematic application of management policies, procedures and practices to the task of communicating, establishing the context, identifying, analysing, evaluating, treating, monitoring and reviewing risk: Although the process is presented as sequential, in practice it is iterative.

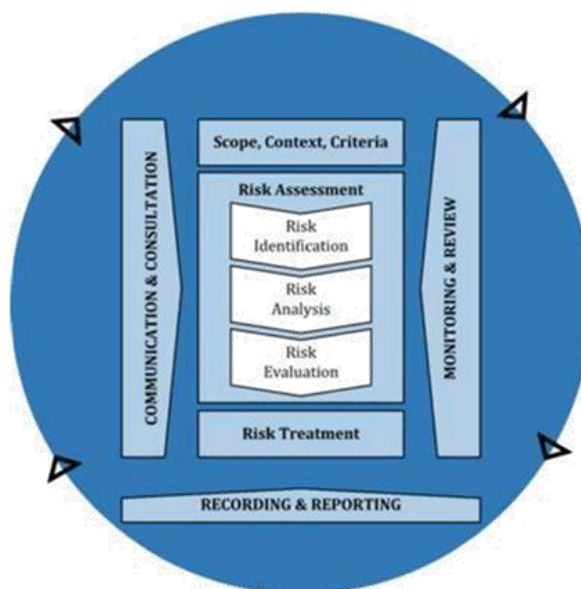


Figure 5. ISO 31000:2018 Process Clause 6

1. Scope, Context, Criteria

In order to establish context a comprehensive understanding of the City’s internal (objectives, strategies, structures, culture etc.) and external environment (political, social etc.) is required. The development and adoption of a Risk Management policy which defines the purpose and scope of the City’s risk management activities, determines the objectives of the risk management process and the specific objectives of risk assessment is required.

Establishing the strategic and operational context in which the risk management process will take place is important. It is essential to define the parameters within which risks are to be managed, the criteria against which risks are to be evaluated and the structure of the analysis.

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It is essential that the risk management processes across the City are carried out in the context of the strategic directions contained within the Strategic Community Plan 2020 - 2030 and the respective business unit operational plans.

Risk management must be carefully planned and managed. This will ensure that the process produces worthwhile results. In order to get the best results from strategic risk management, the City will:

- Initiate communication, consultation and participation;
- Lead by example and empower officers;
- Develop and improve tools and reporting; and
- Provide training to officers.

Operational Context

Risk Management Plans (RMPs) are to be used for all major processes, events and activities at the operational level. It is important that all officers understand the need for completing a RMP in order to ensure the best possible chance of success for their processes or activities.

Defining the internal and external environment

To understand the internal environment, the City considers the organisational structure, key/core processes, resources available, its capacity and the risk relationship and interdependency.

Internal factors which may affect the City's management of risks include strategic plans and policies, organisational processes and procedures, systems and technology, the management of corporate records and availability of evidence, budget allocation, culture and internal relationships.

These factors will affect the City's risk appetite; that is the level of risk the City is willing to retain or pursue, and the setting of the risk criteria and policy.

Understanding risk appetite helps the City to determine what level of risk is acceptable or unacceptable and the level of additional controls and risk treatment required.

Where the level of risk is high or extreme, additional controls are required to reduce the level of risk. In situations where the risk cannot be reduced below a rating of high, close monitoring of risk controls is required to ensure that the controls in place continue to be effective.

External factors include community expectations, state government policy and personnel, federal and state legislation, economy, funding, reputation and relationship.

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2. Risk Identification

The aim of risk identification is to develop a comprehensive list of sources of risk and events that may have an impact on the achievement of the City's objectives. Risks need to be identified at all levels of the City's operations from risks that will prevent the City from achieving its strategic goals, operational objectives and project based outcomes.

