

# Agenda

## Ordinary Council Meeting

**28 January 2025**

### Notice of Meeting

The next Ordinary Council Meeting will take place in the Council Chambers, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on **Tuesday, 28 January 2025** commencing at **7:00pm**.

Yours sincerely



**JEREMY EDWARDS**  
**CHIEF EXECUTIVE OFFICER**

**16 January 2025**

## Meeting Procedures

1. All Council meetings are open to the public, except for matters dealt with under 'Confidential Items'.
2. Members of the public who are unfamiliar with meeting proceedings are invited to seek advice prior to the meeting from a City Staff Member.
3. Members of the public may ask a question during 'Public Question Time'. Questions are limited to three per person before other members of the public will be invited to ask their questions. If there is sufficient time, the Presiding member may allow you to ask additional questions if there are no more questions from other members of the public.
4. Meeting procedures are in accordance with the City's *Standing Orders Local Law 2021*.
5. To facilitate smooth running of the meeting, silence is to be observed in the public gallery at all times, except for 'Public Question Time'.
6. Persons are not permitted to record (visual or audio) at the Council meeting without prior approval of the Council.
7. Council meetings will be livestreamed in accordance with the resolution of 24 August 2021. Images and voices may be captured and streamed. If you have any issues or concerns regarding the live streaming and recording of meetings, please contact the City's Governance team.
8. In the event of an emergency, please follow the instructions of City of Bayswater Staff.

## City of Bayswater

61 Broun Avenue  
Morley WA 6062

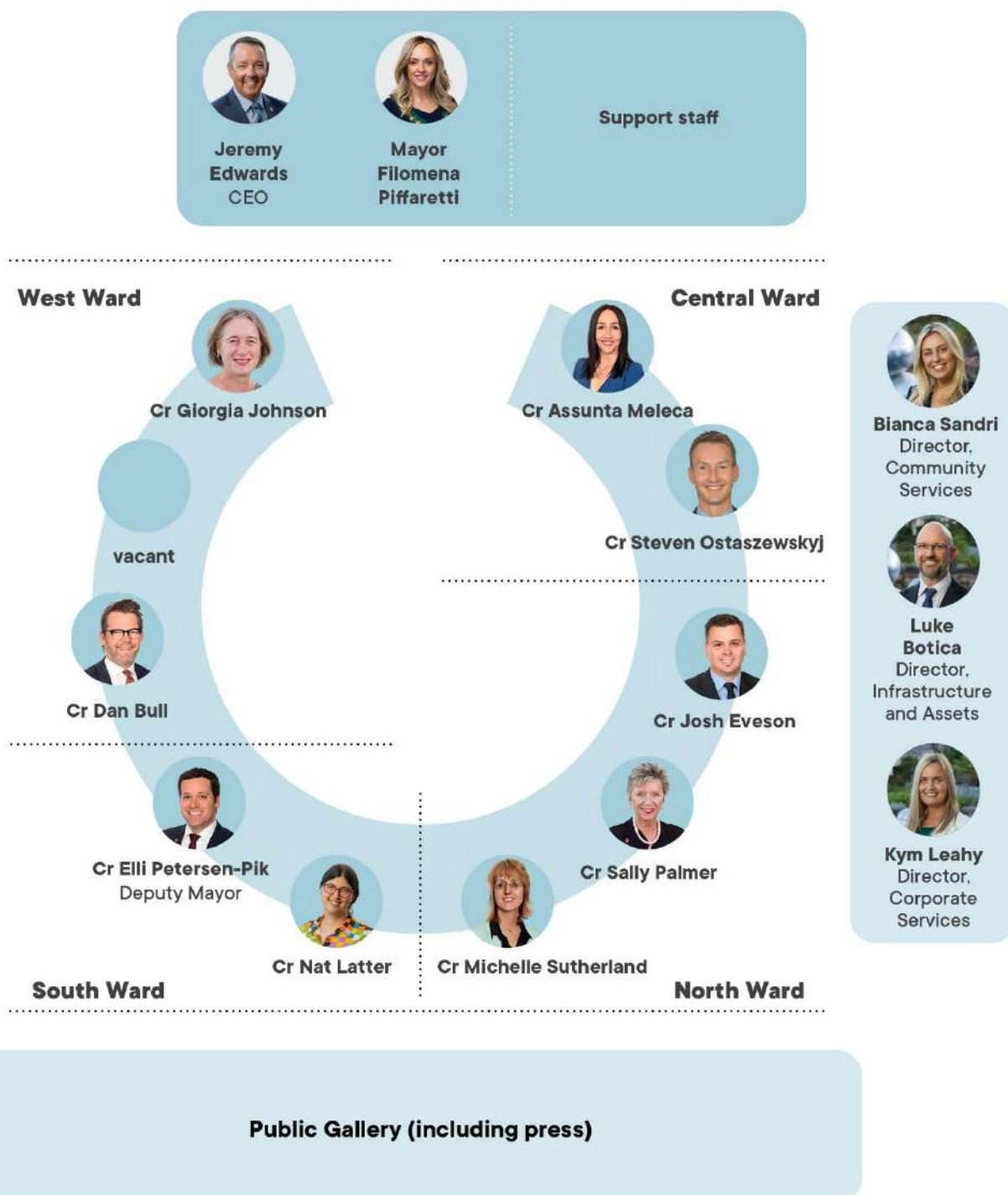
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# Council Chambers Seating Plan



### Nature of Council's Role in Decision Making

<b>Advocacy:</b>	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<b>Executive/Strategic:</b>	The substantial direction setting and oversight role of the Council, e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<b>Legislative:</b>	Includes adopting local law, town planning schemes and policies.
<b>Review:</b>	When Council reviews decisions made by officers
<b>Quasi-Judicial:</b>	<p>When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.</p> <p>Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits/licenses (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</p>

### *City of Bayswater Standing Orders Local Law 2021*

#### **6.9 DEPUTATIONS**

- (1) Allowance has been established for deputations to be heard at Agenda Briefing Forums the week prior to the Ordinary Council Meeting by any person or group wishing to be received. A deputation may be heard at the Council meeting, Agenda Briefing Forum or a Committee meeting open to the public at the discretion of Council, and the depute is to either-
  - (a) apply, before the meeting, to the CEO for approval and can be considered in both a verbal and written format;
  - (b) with the approval of the Presiding Member, at the meeting; and-
  - (c) are to be received by 1.30pm on the day of the forum receiving the deputation.
- (2) Upon receipt of a request for a deputation the CEO must refer the request to the relevant Council meeting, Agenda Briefing Forum or a Committee meeting.
- (3) Unless the Presiding Member allows, a depute invited to attend the meeting is not to address the meeting for a period exceeding 5 minutes.
- (4) Unless given leave by the Presiding Member, only two members of the deputation may address the meeting, although others may respond to specific questions from Members.
- (5) For the purposes of this clause, unless Council, Agenda Briefing Forum or the Committee determines otherwise, a deputation is taken to comprise all those people either in favour of, or opposed to, the matter which is the subject of the deputation.
- (6) Unless Council, Agenda Briefing Forum or the Committee resolves otherwise, any matter which is the subject of a deputation to the Council, Agenda Briefing Forum or a Committee open to the public is not to be decided by Council, Agenda Briefing Forum or the Committee until the deputation has completed its presentation.
- (7) The Presiding Member may require deputations to leave the meeting while other deputations are being heard in relation to that matter.
- (8) A member of the public who makes a deputation is to state his or her name and address, however only the name will be published in the minutes.



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## 1 Official Opening

## 2 Acknowledgement of Country

The Presiding Member will deliver the Acknowledgement of Country.

### Noongar Language

*Ngalla City of Bayswater kaatanginy baalapa Noongar Boodja baaranginy, Wadjuk moort Noongar moort, boordiar's koora koora, boordiar's ye yay ba boordiar's boordawyn wah.*

### English Language Interpretation

*We acknowledge the Traditional Custodians of the Land, the Whadjuk people of the Noongar Nation, and pay our respects to Elders past, present and emerging.*

## 3 Announcements From The Presiding Member

## 4 Attendance

### Members

Mayor Filomena Piffaretti (Presiding Member)

### South Ward

Cr Elli Petersen-Pik Deputy Mayor  
Cr Nat Latter

### North Ward

Cr Josh Eveson  
Cr Sally Palmer  
Cr Michelle Sutherland

### Central Ward

Cr Assunta Meleca  
Cr Steven Ostaszewskyj

### West Ward

Cr Giorgia Johnson

### Officers

Jeremy Edwards	Chief Executive Officer
Bianca Sandri	Director Community Services
Luke Botica	Director Infrastructure and Assets
Kym Leahy	Director Corporate Services
Amanda Albrecht	Manager Governance and Strategy
Rebecca McKrill	Governance Officer (minute-taker)

### Observers

Press -  
Public -

#### 4.1 Apologies

Nil at the time of publishing this agenda.

#### 4.2 Approved Leave of Absence

Elected Member	Date of Leave	Approved by Council
Cr Dan Bull	27 January 2025 to 10 March 2025	Ordinary Council Meeting 10.12.2024
Cr Elli Petersen-Pik – Deputy Mayor	14 December 2024 to 26 January 2025	Ordinary Council Meeting 10.12.2024
Cr Assunta Meleca	20 December 2024 to 20 January 2025	Ordinary Council Meeting 10.12.2024

#### 4.3 Applications for Leave of Absence

#### 5 Disclosure of Interest Summary

In accordance with section 5.65 of the *Local Government Act 1995* (WA):

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

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

#### 6 Public Question Time

In accordance with the *Local Government Act 1995*, the *Local Government (Administration) Regulations 1996* and the *City of Bayswater Standing Orders Local Law 2021* the following procedures relate to public question time:

1. A member of the public who raises a question during question time, is to state his or her name and address.
2. Each member of the public with a question is entitled to ask up to 3 questions before other members of the public are invited to ask their questions. If there is sufficient time, the Presiding Member may allow additional questions if there are no more questions from other members of the public.
3. The minimum time to be allocated for public question time is 15 minutes.
4. Questions from the public must relate to a matter affecting the local government. Questions relating to matters of business listed on the agenda will be considered in the first instance, followed by questions relating to Council business not listed on the agenda.
5. A summary of each question raised by members of the public at the meeting and a summary of the response to the question will be included in the minutes of the meeting.
6. Where a question is taken on notice at the meeting, a summary of the response to the question will be provided in writing to the member of public and included in the agenda for the following meeting.

#### 6.1 Responses to Public Questions Taken on Notice

Nil.

**6.2 Public Question Time****7 Confirmation of Minutes****7.1 Ordinary Council Meeting**

The Minutes of the Ordinary Council Meeting held on 10 December 2024 which have been distributed, be confirmed as a true and correct record.

**7.2 Special Council Meeting**

The Minutes of the Special Council Meeting held on 11 December 2024 which have been distributed, be confirmed as a true and correct record.

**8 Presentations****8.1 Petitions****8.2 Presentations****8.3 Deputations**

Deputations are to be heard at the Agenda Briefing Forum at **7:00pm** on **Tuesday 21 January 2025**, in the Council Chambers, City of Bayswater Civic Centre, 61 Broun Avenue, Morley.

## 8.4 Delegates Reports

### 8.4.1 Cr Georgia Johnson - Completion of Training Courses

<b>Responsible Directorate:</b>	Office of the Chief Executive Officer
<b>Authority/Discretion:</b>	Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Carbon Accounting - Certificate of Completion [8.4.1.1 - 1 page]</li> <li>2. ESG and Sustainability - Certificate of Completion [8.4.1.2 - 1 page]</li> </ol>

#### SUMMARY

For Council to note training courses recently completed by Cr Georgia Johnson.

#### OFFICER'S RECOMMENDATION

That Council notes:

1. The Delegate's Report from Cr Johnson for the completion of the following training courses:
  - (a) Carbon Accounting: Measurement, reporting and verification of Scope 1, 2 and 3 emissions
  - (b) ESG and Sustainability: Mastering Mandatory Climate Reporting
2. That Cr Johnson has successfully completed the above training courses.

#### REPORT

Cr Johnson completed the following courses, completing the Leadership in ESG Masterclass Series:

- Carbon Accounting: Measurement, reporting and verification of Scope 1, 2 and 3 emissions.
  - Course completed: 10 October 2024
- ESG and Sustainability: Mastering Mandatory Climate Reporting
  - Course completed: 7 November 2024

Total cost of series: \$4520.00

Cr Johnson has received the Certificates of Achievement for these courses. These can be viewed in **Attachments 1 and 2**.

#### KEY COURSE TOPICS

The series comprised four masterclasses into one program, covering sustainability, the energy transition and carbon accounting to provide participants with the flexibility to select any one or more of the four modules depending on their needs.

The growing relevance of environmental, social and governance (ESG) globally is real and long term. Over the last 15 years, ESG strategies and practices has been recognised as an essential tool of evaluating businesses across all sectors including corporations, private practice, NFPs and government sectors. Essential to a robust ESG strategy is the identification significant ESG issues important to stakeholders, the subsequent formulation of targets and outcomes to

positively address these issues and finally, the reporting and disclosures on businesses advancement in meeting such targets and metrics.

This masterclass provided background to ESG and the regulatory frameworks which underpin it.

One of the key outcomes is decarbonisation. There are significant ESG risks associated with the critical minerals supply chain and if such risks are not managed properly during the energy transition, such risks can adversely affect the viability of continued business operations and its Social License to Operate. The masterclass then progressed to outlining the ESG risks and reward considerations during the energy transition to renewable technologies and decarbonisation operations with particular focus on the role of circular economy in the successful energy transition to renewables.

Finally, the masterclass provided practical step by step guidance helping participants develop decarbonisation strategies, specifically focusing on both the 1) technical knowledge and 2) critical skills around carbon emissions accounting, measurement and reporting (including Scope 1, 2 and most importantly, Scope 3 emissions).

### **CR JOHNSON'S COMMENTS**

The Curtin Masterclasses in Carbon Accounting and ESG Reporting gave me a comprehensive understanding of the benefits and mechanics of environmental reporting in Australia, the regulatory framework, how to do standardised measurements, how to find information and the audit standards that apply.

I can now better understand the data collection requirements, assumptions made and how Australia's mandatory reporting frameworks can help reduce our national carbon emissions and record the environmental cost of decisions made by governments and industry.

The Curtin Masterclass in ESG and Sustainability covered national and international reporting frameworks including the federal Nature Positive Laws.

The Curtin Masterclass in Carbon Accounting covered the measurement of direct emissions from the fuels we burn such as petrol or gas and the energy we purchase and indirect emissions for the products we make and use, as well as how these emissions are required to be reported and audited.

### **ELECTED MEMBER CONFERENCE, TRAVEL AND TRAINING REGISTER**

The Elected Member Conference, Travel and Training Register has been updated to reflect the completion of the above courses by Cr Johnson.

The courses were funded from Cr Johnson's allowance in accordance with the Elected Members Attendance at Conferences, Seminars, Training and Professional Development Policy.

### **CONCLUSION**

Cr Johnson has provided the above delegate's report to Council to note the completion of training courses recently completed.





Curtin University

CURTIN BUSINESS SCHOOL  
EXECUTIVE EDUCATION

# CERTIFICATE OF COMPLETION

## Giorgia Johnson

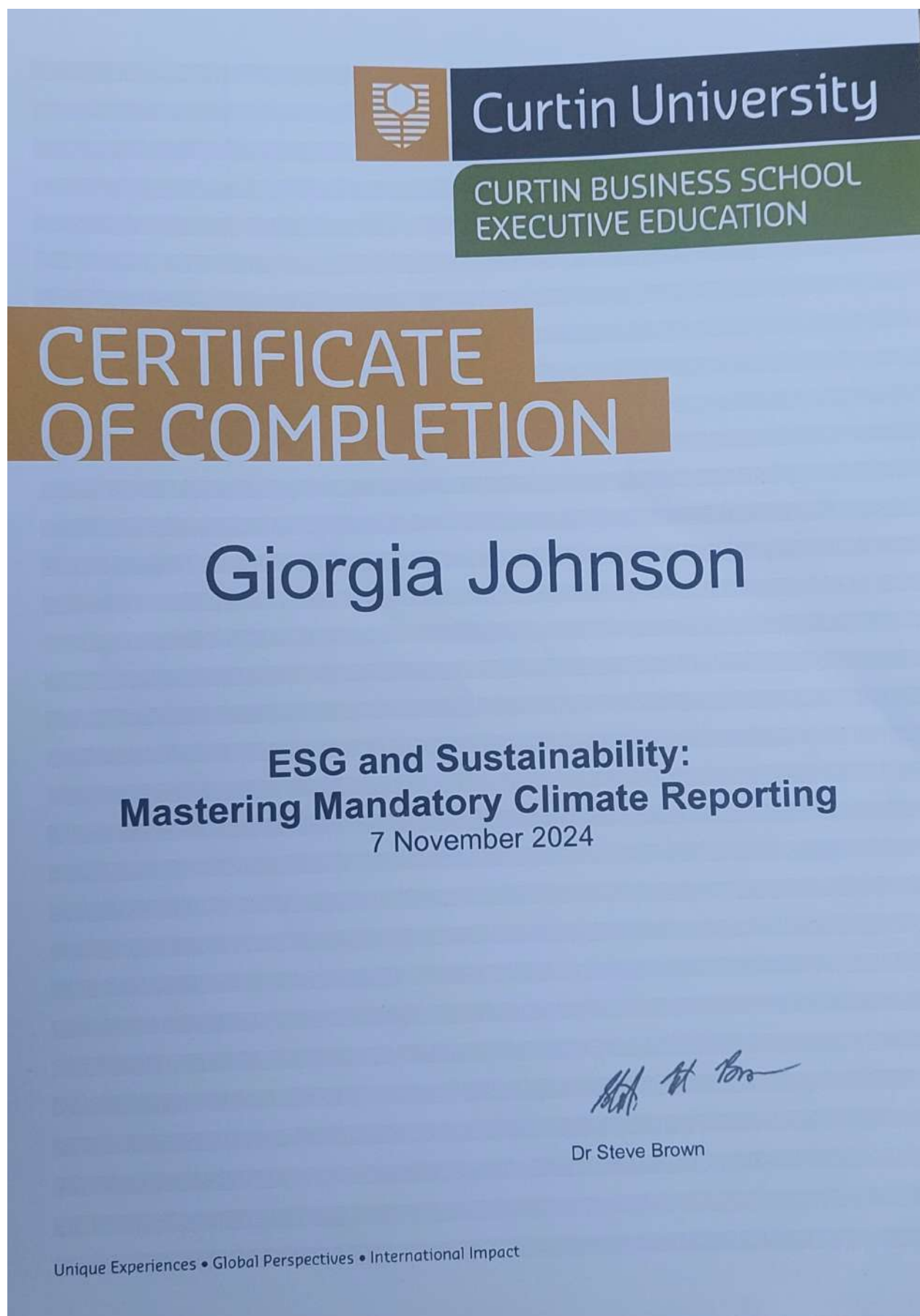
**Carbon Accounting: Measurement,  
reporting and verification of Scope 1, 2  
and 3 emissions**

12 September and 10 October 2024

A handwritten signature in black ink, appearing to read 'Steve Brown'.

Dr Steve Brown  
Director, Executive Education

Unique Experiences • Global Perspectives • International Impact



**9 Method of Dealing With Agenda Business**

With the exception of items identified to be withdrawn for discussion, the remaining reports will be adopted by exception (enbloc).

An adoption by exception resolution may not be used for a matter:

- (a) in which an interest has been disclosed;
- (b) that has been the subject of a petition or deputation;
- (c) that is a matter on which a Member wishes to make a statement; or
- (d) that is a matter on which a Member wishes to move a motion that is different to the recommendation.

**10 Reports****10.1 Chief Executive Officer Reports****10.1.1 Proposed Road Dedication – Reserve 41129 (Blackboy Way Reserve) Lot 11210, 14 Blackboy Way, Morley WA 6062**

<b>Applicant/Proponent:</b>	Tomahawk Property on behalf of Anglican Schools Commission (Inc.)
<b>Owner:</b>	State of WA, vested to the Anglican Schools Commission (Inc.)
<b>Responsible Branch:</b>	Property and Economic Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Blackboy Way Site Plan [<b>10.1.1.1</b> - 1 page]</li> <li>2. Certificate of Title with Sketch L R 3053-752 Lot 11210 On Deposited Plan 189039 - Sketch for L R 30 [<b>10.1.1.2</b> - 2 pages]</li> <li>3. Letter requesting dedication to City of Bayswater [<b>10.1.1.3</b> - 2 pages]</li> <li>4. Consultation Area [<b>10.1.1.4</b> - 1 page]</li> <li>5. Summarised Schedule of Submissions [<b>10.1.1.5</b> - 15 pages]</li> <li>6. Revised TIA dated September 2024 [<b>10.1.1.6</b> - 48 pages]</li> </ol>
<b>Refer:</b>	Item: 10.1.1 OCM: 23.07.2024

**SUMMARY**

Council consideration is sought regarding a landowner-led proposal for the dedication of Reserve 41129 (Blackboy Way Reserve) Lot 11210, 14 Blackboy Way, MORLEY WA 6062, as a local road.

**OFFICER'S RECOMMENDATION****That Council:**

1. Requests the Minister for Lands to dedicate Crown Reserve 41129 as a road pursuant to s.56 of the *Land Administration Act 1997*.
2. Complies with s.56(2) of the *Land Administration Act 1997* by:
  - a. Preparing and delivering the request to the Minister in accordance with the *Land Administration Regulations 1998*; and
  - b. Providing the Minister with sufficient supporting information in a plan of survey, sketch plan or document to describe the dimensions of the proposed road as contained in Attachment 2 to this report.
3. Indemnifies the Minister for Lands against any claim for compensation related to the request, pursuant to s.56(4) of the *Land Administration Act 1997*.
4. Notes that any costs associated with making this request to the Minister for Lands, and all costs related to the construction of the road and associated infrastructure, shall be borne by the proponent.
5. Directs the Chief Executive Officer to recommend to the Western Australian Planning Commission, that a Construction Management Plan be required as a condition of the future subdivision and development of the 'Roe Estate'. The Construction

**Management Plan shall detail how the construction of the development will be managed to minimise the impact on the surrounding area, require heavy vehicle access to be taken from Beechboro Road North, and stipulate that heavy vehicles shall not be permitted to access the site via Blackboy Way.**

## **BACKGROUND**

Crown Reserve 41129 (Blackboy Way Reserve) is a Class C reserve vested to the Anglican Schools Commission, Inc. for the purpose of 'parking and public utilities'. The reserve had previously been used by the John Septimus Roe Anglican Community School (JSRACS), within the City of Swan, as a car park, and contains above and below-ground service infrastructure. The reserve was the primary pick-up/drop-off point during operation of the school, with access provided from Beechboro Road North.

Reserve 41129 originally formed part of the Widgee Road road reserve, which remained unconstructed until the wider residential subdivision of this part of Morley and Beechboro in the late 1980s. When the area was subdivided, closure of the road was pursued with the land to be used for parking and access for the Northside Christian School (later JSRACS). Infrastructure agencies objected to the closure of the road at this time and the land was ultimately set aside for its current purpose. Refer **Attachment 1** for the location of the subject site in relation to the JSRACS structure plan area and **Attachment 2** for its dimensions.

The City were approached by the proponent in 2021 regarding the potential to dedicate the Reserve as a local road to support the residential redevelopment of JSRACS. This engagement preceded the closure of JSRACS at the end of the 2022 school year, and informed the initial concept design for the residential redevelopment of the school site. In January 2023, the City of Swan scheme amendment application was referred to the City for comment, which re-zoned the JSRACS site to the 'Residential Development' zone in City of Swan Local Planning Scheme No.17 (LPS 17). At that time, the road within Reserve 41129 was proposed to terminate in a cul-de-sac, and a separate road was proposed to provide the estate direct access from Beechboro Road North. The City provided in-principle support for the dedication of Reserve 41129 as a local road at this time based on that design.

The applicant lodged a request with the City 11 January 2024 to commence the road dedication process for Reserve 41129, a copy of this request is included in **Attachment 3**. The structure plan concept design was provided to the City in support of the request on March 27 2024, which differed substantially from previous concept plans for the JSRACS redevelopment, including modification of the proposed road within the Reserve (no longer being a cul-de-sac), and deletion of the proposed Beechboro Road North access to the estate. Council endorsed the City's review of, and recommended modifications to, the structure plan application at the 23 July 2024 Ordinary Meeting.

In addition to consideration of the structure plan, at the 23 July 2024 Ordinary Meeting Council resolved to:

*Consent to the commencement of community engagement regarding the proposal to dedicate Reserve 41129 (Blackboy Way Reserve), Lot 11210, 14 Blackboy Way, Morley, as a local road.*

Section 56 of the *Land Administration Act 1997* (LA Act) and regulation 8 of the *Land Administration Regulations 1998* (LA Regulations) require the following with regard to a request for the dedication of a road:

- Council resolution;
- The City to indemnify the Minister for Lands against any claim for compensation related to the request;

- Copies of any submissions, and the City’s response to those submissions; and
- Written confirmation that the City has complied with s.56(2) of the LA Act.
- where s.56(2) of the LA Act requires the City to:
  - (a) In accordance with the regulations prepare and deliver the request to the Minister; and
  - (b) Provide the Minister with sufficient information in a plan of survey, sketch plan or document to describe the dimensions of the proposed road.

City of Swan Council considered the “Roe Estate structure plan application” at their 13 November 2024 Ordinary Meeting. The City of Swan Council has recommended approval of the structure plan, subject to modifications, to the Western Australian Planning Commission (WAPC).

## EXTERNAL CONSULTATION

The LA Regulations do not specify a consultation requirement for a road dedication. However, regulation 8 of the LA Regulations requires (in part) the following:

- (d) copies of any submissions relating to the request that the local government has received, and the local government’s comments on those submissions.*

In accordance with the above implied requirement of the LA Regulations, the City advertised the proposed road dedication for a period of 35 days, from September 13 – October 18 2024. The proposal was published on Engage Bayswater, and affected residents and landowners received letters advising them of the proposal and engagement. A total of 484 letters were sent to owners and occupiers within the City of Bayswater and the City of Swan (see **Attachment 4**). Referral for comment was provided to service agencies with infrastructure assets within the Reserve. The road dedication proposal was also referred to the City of Swan for comment on administrative and operational matters related to future residential addresses and road maintenance.

On 24 September 2024, the City was provided a revised Transport Impact Assessment (Revised TIA) in partial fulfilment of transport comments made by the City on the “Roe Estate structure plan application”. Following review and acceptance of the Revised TIA by City officers, the Engage Bayswater page was updated on 3 October 2024 to include the Revised TIA. All respondents who had made a submission at that time were notified of the update, and several respondents amended their previous submissions. Their responses have been incorporated into the analytics below, and individual respondents have not been counted twice.

The City received submissions from 41 respondents, with 3 respondents submitting additional information to address the Revised TIA. 33 of these submissions were provided via Engage Bayswater, and a further 11 submissions were provided directly via email. The level of support for the proposal is contained in the below table:

**Table 1: Consultation results**

Support	Conditionally support	Object
1	9	31

Submissions have been analysed to understand key themes arising from the engagement. This is discussed in the Officer’s Comment section below. The City received no objections from service agencies. Relevant considerations from the City of Swan are discussed in the Officer’s Comment section below.

A summary of submissions is included as **Attachment 5** and the Revised TIA is included as **Attachment 6** to this report.

**OFFICER'S COMMENTS**Beechboro Road North access

27 public submissions recommend that the estate should have direct access to Beechboro Road North, in some form. Submissions note that the existing JSRACS access functioned well during operation of the school, and that the vehicle access needs of the estate should be provided from Beechboro Road North as a higher-order movement corridor.

At the July OCM, Council endorsed the City's recommended modification to the structure plan that direct access to the estate be provided from Beechboro Road North. This is anticipated to:

- Provide more direct and legible access for future residents of the JSRACS redevelopment; and
- Mitigate some future traffic impacts on the City's local road network.

While access to Beechboro Road North is preferable, it is noted that the City has limited scope to direct outcomes of the structure plan as it is wholly located within the City of Swan, and is not the subject of this report. Further, lawful access to enable the structure plan is available to the applicant at the other locations proposed on Blackboy Way and Flametree Place, and the structure plan is considered approvable without the dedication of Reserve 41129. Finally, a Beechboro Road North access may require the construction of a slip lane and will need to be located to avoid conflicts with existing infrastructure (e.g. bus stops, overhead power) and intersections (e.g. Wandoo Road). While it is considered a safe and compliant intersection could be constructed with Beechboro Road North, this approach is not without cost or complexity. The retention of the JSRACS existing Beechboro Road North access location would, regardless, require Reserve 41129 to be dedicated as a road.

Tomahawk Property have subsequently agreed, in good faith, to modify the proposed road design to include a left-out access leg to Beechboro Road North, however it is noted that approval for the road design is ultimately subject to the future subdivision approval process.

Traffic volume and distribution

24 public submissions object to the road dedication based on the additional traffic generated by the estate being distributed to local access roads within the broader locality.

The Revised TIA estimates that the JSRACS redevelopment will generate approximately an additional 1,050 vehicle trips per day, with approximately 84 of these occurring in each of the AM and PM peak hours, and approximately 80% of daily trips occurring via Blackboy Way. This additional traffic volume is within the capacity of the existing local road network, however of primary concern to the City during engagement with the applicant has been the impact on local intersections, as this is where additional traffic will generally have greatest impact. The Revised TIA demonstrates that most intersections surrounding the JSRACS redevelopment will continue to perform adequately post-development in the context of background traffic growth, generally with a 'Level of Service' (LOS) between A-C (where LOS A represents free flowing traffic, and LOS F represents break down of flow where demand approaches or exceeds capacity).

The City considers that the Revised TIA adequately demonstrates that additional traffic generated by the development can be accommodated within the existing road network.

Need and Nexus of the Proposal – City of Bayswater Resident and Infrastructure Impact

Eight public submissions specifically object to traffic impacts being solely borne by City of Bayswater residents and infrastructure to facilitate access to the JSRACS redevelopment within the City of Swan, in lieu of any Beechboro Road North access.

The City considers this to be a relevant consideration, given the following context:

- The Revised TIA estimates that the proposed movement network will result in approximately 80% of development-generated traffic (approximately 840 vehicle trips per day) will utilise Blackboy Way for access. Current traffic volumes on Blackboy Way are estimated to be approximately 350 vehicles per day;
- The JSRACS redevelopment is located wholly within the City of Swan, and therefore the City will not be beneficiary to any future rates revenue or developer contributions, which could contribute to the ongoing maintenance of the proposed road;
- The JSRACS redevelopment directly abuts a higher-order movement corridor (Beechboro Road North), to which lawful access is available, but has elected not to provide vehicle access directly to Beechboro Road North; and
- The proposal ultimately requires the City to adopt an infrastructure maintenance burden in perpetuity, as it will become the management body responsible for the road, footpaths, and any drainage infrastructure within. However as a boundary road, this will be subject to a division of works agreement with the City of Swan.

### Safety

Seven public submissions raise safety concerns related to the Mahogany Road-Benara Road intersection and additional traffic in the vicinity of Mahogany Park.

The Revised TIA identifies current and future performance issues with the Mahogany Road-Benara Road intersection, finding that under existing traffic conditions the right-turn movement from Mahogany Road to Benara Road operates at LOS F (at or near intersection capacity) with an average delay of 121 seconds and 45 metre queue. The performance of this intersection is anticipated to deteriorate significantly over the assessment period (2034), both with or without the JSRACS redevelopment.

Mahogany Park is well patronised, and active transport access as well as the general safety and amenity of the street was raised as a concern in a number of public submissions. It is understood that path upgrades for Mahogany Road are budgeted for in this financial year, and the City is investigating funding sources such as WA Bike Network grants, for further upgrades in the vicinity of Noranda Station.

### Construction Impacts

Four public submissions raised safety and amenity concerns regarding heavy vehicle access to the site during future construction phases.

Local access roads are generally not desired nor designed to accommodate frequent use by heavy vehicles. It is considered that the impact of this insofar as it relates to subdivisional works can be mitigated via a Construction Management Plan imposed as a condition of the future subdivision approval. It is likely that the JSRACS redevelopment will occur over the next decade, with subdivisional works likely to commence as soon as approval is given, but the construction of the anticipated 105 new dwellings will occur as development staging, market demand and trade availability allows. This means that there is potential for the local community to be impacted by heavy vehicles on local roads over the long-term, absent any heavy vehicle access from Beechboro Road North.

The City considers that the impact of subdivisional works can be sufficiently mitigated through future conditions of approval, however notes the potential for ongoing construction impacts as the estate is built out, if permanent Beechboro Road North access is not provided.



### Amenity Impacts

Four public submissions raise concerns regarding impacts on ‘amenity’ or ‘character’ of the locality. When considering amenity impacts of development, the City is required to consider both the current and likely future character of the locality.

Despite the demonstration in the TIA that the local road network is able to comfortably accommodate the anticipated increase in traffic generated by the access arrangement proposed by the JSRACS redevelopment, this does not mean that there will be no impacts on the amenity of the locality. Part 2 of the “Roe Estate Structure Plan” characterises the character of the locality as:

*... comprised mostly of single detached homes built during the 1970's and 1980's and supports high amenity streetscapes ... This is exemplified by housing on Mahogany Road and Bluegum Road, which feature generous front gardens, wider building frontages and attractive street trees.*

With regard to likely future amenity, the City’s draft Local Planning Strategy identifies future planning for the Noranda Station Precinct and Beechboro Road North Urban Corridor to occur in the long-term, with a focus on higher residential densities, active and public transport, walkability and amenity.