The identification of risks is a structured process that includes risk sources, events, their causes and any potential consequences. Using the specific risk assessment context as the foundation, and in conjunction with relevant stakeholders, answer the following questions, capture and review the information within each Risk Profile:

What can go wrong? /What are the areas of uncertainty? (Risk Description) How may this risk eventuate? (Potential Causes)

What are the current measureable activities that mitigate this risk from eventuating? (Controls)

What are the potential consequential outcomes of the risk eventuating? (Consequences)

Risk Description

Describe what the risk is and specifically where control may be lost. They can also be described as an event. They are not to be confused with outcomes following an event, or the consequences of an event.

Potential Causes

Potential causes are the conditions that may present or the failures that may lead to the event, or point in time when control is lost (risk).

Controls

Measures that modify risk. At this point in the process only existing controls should be considered. They must meet the following three tests to be considered:

1. Is it an object, technological system and/or human action?
2. Does it, by itself, arrest or mitigate an unwanted sequence?
3. Is the required performance specifiable, measureable and auditable?

Consequences

Consequences need to be impacts to the City. These can be health of officers, visitors or contractors; interruption to services provided; non-compliance; damage to reputation or other assets or the environment; exceeding project timeline or costs.

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Risk Event Outcomes

It is recognised that any individual risk can have more than one event outcome and that each event outcome can generate a different level of risk. For any individual risk, each event outcome must be assessed separately. The City uses a classification system that involves nine categories of Risk Event Outcomes.

Health/Injury

This refers to injurious effect to a person as a consequence of a risk event occurring ranging from a minor incident requiring no first aid treatment through to potential loss of life at the most extreme.

Financial Loss

This relates to an adverse monetary impact on the City as a consequence of a risk event occurring. A rating is assigned to different levels of potential loss relative to the anticipated impact on the City's ongoing operations or service delivery.

Service Interruption

This incorporates the impact of risk events that impinge upon the City's capacity to deliver expected services to the community. These interruptions may range from minor inconvenience requiring an alternative method of service delivery being employed through to forced loss of ability to provide multiple services to all or some of the Community. Knowledge loss, technological failure and property damage will also contribute to this outcome.

Legislative Breach

This refers to a failure to comply with statutory obligations in the manner in which the City, its officers or Elected Members conduct its business or make decisions and determinations. This embraces a broad spectrum of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies representing the collective organisation.

Reputation

This relates to adverse impact on the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. This may range from a letter of complaint through to sustained and coordinated representation against the City or sustained adverse reflection on the City in the media.

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Property Damage

This relates to damage or destruction of City assets. Causes include but are not limited to theft, vandalism, fire or water damage and failure to adequately insure buildings property and assets.

Environmental Impact

This relates to any detrimental impact on the natural environment within the City. It may include pollutant spillages and leakages or a failure to effectively maintain or enhance the natural environment within the City (or its connections with its natural or municipal neighbours).

Project Time

This relates to any project exceeding the project timeline. Ranging from exceeding the deadline by up to 10% to 30% and over.

Project Cost

This relates to any project exceeding the project budget. Ranging from exceeding the budget by up to 10% to 30% and over.

3. Risk analysis

Risk analysis aims to establish an understanding of risk levels and their nature within the context of the City. Risk analysis provides the information needed for risk treatment and prioritisation. The city does not have limitless resources to take advantage of opportunities or to deal with adverse risk and it is therefore necessary to define priorities within the overall City risk profile.

To analyse identified risks the City's Risk Assessment and Acceptance Criteria is applied as detailed in Risk Management Policy P695.

Step 1 – Consider the aspects of the Inherent Risk

Inherent risk is defined as the risk without any controls. By assessing the underlying risk without the benefit of embedded controls assists in understanding the value of controls and/or the benefit of implementing treatments. Other factors to consider are whether there is a specific timeline with the risk (i.e. when is it expected to materialise without control) and also the City's ability to influence the risks potential outcomes.

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Step 2 – Consider the effectiveness of the identified key controls

Controls need to be considered from three perspectives:

1. The design effectiveness of each individual key control.
2. The operating effectiveness of each individual key control.
3. The overall or combined effectiveness of all identified key controls.

Design effectiveness

This process reviews the ‘design’ of the controls to understand their potential for mitigating the risk without any ‘operating’ influences. Controls that have inadequate designs will never be effective, no matter if it is performed perfectly every time.