The following table quantifies the expected traffic increase on key local streets within the City, based on the findings of the Revised TIA.

**Table 3: Quantum of modelled traffic volume increase**

Street	Current vpd	Additional vpd (2034)*	Total vpd (2034)*	% increase*
Blackboy Way	350	840	1,190	240%
Banksia Road	320	336	656	105%
Mahogany Road	726	336	1,062	46%

Vpd vehicles per day

\* additional vehicles per day based on 1,050 new trips generated and the traffic distribution assumed in the Revised TIA (Transcore, September 2024)

Given the significant proportional increase in traffic, it is reasonable to anticipate an impact on amenity in the locality resulting from increased traffic volumes. These include noise, emissions, loss of mature tree canopy, actual and perceived pedestrian and cyclist safety, and pedestrian and cyclist travel time penalties (e.g. at street crossings). Dedication of the road, however, also provides potential amenity benefits consistent with the likely future character, including upgraded streetscapes, new street trees, improved passive surveillance of Reserve 41129, and new pedestrian and cycle links.

### Street Addressing

The current layout and existing development of Blackboy Way does not provide scope for sufficient new Blackboy Way addresses. There are only three Blackboy Way addresses available on the northern/eastern side of the street (no’s 14, 16 and 18). Given that proposed residential lots with frontage to Blackboy Way will be City of Swan addresses, advice from the City of Swan was sought regarding the likely approach to addressing these new Blackboy Way lots, who advised the following:

*It is observed that the concept in the structure plan suggest about 8 new lots to face Blackboy Way. If this is the case at the time of subdivision then it is recommended that they can address the infill lots as number with suffix (14, 14A, 14B, 16, 16A, 16B, 18A, 18B).*

The City accepts this approach as it confers no impact through potential re-naming and/or addressing of existing Blackboy Way residents. The proposed road is to be designed/constructed as separate, rather than an extension to Blackboy Way, and will therefore require a new name. Landgate is the approving authority for street names, and the City will have the opportunity to comment on any name proposed for the new road.

#### City of Bayswater-City of Swan Shared Responsibility for Boundary Roads

Roads on the boundary with the City of Swan are subject to a Memorandum of Understanding regarding shared division of works. The City of Swan raise no objection to the inclusion of the proposed road in the MOU, noting that proposals to add or amend responsibilities can be considered in good faith.

Amendment of the MOU to include the proposed road will be negotiated through the subdivision approval process and following the dedication of the road.

Finally, road dedication is a land administration matter which relates solely to the purpose of the land, and which provides no planning or design approval; any alternative road design for this parcel of land would still require dedication. The Reserve is owned by the State Government and is under management of the Anglican Schools Commission, therefore should the road dedication request be refused, the City will have limited control of the final outcome for the Reserve. There is significant risk that a poorer outcome will result, with regard to streetscape quality, amenity, urban structure, active transport connectivity and CPTED, in the event the land is not dedicated as a road. As described above, the structure plan is considered approvable without the dedication of Reserve 41129. There would be no improvement to traffic distribution directly resulting from refusal, as it would not necessitate modification of site access requirements for the structure plan. It is therefore considered that on balance, valid community concerns regarding traffic, infrastructure, safety and amenity impacts will not be materially improved should Council refuse to make the road dedication request. The inclusion of estate access to Beechboro Road North will, however, mitigate a number of concerns raised during community engagement, more equitably distribute the overall impact of the development, and be of benefit to future residents of the estate.

### **LEGISLATIVE COMPLIANCE**

Section 56 of the *Land Administration Act 1997* and regulation 8 of the *Land Administration Regulations 1998* set out the process and requirements for the dedication of a road by local government.

### **RISK MANAGEMENT CONSIDERATION**

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Medium
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Low
Strategic Risk	SR01 - Inability to plan, provide and support socially connected, healthy and safe neighbourhoods.	

	SR02 - Failure to strategically plan, deliver and maintain infrastructure and assets.
--	---

## FINANCIAL IMPLICATIONS

Costs associated with making and approving the road dedication request will be borne by the developer, as will the cost of construction of new infrastructure as part of future subdivisional works.

Following dedication and construction of the road, ongoing maintenance and asset renewal will be a shared responsibility of the City and the City of Swan. The City estimates a total annualised whole of life asset cost of \$3,086.01 per annum which will be accommodated within the Transport Asset Management Plan (TAMP).

The above is a high-level estimate only based on FY 23/24 unit rates. The actual annual cost will be subject to detailed design and location of infrastructure under future subdivisional approval, with maintenance and renewal works responsibilities divided according to future agreement between the City and the City of Swan. The annualised whole of life cost is subject to indexation and regular review.

## STRATEGIC IMPLICATIONS

The dedication of Reserve 41129 is a key enabling piece of infrastructure to support the residential redevelopment of the JSRACS site. The road dedication balances consistency with the existing character of the locality with the likely future character, with respect to strategic planning in the wider Noranda Station and Beechboro Road North planning areas. Community concerns raised through consultation have resulted in modification to the proposed design and are able to be managed through future conditions, monitoring or upgrades, however it is noted that the final road design will be subject to future approvals and is not specifically the consideration of this matter. It is considered that, on balance, dedication of the Reserve as a road is the preferred outcome.

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Environment and Liveability

Goal E1: Maintain the identity and heritage of our neighbourhoods while supporting an increase in high quality density around transport nodes.

Theme: Leadership and Governance

Goal L1: Engage the community in a meaningful way.  
Provide opportunities for the community to have their say and consider their views when making decisions.

Goal L2: Plan and deliver projects and services in a sustainable way.  
Work together to deliver the best outcomes for the community by managing our resources in a financially sustainable way.

## CONCLUSION

The City has been engaged with the developer regarding Reserve 41129 for a number of years throughout the planning and design process for the redevelopment of JSRACS. The dedication of Reserve 41129 is considered a key enabling piece of infrastructure for the residential redevelopment of the JSRACS site, and is consistent with the original purpose and historic use of the Reserve. In light of the above, it is recommended that Council request the Minister for Lands

dedicate Reserve 41129 as a road, pursuant to s.56 of the *Land Administration Act 1997* and r.8 of the *Land Administration Regulations 1998*.





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NO DUPLICATE ISSUED

LT 158  
REGISTER VOL. 3053 BOOK FOL. 752  
LR 3053 0752 F

WESTERN AUSTRALIA

**Crown Land Record**

The undermentioned land shown on the sketch in the First Schedule hereto is land of the Crown subject to the interests, easements, encumbrances and notices shown in the Second Schedule hereto.

Dated 23rd November, 1989

*N.J. Smyth*  
EXECUTIVE DIRECTOR

LAND REFERRED TO

Swan Location 11210 on Department of Land Administration Diagram 89039

FIRST SCHEDULE

PERSONS ARE CAUTIONED AGAINST ALTERING OR ADDING TO THIS RECORD OR ANY NOTIFICATION HEREON

Page 1 (of 2 pages)

3053 VOL. 752 FOL.

SCALE 1:1000  
PP PERTH 2000 1734

WIDGEE ROAD

BLACKBOY WAY

BEECHBORO ROAD

LOC. L

PT LTO LOT 24  
L.T.O. DIA. 19010

11210  
2733m<sup>2</sup>

L.T.O. LOT 190  
L.T.O. PLAN 16261

L.T.O. LOT 22  
L.T.O. DIA. 55605









LOC. M

SUBJECT TO EXAMINATION OF SURVEY

FOR ENCUMBRANCES AND OTHER MATTERS AFFECTING THE LAND SEE SECOND SCHEDULE

Superseded - Copy for Sketch Only

Page 2 (of 2 pages)

SECOND SCHEDULE							NOTE: ENTRIES MAY BE AFFECTED BY SUBSEQUENT ENDORSEMENTS		
PARTICULARS	INSTRUMENT		REGISTERED	TIME	SEAL	CERT. OFFICER			
	NATURE	NUMBER							
Set Apart as Reserve No. 41129 for the purpose of "Parking Utilities Services". In G.G. 10/11/1989. <u>Vested in Northside Christian Education Association Inc.</u> In G.G. 10/11/1989.  Vesting Revoked in G.G. 2.2.1990 <u>Vested in The Anglican Schools Commission (Inc.)</u> In G.G. 2.2.1990.	Sundry Doc.	E240461		3.30					
	Sundry Doc.	E240461		3.30					
	Sundry Doc.	E319870							
	Sundry Doc.	E319870							

VOL 3053 FOL 752



3/01/2024  
Ref: 104692

City of Bayswater  
PO Box 467  
MORLEY WA 6943

**Attention: Alix Bray**

Dear Alix

**CROWN RESERVE 41129 BEECHBORO ROAD NORTH AND BLACKBOY WAY, MORLEY**

I refer to Crown Reserve 41129 as shown on the below Locality and as contained within the City of Bayswater.

There has been previous correspondence between Helen Smith of the City of Bayswater and Stephen Carter, then of CLE Town Planning & Design in relation to the dedication of Reserve 41129 as a road reserve.

I will be submitting a Crown Land Enquiry Form to the Department of Planning, Lands and Heritage for their actions towards the dedication however I require Council resolution for the dedication.

DPLH have advised that the following are required from City of Bayswater:

- *A copy of Council resolution to request the dedication of the road and copies of any submissions relating to the request, including from service authorities.*
- *Indemnity in favour of the Minister for Lands, pursuant to section 56(4) of the LAA.*
- *Written confirmation that the local government authority has complied with section 56(2) of the LAA.*

Thanks for your assistance and please contact me should further information be required.

Regards

**Rob Rhodes**  
Project Manager

Perth Level 1, 2 Sabre Crescent, Jandakot WA 6164  
PO Box 3526, Success WA 6964  
Phone 08 6436 1599 Fax 08 6436 1500 Email [info@mngsurvey.com.au](mailto:info@mngsurvey.com.au)  
McMullen Nolan Group Pty Ltd ABN 90 009 363 311  
Perth | Melbourne | Kimberley | South West  
[mngsurvey.com.au](http://mngsurvey.com.au)



TEAMWORK. INNOVATION. KNOWLEDGE.











### Schedule of Submissions

Proposed Road Dedication – Reserve 41129 (Blackboy Way Reserve) Lot 11210, 14 Blackboy Way, MORLEY WA 6062

#### Legend



Submission No.	Interest	Support	Summary	City Response
1, 6	Resident/ratepayer	Conditionally Support	<p>1. Lot 11210 as a dedicated road connecting to the existing Blackboy Way is NOT supported.</p> <p>2. Lot 11210 as a dedicated road connecting to the existing Beechboro Road North and established as a cull de sac (not connecting to the existing Blackboy Way) is supported.</p> <p>3. The existing lawful access from Blackboy way is accepted.</p> <p>Comments that existing vehicle infrastructure on Beechboro Road North is considered sufficient and more appropriate for access to the estate with regard to traffic distribution, and pedestrian and cyclist safety.</p> <p><i>* Submission updated following submission of Revised TIA</i></p>	<p>1. Noted</p> <p>2. Design recommendation noted as conditional support for the dedication. The dedication is the subject of this application, and no approval for road design will be provided through this process.</p> <p>3. Noted</p> <p>Comments regarding alternative road access options, and appropriateness of existing infrastructure are noted. The City maintains in-principle support for the Reserve to be dedicated as a local road, and has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.</p>
2	Resident/ratepayer	Object	<p>Objects to increased traffic volumes distributed to local access roads.</p> <p>Recommends access from Beechboro Road North in addition to lawful access at Blackboy Way and Flametree Place.</p>	<p>The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network.</p> <p>The City has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.</p>
3	Resident	Object	<p>Objects based on the decision not to utilise existing access from Beechboro Road North. Advises that Flametree Place access has not historically carried significant vehicle volumes for school access. Recommends the use of existing Beechboro Road North access.</p>	<p>The City maintains in-principle support for the Reserve to be dedicated as a local road, and has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.</p> <p>Other existing lawful access points (e.g. Flametree Place) are not the subject of this application.</p>
4	Representative of the Anglican Schools	Support	I support the dedication of Crown Reserve 41129 to a local road to provide a more integrated vehicular network, improved access for	Noted.



	Commission – landowner/proponent		residence and provides road frontage for future residential lots. This proposed local road forms a key enabling piece of infrastructure for future residential growth supporting the local area which was been designed with appropriate traffic engineering consideration ensuring improvements to traffic flows, safety and access.	
5, 26	Resident/ratepayer		<p>1. Objects to the decision to de-commission the existing Beechboro Road North access which has sufficiently provided access to the school, and the decision to not provide any vehicle access to Beechboro Road North to service the estate. Notes that this access has been used pre- and post-closure of the school (for demolition and site works), and should remain in operation.</p> <p>2. Objects based on the need and nexus of impact on City of Bayswater residents for a private development within an external local government area, noting the traffic impacts on the Banksia-Beechboro N and Mahogany-Benara intersections. Questions the assertion in the TIA that a Beechboro Road North access will create “undesirable rat runs” through the estate and notes that this concern does not appear to be considered in relation to existing roads within the City.</p> <p>3. Applicant questions numerous design decisions and findings of the TIA: Objects to the base scenario for traffic modelling being pre-opening day of Noranda Station. Recommends that closure of Beechboro Road North access without understanding Noranda Station impacts is premature.</p> <p>4. Questions the role and function of local access roads in the context of Main Roads Functional Road Hierarchy, specifically with regard to heavy vehicle access. Notes the safety risk of heavy vehicle access via local access roads during future construction phases.</p> <p>5. Questions currency of crash data.</p> <p>6. Questions need for Road Safety Audit.</p>	<p>1. The City maintains in-principle support for the Reserve to be dedicated as a local road, and has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.</p> <p>2. The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network. It is however noted that the Mahogany-Benara intersection currently experiences significant delays and will operate over capacity in the future. Whilst local roads may be anticipated to operate within theoretical capacity, the City acknowledges that this does not mean that additional traffic has no impact on local amenity.</p> <p>3. Noranda Station traffic impacts on the local area have not been quantified, however it is not the responsibility of the developer to estimate and analyse the traffic impact of another development.</p> <p>4. All roads within the area, with the exception of Beechboro Road North and Benara Road are classified as ‘Access Streets’. The Main Roads WA Functional Road Hierarchy provides the following regarding heavy vehicles for Access Roads: <i>Heavy vehicles permitted only to service properties</i> Site access for subdivisional works can be resolved with the requirement for a Construction Management Plan as a condition of subdivisional approval, however it is noted that the build-out of the estate will occur following the construction of the final road network and will require ongoing site access management.</p> <p>5. The crash data included in the TIA is the current data provided by Main Roads Intersection Crash Ranking service.</p> <p>6. It is noted that a Road Safety Audit could form part of approving the design of the proposed road, however</p>





			<p>7. Disagrees with the comparison of future residential trip generation with school generated trips, given the fundamental change to vehicle access proposed.</p> <p>8. Questions the lack of analysis of heavy vehicle movements during construction phases.</p> <p>9. Questions the quantum of expected pedestrian and cyclist movements generated by Noranda Station.</p> <p>10. Questions the design capacity of local access roads and if concerns exist with actual capacity, safety and ability to support heavy vehicle traffic.</p> <p><i>* Submission updated following submission of Revised TIA</i></p>	<p>this would not be required to consider the safety of other intersections potentially impacted by increased traffic volumes.</p> <p>7. The City agrees and has previously provided this feedback to the developer.</p> <p>8. The purpose of a TIA is to understand and analyse the performance of the transport network resulting from a land use development proposal. Construction impacts and temporary site access requirements are considered temporary and more appropriately managed through conditions of subdivision/development approval.</p> <p>9. As per point 3, Noranda Station trip generation and mode share analysis is outside the scope of the TIA for this development. Pedestrian and cyclist volumes and distribution generated by Noranda Station have not been quantified.</p> <p>10. The generalised theoretical capacity of 3,000 vehicles per day is a threshold where it is likely that pedestrian and vehicle safety and efficiency become compromised and road upgrades may be required in either capacity (e.g. additional lanes), or intersection control. The TIA demonstrates that all local access roads will operate within capacity at full build-out of the estate, however that does not discount that localised traffic management interventions may be required as the locality grows.</p>
7	Resident		Objection. No comment provided.	Objection noted.
8	Resident		Objection. No comment provided.	Objection noted.
9	Resident		<p>Objects to increased traffic volumes distributed to local access roads, with specific reference to safety of pedestrians and cyclists in the vicinity of Mahogany Park and impacts on local residential amenity.</p>	<p>Whilst the Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network, current and future issues with the Mahogany-Benara intersection are noted. Notwithstanding the findings of the Revised TIA, amenity impacts may be expected as a result of the proposed movement network.</p> <p>Active transport infrastructure in the vicinity of Mahogany Park is budgeted for in this financial year, and the City is investigating funding sources (e.g. WABN grants) for further upgrades in the vicinity of Noranda Station.</p>



			Recommends Beechboro Road North access.	The City has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.
10	Resident		<p>Objects to increased traffic volumes distributed to local access roads, with specific reference to safety of pedestrians and cyclists in the vicinity of Mahogany Park and impacts on local residential amenity.</p> <p>Recommends Beechboro Road North access.</p>	<p>The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network, however current and future issues with the Mahogany-Benara intersection are noted which will need to be monitored by the City. Notwithstanding the findings of the Revised TIA, amenity impacts may be expected as a result of the proposed movement network.</p> <p>Active transport infrastructure in the vicinity of Mahogany Park is budgeted for in this financial year, and the City is investigating funding sources (e.g. WABN grants) for further upgrades in the vicinity of Noranda Station.</p> <p>The City has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.</p>
11	Resident/ratepayer		Objection. No comment provided.	Objection noted.
12	Resident/ratepayer		Objection. No comment provided.	Objection noted.
13	Resident/ratepayer		<p>Respondent notes construction impacts as a result of Noranda Station works, and objects to the expectation of similar impact as a result of construction of the estate, including building damage.</p> <p>Objects to construction impacts of heavy vehicles and trades during subdivisional works and the build-out of the estate.</p> <p>Objects based on the need and nexus of impact on City of Bayswater residents for a private development within an external local government area, noting the traffic impacts on the Banksia-Beechboro N and Mahogany-Benara intersections.</p> <p>Notes the outcomes of previous consultation during planning of Noranda Station regarding this Reserve.</p>	<p>Comments regarding Noranda Station construction impacts are outside the scope of this project.</p> <p>Notwithstanding the above comment, site access for subdivisional works can be resolved with the requirement for a Construction Management Plan as a condition of subdivisional approval, and Building Dilapidation Reports may also be considered.</p> <p>The City considers this to be a relevant consideration, given the expected traffic distribution resulting from the proposed movement network in the context of development location and access to higher-order roads.</p> <p>Previous community opposition to proposed through-access between Blackboy way-Beechboro Road North is noted and remains the City's preference.</p>
14	Resident/ratepayer		Objects to increased traffic volumes distributed to local access roads, with specific reference to safety of pedestrians and cyclists.	The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network, however current and future issues with the Mahogany-Benara



			Objects based on impact to local residential amenity.	<p>intersection are noted which will need to be monitored by the City.</p> <p>The City notes that amenity impacts are not quantifiable, but may be expected as a result of the proposed movement network.</p>
15, 18	Resident/ratepayer		<p>Objects to the use of the Reserve for this purpose and recommends access arrangements should be taken from within the redevelopment site.</p> <p>Recommends the Reserve is retained for its current purpose and in its current form. Notes the vegetation clearing of the redevelopment site and recommends that all remaining trees be retained.</p> <p><i>* Submission updated following submission of Revised TIA</i></p>	<p>The City has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.</p> <p>The current purpose of the Reserve is 'car parking and public utilities'. Whilst the presence of trees within the Reserve is noted, it is not currently set aside for 'recreation' or 'conservation' purpose.</p>
16	Resident		<p>Objects to increased traffic volumes distributed to local access roads, with reference to impact on Banksia-Beechboro N intersection.</p> <p>Recommends access from Beechboro Road North, or alternative traffic management measures at Banksia-Beechboro N intersection.</p>	<p>The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network, including the Banksia-Beechboro N intersection.</p> <p>The City has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.</p>
17	Ratepayer		<p>Objects to increased traffic volumes distributed to local access roads, with reference to impact on Banksia-Beechboro N intersection and safety of pedestrian and cyclists.</p> <p>Notes unknown impacts of Noranda Station.</p> <p>Recommends access from Beechboro Road North, or alternative traffic management measures at Banksia-Beechboro N intersection.</p>	<p>The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network, including the Banksia-Beechboro N intersection.</p> <p>The traffic impact on local streets attributable to Noranda Station has not been quantified as is not within the scope of this project.</p> <p>The City has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.</p>
19	Resident/commercial property owner		<p>Objects to construction impacts by heavy vehicle utilisation of local access roads.</p> <p>Objects to increased traffic volumes distributed to local access roads, with specific reference to safety concerns of pedestrians and cyclists in the vicinity of Mahogany Park.</p>	<p>Site access for subdivisional works can be resolved with the requirement for a Construction Management Plan as a condition of subdivisional approval.</p> <p>The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network, however current and future issues with the Mahogany-Benara intersection are noted which will need to be monitored by the City. Active transport infrastructure in the vicinity of Mahogany Park is budgeted for in this financial year.</p>



			<p>Recommends access from Beechboro Road North, for future resident accessibility and to minimise impact on existing residents.</p>	<p>and the City is investigating funding sources (e.g. WABN grants) for further upgrades in the vicinity of Noranda Station.</p> <p>The City has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.</p>
20	Resident		<p>Recommends use of existing Beechboro Road N access.</p>	<p>The City has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.</p>
21	Resident		<p>Objects to increased traffic volumes distributed to local access roads, with impacts on residential amenity.</p> <p>Objects to the decommissioning of the existing Beechboro Road N access.</p>	<p>The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network. Notwithstanding the findings of the Revised TIA, amenity impacts may be expected as a result of the proposed movement network.</p> <p>The City has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.</p>
22	Resident/ratepayer		<p>Objects to construction impacts by heavy vehicle utilisation of local access roads, including existing and anticipated building damage.</p> <p>Objects to impacts on local residential amenity.</p>	<p>Site access for subdivisional works can be resolved with the requirement for a Construction Management Plan as a condition of subdivisional approval. Building Dilapidation Reports may also be considered.</p> <p>The City notes that amenity impacts are not quantifiable, but may be expected as a result of the proposed movement network.</p>
23	Resident		<p>Objects to increased traffic volumes on Blackboy Way and Flametree Place, and impact on Banksia-Beechboro N and Mahogany-Benara intersections.</p> <p>Objects based on the need and nexus of impact on City of Bayswater residents for a private development within an external local government area.</p>	<p>The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network. Other existing lawful access points (e.g. Flametree Place) are not the subject of this application.</p> <p>The City considers this to be a relevant consideration, given the expected traffic distribution resulting from the proposed movement network in the context of development location and access to higher-order roads.</p>
24	Resident		<p>Objection. No comment provided.</p>	<p>Objection noted.</p>
25	Resident/ratepayer		<p>Objects to the closure of existing functional access to Beechboro Road N.</p>	<p>The City has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.</p>
27	Resident		<p>Recommends that local road traffic must be reduced.</p>	<p>The development is expected to generate higher vehicle volumes in total, but lower volumes in peak</p>





				<p>periods, than when the school was operational. The local road network is expected to operate within design capacity at ultimate build-out of the estate under expected natural background traffic growth.</p> <p>Notwithstanding the above, access arrangements have fundamentally changed since the school was operational and therefore the City considers that higher peak-period volumes are expected on local streets as a result.</p>
28	Resident/ ratepayer		<p>Objects to traffic impacts on Banksia-Beechboro N and Mahogany-Benara intersections.</p> <p>Recommends Beechboro Road North access.</p>	<p>The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network, however current and future issues with the Mahogany-Benara intersection are noted which will need to be monitored by the City.</p> <p>The City has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.</p>
29	Resident		<p>Objects to increased traffic volume distributed to local access roads, with specific reference to impacts on local residential amenity and pedestrian and cyclist safety.</p> <p>Recommends the retention of the existing Beechboro Road North access.</p>	<p>The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network. The City notes that amenity impacts are not quantifiable, but may be expected as a result of the proposed movement network. Active transport infrastructure in the vicinity of Mahogany Park is budgeted for in this financial year, and the City is investigating funding sources (e.g. WABN grants) for further upgrades in the vicinity of Noranda Station.</p> <p>The City has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.</p>
30	Resident		<p>Objects to increased traffic volume distributed to local access roads, with specific reference to impacts on local residential amenity and pedestrian and cyclist safety.</p> <p>Recommends the retention of the existing Beechboro Road North access.</p>	<p>The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network. The City notes that amenity impacts are not quantifiable, but may be expected as a result of the proposed movement network. Active transport infrastructure in the vicinity of Mahogany Park is budgeted for in this financial year, and the City is investigating funding sources (e.g. WABN grants) for further upgrades in the vicinity of Noranda Station.</p> <p>The City has previously recommended the developer include a Beechboro Road North access to the estate.</p>



				The traffic impact of an alternative access arrangement has not been modelled.
31	Resident/ratepayer		<p>Objects to increased traffic volume distributed to local access roads, with specific reference to impacts on local residential amenity.</p> <p>Objects to the lack of consideration of vehicle movement in the context of Noranda Station.</p> <p>Objects based on the assertion in the TIA that a Beechboro Road North access will create "undesirable rat runs" through the estate and notes that this concern does not appear to be considered in relation to existing roads within the City.</p> <p>Recommends the retention of the existing Beechboro Road North access.</p>	<p>The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network. The City notes that amenity impacts are not quantifiable, but may be expected as a result of the proposed movement network.</p> <p>Noranda Station traffic impacts on the local area have not been quantified, however it is not the responsibility of the developer to estimate and analyse the traffic impact of another development.</p> <p>The City concurs that this is not a relevant consideration for the estate if it is not also a relevant consideration for the existing road network.</p> <p>The City has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.</p>
32	Resident		Objection. No comment provided.	Objection noted.
33	Resident		<p>Objects to increased traffic volume and heavy vehicles distributed to local access roads, with specific reference to safety.</p> <p>Recommends Beechboro Road North access.</p>	<p>The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network. Site access for subdivisional works can be resolved with the requirement for a Construction Management Plan as a condition of subdivisional approval. Any permanent or temporary infrastructure will need to be designed in accordance with all relevant standards and City policies and practices.</p> <p>The City has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.</p>
34	Ratepayer		<p>Objects to increased traffic volume distributed to local access roads, with specific reference to impacts on Banksia-Beechboro N and Mahogany-Benara intersections.</p> <p>Notes expected traffic increases resulting from Noranda Station.</p>	<p>The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network, however current and future issues with the Mahogany-Benara intersection are noted which will need to be monitored by the City.</p> <p>Noranda Station traffic impacts on the local area have not been quantified, however it is not the responsibility of the developer to estimate and analyse the traffic impact of another development.</p>



			<p>Objects to the proposed name of the estate, due to John Septimus Roe's involvement in the Pinjarra Massacre on 28 October 1834.</p> <p>Recommends that through access is provided between Blackboy Way-Beechboro Road N.</p>	<p>This is outside the scope of this project, however Council previously made this comment when considering recommendations for the structure plan application at the July OCM.</p> <p>The City considers that through-access between Blackboy Way-Beechboro Road N will result in unreasonable additional through-traffic utilising the City's local access roads.</p>
35	Resident/ratepayer		<p>Objects to increased traffic volume distributed to local access roads.</p> <p>Recommends Beechboro Road North access.</p>	<p>The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network.</p> <p>The City has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.</p>
36	Ratepayer		<p>Objects to impact on local residential amenity.</p>	<p>The City notes that amenity impacts are not quantifiable, but may be expected as a result of the proposed movement network.</p>
37	Resident/ratepayer		<p>Objects to increased traffic volume distributed to local access roads.</p>	<p>The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network.</p>
38	Resident/ratepayer		<p>Objects based on the need and nexus of impact on City of Bayswater residents for a private development within an external local government area, specifically noting the estate location within the City of Swan, however almost all traffic will utilise City of Bayswater road network for access.</p> <p>Objects to POS shortfall within the structure plan and recommends the Reserve is used for POS.</p> <p>Recommends Beechboro Road North access.</p>	<p>The City considers this to be a relevant consideration, given the expected traffic distribution resulting from the proposed movement network in the context of development location and access to higher-order roads.</p> <p>The shortfall of POS proposed in the structure plan application is outside the scope of this project, however this comment has previously been provided to the City of Swan. As the City does not own nor manage the Reserve, it is unable to direct the current proprietor to implement a specific alternative use.</p> <p>The City has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.</p>
39	Resident/ratepayer		<p>Objects to increased traffic volume distributed to local access roads, including impact on City of Bayswater residents.</p>	<p>The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network. The City notes that amenity impacts are not quantifiable, but may be expected as a result of the proposed movement network and in the context of development location and access to higher-order roads.</p>



			Recommends retention of existing Beechboro Road North access.	The City has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.
40	Resident/ratepayer		Objects to increased traffic volume distributed to local access roads, with specific reference to direct lot access impacts for properties near the Banksia-Beechboro N intersection. Notes existing Beechboro Road North volume and future Noranda Station traffic as contributory factors.	The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network. There are likely to be peak period impacts to access of properties adjacent to intersections, however it is considered likely that this already occurs and is not attributable to the estate. Noranda Station traffic impacts on the local area have not been quantified, however it is not the responsibility of the developer to estimate and analyse the traffic impact of another development.
41	Resident/ratepayer		Objects to increased traffic volume distributed to local access roads, with specific reference to impacts on local residential amenity.  Notes the role of Beechboro Road North as a movement corridor.	The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network. The City notes that amenity impacts are not quantifiable, but may be expected as a result of the proposed movement network.  The City concurs that the role of local access roads should not be to carry significant volumes of through-traffic, and that Beechboro Road is more appropriately designed for this role.
42	Resident/ratepayer		Objects to increased traffic volume distributed to local access roads, noting the role of Beechboro Road North as a movement corridor.  Notes that the estate will have lesser impact on Beechboro Road North than during operation of the school, therefore existing arrangements should be retained, and that the local area is likely to experience traffic growth resulting from Noranda Station.  Recommends the utilisation of existing infrastructure, including the retention of the existing Beechboro Road north access.	The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network. The City concurs that the role of local access roads should not be to carry significant volumes of through-traffic, and that Beechboro Road is more appropriately designed for this role.  The City concurs that this is sound justification for the retention of existing access arrangements. The City notes that Noranda Station traffic impacts are not quantified and outside the scope of this matter.  The City has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.
43	Resident/ratepayer		Objects to increased traffic volume distributed to local access roads, with specific reference to impacts on local residential amenity and safety.	The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network. The City notes that amenity impacts are not quantifiable, but may be expected as a result of the proposed movement network. Any permanent or temporary infrastructure



			<p>Recommends the retention of the existing Beechboro Road North access.</p>	<p>will need to be designed in accordance with all relevant standards and City policies and practices.</p> <p>The City has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.</p>
44	Resident/ratepayer		<p>Objects to increased traffic volume distributed to local access roads.</p> <p>Recommends retention of existing Beechboro Road North access.</p>	<p>The Revised TIA demonstrates that peak period traffic volumes generated by the development are within the capacity of the existing road network.</p> <p>The City has previously recommended the developer include a Beechboro Road North access to the estate. The traffic impact of an alternative access arrangement has not been modelled.</p>
45	Water Corporation		<p>The Water Corporation has no objections to this portion of road being dedicated as proposed.</p> <p>It should be noted that there is an existing 225mm diameter gravity sewer that runs inside the northern edge of the proposed road reserve. The sewer would be afforded protection if the road is dedicated and maintained as a public roadway.</p>	<p>Noted. Considerations are applicable to later design stages.</p>
46	ATCO		<p>ATCO Gas Australia (ATCO) has <b>no objection</b> to the proposed application, based on the information and plan provided.</p> <p>ATCO acknowledges that existing and/or proposed ATCO assets/infrastructure will now be located in the subject land parcel to be dedicated as road reserve as per this application.</p> <p>Advice notes:</p> <ul style="list-style-type: none"> <li>Anyone proposing to carry out construction or excavation works must contact 'Before You Dig Australia' (<a href="http://www.byda.com.au">www.byda.com.au</a>) to determine the location of buried gas infrastructure. Refer to ATCO document AGA-O&amp;M-PR24-Additional Information for Working Around Gas Infrastructure <a href="https://www.atco.com/en-au/for-home/natural-gas/wa-gas-network/working-around-gas.html">https://www.atco.com/en-au/for-home/natural-gas/wa-gas-network/working-around-gas.html</a></li> <li>Proposed construction and excavation works need to be managed in accordance with the ATCO document Additional Information for Working Around Gas Infrastructure - AGA-O&amp;M-PR24 <a href="https://www.atco.com/en-au/for-home/natural-gas/wa-gas-network/working-around-gas.html">https://www.atco.com/en-au/for-home/natural-gas/wa-gas-network/working-around-gas.html</a></li> <li>If the disconnection and/or removal of an ATCO gas service is required, a request can be submitted via the online ATCO portal found <a href="#">here</a>.</li> </ul>	<p>Noted. Considerations are applicable to later design stages.</p>