There are four components to be considered in reviewing existing controls or developing new ones:

1. Completeness – The ability to ensure the process is completed once. How will the control ensure that the process is not lost or forgotten, or potentially completed multiple times?
2. Accuracy – The ability to ensure the process is completed accurately, that no errors are made or components of the process missed.
3. Timeliness – The ability to ensure that the process is completed within statutory timeframes or internal service level requirements.
4. Theft/Fraud – The ability to protect against internal misconduct or external theft/fraud based activities.

It is very difficult to have a single control that meets all the above requirements when viewed against risk. It is imperative that all controls are considered so that the above components can be met across a number of controls.

Operating Effectiveness

This process reviews how well the control design is being applied. Similar to above, the best designed control will have no impact if it is not applied correctly.

As this generally relates to the human element of control application there are four main approaches that can be employed by management or the risk function to assist in determining the operating effectiveness and/or performance management.

- Re-perform – this is only applicable for those short timeframe processes where they can be re-performed. The objective is to re-perform the same.
- Inspect – review the outcome of the task/process to provide assurance that the desired outcome was achieved.
- Observe – physically watch the task/process being performed.
- Inquire – through discussions with individuals/groups determine the relevant understanding of the process and how all components are required to mitigate any associated risk.

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Overall Effectiveness

This is the value of the combined controls in mitigating the risk. All factors as detailed above are to be taken into account so that a considered qualitative value can be applied to the 'control' component of risk analysis.

The criterion for applying a value to the overall control is the same as for individual controls and can be found in Risk Management Policy P695 - existing control ratings.

Step 3 – Determine the Residual Risk rating

There are three components to this step which are detailed in Risk Management Policy P695:

1. Determine relevant consequence categories and rate the 'probable worst consequence' if the risk eventuated with existing controls in place. This is not the worst case scenario but rather a qualitative judgement of the worst scenario that is probable or foreseeable (Consequence)
2. Determine how likely it is that the 'probable worst consequence' will eventuate with existing controls in place. (Likelihood)
3. Using the City's Risk Matrix, combine the measures of consequence and likelihood to determine the risk rating. (Risk Matrix)

Risk Management Strategy – 2021-2030

4. Risk evaluation

Risk evaluation takes the residual risk rating and applies it to the City's risk acceptance criteria as detailed in Risk Management Policy P695, to determine whether the risk is within acceptable levels to the City.

The outcome of this evaluation will determine whether the risk is low; moderate; high or extreme.

It will also determine through the use of the Risk Acceptance Criteria, what (if any) high level actions or treatments need to be implemented.

Note: Individual Risks or Issues may need to be escalated due to its urgency, level of risk or systemic nature.

5. Risk Treatment

The Risk Evaluation Matrix as detailed in Risk Management Policy P695 is used to determine, for each risk, a risk rating score which is then compared to the organisation's risk tolerance for that particular risk to establish whether or not that level of risk is acceptable. It is acknowledged that risk management is not about eliminating all risks, but rather mitigating the risk exposures down to a level that the City considers to be acceptable.

The assessed level of risk will guide the extent and priority of the treatment response as shown below:

Risk Acceptance Criteria			
Risk Rank	Description	Criteria	Responsibility
LOW	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring	Operational Manager
MODERATE	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring	Operational Manager
HIGH	Urgent Attention Required	Risk acceptable with effective controls, managed by senior management / executive and subject to monthly monitoring	Executive / CEO
EXTREME	Unacceptable	Risk only acceptable with effective controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous monitoring	CEO & Council

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In treating risks, the City may choose to adopt measures to achieve any of the following:

- Reduce the likelihood of the risk event occurring;
- Reduce the severity of the potential consequences;
- Transfer all/part of the risk (e.g.: through insurance); and
- Avoid the risk altogether.

In selecting risk treatments to action these strategies, it is important to consider the feasibility of the proposed treatment and the level of cost and resourcing necessary to implement it, relative to the benefit derived. Once treatment(s) are selected and implemented, the risk should be re-assessed to see if it is at an acceptable level and then be monitored to ensure that the desired outcome is being achieved.

6. Communication and consultation

Communication and consultation with internal and external stakeholders are important elements at each step of the risk management process. Effective communication is essential to ensure that those responsible for implementing risk management and those with a vested interest understand the basis on which risk management decisions are made and why particular actions are required.

As risk is defined as the effect of uncertainty on objectives, consulting with relevant stakeholders assists in the reduction of components of uncertainty. Communicating these risks and the information surrounding the event sequence ensures decisions are based on the best available knowledge.

7. Monitoring & Review

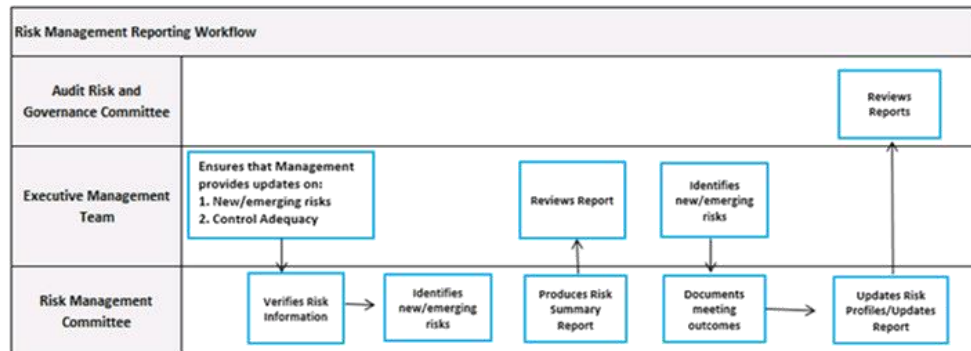
It is essential to monitor and review the management of risks as changing circumstances may result in some risks increasing or decreasing in significance. By regularly reviewing the effectiveness and efficiency of controls and the appropriateness of treatment/action options selected, the City can determine if its resources are being put to the best use possible.

During the quarterly reporting process, management are required to review any risks within their area and follow up on controls and treatments/action that are mitigating those risks. Monitoring and the reviewing of risks, controls and treatments also applies to any actions/treatments to come out of an internal audit. The audit report will provide recommendations that effectively are treatments for controls and risks that have been tested during an internal review.

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8. Recording & Reporting

The following diagram provides a high level view of the ongoing reporting process for Risk Management.



The Executive Management Team are responsible for ensuring:

- Management continually provide updates in relation to new, emerging risks and control effectiveness.
- Management work through assigned actions and provide relevant updates to the Risk Management Committee.
- Risks/Issues reported to the Executive Management team are reflective of the current risk and control environment.

The Risk Management Committee is responsible for:

- Ensuring Risk Profiles are formally reviewed and updated, at least on a six monthly basis or when there has been a material restructure, change in risk ownership or change in the external environment.
- Quarterly Reporting for the Executive Management Team – Contains an overview of the Risk Summary for the City.
- Annual Reporting to the Audit Committee following endorsement from the Executive Management Team.

Notwithstanding the above, the City will respond in a timely and responsible manner in the event of a new or emerging risk being identified or the profile of a risk changing.

The City may also periodically engage specialist external consultants to review and audit certain non-financial systems or processes to ensure compliance with approved corporate processes and to mitigate risk exposures.

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Risk Register

Potential risks are identified and documented in the Corporate Risk Register which contains details relating to each identified risk. This is supported by several subsidiary registers for specialised risk management areas (such as major event management) which have a large number of individual risk exposures.

Information that is used in compiling the Corporate Risk Register includes the following items:

• Risk Reference	(Unique Identifier)
• Risk Description	(Brief description of the risk)
• Control Measures	(Details of the in place controls)
• Control Effectiveness	(Assessment of how effective the controls are)
• Risk Event Outcome	(Potential outcome if a risk incident occurs)
• Level of Risk	(Assessment of the severity of consequences versus likelihood of occurrence)
• Responsible Officer	(Accountable officer for managing that risk item)