	City of Swan		<p>City of Swan officers are supportive with the proposed dedication.</p> <p>In reading this, note that the structure plan is on the agenda for Council's consideration at its Ordinary Meeting on November 13, 2024 to make recommendations to the WAPC on the structure plan (Swan Ref: SWAN-SP/2024/3). As such these comments are to have regard to the Council's recommendation and should there be any contradictions, the Council resolution prevails. We aim to notify you of the Council's decision in due course and under separate correspondence.</p> <p><u>Rationale:</u></p> <ul style="list-style-type: none"> <li>The proposed dedication will allow for the extension of a local road <u>in a logical location</u>. It is observed that part of Lot 11210 was recently used as a driveway by the former primary school and well the school it was formerly a gazetted street. In this respect the land's dedication and integration into the urban fabric, instead of being excluded and isolated, builds upon how it been historically used, with some adjustments to meet the needs of the land's repurposing and Bayswater's comments.</li> <li>The estimated traffic generation of the proposed structure plan area (with reference to the Traffic Impact Assessment (sept. 2024, r01b) accompanying the proposed Structure Plan) will <u>not</u> exceed the design capacity of the existing local road network – and City of Swan staff and City of Bayswater staff were comfortable with these findings.</li> <li>What the proposed dedication simply provides greater separation between the two proposed connections onto Blackboy Way. This may be viewed by the City of Baywater as a more preferable outcome from an amenity perspective; as any south-facing</li> </ul>	<p>Noted.</p> <p>Noted.</p> <p>Noted and agreed.</p> <p>Agreed.</p> <p>It is noted that two Blackboy Way access roads are not required to enable the estate, however they are proposed in logical locations, largely consistent with existing access points for JSRACS.</p>



		<p>connection in the dedication area would minimise the number of existing residential lots facing/fronting a second proposed connection.</p> <ul style="list-style-type: none"> <li>• The proposed dedication will facilitate a subdivision design that will promote passive surveillance opportunities from future residential lots to a southern street where the City of Bayswater, and agreed by City of Swan staff, have asked for the dual-use path network to be logically extended.</li> </ul> <p>City of Bayswater staff asked a number of technical questions (<i>see bold text</i>) and we offer the following officer-level comments, recommendations and advice.</p> <p><b>1. Street naming and addressing</b>  <b>The current layout and existing development of Blackboy Way does not provide scope for sufficient new Blackboy Way addresses. Given that proposed residential lots with frontage to Blackboy Way will be City of Swan addresses, advice regarding the City's approach to residential addressing of these lots is sought.</b></p> <p>Ultimately, Landgate is the approving authority for naming but we recommend that proposed residential lots that face Blackboy Way should have a Blackboy Way address.</p> <p>It is observed that concepts in the structure plan suggests about 8 new lots to face Blackboy Way. If this is the case at the time of subdivision it is recommended that they can address the infill lots as number with suffix (14, 14A, 14B, 16, 16A, 16B, 18A, 18B).</p> <p>This recommended approach acknowledges that between the City of Bayswater and City of Swan there are only 3 numbers available (14,16,18). There are currently 14 homes (numbers 20 – 46) that have a Blackboy Way address in the City of Swan. There are currently 5 homes (numbers 4 – 12) that have a Blackboy Way address in the City of Bayswater. Hence the above recommendation with suffixes.</p> <p><b>2. Structure plan implications</b>  <b>The City notes previous engagement with the proponent of the Roe Estate structure plan application regarding site access as depicted on the structure plan map. Given that lawful access is not presently available via a gazetted road within Reserve 41129, does the City consider the structure plan to be approvable should this request be refused? i.e. does the City of Swan consider the structure plan to be materially reliant on provision of a third access point in this location?</b>  <b>Note: this is not a request for comment regarding assessment and recommendation on the structure plan overall, ONLY regarding if the removal of this access from the proposal would fatally undermine the proposal.</b></p> <p>Considered minimal, remains approvable and not fatal. While it may be ideal / cleaner for the structure plan to be amended, if the subject</p>	<p>Noted and agreed.</p> <p>Noted. See commentary within report.</p> <p>Noted and agreed.</p>
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			<p>road dedication area was refused, ultimately structure plans are due-regard documents and the WAPC is the decision-maker (LG's are recommending authorities). So whether it is absolutely necessary for the structure plan to be amended, if Bayswater was unsupportive of the subject road dedication, is ultimately the decision of the WAPC.</p> <p><b>3. Community and stakeholder engagement</b>  <b>The City notes that the City of Swan has recently undertaken community and stakeholder engagement in accordance with Schedule 2, Part 4 of the Planning and Development (Local Planning Schemes) Regulations 2015. Given nature of this proposal and of the structure plan application, the City is of the opinion that a significant number of submissions from community and stakeholders are likely to make reference to the proposed dedication of Reserve 41129. The City therefore kindly requests any submissions related to Reserve 41129 to be made available for review by the City of Bayswater. These may be provided in a manner and form suitable to the City of Swan and in accordance with any internal policies or relevant legislation related to privacy and protection of data (e.g. themed and summarised and/or with all personal identifying information redacted).</b>                      Advice was given previously via email on 25 Sept 2024. That being, none made specific objections on the Reserve 41129. The closest were those submitters who objected, or conditionally supported, based on traffic concerns. As evident in the Council agenda item that remains the case and report outlines the staff disposition and recommendation.</p> <p><b>4. Asset management</b>  <b>Does the City have any objection to amending the existing Memorandum of Understanding between the City of Swan and City of Bayswater regarding the division of works responsibilities for shared boundary roads, to include the proposed new road?</b>                      We are not able to commit or give preliminary comment at this time as it is unclear on what are the specific details that the City of Bayswater seeks to amend. Proposals to add or amend responsibilities in the existing Memorandum of Understanding can be considered in good faith but we are unclear from this information what and how the division of work responsibilities is proposed to be amended.</p> <p><b>5. General</b>  <b>Does the City have any general comments, recommendations or requirements pertaining to the proposal to dedicate Reserve 41129 as a local road?</b>                      1. Should Western Power or another utility provider outright objects to the proposed dedication: it should first to be interrogated if that</p>	<p>Previous advice is noted.</p> <p>Any amendment of the MOU related to this matter would be strictly to add the new road and negotiate division of works responsibilities, per the usual process.                      No in-principle objection is noted, and discussions on this matter will be initiated following dedication and subdivision.</p> <p>It is noted that above- and below-ground WP infrastructure is present within the Reserve. It is further</p>
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			<p>the land is needed by the provider. On the structure plan, we can advise that Western Power did not make a submission on the structure plan and none of the other utility providers made a submission objecting to the proposal or make comments to this effect.</p> <p>2. Should the City of Bayswater wish to detail any proposition to add or amend responsibilities in the existing Memorandum of Understanding, you ought to go via the ordinary channels. You are directed to contact the Assets Management Department on (P) 08 9267 9095 and (E) <a href="mailto:swan@swan.wa.gov.au">swan@swan.wa.gov.au</a></p>	<p>noted that no response has been received from WP by Swan on the structure plan application, or the City on the road dedication.</p> <p>It is understood that the project development engineers are preparing a servicing strategy to deal with the significant infrastructure within the Reserve, and that a plan will be relayed to both LGAs in due course.</p> <p>Noted. See above and commentary in report.</p>
	Western Power		No response received.	DPLH have advised that they will separately request comment under due diligence of the road dedication request.
	Telstra		No response received.	



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# Proposed Local Structure Plan

John Septimus Roe Anglican School –  
Beechboro Road North Concept  
Master Plan/Local Structure Plan  
Revised Transport Impact Assessment

PREPARED FOR:  
Tomahawk Property

September 2024

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## 1 Summary

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Transcore has prepared this Revised Transport Impact Assessment report to mainly address the comments by City of Bayswater for the proposed Concept Master Plan/Local Structure Plan (LSP) to be located on the former site of the John Septimus Roe Anglican School located on Blackboy Way, Beechboro in the City of Swan.

The subject site is located approximately 3.5km due north-east of the Morley City Centre. The site is broadly rectangular in shape and occupies an area of approximately 4.3 hectares in area. It is located within the south-quadrant of the Tonkin Highway/Reid Highway intersection. The site is bounded by Beechboro Road North to the east, Blackboy Way to the south, residential uses to the immediate north and Flametree Place to the west. Whiteman Park is located approximately 4.2km to the north-east of the site with the Malaga Industrial Area located north-west of the site. The immediate surrounds in the vicinity of the site consist of low-density residential uses with the Beechboro Substation located immediately to the south-east of the site.

The WAPC document *“Transport Impact Assessment Guidelines for Developments, Volume 2 – Planning Schemes, Structure Plans and Activity Centre Plans (August 2016)”*, states that a supporting Transport Impact Assessment is to be prepared for all planning schemes or structure plans as part of the structure planning process.

Accordingly, this Revised Transport Impact Assessment includes estimation of traffic that would be generated by the proposed Local Structure Plan and the resultant traffic patterns on the surrounding road network. An assessment of the proposed subdivision access system and key local intersections has been undertaken to establish the capacity of the road infrastructure to accommodate the anticipated traffic flows. The RTIA also provides recommendations for pedestrian and cycling infrastructure to ensure satisfactory access to alternative transport modes as well as a recommended internal road hierarchy and relevant road cross-section.



## 2 Introduction

This Revised Transport Impact Assessment (hereafter RTIA) has been prepared by Transcore on behalf of Tomahawk Property with regard to the proposed Local Structure Plan (LSP) located on the former John Septimus Roe Anglican School property on Blackboy Way, Beechboro in the City of Swan. Refer **Figure 1** for locality map.



**Figure 1: Location of the LSP Site**

Transcore originally prepared a TIA for the proposed LSP in May 2024. Following the submission of the LSP and the original TIA City of Swan and City of Bayswater have provided some comments on the TIA. The City of Swan comments were relatively minor however City of Bayswater comments required action and responses. The LSP was also referred to Main Roads WA even though this agency is not a referral agency under WAPC Delegated Authority. All these comments and Transcore's responses (as well as some by TBB) are provided in tabular format in Appendix B of this RTIA and some of the comments by City of Bayswater are further addressed within the body of this RTIA.

The subject site was previously occupied by John Septimus Roe Anglican School but it is now a vacant site.

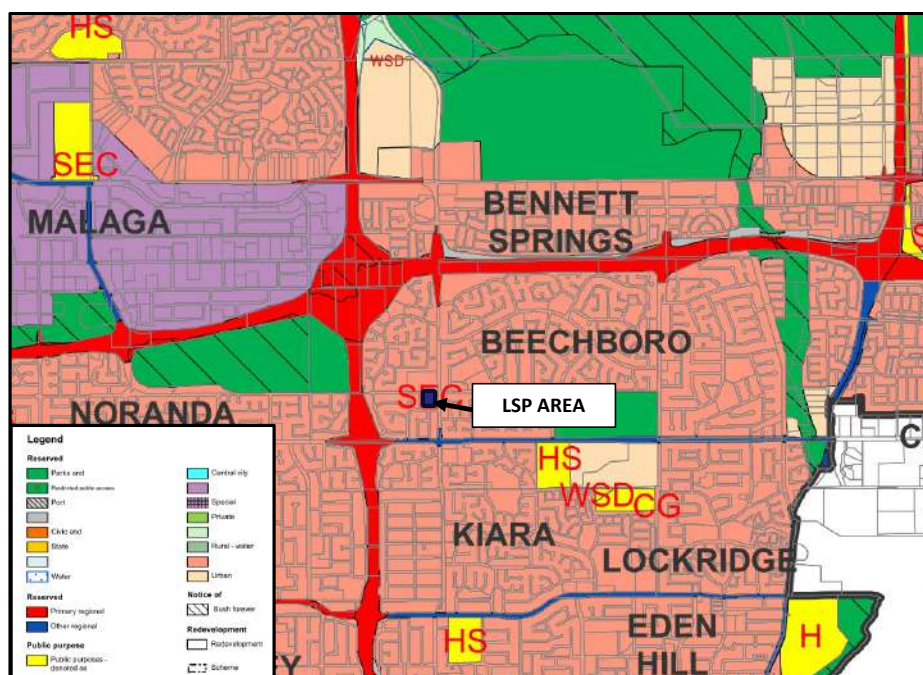
The subject site is located approximately 3.5km due north-east of the Morley City Centre. The site is broadly rectangular in shape and occupies an area of approximately 4.3 hectares in area. It is located within the south-eastern-quadrant of the Tonkin Highway/Reid Highway interchange. The site is bounded by Beechboro Road North





to the east, Blackboy Way to the south, residential uses to the immediate north and Flametree Place to the west. Whiteman Park is located approximately 4.2km to the north-east of the site with the Malaga Industrial Area located north-west of the site. The immediate surrounds in the vicinity of the site consist of low-density residential uses with the Beechboro Substation located immediately to the south-east of the site.

The Beechboro urban cell, including the subject site, is located strategically in close proximity to the Morley City Centre and Malaga Industrial Area and to the Tonkin Highway/Reid Highway interchange and recently delivered urban development within the Bennet Springs area to the north of Reid Highway. The location of the subject site in its regional context within the *Metropolitan Region Scheme (MRS)* is illustrated in **Figure 2**.



**Figure 2: LSP Location within Metropolitan Region Scheme Context**

The subject site is zoned as “Urban” in the MRS. The MRS map identifies a potential future partial movements interchange at Tonkin Highway/Benara Road to the south of the site. Other than Tonkin Highway and Reid Highway, all other immediately surrounding roads are local roads under care and control of Local Government.



### 3 Proposed Local Structure Plan

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The LSP area extends broadly 320m west of Beechboro Road North within the south-eastern quadrant of the Tonkin Highway/Reid Highway interchange.

The concept master plan indicates that the proposed LSP comprises a total yield of 105 residential lots.

The proposed LSP's internal road system facilitates efficient and balanced distribution of traffic within the development. The internal road system for the LSP, which is conceptually illustrated in plan attached in **Appendix A**, connects to established external roads through three (3) full-movements T-intersections including two (2) new intersections to Blackboy Way and one (1) new intersection to the east side of Flametree Place. A dedicated pedestrian-only connection is also proposed at the north-eastern corner of the site to Beechboro Road North. A detailed discussion on district-level road network planning and modifications is provided in **Section 4.8**.

The LSP will facilitate connections to the Morley City Centre to the south-west via Beechboro Road North and Benara Road as well as via Tonkin Highway/Morley Drive and to the Malaga Industrial Area via Beechboro Road North and Marshall Road.

It is anticipated that the LSP will be developed in a single stage. Refer **Appendix A** for the proposed concept master plan for the LSP.



## 4 Existing Situation

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### 4.1 Existing Land Use

The subject site is currently vacant but was the former site of the John Septimus Roe Anglican School located on Blackboy Way, Beechboro in the City of Swan. The immediate surrounds in the vicinity of the site consist of low-density residential uses with the Beechboro Substation located immediately to the south-east of the site.

The nearest retail/commercial nodes are located to the north-east within the Bennet Springs urban cell on the north side of Reid Highway, to the south-west in the Morley City Centre and to the south-east at neighbourhood shopping centre located within the south-eastern quadrant of the Beechboro Road North/Benara Road intersection. The closest schools to the subject site are Beechboro Primary School, Kiara College, and Noranda Primary School.

### 4.2 Existing Road Network

**Tonkin Highway** is a primary control-of-access road which runs north-south between Muchea to the north and Byford in the south-eastern suburbs of the Perth Metropolitan Area.

**Reid Highway** is a primary control-of-access road which runs east-west between Marmion Avenue to the west and Roe Highway to the east. The Tonkin Highway/Reid Highway interchange is located to the north-west of the site.

Both roads have been constructed as dual divided carriageways which intersect via a grade separated interchange. Both roads have been classified as *Primary Distributor* roads under the Main Roads *Functional Road Hierarchy* which are defined as roads which “... provide for major regional and inter-regional traffic movement and carry large volumes of generally fast-moving traffic. Some are strategic freight routes, and all are National or State roads and are managed by Main Roads.” Both roads operate generally under a posted speed limit of 100kph and are under care and control of Main Roads Western Australia.

**Beechboro Road North** is a major north-south connector road which runs between Walter Road to the south and Tonkin Highway to the north and bounds the subject site to the immediate east. It has been constructed as a dual divided carriageway with a fixed raised central median in the vicinity of the site.

**Benara Road** is a major east-west connector road which runs between the suburb of Noranda, to the west of Tonkin Highway, through to West Swan Road to the east. It has been constructed as a dual divided carriageway with a fixed raised central median south of the site.



Both roads have been classified as *District Distributor A* roads under the Main Roads *Functional Road Hierarchy* and are defined as roads which “...carry traffic between industrial, commercial, and residential areas and generally connect to Primary Distributors. These are likely to be truck routes and provide only limited access to adjoining property. They are managed by Local Government.”

Beechboro Road North operates under a posted speed limit of 60kph and Benara Road operates under a posted speed limit of 70kph. Benara Road is designated as an *Other Regional Road* or *Blue Road* in the *Metropolitan Region Scheme* and its care and control is vested to City of Bayswater by WAPC. Beechboro Road North is under care and control of City of Swan in the vicinity of the site.

**Banksia Road, Bluegum Road and Mahogany Road** are all local roads providing direct access to the District Distributor road network from the to lower order access roads within the vicinity of the site. These roads have been constructed as single undivided carriageways with a 6.0 to 7.0m seal with Banksia Road and Mahogany Road flaring on approach to their intersections with Beechboro Road North and Benara Road, respectively.

**Blackboy Way** is a local road providing direct access to abutting residential properties and functioned as the primary access to the subject site.

**Flametree Place**, to the north-west of the site is a minor local road providing direct access to abutting residential properties with a cul-de-sac in place at its western terminus.

Both Blackboy Way and Flametree Place have been constructed as single undivided carriageways with a 6.0m seal. All of these roads have been classified as *Access Roads* under the Main Roads *Functional Road Hierarchy* which are defined as roads which “...provide access to abutting properties with amenity, safety and aesthetic aspects having priority over the vehicle movement function. These roads are bicycle and pedestrian friendly and are managed by Local Government.” All of these local roads operate under a speed limit of 50kph (default built-up area speed limit).

### 4.3 Existing Traffic Volumes

Existing traffic volumes have been sourced from Main Roads WA, City of Bayswater and Transcore conducted seven day tube traffic counts for local roads in the area in August 2024.

**Table 1** shows the existing traffic volumes in the vicinity of the site.



**Table 1: Existing Traffic Volumes**

Road Link	Daily Volume (Source)
Beechboro Road North (N of Benara Road)	17,650 vpd (MRWA, 2020/21)
Benara Road (W of Beechboro Road North)	14,154 vpd (MRWA, 2020/21)
Banksia Road (E of Bluegum Road)	320 vpd (Transcore, Aug 2024)
Bluegum Road (S of Banksia Road)	1,593 vpd (Transcore, Aug 2024)
Mahogany Road (N of Benara Road)	726 vpd (Transcore, Aug 2024)
Blackboy Way (W of Beechboro Road North)	350 vpd (City of Bayswater)
Blackboy Way (E of Bluegum Road)	111 vpd (Transcore, Aug 2024)

#### 4.4 Heavy Vehicle Routes

Restricted Access Vehicle (RAV) Network routes are designated for access by large heavy vehicle combinations, which is managed by Main Roads WA. According to Main Roads WA HVS Section RAV network map, Tonkin Highway and Reid Highway to the north-west and north of the LSP area are currently classified as RAV Network Performance Based Standard (PBS) 3B.3 which allow for vehicles up to 42.0m in length as well as Tandem Drive Concessional Level 3 (N7.3) which allow for vehicles such as triple road trains up to 36.5m in length. The routes are as shown **Figure 3** and **Figure 4**

The balance of the roads in the area allows for only 'as of right' or vehicles up to 19m in length in accordance with the Austroads Vehicle Classification guidelines.



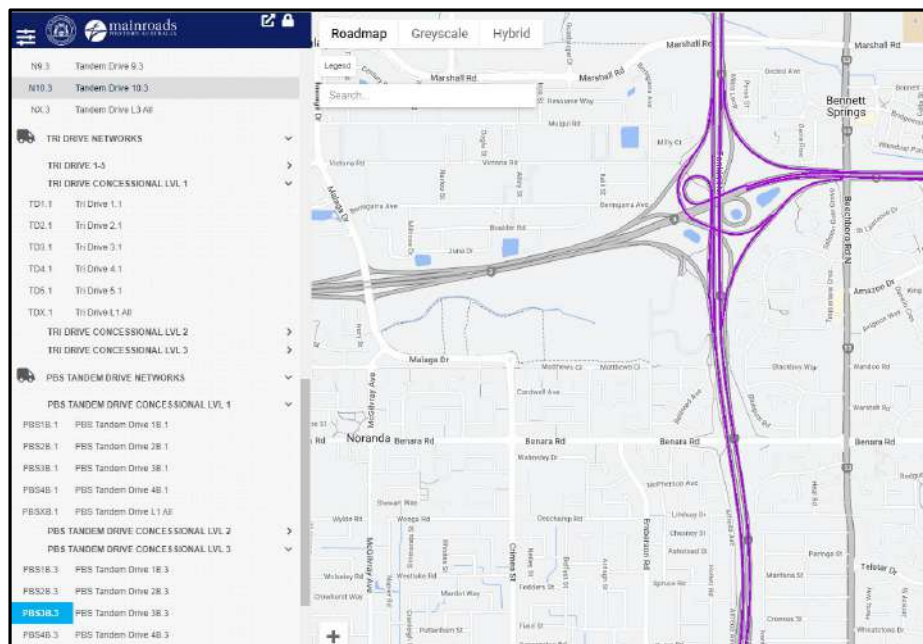


Figure 3: Existing Restricted Access Vehicle (RAV) – PBS 3B.3 Network

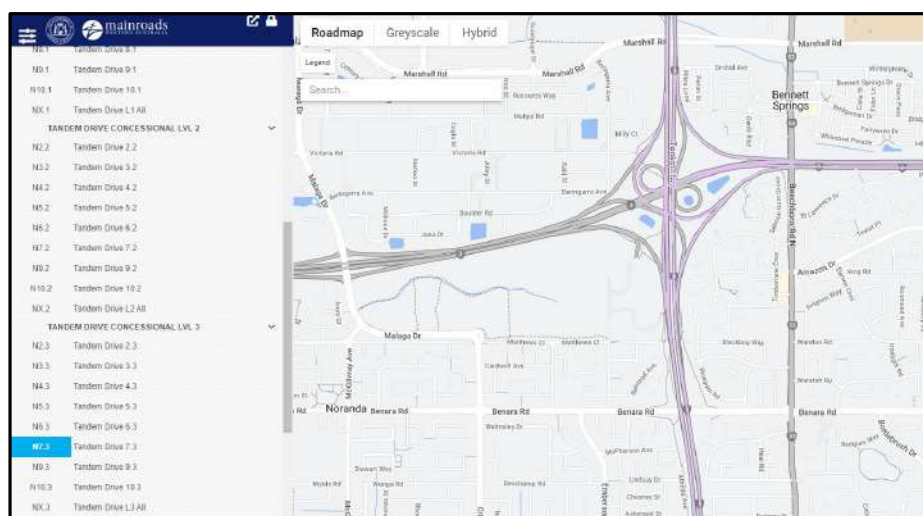


Figure 4: Existing Restricted Access Vehicle (RAV) – N7.3 Network





## 4.5 Public Transport

The subject site is currently served by a line haul bus service along Beechboro Road North to the immediate east of the site by Route 345 (Morley Bus Station-Bennet Springs via Beechboro Road) providing 10 to 15-minute service during weekday peak periods, 15-minute service during weekday midday periods and 30-minute services during weekday evenings. Frequency of service on Saturdays is 15-minutes with 30-minute services on Sundays and public holidays.

Bus stops are in place on both sides of Beechboro Road North to the immediate east of the site with a 3 to 4-minute walking distance. **Figure 5** shows the existing public transport services in the area.

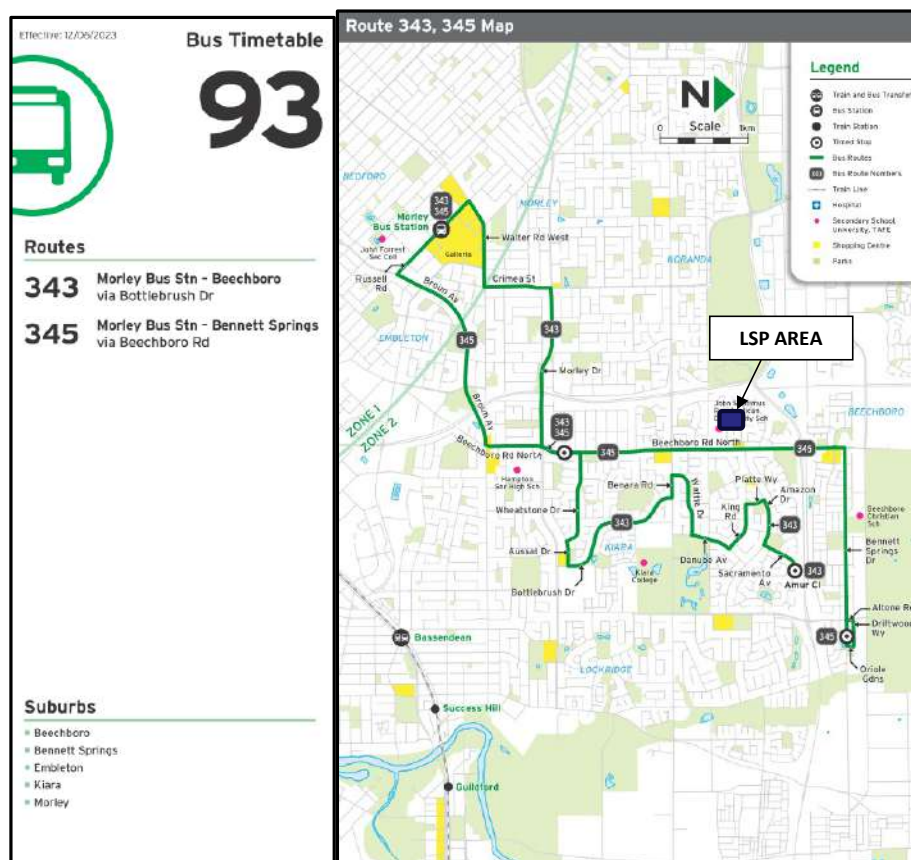


Figure 5: Existing Bus Services (Source: Transperth)





## 4.6 Pedestrian and Cyclist Facilities

There are currently no pedestrian or cyclist facilities within the subject site.

Both Tonkin Highway and Reid Highway have on-road sealed shoulder/bicycle lanes in place on both sides of the road to the west and north of the site.

Beechboro Road North has a dual use path on both sides of the road immediately south of Reid Highway transitioning to only a dual use path on the east side of the road. A footpath is in place on the west side of the road south of this point.

Benara Road has a dual use path in place on the north side of the road broadly east of Mahogany Road past Beechboro Road North with a footpath in place on the south side of the road.

Bluegum Road and Mahogany Road have been designated as *Good Riding Environments* with a footpath in place on the north and east sides of Bluegum Road and on the east side of Mahogany Road.

Parts of both Blackboy Way and Banksia Road have been included as a key route (NE15) in the Perth Bicycle Network with a footpath in place on the north and east sides of Blackboy Way and on the south side of Banksia Road.

No dedicated pedestrian or cycling facilities are in place on Flametree Place.

**Figure 6** shows the existing pedestrian and cycling infrastructure in the vicinity of the LSP.



**Figure 6: Pedestrian and Cycling Infrastructure**



## 4.7 Crash Data

Main Roads WA *Intersection Crash Ranking Report* provides detailed crash data for boundary road network and local intersections in the vicinity of the site for the 5-year period ending 2019-2023. Detailed crash report information for the boundary road network is presented in **Table 2**. A review of this crash history indicates that there is a very low crash rate on the boundary road network in the vicinity of the site.

**Table 2: Summary of Crash History (2019-2023)**

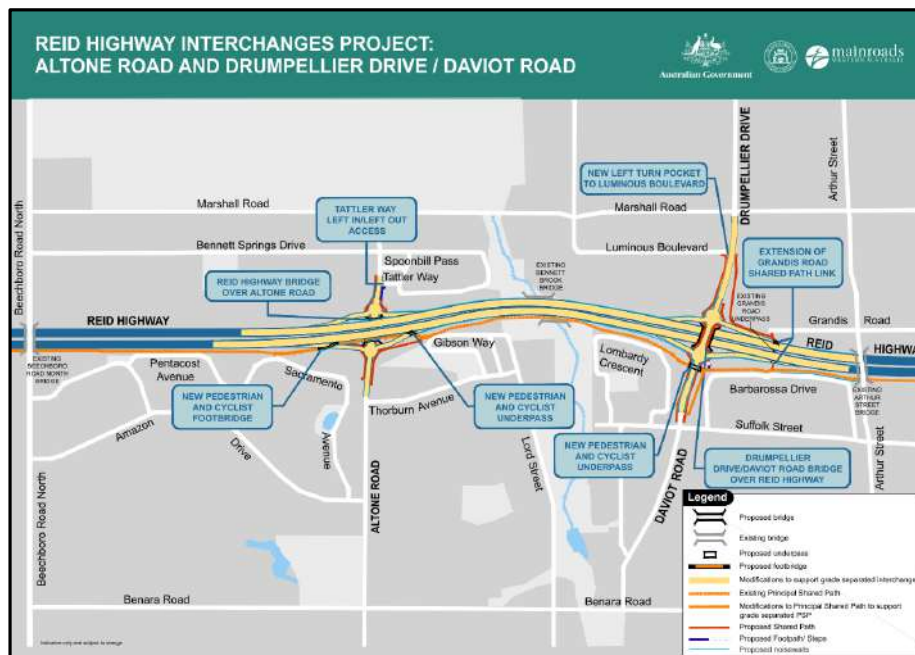
Intersection				Total Crashes	Casualty
Blackboy Way				0	0
Right Angle	Hit Object	Pedestrian	Cycle	Wet	Night
0	0	0	0	0	1
Flametree Place				1	0
Right Angle	Hit Object	Pedestrian	Cycle	Wet	Night
1	0	0	0	0	0
Beechboro Road North/Banksia Drive				1	0
Right Angle	Hit Object	Pedestrian	Cycle	Wet	Night
1	0	0	0	0	0
Bluegum Road (Mahogany Road to Blackboy Way)				0	0
Right Angle	Hit Object	Pedestrian	Cycle	Wet	Night
0	0	0	0	0	0
Benara Road/Mahogany Road				1	1
Right Angle	Hit Object	Pedestrian	Cycle	Wet	Night
1	0	0	0	0	1

## 4.8 Changes to Surrounding Road Network

Works associated with the Tonkin Gap Alliance have now been completed in the vicinity of the site with Tonkin Highway extended north through to Muchea and relevant interchanges/intersections upgraded/fully constructed and fully commissioned.



According to the information sourced from Main Roads WA (as of May 2024), future upgrades to the road network in the vicinity of the site involve the construction of fully grade-separated interchanges at the Reid Highway/Altone Road and Reid Highway/Drumpellier Drive/Daviot Road intersections with construction due to commence in 2024. **Figure 7** illustrates the proposed roadworks.



**Figure 7: Reid Highway Upgrades – Altone Road and Drumpellier Drive/Daviot Road (Source: Main Roads WA)**

## 4.9 Changes to Public Transport

The LSP will result in an increase in demand for public transport services in the area and will support the continued development of a robust public transport service.

As noted in Section 4.5, the site is currently serviced by an existing high frequency line haul bus service (Route 345). The State Government has commissioned the Morley-Ellenbrook railway line which consists of 21km of fixed-rail running from Bayswater Station to the south-east of the site through the centre of the Tonkin Highway alignment then along Drumpellier Drive terminating in Ellenbrook. New railway stations are currently under construction in Morley, Noranda, Malaga, Whiteman Park and Ellenbrook with a future station planned to the north-east of the subject lands at Bennett Springs East. The closest station to the subject lands is Noranda Station which is located at the nexus of Tonkin Highway/Benara Road, approximately 600m due south-west of the site within the desirable 800m maximum walking distance to rail service.



Construction of the line is expected to be completed in 2024 with the official opening of the line slated for later this year.

**Figure 8** shows the proposed alignment and station locations associated with the Morley-Ellenbrook Railway Line.



**Figure 8: Proposed Morley-Ellenbrook Railway Line (Source: Metronet)**



## 5 Proposed Transport Network

### 5.1 Road Hierarchy

Based on subdivision traffic projections and in accordance with the WAPC “Liveable Neighbourhoods” guidelines, all internal LSP roads and connections to the existing road network at Blackboy Way and Flametree Place are proposed to be classified as *Access Street D*.

Refer **Figure 9** for more details. Some key characteristics of typical road cross-section, as defined in WAPC *Liveable Neighbourhoods* (2009) publication, are outlined, and discussed in more detail further in this section.

It should be noted that the final standard of LSP roads will be further negotiated and established in the subsequent subdivision stages of the project.



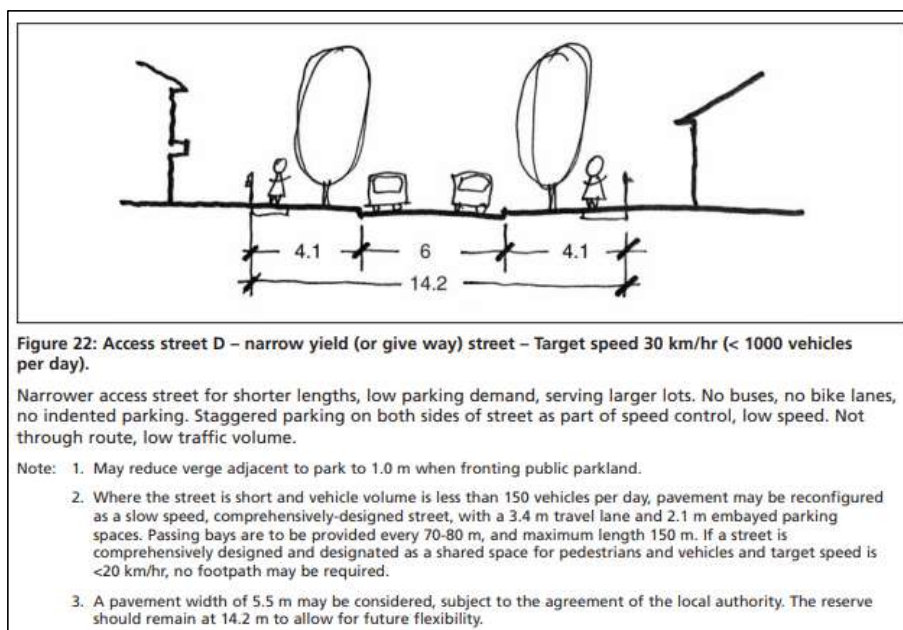
**Figure 9: Proposed internal LSP Road Hierarchy**

The typical road reserve for *Access Street D* (narrow yield) in Liveable Neighbourhoods entails a road reserve width of 14.2m with 6.0m wide trafficable carriageway pavement and 4.1m wide verges on both sides. If fronting P.O.S., access street verge adjacent to P.O.S. may be reduced. This type of street is recommended throughout the subdivision road network.

The maximum desirable daily traffic volume for this type of road is 1,000vpd with on-street staggered parking as speed-control measure. Alternatively, visitor parking can be provided within the *Access Streets* verges. The typical cross-section of the *Access Street D* sourced from “Liveable Neighbourhoods” is illustrated in **Figure 10**.







**Figure 10: Access Street D narrow yield (or give way) – Target speed of 30 km/hr (<1,000vpd) (Source: Liveable Neighbourhoods, 2009)**

## 5.2 Public Transport

The existing bus services at this locality are described in [Section 4.5](#) while the potential future services are discussed in [Section 4.9](#) of this report.

Ideally, any future bus service intended to serve the LSP area should strive to cover at least 90% of all dwellings (400m radius from the future bus stops) and provide good access to existing educational institutions and schools as well as local services and neighbourhood shopping centres. The site is located within walking distance to the future Noranda Railway Station (within 800m or a 10-minute walk).

## 5.3 Pedestrian and Cyclist Facilities

The existing pedestrian and cyclist facilities available at this locality are discussed in previous sections (refer [Section 4.6](#) for more details).

The proposed road system within the LSP provides for a permeable and interconnected road network that creates opportunity for the provision of strong pedestrian links to the established boundary road network.

Pursuant to the provisions of Liveable Neighbourhoods footpaths on one side of Access Street D throughout the LSP are recommended to cater for the anticipated pedestrian traffic demand. With maximum traffic volumes on the busiest Access Street



*D* of less than 1,000vpd, it is reasonable to assume that cyclists and vehicles can safely share the road environment, hence provision of separate cyclist facilities in form of shared paths is not warranted. A pedestrian-only connection directly to Beechboro Road North is proposed to be located at the north-eastern corner of the site to provide convenient access to existing line haul bus services.

Appropriate pedestrian crossing facilities should be installed near POS and connect to existing networks on the periphery of the LSP at Blackboy Way to facilitate safe crossing and links to the future bus stops. **Figure 11** illustrates the proposed LSP path network.



**Figure 11: Proposed Pedestrian Network**





## 6 Integration with Surrounding Area

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The proposed LSP is consistent with long-term planning for the subject locality. The road network of the LSP area will connect to perimeter roads at a number of locations ensuring seamless integration with the existing and future road network system in the locality.

As part of the road network planning, connections to Blackboy Way and Flametree Place will allow for efficient and effective distribution of site-generated traffic to the existing boundary road network. The proposed LSP road network makes provisions for access to the established local road network which connects to the higher order external road system. Considering the size and nature of the LSP a direct connection to Beechboro Road North is not justified. In fact, such a connection is considered undesirable as it will introduce rut runs through the LSP which in turn can lead to safety concerns.

The proposed internal LSP pedestrian and cyclist path network makes provisions for the future connection with the regional path network when it is sufficiently advanced.

The proposed pedestrian-only connection to Beechboro Road North will provide direct access to established high frequency bus services.

Accordingly, the proposed LSP is well positioned to secure good vehicular and non-vehicular links to the future activity centres and public transport system facilities ensuring good integration with the Beechboro urban cell.



## 7 Analysis of the Transport Network

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### 7.1 Assessment Period

The assessment year that has been adopted for this analysis is 2031 at which stage it is assumed that the entire LSP will be fully built-out.

Weekday morning (AM) and afternoon (PM) peak hours are typical peak traffic activity hours for the developments that are residential in nature. Hence, typical weekday AM and PM peak periods are deemed appropriate for analysis of key roads and intersections in this assessment.

### 7.2 Traffic Generation

The daily traffic generation rate of 10 vehicle trips per day (vpd) per dwelling (0.8 trips during peak AM peak hour and PM periods) was adopted for the LSP, which corresponds to peak hour trip generation rates recommended in the WAPC *Transport Impact Assessment Guidelines Volume 2 (August 2016)*.

Accordingly, the LSP is conservatively estimated to generate a maximum of **1050** total daily vehicular trips during a typical weekday (total of inbound plus outbound trips) of which approximately 95% will be external trips onto the surrounding road network.

It should be noted that the subject site was previously occupied by a school and therefore the abovementioned estimated traffic generation is not a true reflection of the resulting traffic on the surrounding road network as a result of the proposed LSP. Accordingly, the historical traffic associated with the school should be deducted from the LSP traffic to establish the actual traffic change as a result of the LSP. Accordingly, the net traffic change as a result of the LSP considering the school traffic will be as follows:

- Daily traffic:  $1,050\text{vpd} - 580\text{vpd} = \mathbf{470\text{vpd increase}}$
- Peak hour:  $84\text{vph} - 290\text{vph} = \mathbf{206\text{vph decrease}}$

It is evident that as a result of the LSP, the net daily traffic volume increases on the surrounding road network. However, during the peak hours the net traffic volume decreases on the surrounding road network. Thus, the overall impact of the LSP traffic will be even less than that reported in the original TIA and will have an insignificant impact on the surrounding road network.

The distribution and assignment of the external LSP-generated traffic was based on the local and regional road network layout, available access routes, key local and regional attraction nodes, and the actual location of the subject site.



Accordingly, the following assumptions were made for the distribution and assignment of the LSP traffic:

- Approximately 20% of the traffic generated from the LSP would travel to/from the areas to the north-west via the connection to Flametree Place.
- Approximately 80% of the traffic generated from the LSP would travel to/from the connections along the southern and eastern boundaries of the site via the connections to Blackboy Way with 40% exiting at each location, respectively.
- Approximately 40% of the 80% traffic generated from the LSP would travel to/from Blackboy Way to Bluegum Road and access Benara Road via Mahogany Road.
- Approximately 40% of the 80% traffic generated from the LSP would travel to/from Blackboy Way via Banksia Road to access Beechboro Road North.

### 7.3 Traffic Flow Forecasts

The forecast daily traffic volumes on internal structure plan roads are shown in **Figure 12**. The projected daily traffic flows include the traffic from the LSP area and the background road network traffic combined.

It should be noted that all internal LSP roads are forecast to carry daily traffic volumes significantly less than 1,000vpd.

The future total forecasted traffic on the existing local road network including Blackboy Way, Flametree Place, Bluegum Road, Banksia Road and Mahogany Road will typically range from approximately 350vpd to 2,000vpd.

The traffic distribution during the AM/PM peak hour for key intersections are shown in **Figure 12**.



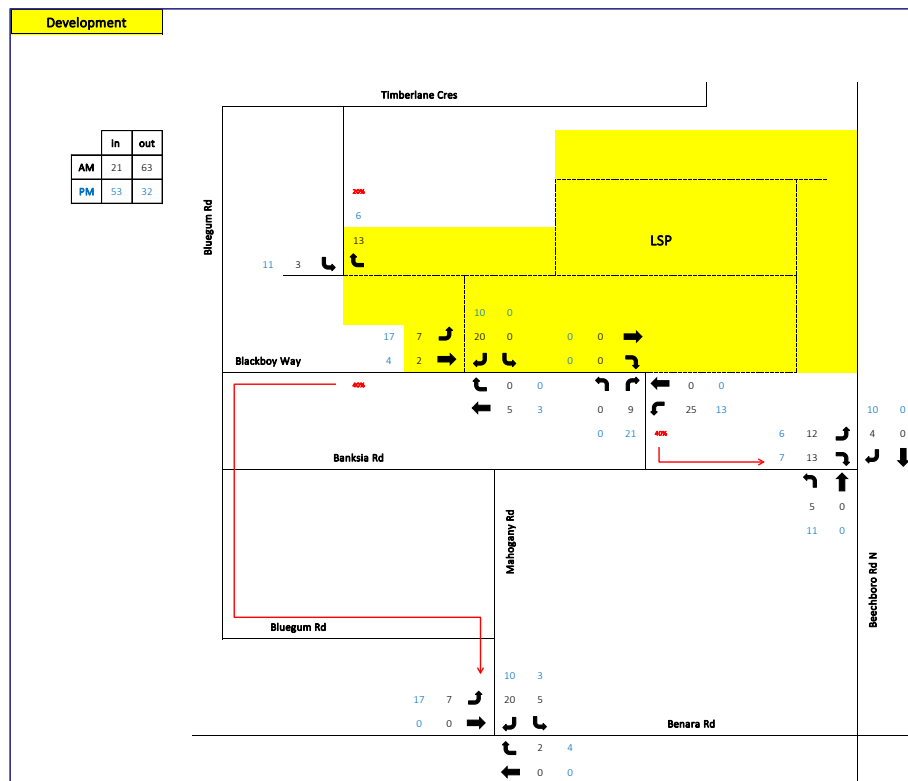


Figure 12: Estimated traffic distribution during AM/PM peak hour for the LSP area

## 7.4 Internal Road and Intersection Analysis

The internal LSP road network proposed to accommodate the projected traffic volumes, including the details of the proposed road hierarchy, has been detailed in **Section 5.1** of this revised transport assessment. The proposed road hierarchy provides sufficient capacity for the projected traffic volumes and is in line with the recommendations stipulated in the WAPC *Liveable Neighbourhoods* (2009) document.

None of the internal LSP intersections designed as T-intersections will require any specific traffic management measures due to relatively low traffic volumes and low speeds involved. It is recommended that all these intersections be designed as priority-controlled intersections.

No 4-way intersections internal or external to the LSP are proposed.



## 7.5 External Road and Intersection Analysis

The increases in traffic on the boundary road network is in the order of an additional 200vpd on Flametree Place up to 800vpd on Blackboy Way with increases on Bluegum Road, Banksia Road and Mahogany Road all expected to be in the order of an additional 200 to 300vpd. Increases in traffic on Beechboro Road North and Benara Road in the immediate vicinity of the site are projected to be in the order of 400vpd, respectively.

These increases can be comfortably accommodated within the standards and practical capacities of the respective established boundary road network links.

The anticipated weekday peak hour traffic generated by the LSP area is in the order of 84 vehicle trips per hour. As the proposed LSP area is expected to generate less than 100 vehicle trips during either the a.m. or p.m. peak hours, no additional detailed intersection assessment is required in accordance with the provision of the WAPC *Transport Impact Assessment Guidelines: Volume 2 – Structure Plans*. The proposed simple arrangements of three (3) T-intersections at the boundary road network with Flametree Place and Blackboy Way, respectively, and the effective and efficient distribution of traffic at these locations, it is expected that a Level of Service A will be achieved during peak demand times with no additional analysis considered necessary.

However, in order to address the issues raised by the City of Bayswater, intersection capacity analysis has been undertaken for the following key intersections:

- Benara Road/Mahogany Road;
- Beechboro Road N/Banksia Road;
- LSP Road (west)/Blackboy Way; and
- LSP Road (east)/Blackboy Way.

The analysis was undertaken for the weekday AM peak and PM peak hour flows that correspond to the modelled 2034 daily traffic flows in **Figure 12**. Considering the area is fully developed, conservatively a background traffic growth of 1% per year was assumed for the relevant external roads. It should be noted that forecast and assessment of any induced traffic increase as a result of the Noranda Station is beyond the scope of this LSP. It is assumed that as part of the approval process for the station, the impact of any additional traffic as a result of the station on the surrounding road network has been addressed.

Capacity analysis of these intersections was undertaken using the SIDRA computer software package. SIDRA is an intersection modelling tool commonly used by traffic engineers for all types of intersections. SIDRA outputs are presented in the form of Degree of Saturation, Level of Service, Average Delay and 95% Queue. These characteristics are defined as follows:

- *Degree of Saturation* is the ratio of the arrival traffic flow to the capacity of the approach during the same period. The Degree of Saturation ranges from close to zero for infrequent traffic flow up to one for saturated flow or capacity.



- *Level of Service* is the qualitative measure describing operational conditions within a traffic stream and the perception by motorists and/or passengers. In general, there are 6 levels of service, designated from A to F, with Level of Service A representing the best operating condition (i.e. free flow) and Level of Service F the worst (i.e. forced or breakdown flow).
- *Average Delay* is the average of all travel time delays for vehicles through the intersection.
- *95% Queue* is the queue length below which 95% of all observed queue lengths fall.

The results of the SIDRA analysis for the relevant intersections are summarised in **Appendix C** and discussed in greater detail below.

#### **Benara Road/Mahagony Road Intersection**

The result of the SIDRA analysis of Benara Road/Mahagony Road intersection for the existing situation shows that this intersection presently experiences delays for the right-out movement with the rest of the movements operating satisfactorily during both AM and PM peak hour periods (refer **Table 3** and **Table 4**).

The result of SIDRA assessment for 2034 (full LSP development) indicates further increase in delay and queues associated with right-out movement with the balance of movements continuing to operate satisfactorily during both AM and PM peak hour periods (refer **Table 5** and **Table 6**).

A sensitivity test was undertaken for this intersection for year 2034 scenario without the impact from the LSP to ascertain the impact of background traffic growth on the operation of this intersection. Accordingly, the SIDRA assessment for 2034 (no LSP development) renders similar results to the “with LSP” assessment scenario suggesting that traffic impact from the LSP will have a insignificant impact on the traffic operations of this intersection (refer **Table 7** and **Table 8**).

As a result of the existing capacity constraints at this intersection, relating to the right-out movement, it is anticipated that vast majority of additional (LSP-generated) right-out turners would opt to undertake a left-out movement and a quick u-turn, at the existing u-turn facility immediately east of the intersection, to continue their trip west on Benara Road in lieu of right-out move at the intersection.

Similarly, it is also anticipated that a some of LSP-generated traffic would choose to exit onto Beechboro Road, travel south and turn into Benara Road (west) at the signalised intersection due to ample capacity at the Beechboro Road/Banksia Road intersection. This potential redistributed LSP traffic was not modelled in this case however.

#### **Beechboro Road/Banksia Road Intersection**

The result of the SIDRA analysis of Beechboro Road/Banksia Road intersection for the existing situation shows that this intersection presently operates very good with moderate delays and negligible queues during both AM and PM peak hour periods (refer **Table 9** and **Table 10**).



The year 2034 analysis which accounts for the background traffic growth in combination with the LSP-generated traffic indicates no adverse impact on the operation of this intersection during either of the two peak hour periods. Importantly, ample spare capacity remains available to accommodate additional traffic (refer **Table 11** and **Table 12**).

It should be noted that as the proposed LSP generates less peak hour traffic compared to the previous school, the performance of the above intersections is anticipated to be better with the LSP traffic compared to when the school was in operations.

#### **Blackboy Way Western Intersection**

The result of the SIDRA analysis of the future Blackboy Way Western intersection indicates that this access intersection is expected to operate with very good overall intersection LoS A with no notable delays and queues on either approach during both AM and PM peak hour periods (refer **Table 13** and **Table 14**).

#### **Blackboy Way Eastern Intersection**

The result of the SIDRA analysis of the future Blackboy Way Eastern intersection indicates that this access intersection is expected to operate with very good overall intersection LoS A with no notable delays and queues on either approach during both AM and PM peak hour periods (refer **Table 15** and **Table 16**).

## **7.6 Access to Frontage Properties**

The WAPC *Liveable Neighbourhoods* policy requires that “Development along Integrator B and Neighbourhood Connector streets with ultimate vehicle volumes over 5,000 vehicles per day should be designed either so vehicles entering the street can do so travelling forward or are provided with alternative forms of vehicle access. Wider lots with paired driveways and protected reversing areas in the parking lane may be used on streets with up to 7,000 vehicles per day.”

No internal LSP roads are experiencing these levels of daily traffic, so this is not relevant to the proposal.

## **7.7 Pedestrian and Cycle Networks**

The proposed network of paths for pedestrians and cyclists is described in **Section 5.3** of this transport assessment. This network of paths will provide a satisfactorily level of accessibility and permeability for pedestrians and cyclists within the structure plan as well as provide for a safe, legible, and convenient access to existing established external generators and the boundary road, public transport and pedestrian and cycling network.

The WAPC *Transport Impact Assessment Guidelines* provides guidance on the levels of traffic volumes that are likely to affect the ability for pedestrians to cross various types of roads. Based on that guidance an undivided two-lane road should be acceptable for pedestrians crossing traffic volumes of up to approximately 1,100vph





and this threshold can be increased to around 2,800vph by adding a central median or pedestrian refuge islands.

None of the roads within the LSP will reach these levels of traffic to warrant any detailed investigation of crossing facilities at this stage.

## 7.8 Access to Schools

The proposed LSP is located within the potential catchment of the Noranda Primary School to the south-west and Beechboro Primary School to the east as well as Kiara College to the south-east of the site. Established pedestrian facilities will accommodate the anticipated demands to cross the higher order roads in the area.

Each local road within the LSP has a footpath on at least one (1) side of the road and proposed roads connecting to the established road network on Blackboy Way have footpaths on both sides of the road.

A dedicated pedestrian connection is proposed at the north-eastern corner of the site to provide direct access to Beechboro Road North and local bus services.

Upgrades to existing pedestrian crossing facilities, particularly on Beechboro Road North, would be required to satisfy warrant criteria provided on the WA Police website indicate that a *Type A Children's Crossing* may be provided where a minimum of 20 students and 200 vehicle movements occur within the hour immediately before and immediately after school, for a primary school, or 20 students and 700vph for high schools.

The warrants are lower for a *Type B Children's Crossing* at 10 students and 100vph for a primary school or 10 students and 350vph for a high school. Such facilities can only be applied for by a School Principal or the President/Secretary of the relevant school/parent organisation (e.g., P&C or P&F). The anticipated numbers of students crossing roads around school perimeters around the school sites would potentially meet these warrants in future so it would be expected that the schools would apply for this type of facility if/when future student numbers and movements meet those warrants.

## 7.9 Access to Public Transport

The WAPC *Transport Impact Assessment Guidelines* suggest that it is desirable for at least 90% of dwellings to be within 400m straight line distance of a bus route. Local high frequency line haul bus services and related bus stops on Beechboro Road North meet this threshold criteria for the proposed quantum of dwellings in the LSP area. The future Noranda Railway Station is located within an 800m catchment of the LSP.



## 8 Conclusions

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This revised Transport Impact Assessment has been prepared to mainly address the comments by City of Bayswater for the proposed John Septimus Roe-Beechboro Road North Concept Master Plan/Local Structure Plan located on Blackboy Way, Beechboro in the City of Swan. The subject site is situated on the site of the former John Septimus Roe Anglican School, west of Beechboro Road and on the north side of Blackboy Way and east of Flametree Place.

The internal LSP road system is conceptually designed to comprise *Access Street D* roads. The internal road system is designed to facilitate internal vehicular, cyclist and pedestrian movements with provisions for future connections to the adjacent district-level road network. The LSP road network system interfaces with the existing established local road network.

The total of the LSP is estimated to generate approximately a maximum of 1050 total daily vehicular trips which represents approximately 500 additional daily trips considering the previous use of this site.

The proposed external structure plan accesses consist of three (3) uncontrolled T-intersections with two (2) connecting to Blackboy Way and one (1) connecting to Flametree Place.

No detailed intersection analysis was warranted as part of the overall assessment as the anticipated weekday peak hour volumes are less than 100 vph. It is expected that the three (3) new intersections with the boundary road network will operate at a very good Level of Service A during peak demand periods. However, to address City of Bayswater comments SIDRA analysis was undertaken at 5 intersection which demonstrated either satisfactory operations or insignificant impact as a result of the LSP traffic.

No priority intersection treatments are warranted internal to the LSP area.

The LSP area is located in close proximity to established high frequency line haul bus services within a 400m walking distance and within an 800m catchment to the future Noranda Railway Station.

The proposed LSP in general also provides for an appropriate network of paths to facilitate non-motorised movements. The proposed path network also provides internal connectivity to the existing boundary pedestrian and cycling infrastructure network with a dedicated pedestrian connection proposed to access Beechboro Road North directly to allow for convenient access to line haul bus services and established crossing points to access neighbourhood centres and other services.



# Appendix A

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## PROPOSED CONCEPT MASTER PLAN/LOCAL STRUCTURE PLAN



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# Appendix B

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## TRANSCORE'S RESPONSE TO CITY OF SWAN AND BAYSWATER COMMENTS



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**JOHN SEPTIMUS ROE ANGLICAN SCHOOL – BEECHBORO ROAD NORTH – PROPOSED LOCAL STRUCTURE PLAN**

**CITY OF SWAN AND BAYSWATER COMMENTS DATED 13<sup>TH</sup> AUGUST 2024**

**TRANSCORE'S RESPONSES DATED 4<sup>TH</sup> SEPTEMBER 2024**

City of Swan Advertising Queries to City of Bayswater		
City of Swan question	City of Bayswater Response	Project Team Response
Comments on transport needs and if your views are different from those espoused by the Applicant in their Reports (specifically if any connections, roads, intersections ought to be constructed to a higher standard).	<p>The City cannot sufficiently advise on this until detailed traffic and intersection analysis is supplied. The City anticipates significant additional traffic impacts in the locality between now and the 2031 assessment year used by the TIA. Impacts are expected on Mahogany Rd, Bluegum Rd, Banksia Rd, and Blackboy Way, and any intersections with Benara Rd and Beechboro Rd North.</p> <p>The applicant is required to submit detailed design drawings for the proposed road within Lot 11210, for assessment and approval of the City.</p>	<p>The TIA has established that the traffic report as a result of the proposed LSP does not have a significant impact on the surrounding road network. Further, it is not clear what is the source of the “significant additional impact” identified by City of Bayswater. If this additional impact is associated with the Future Noranda Train Station, the traffic impact of the station has no relevance to this LSP and is not a matter for this LSP to quantify and address. This is a matter to be discussed between the City and PTA.</p> <p>Regardless, the revised TIA prepared to address some relevant comments by City of Bayswater has quantified the exact level of traffic impact on the surrounding road network as a result of this LSP.</p> <p>The project is at LSP stage and no detailed design drawings are relevant or warranted at this stage of the project. The detailed design of the LSP road network will be carried out during the subdivision design stage of the project.</p>





City of Swan Advertising Queries to City of Bayswater		
City of Swan question	City of Bayswater Response	Project Team Response
Do you concur with the Applicant's TIA that traffic modelling and SIDRA is not required?	<p>The TIA does not sufficiently consider future traffic volumes when analysing the impact of development generated traffic on the surrounding road network (Bluegum Rd, Mahogany Rd, Banksia Rd, Blackboy Way and Benara Rd). SIDRA / detailed intersection analysis is required to understand the impact on surrounding intersections, notably:</p> <ul style="list-style-type: none"> <li>• Banksia Rd – Beechboro Road North; and</li> <li>• Mahogany Rd – Benara Rd</li> </ul> <p>Analysis of the level of service on the surrounding road network will also be required as part of a revised TIA.</p> <p>The concept subdivision design advertised in support of Amd. 211 proposed an access arrangement consistent with that which existed during operation of JSRACS, i.e. new access roads from Flametree Place and Beechboro Road North (within the City of Swan), and one new access road from Blackboy Way (within the City of Bayswater). These access roads were generally aligned with/did not increase the number of existing access points. An additional local road extending from the eastern corner of Blackboy Way was proposed at that time, to provide direct lot access to proposed residential lots only, and which terminated in a cul-de-sac with no through access to the development site nor Beechboro Road North.</p> <p>The applicant's justification at that time was accepted, and is summarised as follows:</p> <p>While acknowledging that the proposed residential redevelopment of the JSRACS site will increase the total number of vehicle trips generated (JSRACS generated in the order of 580 vehicle trips per day, whilst the residential development is forecast to generate approximately 1,100 trips per day), the distribution of trips throughout the day will change, resulting in less impact in peak periods than when the school was operational. (250+ trips in AM/PM peak hours during operation of the school vs. c.100 trips in AM/PM peak generated by residential development). The assertion at that time that there would be no additional impact on the road network as a result was reasonable due to the</p>	<p>As outlined in the TIA and in Transcore's response to the previous point the TIA established that no detailed assessment of the LSP traffic is required or warranted in accordance with WAPC guidelines. Nevertheless, in good faith, the revised TIA articulates the exact level of traffic increase on the surrounding road network associated with the LSP and includes SIDRA analysis of these two intersections plus two LSP intersections with Blackboy Way.</p> <p>It should be noted that the net traffic increase as a result of the LSP is less than that reported in the TIA as technically the historical traffic associated with the school should be deducted with the LSP traffic to establish the actual traffic increase as a result of the LSP. Accordingly, the net traffic increase as a result of the LSP considering the school traffic will be as follows:</p> <ul style="list-style-type: none"> <li>• Daily traffic increase: <math>1,050 - 580 = 470\text{vpd}</math></li> <li>• Peak hour decrease: <math>84 - 290 = -206\text{vph}</math></li> </ul> <p>It is evident that as a result of the LSP, the net daily traffic volume increase on the surrounding road network is 470vpd, however, during the peak hours the net traffic decreases on the surrounding road network by 206vph.</p> <p>This fact demonstrates again that SIDRA analysis of intersections as a result of the LSP is not warranted</p>





City of Swan Advertising Queries to City of Bayswater		
City of Swan question	City of Bayswater Response	Project Team Response
	<p>retention of existing access arrangements and the reduction in peak period trip generation; although it is noted that schools generally experience peak periods which do not align with the peak on the broader network.</p> <p>The concept subdivision design and site access arrangements have materially changed since that time, with the Beechboro Road North access removed and the Blackboy Way extension modified to provide site access. The current design results in approximately 80% of development-generated traffic utilising the City of Bayswater road network for access and partially relies on the Lot 11210 local road dedication to provide through traffic access from Blackboy Way to the development site.</p> <p>The applicant has not sufficiently demonstrated the impact of this design modification on the City's local road network, nor the transport network more broadly (including intersections with Benara and Beechboro roads). The methodology regarding development trip generation is reasonable, however no baseline has been provided regarding overall impact of this development on expected traffic volume growth, given that this development will not be built until post-opening of Noranda Station. Traffic modelling and intersection analysis is required, and the base year for assessment must be post-opening of Noranda Station. The TIA quotes a 2031 assessment year, however presents a stand-alone trip generation analysis rather than modelling impacts in the context of background traffic growth over that period.</p> <p>In order for the City, to have a comprehensive view of the impacts of planned and proposed development in the locality and to plan for future upgrades, this level of assessment is required.</p>	<p>however, in good faith, this analysis is undertaken and documented on the revised TIA.</p> <p>As outlined earlier, in Transcore's responses and assuming that the background traffic growth in this area referred to is associated with the future Noranda Train Station (as the area is otherwise fully developed), the quantification and assessment of this traffic is not the responsibility of this LSP and the City needs to liaise with PTA on this matter. It is assumed that PTA, as part of the development application for the station, would have prepared a TIA and would have quantified any traffic increases as a result of the station on the surrounding road network.</p> <p>Once again, any such future upgrade has no relevance to this LSP considering the net traffic changes outlined above as a result of the LSP.</p>







City of Bayswater Comments/Recommended Modifications		
Recommendation	Rationale	Project Team Response
<p><b>Point 6</b> The City recommends further traffic modelling and intersection analysis.</p>	<p>A Transport Impact Assessment (Transcore, 24 May 2024) has been prepared, which updates a previously prepared Transport Impact Statement (Shawmac, 3 April 2024) which supported Amendment 211 to LPS 17. The TIS estimated that the proposed residential development would generate 1,123 daily vehicle trips, including 100 in the AM peak hour and 104 in the PM peak hour. This was found to be significantly less than the volumes generated by the JSRACS when operational however, critically, the concept plan contemplated by the Scheme Amendment proposed the retention of existing access arrangements, i.e. new access roads were retained in similar locations to existing school vehicle access points.</p> <p>Additionally, schools typically generate peak period vehicle trips which do not align with the broader transport network, especially in the PM peak.</p> <p>The updated TIA estimates that the proposed residential development will generate 1,050 daily vehicle trips, and approximately 84 vehicle trips in the AM and PM peak hours. The TIA adopts an 'assessment year' of 2031 for this analysis, however no modelling or intersection analysis has been carried out and the TIA only considers estimated trip generation, with no consideration of background traffic growth to 2031. This means that the impact of the trip generation estimated in the TIA cannot be analysed in the context of background traffic growth to 2031, and potential road and intersection upgrades that may be required as a result. In addition to demonstrating the scale of impact of the proposed development, this analysis is required to help the City understand the anticipated timeline of forecast traffic growth in order to plan for future upgrades. It is noted that the opening of Noranda Station in late 2024 will place additional pressure on the surrounding road network, and this traffic growth must be considered as part of analysing future network and intersection capacity.</p>	<p>The issues raised by City of Bayswater is a repeat of the same issues raised above. As outlined earlier, the level of assessment of a proposed structure plan is articulated in the WAPC guidelines and consultants and approval authorities are expected to follow these guidelines. Due to relatively low traffic generation associated with the LSP and in accordance with WAPC guidelines, no detailed analysis of the LSP traffic including SIDRA analysis is warranted. Nevertheless, in good faith, SIDRA analysis is undertaken and documented in the revised TIA.</p> <p>As outlined earlier, quantification and assessment of the future Noranda Train Station traffic is beyond the scope of this LSP and is a matter between City and PTA.</p>





City of Bayswater Comments/Recommended Modifications		
Recommendation	Rationale	Project Team Response
	<b>The findings of the TIA regarding peak period trip generation are unlikely to trigger the need for additional traffic assessment at subdivision stage, therefore these issues require resolution at structure plan stage</b>	
<b>Point 10</b> The City recommends the inclusion of an “indicative street connection” from Beechboro Road North on the Local Structure Plan Map. The City further recommends that this access be designed as left-in/left-out only.	<p>While the City of Bayswater has previously provided in-principle support for the dedication of Lot 11210 (Blackboy Way Reserve) as a local road, the proposed dedication has not yet undergone community engagement, nor been considered by Council. Given that lawful access to the subject site is not presently provided via the proposed Blackboy Way extension, the City recommends inclusion of an ‘indicative street connection’ from Beechboro Road North directly to the structure plan area.</p> <p>It is considered that a local access road from Beechboro Road North into the development site will help to alleviate anticipated traffic issues at Blackboy Way, Mahogany Rd, Banksia Rd and Benara Rd. Any additional access street will need to be carefully sited, located to not conflict with Wandoo Rd, and may require a slip lane.</p> <p>In order to manage potential impacts that through-access may have on the structure plan area, it is recommended that this access (if required at subdivision stage) is designed as left- in/left-out.</p> <p><b>This modification can not be deferred to subdivision stage.</b></p>	<p>The project team is unclear on the rationale for this request, particularly given lawful access will be available from Blackboy Way and Flametree Place irrespective of whether Lot 11210 is dedicated as a local road. The introduction of an additional left-in/left-out on Beechboro Road would likely see a significant increase in vehicle volumes on the surrounding local road network given the provision of access onto Beechboro Road. In particular, this would see an increase in vehicle volumes along Blackboy Way, as a vehicle access onto Beechboro Road would provide a rat-run access to both Noranda train station and the Acacia Way access to the Tonkin Highway Shared Path. It was understood that due to these concerns the City of Bayswater did not support Blackboy Way connecting to Beechboro Road, as requested by the PTA, through consideration of Scheme Amendment No. 211. It is considered that an access point into the Structure Plan area would render similar outcomes on the ground and introduce concerns that the City of Bayswater previously requested were designed out of the project. Further as outlined above, we reiterate that the level of traffic generated by this LSP does not warrant a direct connection to Beechboro Road North. Such a connection will result in undesirable ‘rat-run’ traffic through the structure plan.</p>





City of Bayswater Comments/Recommended Modifications		
Recommendation	Rationale	Project Team Response
<b>Point 11</b> The City recommends modification of the Movement Strategy Plan (Figure 10) to incorporate the road hierarchy identified in the Transport Impact Assessment.	The Movement Strategy Plan identifies all local streets as Access Street D, however the TIA identifies the two access streets which intersect with Blackboy Way as Access Street C. This conflict requires resolution.	This request is noted and the revised TIA has reclassified all the LSP road network as <i>Access Street D</i> . As a result, Figure 9 of the TIA has been updated and Figure 10 has been deleted.
	The Movement Strategy plan should also incorporate Recommendations 8 & 9 regarding footpath location and provision for a shared path connection between Blackboy Way and Beechboro Road North. <b>This modification can not be deferred to subdivision stage.</b>	

Main Roads'	Transcore's Response
<p>"1. The traffic generation of the proposed Structure Plan is over 100 trips in the AM and 104 trips in the PM peaks triggers the requirement for a Traffic Impact Assessment (TIA) under the Transport Impact Assessment Guidelines to be prepared. It would be reasonable to request this report considering the following:</p> <ul style="list-style-type: none"> <li>• Trip Generation in the submitted TIA requires reconsideration. The site is currently vacant.</li> <li>• Trip distribution hasn't been considered within the submitted TIS. It is uncertain how traffic generated by the Structure Plan will impact the road network in the AM and PM peaks.</li> <li>• Safety and Mitigation Strategies should be identified as part of the TIA supporting the Structure Plan. The TIA should ensure new developments and/or changes to the network do not adversely impact upon safety and infrastructure upgrades are coordinated.</li> </ul> <p>It is acknowledged modification to local roads are proposed and as such require consideration."</p>	<p>It is not understood why this application has been referred to Main Roads WA as none of the abutting roads to the LSP area are State Roads. Under WAPC Delegated Authority, applications only need to be referred to Main Roads WA if the LSP area abuts a Primary Regional Road reservation.</p> <p>Nevertheless, responses to Main Roads' comments are provided:</p> <ul style="list-style-type: none"> <li>• As outlined earlier, the actual net daily traffic generation as a result of the LSP is less than that reported in the TIA and in fact, there will be a reduction of traffic during the peak hours as a result of the substitution of the school traffic by LSP traffic.</li> <li>• Trip distribution is outlined in Section 7.2 of the TIA.</li> <li>• As the traffic generation of the LSP is relatively low, particularly, considering the previous school traffic, no safety investigation or mitigation measures is warranted.</li> </ul>





City of Swan	Transcore's Response
<u>Traffic</u> Require Traffic island on the new road intersecting Flametree Place at the bend for traffic safety reasons.	The City will need to clarify a specifically what type of traffic island is requested at the LSP new road intersection with Flametree Place. Such an island can be considered and incorporated during the detailed design/subdivision stage of the project.



# Appendix C

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## SIDRA RESULTS

**Table 3: SIDRA Output – Benara Road/Mahogany Road Intersection AM Peak (Existing Situation)**

Vehicle Movement Performance														
Mov ID	Turn	INPUT VOLUMES		DEMAND FLOWS		Deg Satn	Aver. Delay	Level of Service	95% BACK OF QUEUE		Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed
		[ Total veh/h	HV] %	[ Total veh/h	HV] %	v/c	sec		[ Veh. veh	Dist] m				km/h
East: Benara Rd														
11	T1	827	5.0	871	5.0	0.233	0.0	LOS A	0.0	0.0	0.00	0.00	0.00	69.9
12	R2	13	2.0	14	2.0	0.018	9.2	LOS A	0.1	0.4	0.46	0.67	0.46	27.0
Approach		840	5.0	884	5.0	0.233	0.2	NA	0.1	0.4	0.01	0.01	0.01	68.7
North: Mahogany Rd														
1	L2	48	2.0	51	2.0	0.049	5.7	LOS A	0.2	1.3	0.33	0.56	0.33	45.5
3	R2	89	2.0	94	2.0	0.944	121.9	LOS F	6.0	45.6	0.99	1.53	2.88	16.5
Approach		137	2.0	144	2.0	0.944	81.2	LOS F	6.0	45.6	0.76	1.19	1.99	19.9
West: Benara Rd														
4	L2	27	2.0	28	2.0	0.149	6.4	LOS A	0.0	0.0	0.00	0.06	0.00	64.0
5	T1	500	5.4	526	5.4	0.149	0.0	LOS A	0.0	0.0	0.00	0.03	0.00	69.4
Approach		527	5.2	555	5.2	0.149	0.4	NA	0.0	0.0	0.00	0.03	0.00	69.0
All Vehicles		1504	4.8	1583	4.8	0.944	7.6	NA	6.0	45.6	0.07	0.13	0.18	57.0

**Table 4: SIDRA Output – Benara Road/Mahogany Road Intersection PM Peak (Existing Situation)**

Vehicle Movement Performance														
Mov ID	Turn	INPUT VOLUMES		DEMAND FLOWS		Deg. Satn	Aver. Delay	Level of Service	95% BACK OF QUEUE		Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed
		[ Total veh/h ]	[ HV % ]	[ Total veh/h ]	[ HV % ]				[ Veh. veh ]	[ Dst ] m				
East: Benara Rd														
11	T1	546	5.0	575	5.0	0.155	0.0	LOSA	0.0	0.0	0.00	0.00	0.00	69.9
12	R2	70	2.0	74	2.0	0.157	13.4	LOS B	0.5	3.6	0.71	0.89	0.71	25.5
Approach		616	4.7	648	4.7	0.157	1.5	NA	0.5	3.6	0.08	0.10	0.08	61.1
North: Mahogany Rd														
1	L2	28	2.0	29	2.0	0.033	6.3	LOSA	0.1	0.9	0.41	0.60	0.41	45.1
3	R2	44	2.0	46	2.0	0.611	80.2	LOS F	2.2	16.3	0.97	1.09	1.36	21.8
Approach		72	2.0	76	2.0	0.611	51.5	LOS F	2.2	16.3	0.75	0.90	0.99	25.8
West: Benara Rd														
4	L2	80	2.0	84	2.0	0.246	6.4	LOSA	0.0	0.0	0.00	0.12	0.00	63.2
5	T1	789	5.4	831	5.4	0.246	0.1	LOSA	0.0	0.0	0.00	0.05	0.00	68.9
Approach		869	5.1	915	5.1	0.246	0.6	NA	0.0	0.0	0.00	0.06	0.00	68.3
All Vehicles		1557	4.8	1639	4.8	0.611	3.3	NA	2.2	16.3	0.07	0.11	0.08	61.2



Table 5: SIDRA Output – Benara Road/Mahogany Road Intersection AM Peak (Year 2034)

Vehicle Movement Performance														
Mov ID	Turn	INPUT VOLUMES		DEMAND FLOWS		Deg Satn	Aver Delay	Level of Service	95% BACK OF QUEUE		Prop Que	Effective Stop Rate	Aver No. Cycles	Aver Speed
		[ Total veh/h ]	[ HV % ]	[ Total veh/h ]	[ HV % ]				[ Veh. veh ]	[ Dist m ]				
East: Benara Rd														
11	T1	934	5.0	983	5.0	0.265	0.0	LOS A	0.0	0.0	0.00	0.00	0.00	69.8
12	R2	16	2.0	17	2.0	0.024	9.7	LOS A	0.1	0.5	0.50	0.70	0.50	26.8
Approach		950	4.9	1000	4.9	0.265	0.2	NA	0.1	0.5	0.01	0.01	0.01	68.5
North: Mahogany Rd														
1	L2	78	2.0	82	2.0	0.082	5.8	LOS A	0.3	2.3	0.36	0.58	0.36	45.4
3	R2	98	2.0	103	2.0	1.481	519.1	LOS F	26.2	198.5	1.00	2.72	7.27	4.8
Approach		176	2.0	185	2.0	1.481	291.6	LOS F	26.2	198.5	0.71	1.77	4.20	7.0
West: Benara Rd														
4	L2	37	2.0	39	2.0	0.166	6.4	LOS A	0.0	0.0	0.00	0.08	0.00	63.7
5	T1	552	5.4	581	5.4	0.166	0.0	LOS A	0.0	0.0	0.00	0.04	0.00	69.2
Approach		589	5.2	620	5.2	0.166	0.4	NA	0.0	0.0	0.00	0.04	0.00	68.8
All Vehicles		1715	4.7	1805	4.7	1.481	30.2	NA	26.2	198.5	0.08	0.20	0.44	38.0

Table 6: SIDRA Output – Benara Road/Mahogany Road Intersection PM Peak (Year 2034)

Vehicle Movement Performance														
Mov ID	Turn	INPUT VOLUMES		DEMAND FLOWS		Deg Satn	Aver Delay	Level of Service	95% BACK OF QUEUE		Prop Que	Effective Stop Rate	Aver No. Cycles	Aver Speed
		[ Total veh/h ]	[ HV % ]	[ Total veh/h ]	[ HV % ]				[ Veh. veh ]	[ Dist m ]				
East: Benara Rd														
11	T1	613	5.0	645	5.0	0.173	0.0	LOS A	0.0	0.0	0.00	0.00	0.00	69.9
12	R2	81	2.0	85	2.0	0.217	15.6	LOS C	0.7	5.1	0.77	0.92	0.81	24.8
Approach		694	4.6	731	4.6	0.217	1.8	NA	0.7	5.1	0.09	0.11	0.09	60.5
North: Mahogany Rd														
1	L2	44	2.0	46	2.0	0.054	6.6	LOS A	0.2	1.4	0.44	0.63	0.44	44.8
3	R2	49	2.0	52	2.0	1.046	256.9	LOS F	6.5	49.1	1.00	1.49	2.84	9.1
Approach		93	2.0	98	2.0	1.046	138.5	LOS F	6.5	49.1	0.73	1.09	1.70	13.1
West: Benara Rd														
4	L2	105	2.0	111	2.0	0.276	6.5	LOS A	0.0	0.0	0.00	0.14	0.00	62.9
5	T1	872	5.4	918	5.4	0.276	0.1	LOS A	0.0	0.0	0.00	0.06	0.00	68.7
Approach		977	5.0	1028	5.0	0.276	0.8	NA	0.0	0.0	0.00	0.07	0.00	68.0
All Vehicles		1764	4.7	1857	4.7	1.046	8.4	NA	6.5	49.1	0.07	0.14	0.13	54.6





**Table 7: SIDRA Output – Benara Road/Mahogany Road Intersection AM Peak (Year 2034 – no LSP)**

Vehicle Movement Performance														
Mov ID	Turn	INPUT VOLUMES		DEMAND FLOWS		Deg. Satn	Aver. Delay	Level of Service	95% BACK OF QUEUE		Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed
		[ Total veh/h ]	HV %	[ Total veh/h ]	HV %				[ Veh veh ]	[ Dist m ]				
East: Benara Rd														
11	T1	914	5.0	962	5.0	0.257	0.0	LOS A	0.0	0.0	0.00	0.00	0.00	69.8
12	R2	14	2.0	15	2.0	0.020	9.7	LOS A	0.1	0.5	0.50	0.70	0.50	26.8
Approach		928	5.0	977	5.0	0.257	0.2	NA	0.1	0.5	0.01	0.01	0.01	68.7
North: Mahogany Rd														
1	L2	53	2.0	56	2.0	0.056	5.8	LOS A	0.2	1.5	0.35	0.58	0.35	45.4
3	R2	98	2.0	103	2.0	1.390	439.8	LOS F	23.3	176.4	1.00	2.61	6.84	5.6
Approach		151	2.0	159	2.0	1.390	287.5	LOS F	23.3	176.4	0.77	1.89	4.56	7.3
West: Benara Rd														
4	L2	30	2.0	32	2.0	0.164	6.4	LOS A	0.0	0.0	0.00	0.07	0.00	64.0
5	T1	552	5.4	581	5.4	0.164	0.0	LOS A	0.0	0.0	0.00	0.03	0.00	69.3
Approach		582	5.2	613	5.2	0.164	0.4	NA	0.0	0.0	0.00	0.03	0.00	69.0
All Vehicles		1661	4.8	1748	4.8	1.390	26.4	NA	23.3	176.4	0.07	0.19	0.42	40.4

**Table 8: SIDRA Output – Benara Road/Mahogany Road Intersection PM Peak (Year 2034 – no LSP)**

Vehicle Movement Performance														
Mov ID	Turn	INPUT VOLUMES		DEMAND FLOWS		Deg. Satn	Aver. Delay	Level of Service	95% BACK OF QUEUE		Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed
		[ Total veh/h ]	HV %	[ Total veh/h ]	HV %	v/c	sec		[ Veh. veh ]	[ Dist. m ]				km/h
East: Benara Rd														
11	T1	603	5.0	635	5.0	0.171	0.0	LOS A	0.0	0.0	0.00	0.00	0.00	69.9
12	R2	77	2.0	81	2.0	0.201	15.1	LOS C	0.6	4.6	0.76	0.91	0.78	24.9
Approach		680	4.7	716	4.7	0.201	1.7	NA	0.6	4.6	0.09	0.10	0.09	60.9
North: Mahogany Rd														
1	L2	31	2.0	33	2.0	0.039	6.6	LOS A	0.1	1.0	0.44	0.63	0.44	44.8
3	R2	49	2.0	52	2.0	0.990	221.3	LOS F	5.4	40.7	1.00	1.41	2.53	10.4
Approach		80	2.0	84	2.0	0.990	138.1	LOS F	5.4	40.7	0.78	1.11	1.72	13.6
West: Benara Rd														
4	L2	88	2.0	93	2.0	0.271	6.5	LOS A	0.0	0.0	0.00	0.12	0.00	63.1
5	T1	872	5.4	918	5.4	0.271	0.1	LOS A	0.0	0.0	0.00	0.05	0.00	68.9
Approach		960	5.1	1011	5.1	0.271	0.7	NA	0.0	0.0	0.00	0.06	0.00	68.3
All Vehicles		1720	4.8	1811	4.8	0.990	7.5	NA	5.4	40.7	0.07	0.12	0.11	56.0



**Table 9: SIDRA Output – Beechboro Road/Banksia Road Intersection AM Peak (Existing Situation)**

Vehicle Movement Performance														
Mov ID	Turn	DEMAND FLOWS		ARRIVAL FLOWS		Deg Satn	Aver. Delay	Level of Service	95% BACK OF QUEUE		Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver Speed
		[ Total veh/h ]	HV %	[ Total HV veh/h ]	%	v/c	sec		[ Veh. veh ]	Dist m				km/h
South: Beechboro Rd														
3	L2	15	2.0	15	2.0	0.171	5.6	LOS A	0.0	0.0	0.00	0.03	0.00	54.9
4	T1	625	4.1	625	4.1	0.171	0.0	LOS A	0.0	0.0	0.00	0.01	0.00	59.7
Approach		640	4.1	640	4.1	0.171	0.2	NA	0.0	0.0	0.00	0.01	0.00	59.7
East: Median														
5	T1	17	2.0	17	2.0	0.021	2.6	LOS A	0.1	0.5	0.50	0.39	0.50	33.2
Approach		17	2.0	17	2.0	0.021	2.6	LOS A	0.1	0.5	0.50	0.39	0.50	33.2
West: Banksia Rd														
1	L2	22	2.0	22	2.0	0.018	5.6	LOS A	0.1	0.5	0.36	0.54	0.36	47.5
2	T1	12	2.0	12	2.0	0.014	6.6	LOS A	0.0	0.4	0.50	0.63	0.50	31.2
Approach		34	2.0	34	2.0	0.018	5.9	LOS A	0.1	0.5	0.41	0.58	0.41	45.0
All Vehicles		691	3.9	691	3.9	0.171	0.5	NA	0.1	0.5	0.03	0.05	0.03	58.8
North: Beechboro Rd														
2	T1	1085	5.5	1085	5.5	0.294	0.1	LOS A	0.0	0.0	0.00	0.00	0.00	59.8
3	R2	17	2.0	17	2.0	0.010	5.5	LOS A	0.0	0.0	0.00	0.58	0.00	50.9
Approach		1102	5.4	1102	5.4	0.294	0.2	NA	0.0	0.0	0.00	0.01	0.00	59.7
West: Median														
1	R2	12	2.0	12	2.0	0.039	11.0	LOS B	0.1	1.0	0.78	0.79	0.78	29.9
Approach		12	2.0	12	2.0	0.039	11.0	LOS B	0.1	1.0	0.78	0.79	0.78	29.9
All Vehicles		1114	5.4	1114	5.4	0.294	0.3	NA	0.1	1.0	0.01	0.02	0.01	59.5

**Table 10: SIDRA Output – Beechboro Road/Banksia Road Intersection PM Peak (Existing Situation)**

Vehicle Movement Performance														
Mov ID	Turn	DEMAND FLOWS		ARRIVAL FLOWS		Deg. Satn	Aver. Delay	Level of Service	95% BACK OF QUEUE		Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed
		[ Total veh/h ]	HV %	[ Total HV veh/h ]	%	v/c	sec		[ Veh veh ]	Dist m				km/h
South: Beechboro Rd														
3	L2	14	2.0	14	2.0	0.257	5.6	LOS A	0.0	0.0	0.00	0.02	0.00	55.1
4	T1	947	4.1	947	4.1	0.257	0.0	LOS A	0.0	0.0	0.00	0.01	0.00	59.8
Approach		961	4.1	961	4.1	0.257	0.1	NA	0.0	0.0	0.00	0.01	0.00	59.7
East: Median														
5	T1	23	2.0	23	2.0	0.043	5.1	LOS A	0.1	1.1	0.64	0.63	0.64	28.8
Approach		23	2.0	23	2.0	0.043	5.1	LOS A	0.1	1.1	0.64	0.63	0.64	28.8
West: Banksia Rd														
1	L2	17	2.0	17	2.0	0.017	6.4	LOS A	0.1	0.5	0.46	0.60	0.46	47.1
2	T1	14	2.0	14	2.0	0.025	9.0	LOS A	0.1	0.6	0.64	0.77	0.64	27.3
Approach		31	2.0	31	2.0	0.025	7.5	LOS A	0.1	0.6	0.54	0.67	0.54	42.3
All Vehicles		1015	4.0	1015	4.0	0.257	0.5	NA	0.1	1.1	0.03	0.04	0.03	59.0
North: Beechboro Rd														
2	T1	678	5.5	678	5.5	0.184	0.0	LOS A	0.0	0.0	0.00	0.00	0.00	59.9
3	R2	23	2.0	23	2.0	0.013	5.5	LOS A	0.0	0.0	0.00	0.58	0.00	50.9
Approach		701	5.4	701	5.4	0.184	0.2	NA	0.0	0.0	0.00	0.02	0.00	59.7
West: Median														
1	R2	14	2.0	14	2.0	0.024	4.5	LOS A	0.1	0.6	0.57	0.50	0.57	37.7
Approach		14	2.0	14	2.0	0.024	4.5	LOS A	0.1	0.6	0.57	0.50	0.57	37.7
All Vehicles		715	5.3	715	5.3	0.184	0.3	NA	0.1	0.6	0.01	0.03	0.01	59.4



Table 11: SIDRA Output – Beechboro Road/Banksia Road Intersection AM Peak (Year 2034)

Vehicle Movement Performance														
Mov ID	Turn	DEMAND FLOWS		ARRIVAL FLOWS		Deg Satn	Aver Delay	Level of Service	95% BACK OF QUEUE		Prop. Que	Effective Stop Rate	Aver No Cycles	Aver Speed
		[ Total veh/h ]	[ HV % ]	[ Total HV ]	[ % ]	v/c	sec		[ Veh. veh ]	[ Dist m ]				km/h
South: Beechboro Rd														
3	L2	21	2.0	21	2.0	0.190	5.6	LOS A	0.0	0.0	0.00	0.04	0.00	54.7
4	T1	691	4.1	691	4.1	0.190	0.0	LOS A	0.0	0.0	0.00	0.02	0.00	59.7
Approach		712	4.0	712	4.0	0.190	0.2	NA	0.0	0.0	0.00	0.02	0.00	59.6
East: Median														
5	T1	23	2.0	23	2.0	0.031	3.1	LOS A	0.1	0.8	0.52	0.44	0.52	32.3
Approach		23	2.0	23	2.0	0.031	3.1	LOS A	0.1	0.8	0.52	0.44	0.52	32.3
West: Banksia Rd														
1	L2	37	2.0	37	2.0	0.031	5.8	LOS A	0.1	0.9	0.38	0.57	0.38	47.4
2	T1	26	2.0	26	2.0	0.036	7.1	LOS A	0.1	0.9	0.53	0.69	0.53	30.2
Approach		63	2.0	63	2.0	0.036	6.3	LOS A	0.1	0.9	0.44	0.62	0.44	43.9
All Vehicles		798	3.8	798	3.8	0.190	0.8	NA	0.1	0.9	0.05	0.08	0.05	58.2
North: Beechboro Rd														
2	T1	1199	5.5	1199	5.5	0.325	0.1	LOS A	0.0	0.0	0.00	0.00	0.00	59.8
3	R2	23	2.0	23	2.0	0.013	5.5	LOS A	0.0	0.0	0.00	0.58	0.00	50.9
Approach		1222	5.4	1222	5.4	0.325	0.2	NA	0.0	0.0	0.00	0.01	0.00	59.7
West: Median														
1	R2	26	2.0	26	2.0	0.108	14.5	LOS B	0.3	2.7	0.83	0.84	0.83	26.9
Approach		26	2.0	26	2.0	0.108	14.5	LOS B	0.3	2.7	0.83	0.84	0.83	26.9
All Vehicles		1248	5.4	1248	5.4	0.325	0.5	NA	0.3	2.7	0.02	0.03	0.02	59.1

Table 12: SIDRA Output – Beechboro Road/Banksia Road Intersection PM Peak (Year 2034)

Vehicle Movement Performance														
Mov ID	Turn	DEMAND FLOWS		ARRIVAL FLOWS		Deg. Satn	Aver. Delay	Level of Service	95% BACK OF QUEUE		Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed
		[ Total veh/h ]	[ HV % ]	[ Total HV ]	[ % ]	v/c	sec		[ Veh. veh ]	[ Dist m ]				km/h
South: Beechboro Rd														
3	L2	26	2.0	26	2.0	0.287	5.6	LOS A	0.0	0.0	0.00	0.03	0.00	54.8
4	T1	1046	4.1	1046	4.1	0.287	0.0	LOS A	0.0	0.0	0.00	0.01	0.00	59.7
Approach		1073	4.0	1073	4.0	0.287	0.2	NA	0.0	0.0	0.00	0.01	0.00	59.6
East: Median														
5	T1	36	2.0	36	2.0	0.077	6.5	LOS A	0.3	1.9	0.70	0.70	0.70	27.0
Approach		36	2.0	36	2.0	0.077	6.5	LOS A	0.3	1.9	0.70	0.70	0.70	27.0
West: Banksia Rd														
1	L2	25	2.0	25	2.0	0.026	6.6	LOS A	0.1	0.7	0.48	0.63	0.48	46.9
2	T1	22	2.0	22	2.0	0.047	10.3	LOS B	0.2	1.2	0.69	0.85	0.69	25.6
Approach		47	2.0	47	2.0	0.047	8.4	LOS A	0.2	1.2	0.58	0.73	0.58	41.2
All Vehicles		1156	3.9	1156	3.9	0.287	0.7	NA	0.3	1.9	0.05	0.07	0.05	58.5
North: Beechboro Rd														
2	T1	748	5.5	748	5.5	0.203	0.1	LOS A	0.0	0.0	0.00	0.00	0.00	59.9
3	R2	36	2.0	36	2.0	0.020	5.6	LOS A	0.0	0.0	0.00	0.58	0.00	50.9
Approach		784	5.3	784	5.3	0.203	0.3	NA	0.0	0.0	0.00	0.03	0.00	59.6
West: Median														
1	R2	22	2.0	22	2.0	0.042	5.4	LOS A	0.1	1.1	0.61	0.58	0.61	36.4
Approach		22	2.0	22	2.0	0.042	5.4	LOS A	0.1	1.1	0.61	0.58	0.61	36.4
All Vehicles		806	5.2	806	5.2	0.203	0.4	NA	0.1	1.1	0.02	0.04	0.02	59.2



**Table 13: SIDRA Output – Blackboy Way Western Access Intersection AM Peak (Year 2034)**

Vehicle Movement Performance														
Mov ID	Turn	INPUT VOLUMES		DEMAND FLOWS		Deg. Satn	Aver. Delay	Level of Service	95% BACK OF QUEUE		Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed
		[ Total veh/h ]	[ HV % ]	[ Total veh/h ]	[ HV % ]				[ Veh. veh ]	[ Dist m ]				
East: Blackboy Way														
11	T1	7	2.0	7	2.0	0.004	0.0	LOS A	0.0	0.0	0.02	0.07	0.02	48.9
12	R2	1	2.0	1	2.0	0.004	4.6	LOS A	0.0	0.0	0.02	0.07	0.02	35.6
Approach		8	2.0	8	2.0	0.004	0.6	NA	0.0	0.0	0.02	0.07	0.02	48.0
North: Access 1														
1	L2	1	2.0	1	2.0	0.018	0.0	LOS A	0.1	0.4	0.06	0.12	0.06	27.7
3	R2	20	2.0	21	2.0	0.018	0.6	LOS A	0.1	0.4	0.06	0.12	0.06	36.7
Approach		21	2.0	22	2.0	0.018	0.6	LOS A	0.1	0.4	0.06	0.12	0.06	36.5
West: Blackboy Way														
4	L2	7	2.0	7	2.0	0.007	4.6	LOS A	0.0	0.0	0.00	0.29	0.00	35.8
5	T1	6	2.0	6	2.0	0.007	0.0	LOS A	0.0	0.0	0.00	0.29	0.00	45.9
Approach		13	2.0	14	2.0	0.007	2.5	NA	0.0	0.0	0.00	0.29	0.00	40.0
All Vehicles		42	2.0	44	2.0	0.018	1.2	NA	0.1	0.4	0.03	0.17	0.03	39.4

**Table 14: SIDRA Output – Blackboy Way Western Access Intersection PM Peak (Year 2034)**

Vehicle Movement Performance														
Mov ID	Turn	INPUT VOLUMES		DEMAND FLOWS		Deg. Satn	Aver. Delay	Level of Service	95% BACK OF QUEUE		Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed
		[ Total veh/h ]	[ HV % ]	[ Total veh/h ]	[ HV % ]	v/c	sec		[ Veh. veh ]	[ Dist m ]				km/h
East: Blackboy Way														
11	T1	9	2.0	9	2.0	0.006	0.0	LOSA	0.0	0.0	0.02	0.06	0.02	49.0
12	R2	1	2.0	1	2.0	0.006	4.6	LOSA	0.0	0.0	0.02	0.06	0.02	35.8
Approach		10	2.0	11	2.0	0.006	0.5	NA	0.0	0.0	0.02	0.06	0.02	48.3
North: Access 1														
1	L2	1	2.0	1	2.0	0.009	0.0	LOSA	0.0	0.2	0.07	0.12	0.07	27.7
3	R2	10	2.0	11	2.0	0.009	0.6	LOSA	0.0	0.2	0.07	0.12	0.07	36.7
Approach		11	2.0	12	2.0	0.009	0.6	LOSA	0.0	0.2	0.07	0.12	0.07	36.2
West: Blackboy Way														
4	L2	17	2.0	18	2.0	0.014	4.6	LOSA	0.0	0.0	0.00	0.38	0.00	35.0
5	T1	7	2.0	7	2.0	0.014	0.0	LOSA	0.0	0.0	0.00	0.38	0.00	44.7
Approach		24	2.0	25	2.0	0.014	3.3	NA	0.0	0.0	0.00	0.38	0.00	37.5
All Vehicles		45	2.0	47	2.0	0.014	2.0	NA	0.0	0.2	0.02	0.25	0.02	39.2



Table 15: SIDRA Output – Blackboy Way Eastern Access Intersection AM Peak (Year 2034)

Vehicle Movement Performance														
Mov ID	Turn	INPUT VOLUMES		DEMAND FLOWS		Deg. Satn	Aver. Delay	Level of Service	95% BACK OF QUEUE		Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed
		[ Total veh/h ]	[ HV % ]	[ Total veh/h ]	[ HV % ]	v/c	sec		[ Veh. veh ]	[ Dist. m ]				km/h
South: Blackboy Way														
1	L2	1	2.0	1	2.0	0.008	0.0	LOS A	0.0	0.2	0.02	0.11	0.02	24.2
3	R2	9	2.0	9	2.0	0.008	0.6	LOS A	0.0	0.2	0.02	0.11	0.02	24.8
Approach		10	2.0	11	2.0	0.008	0.5	LOS A	0.0	0.2	0.02	0.11	0.02	24.7
East: Access 2														
4	L2	25	2.0	26	2.0	0.015	4.6	LOS A	0.0	0.0	0.00	0.51	0.00	38.7
5	T1	1	2.0	1	2.0	0.015	0.0	LOS A	0.0	0.0	0.00	0.51	0.00	38.0
Approach		26	2.0	27	2.0	0.015	4.5	NA	0.0	0.0	0.00	0.51	0.00	38.7
West: Blackboy Way														
11	T1	1	2.0	1	2.0	0.003	0.1	LOS A	0.0	0.1	0.09	0.42	0.09	38.7
12	R2	4	2.0	4	2.0	0.003	4.6	LOS A	0.0	0.1	0.09	0.42	0.09	24.6
Approach		5	2.0	5	2.0	0.003	3.7	NA	0.0	0.1	0.09	0.42	0.09	26.2
All Vehicles		41	2.0	43	2.0	0.015	3.4	NA	0.0	0.2	0.02	0.40	0.02	32.5

Table 16: SIDRA Output – Blackboy Way Eastern Access Intersection PM Peak (Year 2034)

Vehicle Movement Performance														
Mov ID	Turn	INPUT VOLUMES		DEMAND FLOWS		Deg. Satn	Aver. Delay	Level of Service	95% BACK OF QUEUE		Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed
		[ Total veh/h ]	[ HV % ]	[ Total veh/h ]	[ HV % ]	v/c	sec		[ Veh. veh ]	[ Dist. m ]				km/h
South: Blackboy Way														
1	L2	1	2.0	1	2.0	0.018	0.0	LOS A	0.1	0.4	0.03	0.12	0.03	24.2
3	R2	21	2.0	22	2.0	0.018	0.6	LOS A	0.1	0.4	0.03	0.12	0.03	24.7
Approach		22	2.0	23	2.0	0.018	0.5	LOS A	0.1	0.4	0.03	0.12	0.03	24.7
East: Access 2														
4	L2	13	2.0	14	2.0	0.008	4.6	LOS A	0.0	0.0	0.00	0.50	0.00	38.9
5	T1	1	2.0	1	2.0	0.008	0.0	LOS A	0.0	0.0	0.00	0.50	0.00	38.3
Approach		14	2.0	15	2.0	0.008	4.3	NA	0.0	0.0	0.00	0.50	0.00	38.9
West: Blackboy Way														
11	T1	1	2.0	1	2.0	0.002	0.0	LOS A	0.0	0.1	0.06	0.40	0.06	39.5
12	R2	3	2.0	3	2.0	0.002	4.6	LOS A	0.0	0.1	0.06	0.40	0.06	24.8
Approach		4	2.0	4	2.0	0.002	3.5	NA	0.0	0.1	0.06	0.40	0.06	27.0
All Vehicles		40	2.0	42	2.0	0.018	2.1	NA	0.1	0.4	0.02	0.28	0.02	28.6



**10.1.2 Extraordinary Vacancy - West Ward**

<b>Responsible Branch:</b>	Governance and Strategy
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority (for limbs 1 to 5) <b><i>ABSOLUTE MAJORITY REQUIRED (for limb 6 - the appointment to Committees only)</i></b>
<b>Attachments:</b>	Nil

**SUMMARY**

The resignation of Councillor Lorna Clarke, effective 31 December 2024, has created an extraordinary vacancy in the West Ward under section 2.32 of the *Local Government Act 1995* (the Act).

The Council must determine whether it wishes to fill this vacancy through an extraordinary election or seek approval from the Electoral Commissioner of the Western Australian Electoral Commission (WAEC) to allow the vacancy to remain unfilled until the 2025 Local Government Ordinary Elections.

The Council must also consider the replacement of former Councillor Clarke on several Committees of Council.

**OFFICER'S RECOMMENDATION**

**That Council:**

1. **Notes that an extraordinary vacancy has been created in the City of Bayswater West Ward, with a remaining term of 9 months;**
2. **Notes that the number of offices for the West Ward will be reducing from three to two effective from the 2025 Local Government Ordinary Elections;**
3. **Agrees to allow the vacancy in the West Ward to remain unfilled until the 2025 Local Government Ordinary Elections, subject to approval by the Electoral Commissioner of the Western Australian Electoral Commission;**
4. **Requests that the Mayor writes to the Electoral Commissioner, on behalf of the Council, seeking approval to allow the vacancy in the West Ward to remain unfilled until the 2025 Local Government Ordinary Elections;**
5. **Requests that the Mayor advises the Council of the response from the Electoral Commissioner by memorandum when received; and**  

***Simple Majority Required***
6. **Appoints the following Elected Members to Committee of Council positions, and an external Committee position, vacated by former Councillor Lorna Clarke:**
  - (a) **[Nominee] to the Reconciliation Advisory Committee;**
  - (b) **[Nominee] to the Active Transport Advisory Committee;**
  - (c) **[Nominee] as Deputy member of the WALGA East Metropolitan Zone.**

***ABSOLUTE MAJORITY REQUIRED***

**BACKGROUND**

On 18 December 2024, Councillor Lorna Clarke gave written notice of her resignation from Council to the Chief Executive Officer effective from 31 December 2024. This resignation has created an extraordinary vacancy in the West Ward. Former Councillor Clarke was initially



elected to Council in 2017 and then re-elected to a four-year term in 2021. Councillor Clarke's current term was due to end in October 2025.

## EXTERNAL CONSULTATION

The Chief Executive Officer has advised the Departmental CEO of the Department of Local Government, Sport and Cultural Industries (DLGSC) that this office has become vacant, as required under section 2.32(2) of the Act.

## OFFICER COMMENTS

When an office of an elected member becomes vacant, an election to fill the office is generally required to be held within four months of the vacancy occurring (i.e. by 30 April 2025). This is called an extraordinary election. The Council must decide on the day on which to fix the extraordinary election within one month of the vacancy occurring (i.e. by 31 January 2025). However, under certain circumstances, a vacant office may remain unfilled, or an extraordinary election may be postponed, allowing consolidation with an ordinary election.

As former Councillor Clarke has resigned after the third Saturday in October in the year before the election year in which her term of office was due to end, in accordance with section 4.17 of the Act the Council may, with the approval of the Electoral Commissioner, allow the vacancy to remain unfilled until the 2025 Local Government Ordinary Election, which will be held on 18 October 2025.

Section 4.17, 'Cases in which vacant offices can remain unfilled' of the Act states as follows:

### ***"Cases in which vacant offices can remain unfilled"***

- (1) *If a member's office becomes vacant under section 2.32 on or after the third Saturday in July in the election year in which the term of the office would have ended under the Table to section 2.28, the vacancy is to remain unfilled and the term of the member who held the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred.*
- (2) *If a member's office becomes vacant under section 2.32 —*
  - a) *after the third Saturday in October in the year before the election year in which the term of the office would have ended under the Table to section 2.28; but*
  - b) *before the third Saturday in July in that election year,*  
*the council may, with the approval of the Electoral Commissioner, allow the vacancy to remain unfilled and, in that case, the term of the member who held the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred".*

At the time of preparing this report, there are nine months of the term for this position of office remaining. If the Council was to proceed with an extraordinary election, the election process would take at least another three months to complete, so it is unlikely that this office could be filled before the end of April 2025. This would leave only six months of the term for this office remaining.

The WA Electoral Commission may have limited availability to assist the City by conducting any extraordinary election given that both the State and Federal elections will be occurring during this period.

In addition to the above, in December 2022, the City undertook a ward boundary and Elected Member representation review. The outcome of the review was a transition plan to reduce the total number of elected members over time from 11 to nine, and to adjust the ward boundaries to maintain equal representation of electors across the four wards. The reduction in the number of



West Ward elected members will decrease from three to two at the next Ordinary Elections in 2025. Therefore, whilst there are currently two West Ward elected member positions in which the term of office will be ending in October 2025 (one of these is the vacant office previously held by former Councillor Clarke), only one vacant office (for a four-year term) will be available to be filled in the 2025 Ordinary Election for the West Ward.

On this basis, City officers recommend that the Council agrees to allow the vacancy to remain unfilled until the 2025 Local Government Ordinary Elections subject to approval from the Electoral Commissioner.

City officers have been in contact with the WAEC and have been advised that the Electoral Commissioner would most likely give approval for the vacancy to remain unfilled if requested by the Council.

### **Committee membership and external representation**

Former Councillor Clarke's resignation creates a vacancy on the following Committees:

- Full Member of the Reconciliation Advisory Committee (RAC)
- Full Member of the Active Transport Advisory Committee (ATAC)
- Deputy Member of the WALGA East Metropolitan Zone Committee.

#### Reconciliation Advisory Committee

The RAC is currently made up of three Elected Members and four External Members. Councillor Clarke's resignation creates a vacancy on the RAC that could be filled by another Elected Member.

#### Active Transport Advisory Committee

The ATAC is currently made up of four Elected Members and four External Members. Councillor Clarke's resignation creates a vacancy on the ATAC that could be filled by another Elected Member.

#### Deputy Member of the WALGA East Metropolitan Zone Committee

The City's current representation on the WALGA East Metropolitan Zone Committee is two Members and two Deputy Members. Councillor Clarke's resignation creates a vacancy in the position of Deputy Member, which needs to be filled by another Elected Member.

The WALGA East Metropolitan Zone Committee has been advised of Councillor Clarke's resignation and awaits advice from the Council on a new appointment.

### **LEGISLATIVE COMPLIANCE**

The following sections of the *Local Government Act 1995* are applicable:

- S2.32 - How extraordinary vacancies occur in offices elected by electors
- S4.9 - Election-day for extraordinary election
- S4.17 - Cases in which vacant offices can remain unfilled
- S5.10 - Appointment to Committees

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Medium
Reputation and Stakeholders	Medium	Medium
Service Delivery	Medium	Medium
Environment	Low	Low
Governance and Compliance	Low	Medium
Strategic Risk	SR07-Unethical or inadequate governance and/or decision making.	

## FINANCIAL IMPLICATIONS

The cost of the last extraordinary election (held in March 2024) was approximately \$40,000. An extraordinary election has not been budgeted for during 2024/25, and funding would need to be allocated should the Council decide to hold an extraordinary election.

The total cost savings for this vacancy to remain unfilled are approximately \$30,000. This is made up of savings in elected member meeting attendance fees and the ICT allowance.

## STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.  
Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

## CONCLUSION

It is recommended that Council agrees to allow the vacancy in the West Ward to remain unfilled until the 2025 Local Government Ordinary Election and seeks approval from the Electoral Commissioner. This recommendation is consistent with the Council's previous resolution to reduce the number of Elected Members on the City of Bayswater Council from 11 to nine.

The Council should also consider the appointment of an Elected Member to the vacated Committee positions.

### 10.1.3 Agreement to Conduct Local Government Elections - Western Australian Electoral Commission

<b>Responsible Branch:</b>	Governance and Strategy
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	<b><i>ABSOLUTE MAJORITY REQUIRED</i></b>
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Cost Estimate - WAEC - 2025 LG Elections [10.1.3.1 - 3 pages]</li> <li>2. Written Agreement LG Election 2025 - Bayswater [10.1.3.2 - 1 page]</li> <li>3. Ordinary Election Process - WAEC [10.1.3.3 - 1 page]</li> </ol>
<b>Refer:</b>	Item: 10.2.5 OCM 27.01.2021

#### SUMMARY

For Council to consider the appointment of the Western Australian Electoral Commissioner to conduct the 2025 Local Government Ordinary Elections for the City of Bayswater as a postal election.

#### OFFICER'S RECOMMENDATION

That Council:

1. Declares, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2025 Ordinary Election, together with any other elections or polls which may be required; and
2. Decides, in accordance with section 4.61(2) of the *Local Government Act 1995*, that the method of conducting the elections will be as a Postal election.

***ABSOLUTE MAJORITY REQUIRED***

#### BACKGROUND

The agreement in place between the City of Bayswater and the Western Australian Electoral Commission (WAEC), for the Electoral Commissioner to be responsible for the conduct of all elections, polls and referendums for the City of Bayswater expired on 31 December 2024. The City has historically entered into a long-term agreement with the WAEC and appointed it for a three-year period. However, the WAEC has recently advised the City that any long-term agreements with local governments will now be discontinued, and a separate agreement will be required for each election cycle.

Under sections 4.20 and 4.61 of the *Local Government Act 1995* (the Act), local governments are able to request that the WAEC conducts their elections and that elections are held as postal elections.

Should Council make such a declaration, the WAEC is to appoint a person to be a Returning Officer of the local government for the election. An absolute majority decision is required. Section 4.61(4) of the Act states that a decision to conduct the election as a postal election has no effect unless it is made after the declaration by Council that the WAEC is to be responsible for the conduct of the election or in conjunction with such a declaration.

In a postal election, election packages are posted to all eligible Electors on the City of Bayswater electoral roll approximately three weeks before election day. Electors vote and then return the completed ballot papers and Elector certificates by post to the Returning Officer by 6:00pm on election day.

Local governments or, by request, the WAEC, can conduct voting in-person elections, however the WAEC has previously declined to conduct in-person elections. At an in-person election, Electors vote at polling places within their district on polling day and votes can also be posted or delivered in accordance with legislation.

## EXTERNAL CONSULTATION

The City has contacted the WAEC to seek agreement to conduct the 2025 Local Government Ordinary Elections on behalf of the City of Bayswater. A cost estimate is provided in **Attachment 1**, and a written agreement letter is provided in **Attachment 2**.

## OFFICER'S COMMENTS

In accordance with the section 4.7(1)(b) of the Act Ordinary Local Government Elections are scheduled every two years to elect Councillors on the third Saturday in October with the next ordinary elections on Saturday 18 October 2025.

The process to appoint the WAEC to conduct elections as outlined in **Attachment 3** is as follows:

- Cost estimate and agreement sought from the WAEC to conduct the City's elections.
- Formal appointment of the WAEC by the Council.

The City has contacted the WAEC to seek agreement to conduct the 2025 Local Government Ordinary Elections with the WAEC now confirming this.

A total of 124 local government requested that the WAEC conduct their ordinary elections in 2023. One of the significant benefits of the WAEC conducting the elections is that the process and the Returning Officer are largely independent of the City. This independence may improve the community's perception and confidence in the election process. In addition, postal voting is more convenient for Electors and usually achieves a higher voter participation rate.

If the City was to conduct the 2025 Local Government Ordinary Election without engaging the services of the WAEC this would have a significant impact on both the City's financial and staff resources.

Postal elections encourage greater voter participation and are considered to be more representative of the community. During the 2023 Local Government Ordinary Elections 16,810 packages were returned giving the City a participation rate of 34%, which was higher than the State average of 31% for local governments using the postal voting method.

Conducting voting in-person elections presents a number of challenges, particularly on account of the role of the Chief Executive Officer (CEO) who is also the Returning Officer. The requirements and expectations placed on the CEO when undertaking this dual role can be both contentious and time consuming. In addition to dealing with complaints received during the election period, the dual role can lead to an unwelcome perception of conflict and bias from the community.

City officers recommend that the Council appoints the WAEC to conduct the 2025 Local Government Ordinary Elections by postal election.

## LEGISLATIVE COMPLIANCE

Section 4.61 and 4.20(1) of the *Local Government Act 1995*.  
Section 4.7 of the *Local Government Act 1995*.

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Medium
Reputation and Stakeholders	Medium	Medium
Service Delivery	Medium	Medium
Environment	Low	Low
Governance and Compliance	Low	Medium
Strategic Risk	SR07 - Unethical or inadequate governance and/or decision-making.	

## FINANCIAL IMPLICATIONS

On 13 December 2024 the City received a cost estimate from the WAEC of \$260,674 (excluding GST) to conduct the 2025 Local Government Ordinary Elections, based on several assumptions including: four Councillor vacancies (one from each ward), 49,600 Electors with a voter participation response rate of approximately 35%.

The total cost of the WAEC to conduct the 2023 Local Government Ordinary Elections was approximately \$270,000. These elections also included the election of the Mayor by electors.

## STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.  
Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

## CONCLUSION

It is recommended that Council declares that the WAEC be responsible for the conduct of the City of Bayswater 2025 Ordinary Elections and that the City's elections are conducted as postal elections.

Appointing the WAEC to be responsible for the 2025 Local Government Ordinary Elections will benefit the City by ensuring that correct legislative compliance requirements are followed as well as delivering a greater level of transparency and good governance practice. Holding elections via postal voting will also increase voter participation.



Mr Jeremy Edwards  
 Chief Executive Officer  
 City of Bayswater  
 PO Box 467  
 MORLEY WA 6943

Dear Mr Edwards,

**Cost Estimate Letter: 2025 Local Government Ordinary Election**

As you are aware, the next local government ordinary election will be held on 18 October 2025. This letter is your Cost Estimate for the Western Australian Electoral Commission to conduct your election, should you proceed with making a declaration under the *Local Government Act 1995* for us to do so.

Cost Estimate

The Commission has estimated the cost to conduct your Council's election in 2025 as a postal election at approximately \$260,674 (ex GST).

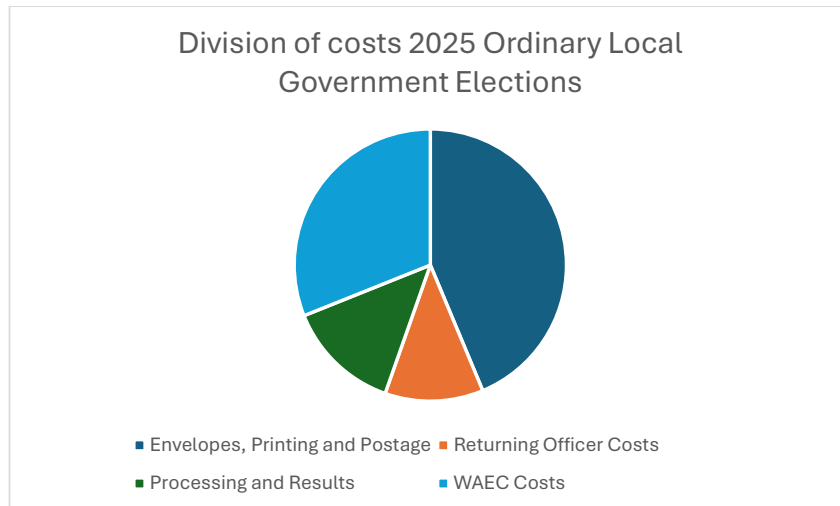
This cost has been based on the following assumptions:

- The method of election will be postal;
- 4 Councillor(s) vacancies;
- 49600 electors;
- response rate of approximately 35%
- appointment of a local Returning Officer; and
- count to be conducted at your office using CountWA.

If any of these assumptions are not correct, please contact us and we can provide a new cost estimate.

Cost Methodology

To provide your estimate, the Commission has estimated the costs of all aspects of the election, from supply of materials to staffing costs. For the 2025 Local Government elections, we have applied the following apportionment across the State:



For individual local Governments the exact apportionment of costs may differ slightly from the above, as the cost categories are determined by applying the following variables:

- Envelopes, Printing and Postage, and WAEC Costs are determined by the number of electors in your Local Government;
- Processing and Results is determined by the expected response rate for your election; and
- Returning Officer Costs are determined by the complexity of the election for the Returning Officer; we classify Local Governments into bands depending on a number of factors including number of Wards, number of vacancies and the number of candidates, and then we pay our Returning Officers a rate which reflects this band.

#### Estimated Cost of 2025 Local Government Elections

The Commission estimates that the total cost of conducting the Local Government Elections across Western Australia in 2025 will increase by \$1.3 million, compared to 2023. The key drivers for this cost increase are as follows:

- a 45% cost increase from Australia Post, comprising of a 25% increase which came into effect in March 2024, and an additional 20% proposed increase currently being considered by the Australian Competition and Consumer Commission, which if approved will take effect in July 2025; and
- a 9% increase in the salaries paid to Returning Officers as required by the Public Sector CSA Agreement 2024.

#### Variations to the final costs for your Council

In accordance with the *Local Government (Elections) Regulations 1997*, the Commission conducts elections on the basis of full accrual cost recovery. This means that should the actual costs incurred to conduct the election be less or greater than what we have estimated, the final cost may differ from the cost estimate you have been provided.



Whilst we aim to keep additional costs at a minimum wherever possible, the following are examples of where cost increases may arise:

- If a Returning Officer is selected that is not local to your area;
- If you elect for Australia Post Priority Service for the lodgement of your election package;
- If casual staff are required for the issuing of Replacement Election Packages;
- If casual staff are required to assist the Returning Officer on election day or night; or
- Unanticipated cost increases from our suppliers.

We will endeavour to keep you informed of any unanticipated cost increases as they are incurred during the election.

#### Service Commitment

The Commission is committed to conducting elections impartially, effectively, efficiently and professionally. Following each election event, we review our performance and identify ways to improve our service delivery.

The Commission acknowledges that during the 2023 Local Government Ordinary Elections, the results for many Local Governments were delayed. Since this time we have improved our Count Processes, and as demonstrated through extraordinary elections conducted in 2024, we are now able to finalise our results more quickly whilst still retaining accuracy and integrity.

If you have any suggestions for improvements we can make to deliver your election, your feedback is welcome at all times.

#### Next Steps

Should you wish to accept this cost estimate and proceed with the Electoral Commission undertaking this election, there are specific steps that must be taken under the *Local Government Act 1995*. These steps are summarised in the attached flow chart (Attachment A).

As outlined in the flow chart, if you accept this Cost Estimate then please advise of us this in writing, so that we can issue a Written Agreement letter. Both the Cost Estimate letter, and the Written Agreement letter then need to be taken to Council for a decision.

If you have any queries, please contact [lgelections@waec.wa.gov.au](mailto:lgelections@waec.wa.gov.au).

Yours sincerely,



Robert Kennedy  
**ELECTORAL COMMISSIONER**

12 December 2024



Mr Jeremy Edwards  
Chief Executive Officer  
City of Bayswater  
PO Box 467  
MORLEY WA 6943

Dear Mr Edwards,

**Written Agreement: 2025 Local Government Ordinary Election**

I refer to your correspondence dated 17 December 2024 in which you accept the Western Australian Electoral Commission's Cost Estimate for the 2025 Local Government Ordinary Election, as outlined in my letter to you dated 12 December 2024 (the Cost Estimates Letter).

This letter is my written agreement to be responsible for the conduct of the local government ordinary election for the City of Bayswater. In order to finalise this agreement, you are required under *the Local Government Act 1995* to submit the following motions to Council for a postal election:

1. declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2025 ordinary election, together with any other elections or polls which may be required;
2. decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a Postal election.

Please note that:

- the above motion/s must be presented to Council as drafted and cannot be amended in any way;
- both the Cost Estimates Letter, and this Written Agreement Letter should be attached to the item for Council consideration; and
- the above motion/s must be passed by an absolute majority.

Once the Council passes the above mentioned motion/s, please forward confirmation to the Commission to the email address below. The Commission can then proceed with arrangements for your ordinary election.

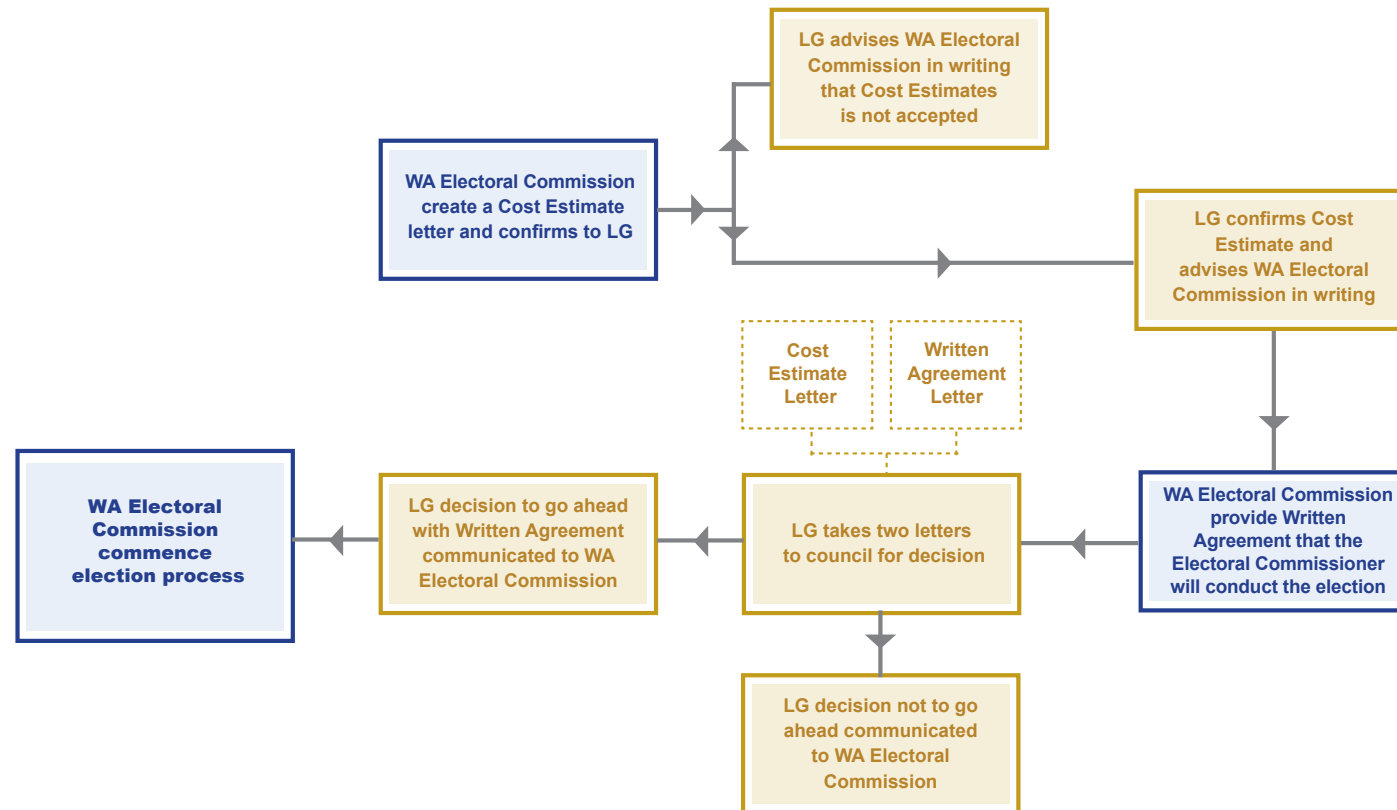
If you have any queries, please contact [lgelections@waec.wa.gov.au](mailto:lgelections@waec.wa.gov.au).

Yours sincerely,

Robert Kennedy  
**ELECTORAL COMMISSIONER**

9 January 2025

# Local Government Ordinary Election Process



**10.1.4 Proposed Naming of Reserve 33533**

<b>Responsible Branch:</b>	Property and Economic Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	Nil
<b>Refer:</b>	Item: 11.2 OCM: 24.09.2024

**SUMMARY**

The proposed name 'Pittaway Park', for Reserve 33533, located at 2 Maxwell Avenue, Noranda was advertised from 24 October 2024 to 25 November 2024 for public comment.

A total of two submissions were received, and both submissions were supportive of the naming. In light of these submissions, it is recommended that Council approves 'Pittaway Park' as the formal name for Reserve 33533.

**OFFICER'S RECOMMENDATION**

**That Council approves the name 'Pittaway Park' as a replacement for the existing informal name 'Maxwell Reserve' of Reserve 33533, 2 Maxwell Avenue, Noranda and forwards the proposal to Landgate for their approval.**

**BACKGROUND**

At its Ordinary Council Meeting held 24 September 2024, Council considered a request to name Reserve 33533 and resolved the following:

*"That:*

- 1. Council endorses the name 'Pittaway Park' for public advertising, as a replacement for the existing informal name 'Maxwell Reserve' for Reserve 33533, 2 Maxwell Avenue, Noranda;*
- 2. The proposed name in limb 1 above be advertised for public comment for a period of 30 days;*
- 3. The outcomes of the consultation and investigations be presented to Council once complete."*



## EXTERNAL CONSULTATION

In accordance with Council's resolution, the proposal to name the reserve 'Pittaway Park' was advertised from 24 October 2024 to 25 November 2024 by way of:

- Written notice sent to landowners in the locality;
- Notification being published in the local newspaper;
- Public notice placed on the City's website; and
- Information and survey placed on the City's engagement website and the City of Bayswater Civic Centre and Libraries.

## OFFICER'S COMMENTS

### Submissions

The City received two submissions, both in support of formally naming Reserve 33533 'Pittaway Park'. Neither submission provided further comment on the naming.

### Landgate:

As per the Geographic Naming Policy, any proposed renaming of a park, reserve, street, or road is required to be approved by Landgate's Geographic Names Committee and is expected to comply with its policies and standards for geographic naming in WA. Any proposal to name a road would be assessed against the relevant aspects of these policies.

The City undertook an initial assessment each of the proposed name and there are no issues with the name 'Pittaway Park' and it was preliminarily approved by the online system. Given there was no concerns raised by the community during the consultation period, it is therefore recommended to proceed with the naming 'Pittaway Park'.

## LEGISLATIVE COMPLIANCE

As per the provisions in the Land Administration Act 1997, the Minister for Lands has the authority for officially naming and removing the names of all local parks and recreation reserves in Western Australia. Through delegated authority, Landgate acts on the Minister's behalf to undertake the administrative responsibilities, including the development of policies and procedures required for the formal approval of local parks and recreational reserve names.

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Low
Strategic Risk	SR07 - Unethical or inadequate governance and/or decision-making.	

## FINANCIAL IMPLICATIONS

Should Council support the Officers Recommendation, there are no confirmed costs applicable pending final approval for the naming proposal from Landgate. Should Landgate approve the naming, there be a cost for the purchase and installation of a new sign at the reserve.

## STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Environment and Liveability

Goal E1: Maintain the identity and heritage of our neighbourhoods while supporting an increase in high quality density around transport nodes.

Theme: Leadership and Governance

Goal L1: Engage the community in a meaningful way.  
Provide opportunities for the community to have their say and consider their views when making decisions.

## CONCLUSION

In light of the above, it is recommended that Council support 'Pittaway Park' for Reserve 33533 and approve the City forwarding the name to Landgate for final approval.

**10.1.5 Scheme Amendment 101 - Short Term Rental Accommodation**

<b>Responsible Branch:</b>	Office of the CEO
<b>Responsible Directorate:</b>	Property and Economic Development
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	Nil
<b>Refer:</b>	Item: 10.5.1.6 OCM: 23 July 2024

**SUMMARY**

A number of planning reforms have been undertaken at the State level relating to the control of tourist and short-term rental accommodation as a distinct land use. Council consideration is sought to initiate an amendment to the City of Bayswater Town Planning Scheme No. 24 to bring the City's planning framework into consistency with the State's requirements.

**OFFICER'S RECOMMENDATION**

That Council:

1. Initiates Amendment 101 to the City of Bayswater Town Planning Scheme No.24 to:
  - a) In Table No 1 - Zoning Table, insert in alphabetical order the following land uses and permissibility:
    - i. *Hosted short-term rental accommodation*; designate as 'P' uses in zones where a dwelling is capable of approval and 'X' uses in all other zones.
    - ii. *Unhosted short-term rental accommodation*; designate as 'D' uses in zones where a dwelling is permissible and 'X' in all other zones.

Zones	Residential	Medium and High Density Residential	Hotel	Business	Office	Showroom / Warehouse	Service Station	Light Industry	General Industry	Mixed Use	Special Foreshore Development	Private Institutions	Special Purpose	Maylands Activity Centre Zone	Centre
Use classes															
Hosted short-term rental accommodation	P	P	X	X	X	X	X	X	X	P	P	P	As per appendix 3	Refer to Table No 3	Refer to Schedule 1
Unhosted short-term rental accommodation	D	D	X	X	X	X	X	X	X	D	D	D			

- b) In Table No.3 – Maylands Activity Centre Zoning Table, insert in alphabetical order the following land uses and permissibility:
  - i. *hosted-short term rental accommodation*; designate as 'P' uses in Special Control Areas where a dwelling is capable of approval and 'X' uses in all other Special Control Areas.



- ii. unhosted short term rental accommodation; designate as 'D' uses in Special Control Areas where a dwelling is permissible and 'X' in all other Special Control Areas*

USE CLASSES	Special Control Area 1 Main Street	Special Control Area 2 Guildford Road	Special Control Area 3 Town Centre Extension	Special Control Area 4 Character Residential	Special Control Area 5 Ross's Site	Special Control Area 6 Civic	Special Control Area 13 Guildford Road Residential
Hosted short-term rental accommodation	P	P	P	P	P	P	P
Unhosted short-term rental accommodation	D	D	D	D	D	D	D

- c) In Schedule No 1, Table No. 4 – Morley Activity Centre Zoning Table insert in alphabetical order the following land uses and permissibility:

- i. hosted short-term rental accommodation; designate as 'P' uses in precinct where a dwelling is capable of approval and 'X' uses in all other precincts.*
- ii. unhosted short-term rental accommodation; designate as 'D' uses in precincts where a dwelling is permissible and 'X' in all other precincts*

USE CLASSES	PRECINCT	CENTRAL CORE	OUTER CORE	MIXED BUSINESS	CIVIC AND EDUCATION	INNER CITY RESIDENTIAL
Short Stay Accommodation						
Hosted short-term rental		P	P	P	P	P
Unhosted short-term rental accommodation		D	D	D	D	D

- Considers the proposed amendment to the City of Bayswater Town Planning Scheme No.24 to be 'standard' under the provisions of Regulation 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons:
  - The amendment would have minimal impact on land in the scheme area that is not the subject of the amendment;*
  - The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area;*
  - The amendment is not considered a complex or basic amendment.*
- Considers the proposed amendment to the City of Bayswater Town Planning Scheme No.24 to be a prescribed class of amendment under clause 33C(2)(c) of the Environmental Protection Regulations 1987 as it is an amendment to make the planning scheme consistent with the model provisions set out in the Planning and

**Development (Local Planning Schemes) Regulations 2015 Schedule 1, and therefore does not require referral to the Environmental Protection Authority.**

- 4. Upon finalisation of the scheme amendment documentation, the documentation is to be forwarded to the Department of Planning, Lands and Heritage – Heritage and Land Use Planning Directorates for comment and approval to advertise.**
- 5. Upon approval from the Minister for Planning to advertise, the proposed scheme amendment be advertised for public comment for 42 days.**
- 6. The proposed scheme amendment is referred to Council for further consideration following public advertising.**

## **BACKGROUND**

In response to the 2019 Parliamentary inquiry *Levelling the Playing Field: Managing the impact of the rapid increase of short-term rentals in Western Australia* the State Government committed to various initiatives to deliver better regulation of the short-term rental accommodation (STRA) sector, including the:

- release of a planning position statement for tourism and short-term rental accommodation; and
- launch of a registration scheme for short-term rental accommodation providers.

On 22 April 2024 the *Short-Term Rental Accommodation Act 2024* (the STRA Act) was proclaimed in order to:

- establish a scheme for the registration of short-term rental accommodation;
- to provide for matters relating to information about short-term rental accommodation;
- to make consequential amendments to the Fair Trading Act 2010;
- to affect the operation of certain local laws; and
- for related purposes.

As a result of the above, at the Ordinary Council Meeting held on 23 July 2024 considered a report on the City's Short Term Accommodation Policy and resolved as follows:

*"That Council repeals the Short-Term Accommodation local planning policy as contained in Attachment 1 to this report."*

A Position Statement was released by the Department of Planning, Lands and Heritage in November 2024 to guide the appropriate location and management of tourism and short-term rental accommodation land uses through the planning framework. To support implementation of the Position Statement, amendments to the *Planning and Development (Local Planning Scheme) Regulations 2015* (LPS Regulations) have now been introduced to implement the following reforms:

- new and revised definitions to ensure short-term rental accommodation (STRA) is considered a dedicated land use in planning schemes;
- a state-wide exemption for 'hosted' short-term rental accommodation; and
- a 90-night (cumulative) exemption for 'unhosted' short-term rental accommodation within the Perth metropolitan area.

The Western Australian Planning Commission's (WAPC) Planning Bulletin 115/2024 'Short-Term Rental Accommodation (STRA) – Guidance for local government' outlines that amendments to local planning schemes should be completed by mid-2025, to streamline and facilitate development approvals to be obtained by 1 January 2026.

The Minister of Planning has written to local governments across the State, advising them a Local Planning Scheme amendment is required for all Schemes, in accordance with the WAPC Planning Bulletin 115/2024. An amendment to Town Planning Scheme No. 24 (TPS 24) is therefore required.

An interim measure to address STRA applications for Development Approval is proposed as a separate item to this agenda.

## EXTERNAL CONSULTATION

Significant community and stakeholder engagement has been carried out by the DPLH throughout preparation of the STRA framework, in which the City has participated.

Should Council initiate an amendment to TPS24 the documents will be forwarded to the DPLH for approval to advertise. Under Part 5 of the LPS Regulations standard scheme amendments require Ministerial approval for advertising. Following Ministerial approval to advertise the amendment (and any modifications required being made), it will be advertised for public comment for a minimum of 42 days in accordance with the requirements of Part 5 of the LPS Regulations by way of:

- Notification being published in the local newspaper;
- The relevant public authorities being notified in writing of the TPS amendment details;
- Information being placed in the City's engagement website; and
- Hard copies of the documents being made available for inspection at the City's Civic Centre and libraries.

## OFFICER'S COMMENTS

### Current TPS 24 provisions

#### Hosted and Unhosted STRA

TPS 24 is currently inconsistent with the new provisions for STRA, as it does not include any short-term accommodation use classes, apart from within the Maylands and Morley Activity Centres. New definitions have been introduced into the LPS Regulations for short-term rental accommodation itself, and separate definitions for hosted and unhosted STRA:

#### ***“short-term rental accommodation —***

- (a) *means a dwelling provided, on a commercial basis, for occupation under a short-term rental arrangement; but*
- (b) *does not include a dwelling that is, or is part of, any of the following —*
- (i) *an aged care facility as defined in the Land Tax Assessment Act 2002 section 38A(1);*
  - (ii) *a caravan park;*
  - (iii) *a lodging-house as defined in the Health (Miscellaneous Provisions) Act 1911 section 3(1);*
  - (iv) *a park home park;*
  - (v) *a retirement village as defined in the Retirement Villages Act 1992 section 3(1);*
  - (vi) *workforce accommodation;”*

***“short-term rental arrangement means an arrangement under which —***

- (a) a dwelling, or part of a dwelling, is provided for occupation by a person; and*
- (b) the person occupies the dwelling, or part of the dwelling, for a period or periods not exceeding a total of 3 months in any 12-month period;”*

These definitions are contained within Schedule 2 – Deemed Provisions of the LPS Regulations and are automatically included in the definitions in TPS 24. The scheme however needs to be amended to include the two definitions of hosted and unhosted as use classes within the zoning tables as they are currently not listed.

***“hosted short-term rental accommodation means any of the following —***

- (a) short-term rental accommodation where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the same dwelling during the short-term rental arrangement;*
- (b) short-term rental accommodation that is an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the other dwelling on the same lot, resides at that other dwelling during the short-term rental arrangement;*
- (c) short-term rental accommodation that is a dwelling on the same lot as an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the ancillary dwelling during the short-term rental arrangement;”*

***“unhosted short-term rental accommodation means short-term rental accommodation that —***

- (a) is not hosted short-term rental accommodation; and*
- (b) accommodates a maximum of 12 people per night;”*

The Scheme contains three zoning tables – for the overall City, Maylands Activity Centre and Morley Activity Centre, and all need to be modified to reflect the new defined land uses. It is proposed that in all three zoning tables the following use classes and permissibilities be included:

- Hosted STRA – ‘P’ use within all zones where dwellings may be approved, and ‘X’ in all other zones; and
- Unhosted STRA – ‘D’ use within all zones where dwellings may be approved, and ‘X’ in all other zones

Including unhosted STRA as ‘D’ land uses ensures that any applications for Development Approval can be advertised to adjoining landowners for comment.

#### Other uses

Schedule 1 – Model provisions for local planning schemes in the LPS Regulations also contains a new definition for tourist accommodation:

***“tourist and visitor accommodation —***

- (a) means a building, or a group of buildings forming a complex, that —*
  - (i) is wholly managed by a single person or body; and*
  - (ii) is used to provide accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period; and*
  - (iii) may include on-site services and facilities for use by guests; and*

- (iv) *in the case of a single building — contains more than 1 separate accommodation unit or is capable of accommodating more than 12 people per night;*
- and*
- (b) *includes a building, or complex of buildings, meeting the criteria in paragraph (a) that is used for self-contained serviced apartments that are regularly serviced or cleaned during the period of a guest's stay by the owner or manager of the apartment or an agent of the owner or manager; but*
- (c) *does not include any of the following —*
  - (i) *an aged care facility as defined in the Land Tax Assessment Act 2002 section 38A(1); (ii) a caravan park;*
  - (iii) *hosted short-term rental accommodation;*
  - (iv) *a lodging-house as defined in the Health (Miscellaneous Provisions) Act 1911 section 3(1); (v) a park home park;*
  - (vi) *a retirement village as defined in the Retirement Villages Act 1992 section 3(1);*
  - (vii) *a road house;*
  - (viii) *workforce accommodation;”*

It is intended that the historic uses of 'Bed and Breakfast' 'Motel' and 'Serviced Apartment' would be superseded by the new tourist and visitor accommodation definition, and could be removed from the scheme.

The definition for tourist and visitor accommodation is not contained within the Deemed Provisions, rather it is in the Model Provisions, so the definition does not automatically form part of TPS24. Given that the City is currently undertaking a review of TPS24 to bring it into consistency with the Model Provisions it is considered that the new definition for tourist and visitor accommodation does not need to be introduced into TPS24 as part of this scheme amendment, as it will be included in the comprehensive TPS review. The scheme amendment will therefore only be addressing the urgent matter for hosted and unhosted STRA, as directed by the Minister for Planning, Lands and Heritage.

#### Standard amendment

The DPLH have verbally advised that the proposed scheme amendment is considered 'standard' because modifications to the zoning table are proposed.

#### EPA referral

On 24 January 2024, amendments to the *Environmental Protection Regulations 1987* (EP Regulations) were published and included new categories of proposed local planning scheme amendments (Reg 33C) no longer requiring referral to the Environmental Protection Authority (EPA). The purpose of these changes is to reduce administrative burden and focus EPAs assessment on schemes that have potential significant environmental impacts.

In this instance the proposed scheme amendment is considered to be exempt from EPA referral under Reg 33C(2)(c) as it is proposing to make the scheme consistent with the LPS Regulations and has no environmental impact.

#### Policy

The DPLH are preparing a Model Local Planning Policy for STRA. The City will review the model policy once it has been released, and a new local planning policy will be prepared for Council's consideration if it is appropriate to do so.

## LEGISLATIVE COMPLIANCE

Section 75 of the Planning and Development Act 2005 permits a local government to amend its local planning scheme. *Part 5 of the Planning and Development (Local Planning Schemes) Regulations 2015* sets out the procedure for amending a local planning scheme.

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	low
Financial	Medium	low
Reputation and Stakeholders	Medium	medium
Service Delivery	Medium	low
Environment	Low	low
Governance and Compliance	Low	low
Strategic Risk	SR05 - Inability to manage stakeholder expectation through early and ongoing engagement.  SR07 - Unethical or inadequate governance and/or decision-making.	

## FINANCIAL IMPLICATIONS

The following financial implications are applicable:

**Item 1:** Advertise the scheme amendment for public comment

**Asset Category:** N/A

**Source of Funds:** Municipal

**LTFP Impacts:** Not itemised in the LTFP

**Notes:** \*includes budget allocated for newspaper advertisements and letters to be sent to land owners and occupiers in relation to strategic planning matters.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	EMPLOYEE				
1	\$500						\$8,000*

## STRATEGIC IMPLICATIONS

It is considered that amending Town Planning Scheme No. 24 to bring the City's planning framework into consistency with the State's requirements will contribute to streamlining of planning process and managing stakeholder expectations.

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Environment and Liveability

Goal E1: Maintain the identity and heritage of our neighbourhoods while supporting an increase in high quality density around transport nodes.

Theme: Vibrancy

Goal V3:        Activate the City's town and neighbourhood centres.

**CONCLUSION**

In light of the above it is recommended that Council initiate an amendment to Town Planning Scheme No. 24 so that is consistent with the State's requirements for short term rental accommodation.



**10.2 Corporate Services Directorate Reports****10.2.1 Financial Report for the Period Ended 31 December 2024**

<b>Responsible Branch:</b>	Financial Services
<b>Responsible Directorate:</b>	Corporate Services
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Monthly Financial Statement Snapshot [<b>10.2.1.1</b> - 1 page]</li> <li>2. Executive Summary and Statement of Financial Activity Significant Variances [<b>10.2.1.2</b> - 5 pages]</li> <li>3. Statement of Financial Activity [<b>10.2.1.3</b> - 2 pages]</li> <li>4. Statement of Financial Position [<b>10.2.1.4</b> - 1 page]</li> <li>5. Net Current Assets [<b>10.2.1.5</b> - 1 page]</li> <li>6. Cash Backed Reserves Report [<b>10.2.1.6</b> - 1 page]</li> <li>7. Capital Acquisitions and Non-Operating Grants Report [<b>10.2.1.7</b> - 12 pages]</li> </ol>

**SUMMARY**

This report details the financial reports for the period ended 31 December 2024 including, Monthly Financial Statements with supporting information (**Attachments 1 to 5**), Cash Backed Reserve Report (**Attachment 6**) and Capital Acquisitions and Non-Operating Grants Report (**Attachment 7**).

**OFFICER'S RECOMMENDATION**

That Council receives the financial reports for the period ended 31 December 2024, comprising:

1. Monthly Financial Statements with supporting information (**Attachments 1 to 5**);
2. Cash Backed Reserve Report (**Attachment 6**); and
3. Capital Acquisitions and Non-Operating Grants Report (**Attachment 7**).

**BACKGROUND**

The *Local Government Act 1995* in conjunction with regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* requires a monthly Statement of Financial Activity to be presented to Council. This Statement is to include:

- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c) of the *Local Government Act 1995*;
- (b) Budget estimates to the end of the month to which the statement relates;
- (c) Actual amounts of expenditure, revenue and income to the end of the month to which these statements relate;
- (d) The material variances between the comparable amounts referred to in paragraphs (b) and (c); and
- (e) The net current assets at the end of the month to which the statement relates.

Regulation 35(1) of the *Local Government (Financial Management) Regulations 1996* requires a monthly Statement of Financial Position showing the financial position of the local government as at the last day of the previous month, and:

- (a) The financial position of the local government as at the last day of the previous financial year; or
- (b) if the previous month is June, the financial position of the local government as at the last day of the financial year before the previous financial year.

At its meeting on 25 June 2024, Council adopted the Annual Budget for the 2024/25 financial year. The figures in this report are compared to the adopted budget and subsequent amendments as approved by Council throughout the financial year.

Regulation 34(5) determines the mechanism required to ascertain the definition of material variances which are required to be reported to Council as part of the monthly report. It also requires Council to adopt a 'percentage or value' for what it will consider to be material variances on an annual basis. The material variance adopted by the Council for the 2024/25 Budget is \$50,000 or 10% of the appropriate base, whichever is the higher.

## EXTERNAL CONSULTATION

In accordance with section 6.2 of the *Local Government Act 1995*, the adopted budget was prepared having regard to the Community Strategic Plan, prepared under section 5.56 of the *Local Government Act 1995*, which was made available for public comment.

## OFFICER'S COMMENTS

The financial statements for the reporting period are submitted in the form of:

- Monthly Financial Statements with supporting information (**Attachments 1 to 5**);
- Cash Backed Reserve Report (**Attachment 6**); and
- Capital Acquisitions and Non-Operating Grants Report (**Attachment 7**).

The Monthly Financial Statement Snapshot (**Attachment 1**) summarises total capital and operating expenditure. Details of the material variances are outlined in the Executive Summary and Statement of Financial Activity Significant Variances Report (**Attachment 2**).

The Statement of Financial Activity (**Attachment 3**) reports the financial performance of the City after adjusting for non-cash items (depreciation, provisions, etc.) by Nature and Type.

The Statement of Financial Position (**Attachment 4**) reports the financial position of the City as at the last day of the previous month.

The City's net current assets are outlined in (**Attachment 5**) with details of any adjustments.

All the reserve accounts are cash-backed and supported by funds held in financial institutions as set out in the City's Investment Policy (**Attachment 6**).

The projects summarised in the Capital Acquisitions and Non-Operating Grants Report (**Attachment 7**) detail the capital (actual and committed) expenditure for the period ended 31 December 2024.

## LEGISLATIVE COMPLIANCE

Section 6.4 of the *Local Government Act 1995* requires a local government to prepare an annual financial report for the preceding year and such other financial reports as are prescribed. Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* as

amended requires the local government to prepare each month a statement of financial activity reporting on the source and application of funds as set out in the annual budget.

Regulation 35(1) of the *Local Government (Financial Management) Regulations 1996* requires the local government to prepare each month a Statement of Financial Position showing the financial position of the local government.

### RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Medium
Strategic Risk	SR07 - Unethical or inadequate governance and/or decision-making.	

### FINANCIAL IMPLICATIONS

All amounts quoted in this report are exclusive of GST.

### STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater's Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.  
Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

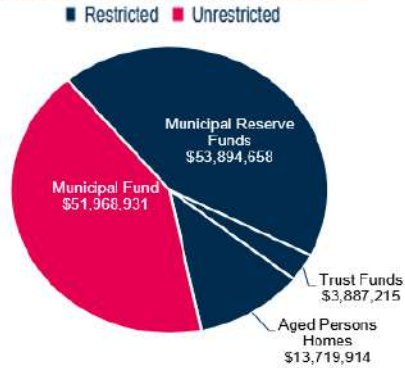
### CONCLUSION

In light of the above, it is recommended that Council receives the financial reports for the period ended 31 December 2024.

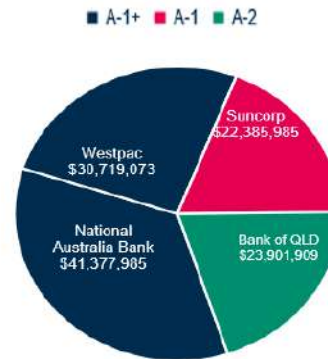
# Monthly Financial Statement Snapshot

## December 2024

**Total Cash and Cash Equivalents**  
(including cash at bank, term deposits and trust funds)



**Term Deposits by Bank**  
(refer to investment report)



	Debtor				Trade Creditors
	Sundry	Infringement	Recreation	Total	
Total Outstanding	\$295,349	\$526,426	\$521,481	\$1,343,256	\$1,509,590
Not yet due	1%	5%	64%	27%	0%
Current	76%	4%	13%	23%	89%
Over 30 days	9%	5%	12%	9%	10%
Over 60 days	14%	86%	11%	41%	1%

Rates & Charges	
Collected	78.71%
Total Outstanding	\$15,911,165
Deferred Rates	\$781,435

Payment Options	YTD 2024/25	2023/24
Payment in Full	18,626	21,111
Instalment	9,376	8,422
Rates Smoothing	2,818	2,423
Arrangement	696	698
None Selected	2,165	1,016

### Capital

	Amended Budget	YTD Amended Budget	YTD Actual	YTD %
Revenue	\$12,565,108	\$4,742,276	\$282,102	6%
Expenditure	\$30,908,693	\$12,228,267	\$6,374,842	52%

### Operating

	Amended Budget	YTD Amended Budget	YTD Actual	YTD %
Revenue	\$96,759,418	\$86,543,426	\$86,614,203	100%
Expenditure	\$103,690,402	\$51,800,317	\$48,448,437	94%

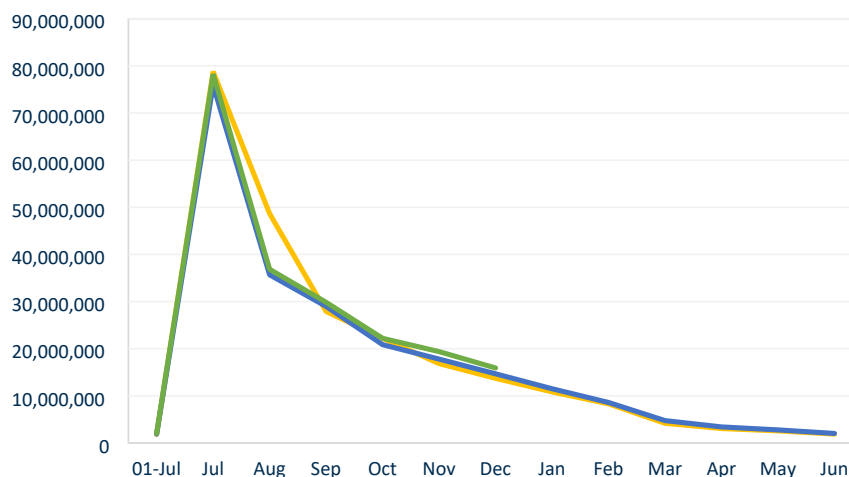
## City of Bayswater Executive Summary for the period 1 July 2024 to 31 December 2024

### Revenue

The annual rate notices were issued on 19 July with a due date of 23 August for full payment or 1<sup>st</sup> instalment, with the last instalment due in March 2025. To date 78.71% of the total rate revenue raised has been received, with 18,626 (55%) of properties paid in full and 12,890 (38%) properties nominating a payment option.

**Rates Receivable**  
(excluding prepaid and deferred rates)

— 2022/23 — 2023/24 — 2024/25



(Note: includes all charges on rates notice including ESL and rubbish fees)

### Debtors

Currently, there is a total of \$1.34M of outstanding debts of which \$295K relates to sundry debtors, 77% of which are not due yet; \$526K to infringement debts and \$521K to recreation debts.

### Capital

Capital revenue is recognised once the expenditure has been incurred and performance obligations met. The year-to-date budget includes an allocation of \$4.7M for capital revenue which has largely not yet been received or recognised.

Capital expenditure related to payments for property, plant and equipment is \$389K lower of the year-to-date budget. Projects such as Information Services Network Infrastructure Replacement Program, Information Services - End User Devices Replacement Program and Morley Noranda Recreation Club – Facility Upgrade are yet to commence later in the year.

This is offset by the Plant and Fleet replacement program which is ahead of budget.

Expenditure related to construction of infrastructure projects is \$5.5M lower than the year-to-date budget mainly due to the timing of Footpath Construction, Road Construction, Tree Management and Base Road projects.

### Operating

Year-to-date operating revenue (including rates) is in line with the year-to-date budget.

Operating expenditure is 6% lower in comparison to the year-to-date budget, largely due to timing of expenditure across several areas such as employee costs, materials and contracts, utility charges, other expenditure, and profit/loss on asset disposal.

**City of Bayswater  
Statement of Financial Activity  
Significant Variances  
For the period 1 July 2024 to 31 December 2024**

**Operating activities**

**Revenue from operating activities**

<b>Nature or Type</b>	<b>YTD Amended Budget \$</b>	<b>YTD Actual \$</b>	<b>Variance Positive/ (Negative) \$</b>
General rates <ul style="list-style-type: none"> <li>The variance is due to interim adjustments being slightly better than budget</li> </ul>	52,191,753	52,333,692	141,939
Rates excluding general rates <ul style="list-style-type: none"> <li>Immaterial variance due to interim adjustments</li> </ul>	8,369,283	8,340,437	(28,846)
Grants, subsidies, and contributions <ul style="list-style-type: none"> <li>The variance is predominantly due to the advance payment of the 2024/25 grant from the Grants Commission being received in June 2024.</li> </ul>	2,688,582	1,660,622	(1,027,960)
Fees and charges <ul style="list-style-type: none"> <li>Mainly relates to the spread of the Domestic and Commercial refuse charges budget.</li> <li>Revenue from Green Fees at Maylands Peninsula Golf Course (\$83K) and Embleton Golf Course (\$35K) are higher than the year-to-date budget.</li> <li>Revenue from Bayswater Waves Health Club memberships (\$142K) is higher than anticipated.</li> <li>Revenue from Venue/Facility Hire at Morley Sport and Recreation Centre is \$120K higher than anticipated.</li> <li>Health Club membership income at the RISE is \$58K higher than year-to-date budget.</li> </ul>	19,861,341	20,336,288	474,947
Service charges <ul style="list-style-type: none"> <li>Immaterial variance due to minor interim adjustments</li> </ul>	0	(1,500)	(1,500)
Interest revenue <ul style="list-style-type: none"> <li>The variance is due to the budget spread of interest income with the actuals impacted by the number of term deposits maturing during the month.</li> </ul>	2,887,594	3,077,455	189,861

Nature or Type	YTD Amended Budget \$	YTD Actual \$	Variance Positive/ (Negative) \$
Other revenue <ul style="list-style-type: none"> <li>The variance is due to an unbudgeted reimbursement of \$209K for the reinstatement of Halliday Park from damage caused whilst storing materials for the Metronet Station project. Works related to this reimbursement will occur in the 2024/25 financial year and will be considered in the mid-year budget review or earlier.</li> </ul>	544,873	867,208	322,336
<b>Total</b>	<b>86,543,426</b>	<b>86,614,203</b>	<b>70,777</b>

**Expenditure from operating activities**

Nature or Type	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Employee costs <ul style="list-style-type: none"> <li>Employee costs are lower than expected due to the budget spread and timing of payruns with part of the December payrun recognised when paid in January.</li> <li>The variance is also compounded by outstanding Workers Compensation Insurance premium and seasonal staffing levels within Recreation Facilities.</li> </ul>	(22,830,445)	(21,192,602)	1,637,843
Material and contracts The variance is due to several projects that are below year-to-date budget, such as: <ul style="list-style-type: none"> <li>Tree Planting Program (\$276K)</li> <li>Waste Disposal (\$226K)</li> <li>Information and Communication Technology (\$191K)</li> <li>Powerline Clearance (119K)</li> </ul>	(17,745,249)	(17,214,258)	530,991
Utility charges <ul style="list-style-type: none"> <li>Invoices for utilities are yet to be received.</li> </ul>	(2,062,224)	(1,703,356)	358,867
Depreciation <ul style="list-style-type: none"> <li>The variance is due to budget timing with actuals impacted by additions and disposals.</li> </ul>	(6,796,784)	(6,682,775)	114,008
Insurance <ul style="list-style-type: none"> <li>The variance is due to insurance premium adjustments.</li> </ul>	(1,218,656)	(1,126,473)	92,183
Other expenditure <ul style="list-style-type: none"> <li>Relates to attendance fees, bad debt write-off and allowances with the variance impacted by the spread of the budget.</li> </ul>	(578,052)	(147,611)	430,441



Nature or Type	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Finance costs • Immaterial variance.	(324,072)	(332,429)	(8,357)
Profit/(Loss) on asset disposal • Budget spread issue with the full annual budget amount being allocated in July however asset disposals will not occur until later into the year.	(244,836)	(48,931)	195,904
<b>Total</b>	<b>(51,800,317)</b>	<b>(48,448,437)</b>	<b>3,351,880</b>

#### Discontinued operations

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
• Immaterial variance.	354,086	342,821	(11,265)

#### Non-cash operating activities excluded from the budget

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Non-cash operating activities • The variation is due to the phasing of movement in non-cash items such as depreciation, loss on asset disposals and movement in non-current assets and liabilities.	6,727,462	7,454,042	726,580

#### Investing activities

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Capital grants, subsidies and contributions Grant revenue is recognised as expenditure is incurred and performance obligations met. Revenue has been budgeted but not yet received/recognised for the following projects: • Low-Cost Urban Road projects • Roads to Recovery projects • Riverside Gardens Urban Forest • Tranby House Reserve Foreshore • Lightning Park facility upgrade • Morley Noranda Recreation Club facility upgrade	4,742,276	282,102	(4,460,174)

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<p>Proceeds from disposal of assets</p> <ul style="list-style-type: none"> <li>The variance is due to unbudgeted revenue from recent land disposals as per Council resolution OCM 30/04/24. This variance has been offset by lower than anticipated proceeds from plant and fleet disposals which are expected to occur later in the financial year.</li> </ul>	446,003	865,587	419,584
<p>Payments for property, plant, and equipment</p> <ul style="list-style-type: none"> <li>The variance mainly results from the Plant and Equipment replacement program.</li> </ul>	(3,715,452)	(3,325,643)	389,809
<p>Payments for construction and infrastructure</p> <ul style="list-style-type: none"> <li>The variance is due to several projects being behind the year-to-date budget with the more notable projects including Footpath Construction (\$636K), Road Construction (\$848K), Tree Management (\$924K) and Base Road projects (\$592K).</li> </ul>	(8,512,815)	(3,049,199)	5,463,616

#### Financing activities

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<p>Transfer from reserves</p> <ul style="list-style-type: none"> <li>Budget spread issue with transfers from reserves to occur during January.</li> </ul>	4,588,947	0	(4,588,947)
<p>Repayment of borrowings</p> <ul style="list-style-type: none"> <li>Variance is due to phasing of loan repayments which were budgeted later in the year</li> </ul>	0	(1,214,031)	(1,214,031)
<p>Payment for principal portion of lease liability</p> <ul style="list-style-type: none"> <li>Variance is due to phasing of principal lease liability</li> </ul>	0	(14,716)	(14,716)
<p>Transfer to reserves</p> <ul style="list-style-type: none"> <li>This relates to the transfer of investment income on reserve funds. The variance is due to the budget spread of interest income with the actual impacted by term deposits maturing during the month.</li> </ul>	(421,445)	(1,371,473)	(950,029)

**City of Bayswater**  
**Statement of Financial Activity**  
**for the period 1 July 2024 to 31 December 2024**

	Budget	Amended Budget	YTD Amended Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
<b>Operating activities</b>						
<b>Revenue from operating activities</b>						
General Rates	52,331,216	52,331,216	52,191,753	52,333,692	141,939	0%
Rates excluding general rates	8,364,448	8,364,448	8,369,283	8,340,437	(28,846)	(0%)
Grants, subsidies and contributions	3,703,937	3,713,937	2,688,582	1,660,622	(1,027,960)	(38%)
Fees and charges	25,883,686	25,883,686	19,861,341	20,336,288	474,947	2%
Service charges	0	0	0	(1,500)	(1,500)	No Budget
Interest revenue	5,496,744	5,496,744	2,887,594	3,077,455	189,861	7%
Other revenue	969,386	969,386	544,873	867,208	322,336	59%
	96,749,418	96,759,418	86,543,426	86,614,203	70,777	0%
<b>Expenditure from operating activities</b>						
Employee costs	(45,733,058)	(45,733,058)	(22,830,445)	(21,192,602)	1,637,843	(7%)
Materials and contracts	(35,448,632)	(37,725,540)	(17,745,249)	(17,214,258)	530,991	(3%)
Utility charges	(4,044,956)	(4,044,956)	(2,062,224)	(1,703,356)	358,867	(17%)
Depreciation	(13,593,021)	(13,593,021)	(6,796,784)	(6,682,775)	114,008	(2%)
Insurance	(1,278,656)	(1,278,656)	(1,218,656)	(1,126,473)	92,183	(8%)
Other expenditure	(445,398)	(445,399)	(578,052)	(147,611)	430,441	(74%)
Finance costs	(624,936)	(624,936)	(324,072)	(332,429)	(8,357)	3%
Profit/(Loss) on asset disposal	(244,836)	(244,836)	(244,836)	(48,931)	195,904	(80%)
	(101,413,493)	(103,690,402)	(51,800,317)	(48,448,437)	3,351,880	(6%)
<b>Discontinued operations</b>	553,098	553,098	354,086	342,821	(11,265)	(3%)
<b>Non-cash amounts excluded from operating activities</b>	15,451,346	15,451,347	6,727,462	7,454,042	726,580	11%
<b>Amount attributable to operating activities</b>	11,340,369	9,073,461	41,824,657	45,962,629	4,137,972	10%

	Budget	Amended Budget	YTD Amended Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
<b>Investing activities</b>						
<b>Inflows from investing activities</b>						
Non-operating grants, subsidies and contributions	10,935,544	12,565,108	4,742,276	282,102	(4,460,174)	(94%)
Proceeds from disposal of assets	446,003	446,003	446,003	865,587	419,584	94%
	11,381,547	13,011,111	5,188,279	1,147,688	(4,040,591)	(78%)
<b>Outflows from investing activities</b>						
Purchase of property, plant and equipment	(10,340,774)	(12,491,404)	(3,715,452)	(3,325,643)	389,809	(10%)
Purchase and construction of infrastructure	(15,148,481)	(18,402,669)	(8,512,815)	(3,049,199)	5,463,616	(64%)
Payments for intangible assets	0	(14,620)	0	0	0	No Budget
	(25,489,255)	(30,908,693)	(12,228,267)	(6,374,842)	5,853,425	(48%)
<b>Amount attributable to investing activities</b>	(14,107,708)	(17,897,582)	(7,039,988)	(5,227,153)	1,812,835	(26%)
<b>Financing activities</b>						
<b>Inflows from financing activities</b>						
Transfer from reserves	41,219,072	43,157,367	4,588,947	0	(4,588,947)	(100%)
	41,219,072	43,157,367	4,588,947	0	(4,588,947)	(100%)
<b>Outflows from financing activities</b>						
Repayment of borrowings	(2,451,100)	(2,451,100)	0	(1,214,031)	(1,214,031)	No Budget
Payment for principal portion of lease liability	(126,381)	(126,381)	0	(14,716)	(14,716)	No Budget
Transfer to reserves	(36,839,617)	(36,839,617)	(421,445)	(1,371,473)	(950,029)	225%
	(39,417,098)	(39,417,098)	(421,445)	(2,600,220)	(2,178,775)	517%
<b>Amount attributable to financing activities</b>	1,801,974	3,740,269	4,167,502	(2,600,220)	(6,767,722)	(162%)
<b>Movement in surplus or (deficit)</b>						
<b>Surplus or (deficit) at the start of the financial year</b>	965,365	5,083,852	5,083,852	15,640,706	10,556,854	208%
Amount attributable to operating activities	11,340,369	9,073,461	41,824,657	45,962,629	4,137,972	10%
Amount attributable to investing activities	(14,107,708)	(17,897,582)	(7,039,988)	(5,227,153)	1,812,835	(26%)
Amount attributable to financing activities	1,801,974	3,740,269	4,167,502	(2,600,220)	(6,767,722)	(162%)
<b>Surplus or (deficit) after imposition of general rates</b>	0	0	44,036,023	53,775,962	9,739,939	22%

**City of Bayswater**  
**Statement of Financial Position**  
**For the period ended 31 December 2024**

	Opening Balance	Closing Balance
	\$	\$
<b>Current assets</b>		
Cash and cash equivalents	90,628,189	119,583,503
Trade and other receivables	11,244,619	24,594,570
Inventories	2,926,416	2,945,509
Prepayments	693,102	371,571
<b>Total Current assets</b>	105,492,325	147,495,153
<b>Non-current assets</b>		
Trade and other receivables	1,981,239	956,749
Other financial assets at amortised cost	2,594,508	2,594,508
Property, plant and equipment	562,950,355	562,443,629
Infrastructure	229,127,609	228,500,422
Intangible assets	9,684	2,986
Investment property	10,140,000	10,140,000
Right of use assets	347,967	370,665
Controlled & associated entities & joint venture interests	38,949,839	38,949,839
<b>Total Non-current assets</b>	846,101,202	843,958,798
<b>Total Assets</b>	951,593,527	991,453,951
<b>Current liabilities</b>		
Trade and other payables	11,310,625	12,188,305
Other financial liabilities at amortised costs	2,451,101	1,237,071
Lease liabilities	171,223	175,234
Provisions	7,039,536	7,517,418
Grant liabilities	1,985,355	2,685,106
Contract liabilities	1,732,453	1,872,212
Clearing accounts	0	2,526
<b>Total Current liabilities</b>	24,690,292	25,677,873
<b>Non-current liabilities</b>		
Other financial liabilities at amortised cost	11,704,631	11,704,631
Lease liabilities	3,274,127	3,359,939
Provisions	298,907	295,628
<b>Total Non-current liabilities</b>	15,277,666	15,360,198
<b>Total Liabilities</b>	39,967,958	41,038,071
<b>Net Assets</b>	911,625,569	950,415,880
<b>Equity</b>		
Retained surplus	254,268,181	291,687,019
Reserves - cash backed	53,350,129	54,721,603
Revaluation surplus	604,007,259	604,007,259
<b>Total Equity</b>	911,625,569	950,415,880

**City of Bayswater  
Net Current Assets  
as at 31 December 2024**

<b>Municipal and Aged Persons Homes</b>	<b>Opening Balance</b>	<b>Closing Balance</b>
	\$	\$
<b>Current assets</b>		
Cash and cash equivalents	90,628,189	119,583,503
Trade and other receivables	11,244,619	24,594,570
Inventories	2,926,416	2,945,509
Prepayments	693,102	371,571
<b>Total</b>	105,492,325	147,495,153
<b>Current liabilities</b>		
Trade and other payables	(11,310,625)	(12,188,305)
Other financial liabilities at amortised costs	(2,451,101)	(1,237,071)
Lease liabilities	(171,223)	(175,234)
Provisions	(7,039,536)	(7,517,418)
Grant Liabilities	(1,985,355)	(2,685,106)
Contract Liabilities	(1,732,453)	(1,872,212)
Clearing accounts	0	(2,526)
<b>Total</b>	(24,690,292)	(25,677,873)
<b>Net current assets</b>	80,802,033	121,817,280
Restricted - Reserves	(53,350,129)	(54,721,603)
Cash backed employee provisions	1,724,469	1,768,791
Restricted - Aged Persons Homes	(16,125,022)	(16,467,843)
Current portion of lease liabilities	138,254	142,265
Current portion of borrowings	2,451,101	1,237,071
	15,640,706	53,775,962

**City of Bayswater  
Cash Backed Reserves  
for the period 1 July 2024 to 31 December 2024**

	Opening Balance	Budget Amended Transfer to	Transfer (from)	Closing Balance	Opening Balance	Opening BL Equity Tfr	Actual Transfer to	Transfer (from)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Aged Persons Homes - General Reserve	19,942,294	0	(19,942,294)	0	20,317,993	(20,317,993)	0	0	0
Aged Persons Homes - Prudential Requirements Reserve	3,185,952	0	(3,185,952)	0	3,124,064	(3,124,064)	0	0	0
Bayswater Bowling Club Capital Improvements Reserve	11,081	538	0	11,619	11,313	0	291	0	11,603
Bayswater City Soccer Club Rooms Redevelopment Reserve	0	209,703	(200,000)	9,703	0	200,000	4,297	0	204,297
Bayswater Tennis Club Reserve	122,130	5,925	0	128,055	125,232	0	3,332	0	128,564
Bayswater Waves Aquatic Centre Reserve	358,990	0	(358,990)	0	371,285	(371,285)	0	0	0
Bore and Reticulation Reserve	10,801	0	(10,801)	0	10,876	(10,876)	0	0	0
Building Furniture and Equipment Reserve	157,333	0	(157,333)	0	158,433	(158,433)	0	0	0
Buildings and Facilities Reserve	0	5,766,827	(2,116,428)	3,650,399	0	5,500,000	141,360	0	5,641,360
Cash in Lieu - Public Open Space	1,104,294	53,574	0	1,157,868	1,051,373	0	27,022	0	1,078,395
City Buildings and Amenities Reserve	841,212	0	(841,212)	0	850,632	(850,632)	844	0	844
Civic Centre Reserve	69,093	0	(69,093)	0	69,578	(69,578)	0	0	0
Climate Action Reserve	0	3,387,583	(183,924)	3,203,659	0	3,116,394	80,098	0	3,196,492
Economic Stimulus Reserve	508,090	0	(508,090)	0	1,456,690	(1,456,690)	0	0	0
Emission Reduction Energy Plan Reserve	94,454	0	(94,454)	0	186,784	(186,784)	0	0	0
Eric Singleton Bird Sanctuary Reserve	1,331,201	0	(1,331,201)	0	1,340,509	(1,340,509)	0	0	0
Fleet and Plant Renewal/Upgrade Reserve	0	2,359,157	(432,369)	1,926,788	0	2,250,000	57,829	0	2,307,829
FOGO Reserve	4,585,007	106,720	(2,158,000)	2,533,727	4,717,620	(1,858,000)	73,558	0	2,933,178
Footpath and Cycleway Reserve	18,441	0	(18,441)	0	19,311	(19,311)	0	0	0
General Waste Management Reserve	4,721,292	2,061,691	(1,183,805)	5,599,178	5,483,549	1,858,000	186,564	0	7,528,113
Golf Courses Reserve	1,275,228	0	(1,275,228)	0	1,528,020	(1,528,020)	0	0	0
Information and Communication Technology (ICT) Reserve	239,106	5,003,464	(1,633,241)	3,609,329	241,128	4,758,872	128,510	0	5,128,510
Landfill Restoration Reserve	383,307	0	(383,307)	0	391,579	(391,579)	0	0	0
Les Hansman Community Centre Development Reserve	77,963	0	(77,963)	0	126,678	(126,678)	0	0	0
Long Service Leave and Entitlements Reserve	1,711,964	81,925	0	1,793,889	1,724,469	0	44,322	0	1,768,791
Major Capital Works Reserve	6,071,468	3,798,011	(736,095)	9,133,384	7,059,125	4,435,039	297,646	0	11,791,810
Maylands Lakes Reserve	5,136	0	(5,136)	0	5,172	(5,172)	0	0	0
Maylands Waterland Reserve	466,711	0	(466,711)	0	469,974	(469,974)	0	0	0
Morley City Centre Reserve	589,338	0	(589,338)	0	593,459	(593,459)	0	0	0
Morley Library Seed Reserve	0	1,048,514	0	1,048,514	0	1,000,000	25,702	0	1,025,702
Morley Sport and Recreation Centre Reserve	266,428	0	(266,428)	0	384,950	(384,950)	0	0	0
Noranda Netball Courts Reserve	74,459	3,612	0	78,071	76,015	0	1,954	0	77,968
Plant and Works Equipment Reserve	28,438	0	(28,438)	0	3,011	(3,011)	0	0	0
Playground and Parks Reserve	55,278	0	(55,278)	0	55,743	(55,743)	0	0	0
Rates Smoothing Reserve	0	629,108	0	629,108	0	600,000	15,421	0	615,421
Recreation Renewal/Upgrade Reserve	0	4,194,056	(463,333)	3,730,723	0	4,000,000	102,808	0	4,102,808
River Restoration Reserve	126,331	0	(126,331)	0	132,742	(132,742)	0	0	0
Roads and Drainage Reserve	14,125	0	(14,125)	0	14,229	(14,229)	0	0	0
Senior Citizens Building Reserve	27,774	0	(27,774)	0	27,971	(27,971)	0	0	0
Strategic Property Reserve	48,488	2,048,540	(1,100,000)	997,028	23,834	1,976,166	51,404	0	2,051,404
Streetscapes Reserve	140,533	0	(140,533)	0	143,285	(143,285)	0	0	0
Sustainable Environment Reserve	59,717	0	(59,717)	0	61,253	(61,253)	0	0	0
The RISE Reserve	396,527	0	(396,527)	0	405,886	(405,886)	0	0	0
Transport Renewal/Upgrade Reserve	0	5,242,570	(1,937,878)	3,304,692	0	5,000,000	128,510	0	5,128,510
Underground Power Reserve	0	838,099	0	838,099	0	0	0	0	0
Workers' Compensation Reserve	581,599	0	(581,599)	0	586,363	(586,363)	0	0	0
<b>Total</b>	<b>49,701,583</b>	<b>36,839,617</b>	<b>(43,157,367)</b>	<b>43,383,833</b>	<b>53,350,129</b>	<b>(0)</b>	<b>1,371,473</b>	<b>0</b>	<b>54,721,603</b>



**City of Bayswater**  
**Capital Acquisitions and Non-Operating Grants**  
**for the period 1 July 2024 to 31 December 2024**

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Non-operating grants, subsidies and contributions - summary</b>						
1622 Buildings	(1,550,909)	(1,600,909)	(466,364)	(85,609)	0	(1,515,300)
1632 Furniture and equipment	0	0	0	(10,455)	0	10,455
1702 Roads	(4,358,035)	(4,911,192)	(2,010,721)	(31,403)	0	(4,879,789)
1712 Footpath	(630,000)	(777,548)	(251,400)	(64,635)	0	(712,913)
1732 Park development	(4,375,000)	(5,253,859)	(2,005,151)	(90,000)	0	(5,163,859)
1742 Other infrastructure	(21,600)	(21,600)	(8,640)	0	6,356	(27,956)
	(10,935,544)	(12,565,108)	(4,742,276)	(282,102)	6,356	(12,289,362)
<b>Capital acquisitions - summary</b>						
<b>Purchase of property, plant and equipment</b>						
1612 Land	1,100,000	1,100,000	1,100,000	1,100,000	0	0
1622 Buildings	6,153,545	7,496,507	1,315,596	1,066,478	1,236,320	5,193,709
1632 Furniture and equipment	1,357,753	1,563,453	837,487	124,433	375,631	1,063,389
1652 Plant and equipment	1,729,476	2,331,444	462,369	1,034,732	732,442	564,271
	10,340,774	12,491,404	3,715,452	3,325,643	2,344,392	6,821,369
<b>Purchase and construction of infrastructure assets</b>						
1702 Roads	6,815,453	7,386,738	3,577,659	1,084,646	2,474,770	3,827,322
1712 Footpath	1,578,213	2,117,091	1,021,013	443,386	2,061,156	(387,451)
1722 Drainage	66,125	219,102	26,448	3,318	11,330	204,454
1732 Park development	6,239,569	8,198,867	3,690,428	1,447,348	2,322,141	4,429,378
1742 Other infrastructure	449,121	480,871	197,267	70,501	11,113	399,257
	15,148,481	18,402,669	8,512,815	3,049,199	6,880,511	8,472,959
<b>Purchase of intangible assets</b>						
1852 Intangible assets	0	14,620	0	0	0	14,620
	0	14,620	0	0	0	14,620
<b>Total by Work in Progress Natural Account</b>	<b>25,489,255</b>	<b>30,908,693</b>	<b>12,228,267</b>	<b>6,374,842</b>	<b>9,224,903</b>	<b>15,308,948</b>

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
<b>Land</b>							
<b>Land</b>							
81357	Land Purchase-45 Ninth Ave,Mayland	1,100,000	1,100,000	1,100,000	1,100,000	0	0
		1,100,000	1,100,000	1,100,000	1,100,000	0	0
Total Land		1,100,000	1,100,000	1,100,000	1,100,000	0	0
<b>Buildings</b>							
<b>Building major capital works</b>							
80613	Morley Sport & Recreation Ctre - basketball court extension	0	8,750	8,750	13,037	0	(4,287)
80810	Depot Store Room Upgrades	0	20,957	0	0	0	20,957
80837	Paddy Walker Depot - improvements	0	153,127	0	0	0	153,127
80840	Upper Hillcrest Reserve - transportable changeroom	0	269,558	200,000	312,247	3,032	(45,721)
81064	Lightning Park - facility upgrades	750,000	750,000	202,500	567	602,547	146,887
81065	Morley Noranda Recreation Club - facility upgrades	750,000	750,000	202,500	0	0	750,000
81192	Crimea Park - upgrade external changerooms and toilets	0	48,748	48,748	65,170	0	(16,422)
81201	Pat O'Hara Rugby Club	0	23,800	0	0	0	23,800
81244	Maylands Brickworks Reserve Upgrades - Fencing	45,000	45,000	0	13,842	10,865	20,293
81246	Maylands Sport and Rec Renewal - Aircon	60,000	60,000	0	0	0	60,000
81247	Maylands Sport and Rec Renewal - Roof	95,000	95,000	0	0	59,400	35,600
81250	Morley Sport and Rec Renewal - Aircon	150,000	150,000	0	71,402	0	78,598
81251	Morley Sport and Rec Renewal - Roof	250,000	250,000	0	0	90,710	159,290
81261	Silverwood Child Care Centre Renewal - Roof	150,000	150,000	0	0	159,833	(9,833)
81265	Various Items Replacement	150,000	150,000	10,500	22,385	10,974	116,641
81268	Waste Transfer Station Renewal - Structural Repairs	1,000,000	1,000,000	0	0	0	1,000,000
81337	Maylands Brickworks Reserve Renewal - Structure	250,000	250,000	150,000	0	0	250,000
81341	Noranda Soccer Changroom Upgrade	180,000	180,000	0	28,640	0	151,360
		3,830,000	4,354,940	822,998	527,289	937,361	2,890,291
<b>Building minor capital works</b>							
80844	Bayswater Community Centre - paving	0	5,000	5,000	0	4,545	455
80974	Waste Transfer Facility - fire suppression system	0	200,000	0	0	0	200,000
80992	Waste Transfer Station - upgrade office, showers & toilets	0	133,805	0	2,427	0	131,378
81185	Maylands Golf Course - renew depot	0	129,422	0	0	42	129,380
81235	Bedford Hall Renewal - Flooring	80,000	80,000	80,000	96,409	4,257	(20,666)
81238	Drill Hall Renewal - Aircon	12,000	12,000	12,000	8,666	0	3,334
81239	Ellis House Renewal - Aircon	15,000	15,000	0	0	0	15,000
81240	Houghton Reserve Pavillion - Upgrade disability access ent	10,000	10,000	0	0	0	10,000

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
81241	Les Hansman Community Centre Renewal - Aircon	35,000	35,000	0	40,232	0	(5,232)
81242	Lightning Park Pavilion Renewal - Fire detection system	10,000	10,000	10,000	0	0	10,000
81243	Lower Hillcrest RAL Massie Pavilion Upgrade - Security	25,000	25,000	0	0	0	25,000
81245	Maylands Hall Renewal - Fire detection system	17,000	17,000	17,000	19,721	0	(2,721)
81249	Morley Library Upgrade - Access Control	30,000	30,000	0	13,419	10,533	6,049
81256	Paddy Walker Works Depot - Install motor to Carpenters work	5,000	5,000	0	3,971	0	1,029
81257	Paddy Walker Works Depot - Mechanical Work Shop renew floor	20,000	20,000	20,000	13,250	0	6,750
81258	Paddy Walker Works Depot Renewal - Aircon	20,000	20,000	20,000	22,260	0	(2,260)
81259	Riverslea Lodge Renewal	20,000	20,000	5,000	0	0	20,000
81260	SES Headquarters Renewal - Floor	20,000	20,000	0	0	0	20,000
81264	Various Hot Water Systems Replacement	10,000	10,000	0	6,120	0	3,880
81266	Various New Roof Safety Systems	50,000	50,000	20,000	16,524	3,787	29,688
81267	Waltham Reserve Changeroom Renewal - concrete structure	15,000	15,000	15,000	18,473	0	(3,473)
81335	Ellis House Lighting Upgrade	14,545	14,545	14,545	0	15,297	(752)
81338	Maylands Hall Blackout Blinds	14,841	14,841	14,841	17,041	0	(2,200)
81340	Moojebing Reserve Shade Sail	40,000	40,000	40,000	0	34,300	5,700
81342	RA Cook Reserve Softball back net upgrade	10,909	10,909	0	86	10,150	674
		474,295	942,522	273,386	278,599	82,911	581,012
<b>Aquatic facilities</b>							
80973	Bayswater Waves - refurbishment	0	0	0	66,397	78,624	(145,021)
81209	Bayswater Waves - replace roof	0	20,699	0	0	0	20,699
81233	Bayswater Waves Renewal - External wall sheeting	60,000	60,000	60,000	0	0	60,000
81234	Bayswater Waves Renewal - Roof	600,000	600,000	0	0	0	600,000
81348	Bayswater Waves Renewal - Plant	81,250	81,250	20,313	9,762	0	71,488
81349	Bayswater Waves Renewal - sound equipment	5,000	5,000	5,000	0	0	5,000
81350	Bayswater Waves Upgrade - Building Management System	30,000	30,000	0	0	14,850	15,150
		776,250	796,949	85,313	76,159	93,473	627,316
<b>Aged care facilities</b>							
81248	Metome Gardens Renewal	25,000	25,000	5,000	0	0	25,000
		25,000	25,000	5,000	0	0	25,000
<b>Plant and equipment</b>							
80999	The RISE - Unplanned Capital	0	1,958	1,958	1,559	1,559	(1,160)
		0	1,958	1,958	1,559	1,559	(1,160)

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
<b>Sustainable environment</b>							
80936	Solar PV installation program	0	20,319	0	0	0	20,319
		0	20,319	0	0	0	20,319
<b>Other infrastructure construction</b>							
81216	Maylands Sports & Rec Club- Patio Extension- Event space	0	21,941	21,941	14,887	0	7,054
		0	21,941	21,941	14,887	0	7,054
<b>Other infrastructure renewal</b>							
81220	Maylands Brickwork Rectification	75,000	250,000	0	51,593	18,800	179,607
		75,000	250,000	0	51,593	18,800	179,607
<b>Administration Buildings</b>							
81236	Civic Centre Renewal - Aircon	588,000	588,000	0	0	0	588,000
81237	Civic Centre Renewal - Fire detection system	30,000	30,000	30,000	0	27,820	2,180
		618,000	618,000	30,000	0	27,820	590,180
<b>Halls &amp; Community Centres</b>							
81198	Morley Community Centre - roof replacement	0	0	0	0	48,241	(48,241)
81228	Lower Hilcrest Clubrooms (redevelopment)	0	25,000	25,000	23,207	0	1,793
81230	Civic Centre: IT upgrades to Directors office	0	6,118	0	689	0	5,429
81232	Bayswater Community Centre Renewal - Aircon	60,000	60,000	0	58,572	0	1,428
81252	Olive Tree House - Ducted toilet exhaust Replacement	10,000	10,000	0	0	0	10,000
81253	Olive Tree house - Staff relocation	150,000	150,000	0	0	9,800	140,200
81254	Olive Tree House Renewal - flooring	20,000	20,000	0	0	0	20,000
81255	Olive Tree House Renewal - Painting	60,000	60,000	0	0	0	60,000
81263	Upper Hillcrest Reserve Renewal - Hot water System	20,000	20,000	0	0	0	20,000
		320,000	351,118	25,000	82,468	58,041	210,609
<b>Sport &amp; Recreation Facilities</b>							
80764	Lightning Park Recreation Centre - Spectator shelter	0	0	0	(5,289)	0	5,289
81262	The RISE Renewal - Fire detection system	35,000	35,000	35,000	39,214	570	(4,784)
		35,000	35,000	35,000	33,925	570	505
<b>Sustainable Environment</b>							
81183	Emission Reduction and Renewable Energy Delivery	0	78,760	15,000	0	15,785	62,975
		0	78,760	15,000	0	15,785	62,975
Total Buildings		6,153,545	7,496,507	1,315,596	1,066,478	1,236,320	5,193,709

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Furniture and equipment</b>						
<b>Aquatic facilities</b>						
81113 Bayswater Waves - renew plant and equipment	0	13,393	8,000	7,179	0	6,214
81347 Bayswater Waves - New Visitation Monitors	8,000	8,000	0	0	0	8,000
	8,000	21,393	8,000	7,179	0	14,214
<b>Furniture and equipment</b>						
81118 Information Services - In Vehicle Communication Amplificatio	0	20,000	20,000	0	0	20,000
81274 Assets and Mapping - Duress Equipment Replacement Program	5,000	5,000	5,000	0	0	5,000
81276 Environmental Health - Equipment Upgrade	80,000	80,000	80,000	0	1,995	78,005
81332 Library Services - ICT Equipment Replacement Program	20,000	20,000	20,000	0	0	20,000
81353 Rangers and Security Equipment Renewal Program	28,660	28,660	28,660	0	0	28,660
	133,660	153,660	153,660	0	1,995	151,665
<b>IT capital</b>						
81097 Embleton Room- Wireless Microphone system	0	0	0	0	1,671	(1,671)
81098 Council chamber upgrade	0	0	0	0	360	(360)
81111 Information Services - Network Infrastructure Replacement Pr	481,501	481,501	231,120	0	0	481,501
81117 Information Services - Workstation Replacement Program	0	0	0	82,020	109,070	(191,090)
	481,501	481,501	231,120	82,020	111,101	288,380
<b>IT renewal</b>						
81275 Assets and Mapping - Network Infrastructure Replacement Pro	22,000	22,000	22,000	16,409	0	5,591
81351 The RISE - New Visitation Monitors	8,000	8,000	0	0	0	8,000
81352 MSRC - New Visitation Monitors	8,000	8,000	0	0	0	8,000
81354 Information Services - Council chambers system Replacement	240,000	240,000	115,200	0	232,318	7,682
81355 Information Services - End User Devices Replacement Program	386,592	386,592	185,562	0	4,155	382,437
81356 Information Services - Telephony Replacement Program	70,000	70,000	33,600	0	0	70,000
	734,592	734,592	356,362	16,409	236,473	481,709
<b>Plant and equipment</b>						
80996 Bayswater Waves - Health Club - Strength Equipment renewal	0	22,687	0	0	0	22,687
	0	22,687	0	0	0	22,687
<b>Other infrastructure construction</b>						
81219 MSRC-Technology Infrastructure	0	121,765	82,000	12,480	26,061	83,224
	0	121,765	82,000	12,480	26,061	83,224

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Water Facilities</b>						
81114 Bayswater Waves - unplanned capital	0	27,855	6,345	6,345	0	21,510
	0	27,855	6,345	6,345	0	21,510
Total Furniture and equipment	1,357,753	1,563,453	837,487	124,433	375,631	1,063,389
<b>Plant and equipment</b>						
<b>Building minor capital works</b>						
81108 Install and commission above ground fuel system	0	30,000	30,000	22,803	2,445	4,752
	0	30,000	30,000	22,803	2,445	4,752
<b>Plant and equipment</b>						
81110 Plant and Equipment replacement program	1,729,476	2,301,444	432,369	1,011,929	729,997	559,518
	1,729,476	2,301,444	432,369	1,011,929	729,997	559,518
Total Plant and equipment	1,729,476	2,331,444	462,369	1,034,732	732,442	564,271
<b>Roads</b>						
<b>Building minor capital works</b>						
81191 Pat O'Hara Reserve - Morley Sport and Recreation Centre rede	150,000	150,000	0	5,287	4,817	139,897
	150,000	150,000	0	5,287	4,817	139,897
<b>Road construction</b>						
80245 Traffic management - general	0	18,128	18,128	19,050	341	(1,262)
80426 Design of slip lane at 60 Russell Street corner Walter Road	0	0	0	2,797	0	(2,797)
80960 Low Cost Urban Safety Design & Construction - Frank Drago	0	0	0	32,788	6,385	(39,172)
80961 Low Cost Urban Safety Design & Construction - Bayswater Wave	0	0	0	67,533	0	(67,533)
81063 Low Cost Urban Safety Program	300,000	300,000	150,000	98,930	6,879	194,191
81081 Low Cost Urban Safety Design & Construction-Weld Square	237,261	0	0	280	0	(280)
81083 Low Cost Urban Safety Design & Construction-Shearn Park	86,906	600,000	86,906	28,194	545,918	25,888
81084 Low Cost Urban Safety Design & Construction-Maylands Strip	222,676	500,000	0	280	0	499,720
81089 Low Cost Urban Safety Design & Construction-Beaufort Park	0	0	0	116,698	30,185	(146,884)
81090 Low Cost Urban Safety Design & Construction-RA Cook Park	0	0	0	280	0	(280)
81336 LCURS - Road Safety Treatments	2,000,000	2,000,000	960,000	0	0	2,000,000
	2,846,843	3,418,128	1,215,034	366,829	589,708	2,461,592

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
<b>Road renewal</b>							
81293	Resurface Intersection- Russell Street to Bishop Street	177,408	177,408	0	0	39,646	137,762
		177,408	177,408	0	0	39,646	137,762
<b>Roads to recovery</b>							
81027	Road Resurfacing - Cooper Rd - Wylde to Wolseley	0	0	0	8,283	0	(8,283)
81224	R2R- Vera St-Wellington Rd to Lee St	0	0	0	3,199	0	(3,199)
81298	Road Resurface Arundel Stfrom Lawrence Streetto Toowong Stre	119,416	119,416	119,416	102,550	21,589	(4,723)
81302	Road Resurface Drake Stfrom Broun Avenueto Union Rd (R2R)	242,077	242,077	242,077	0	0	242,077
81304	Road Resurface Farmfield Wyfrom Harrowshill Rd To Harrowshil	119,741	119,741	119,741	2,813	88,792	28,136
81314	Road Resurface Reman Rdfrom Langley Roadto Cul-De-Sac (R2R)	68,145	68,145	68,145	0	0	68,145
		549,379	549,379	549,379	116,844	110,381	322,154
<b>Black spot state</b>							
81279	Intersection upgrade Benara Road / Emberson Road	35,000	35,000	35,000	1,009	14,395	19,595
		35,000	35,000	35,000	1,009	14,395	19,595
<b>Base road grant</b>							
81297	Road Resurface Abinger Stfrom Noranda Avenueto Ranmore Way	50,622	50,622	50,622	51,760	6,801	(7,938)
81299	Road Resurface Avenell Rdfrom Clavering Roadto Raleigh Road	99,329	99,329	99,329	103,664	1,629	(5,964)
81300	Road Resurface Bromley Stfrom Burnett Streetto Rothbury Road	124,413	124,413	124,413	2,002	0	122,411
81301	Road Resurface Burnett Stfrom McGregor Streetto Mallion Stre	80,801	80,801	80,801	0	0	80,801
81303	Road Resurface Fairs Stfrom Drake Streetto Bromley Street	23,040	23,040	23,040	0	0	23,040
81305	Road Resurface Feredy Stfrom Bromley Streetto Burnett Street	43,386	43,386	43,386	831	0	42,555
81306	Road Resurface Gilders Plfrom Union Streetto Cul-De-Sac	15,349	15,349	15,349	0	0	15,349
81307	Road Resurface Higgins Wyfrom Newton Streetto Wyatt Road	48,351	48,351	48,351	41,254	1,193	5,904
81308	Road Resurface Hudson Stfrom Langley Roadto Rothbury Road	74,635	74,635	74,635	0	0	74,635
81309	Road Resurface McGregor Stfrom Broun Avenueto Burnett Street	58,410	58,410	58,410	0	0	58,410
81310	Road Resurface Newton Stfrom Guildford Roadto Cul-De-Sac	55,490	55,490	55,490	43,923	1,194	10,374
81311	Road Resurface Noranda Avefrom Hookwood Roadto Camboon Road	38,940	38,940	38,940	41,822	1	(2,883)
81312	Road Resurface Paine Rdfrom Hse 21 To Alfreda Avenue	100,595	100,595	100,595	6,442	76,351	17,802
81313	Road Resurface Ranmore Wyfrom Dormans Roadto Hookwood Road	87,615	87,615	87,615	83,359	0	4,256
81315	Road Resurface Thursley Wyfrom Abinger St To Noranda Avenue	90,860	90,860	90,860	75,197	1	15,662
81316	Road Resurface Union Stfrom Drake Streetto Reman Road	42,704	42,704	42,704	957	0	41,747
81317	Road Resurface Ward Plfrom Feredy Streetto Cul-De-Sac	16,063	16,063	16,063	6,985	0	9,078
		1,050,603	1,050,603	1,050,603	458,196	87,169	505,238

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
<b>Arterial road construction</b>							
81127	Arterial Roads - Direct Grant /Resurfacing - Broun Ave/Colli	0	0	0	18,689	0	(18,689)
		0	0	0	18,689	0	(18,689)
<b>Metropolitan Regional Road Group Projects</b>							
81294	Road Rehabilitation Camboon Road (MRRG)	268,386	268,386	0	210	466,496	(198,320)
81295	Road Rehabilitation Crimea Street (MRRG)	338,937	338,937	203,362	1,898	423,081	(86,042)
81296	Road Rehabilitation McGilvray Avenue (MRRG)	660,937	660,937	198,281	20,552	443,652	196,733
		1,268,260	1,268,260	401,643	22,659	1,333,229	(87,629)
<b>Sporting Reserves</b>							
81278	Carpark Resurfacing Program - Pat'O Hara Reserve	0	0	0	3,815	92,180	(95,995)
81281	Morley Sport and Recreation carpark (Pat O'Hara) Stage 2	0	0	0	49,672	72,926	(122,599)
81282	Morley Sport and Recreation carpark (Pat O'Hara) Stage 3	0	0	0	32,110	99,340	(131,451)
81321	Upper Hillcrest Reserve Disabled Carpark Expansion	0	0	0	9,535	30,978	(40,513)
		0	0	0	95,133	295,425	(390,558)
<b>Not Applicable</b>							
81278	Carpark Resurfacing Program - Pat'O Hara Reserve	154,000	154,000	77,000	0	0	154,000
81281	Morley Sport and Recreation carpark (Pat O'Hara) Stage 2	150,000	150,000	90,000	0	0	150,000
81282	Morley Sport and Recreation carpark (Pat O'Hara) Stage 3	200,000	200,000	120,000	0	0	200,000
81320	Upgrade ACROD parking	8,960	8,960	0	0	0	8,960
81321	Upper Hillcrest Reserve Disabled Carpark Expansion	75,000	75,000	0	0	0	75,000
81322	Waterland Carpark Expansion	150,000	150,000	39,000	0	0	150,000
		737,960	737,960	326,000	0	0	737,960
Total Roads		6,815,453	7,386,738	3,577,659	1,084,646	2,474,770	3,827,322
<b>Footpath</b>							
<b>Other road construction</b>							
80911	Drake Street - Broun Avenue/Rothbury Road - new pathway	0	34,731	0	0	0	34,731
		0	34,731	0	0	0	34,731
<b>Footpath construction</b>							
81105	New Path - Bunya St Stage 1	0	24,774	0	0	0	24,774
81283	Pathway Expansion Program - Beechboro Road North	25,000	25,000	25,000	38,354	0	(13,354)
81284	Pathway Expansion Program - Camboon Road	98,000	98,000	98,000	69,335	1	28,664
81285	Pathway Expansion Program - Cox Street	56,000	56,000	56,000	83,115	4,305	(31,420)



		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
81286	Pathway Expansion Program - Endeavour Road	64,800	64,800	64,800	59,917	1,033	3,851
81287	Pathway Expansion Program - Illingbridge Street	45,000	45,000	45,000	0	0	45,000
81288	Pathway Expansion Program - LTCN Bike Path, Drake Street	760,000	760,000	402,800	0	0	760,000
81289	Pathway Expansion Program - Mahogany Road	17,000	17,000	17,000	501	0	16,499
81290	Pathway Expansion Program - Ramsden Way	65,000	65,000	65,000	79,791	2,447	(17,239)
81291	Pathway Expansion Program -Gilbert Street	67,813	67,813	67,813	3,988	0	63,825
81292	Pathway Expansion Program -Thorpe Street	129,600	129,600	129,600	0	0	129,600
		1,328,213	1,352,987	971,013	335,000	7,786	1,010,201
<b>Park development construction</b>							
81104	New Path - Hester/Evans/Drake	250,000	729,373	50,000	108,386	2,053,370	(1,432,383)
		250,000	729,373	50,000	108,386	2,053,370	(1,432,383)
Total Footpath		1,578,213	2,117,091	1,021,013	443,386	2,061,156	(387,451)
<b>Drainage</b>							
<b>Drainage construction</b>							
80248	Urban water sensitive design	0	81,470	0	0	8,970	72,500
80928	City-wide - optimise drainage amenity	0	11,507	0	0	2,360	9,147
		0	92,977	0	0	11,330	81,647
<b>Drainage renewal</b>							
81280	Low Point New Drainage Program	66,125	66,125	26,448	3,318	0	62,807
		66,125	66,125	26,448	3,318	0	62,807
<b>Sustainable environment</b>							
81213	Drainage for Liveability Detailed Design Rudloc and Bowden R	0	60,000	0	0	0	60,000
		0	60,000	0	0	0	60,000
Total Drainage		66,125	219,102	26,448	3,318	11,330	204,454
<b>Park development</b>							
<b>Park development construction</b>							
80242	Riverbank restoration	92,292	92,292	92,292	159,490	6,532	(73,730)
81004	Birkett Street Reserve - redevelopment	0	0	0	17,227	0	(17,227)
81171	Program - Natural Environment Improvement - Foreshore River	240,000	240,000	139,200	315,900	67,845	(143,745)
81172	Waterland Developments-Parking & Playspace	0	133,265	0	1,082	0	132,183
81218	Bardon Park-Inclusive Swing	0	85,625	85,625	1,721	73,390	10,514

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
81269	Maylands Lakes Masterplan Implimentation	250,000	250,000	100,000	13,460	111,385	125,155
81270	New Lightning Park Limestone Path	80,000	80,000	80,000	0	0	80,000
81271	Public Bin Renewal Program	65,000	65,000	65,000	0	0	65,000
81272	Rudloc Reserve Transformation	550,000	550,000	198,000	0	0	550,000
81273	Tranby Riverbank Restoration	100,000	100,000	0	0	0	100,000
81323	Bore Pump Renewal Program	117,500	117,500	117,500	9,581	39,737	68,182
81324	Further Greening of Guildford Road	100,000	100,000	25,000	0	0	100,000
81325	Irrigation Renewal Program	64,577	64,577	29,705	153,649	24,356	(113,427)
81326	Irrigation Renewal Program - Design	100,000	100,000	100,000	0	0	100,000
81327	Irrigation Renewal Program -Water usage reduction strategy	250,000	250,000	150,000	0	0	250,000
81328	Median Island Tree Planting Program	200,000	200,000	80,000	0	0	200,000
81329	Park Furniture Renewal Program	50,000	50,000	20,000	0	0	50,000
81330	Passive Park Lights Renewal Program	36,200	36,200	0	0	0	36,200
81331	Removal of dilapidated jetty Lake Brearley, Maylands	10,000	10,000	0	0	0	10,000
81334	Crimea - Tennis/Skate/Baseball Floodlight System Renewal	250,000	250,000	100,000	0	0	250,000
81358	Halliday Hosue-Retic	20,000	20,000	0	0	15,000	5,000
81360	Mayland Lakes Tank Installation	0	0	0	0	144,400	(144,400)
		2,575,569	2,794,459	1,382,322	672,110	482,645	1,639,705
<b>Sustainable environment</b>							
81061	Maylands Lakes bank renaturalisation & improve water quality	0	550,000	0	0	0	550,000
81214	Maylands Lakes - Water Quality Improvements	0	50,700	50,700	33,721	51,691	(34,712)
		0	600,700	50,700	33,721	51,691	515,288
<b>Tree management</b>							
81165	Riverside Gardens Urban Forest	0	140,000	140,000	107,324	67,751	(35,075)
81344	Riverside Gardens Urban Forest (Advocacy Project)	1,650,000	1,650,000	891,000	0	1,464,120	185,880
		1,650,000	1,790,000	1,031,000	107,324	1,531,871	150,805
<b>Golf course development</b>							
81168	Maylands Peninsula Golf Course Upgrade	0	150,000	0	0	0	150,000
		0	150,000	0	0	0	150,000
<b>Drink fountains</b>							
80971	Lake Bungana - drink fountain	0	0	0	16	0	(16)
		0	0	0	16	0	(16)

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
<b>Playground</b>							
81175	City Wide - Playspace Redevelopments	0	436,233	400,000	486,541	68,514	(118,822)
81176	City Wide - Sports Goal Replacements	0	5,370	5,370	12,563	0	(7,193)
81180	City Wide - Cricket Match Synthetic Wicket Renewals	0	3,080	3,080	0	0	3,080
81333	Cricket Pitch Renewal Program	64,000	64,000	64,000	0	0	64,000
81343	Riverside Gardens Playground Renewal	50,000	50,000	25,000	0	0	50,000
81345	Sport Court Replacement Program	100,000	100,000	50,000	0	0	100,000
81346	Sport Goal Renewal Program	20,000	20,000	20,000	0	0	20,000
		234,000	678,683	567,450	499,104	68,514	111,065
<b>Floodlights</b>							
81231	Crimea Park floodlight renewal	0	90,000	0	0	0	90,000
		0	90,000	0	0	0	90,000
<b>Other infrastructure construction</b>							
80946	Wotton Skate Park and surrounding facilities	0	36,719	0	0	0	36,719
81062	Tranby House Reserve Foreshore - rehab and revegetation	1,000,000	1,000,000	400,000	999	0	999,001
81177	City Wide - Sports Lighting Renewals	0	137,422	87,422	11,575	40,249	85,598
81339	Mills Avenue Pocket Park Development (Metronet)	680,000	680,000	0	0	0	680,000
		1,680,000	1,854,141	487,422	12,573	40,249	1,801,319
<b>Other infrastructure renewal</b>							
80755	Critical Asset Renewal Program	0	0	0	40,623	350	(40,973)
81167	Bore and Pump Replacement Program	0	48,334	48,334	43,603	5,882	(1,151)
81169	Critical Asset Renewal and Upgrade Program	0	6,087	0	28,455	4,400	(26,768)
		0	54,421	48,334	112,681	10,632	(68,892)
<b>Recreation Reserves</b>							
81173	City Wide - Community Ball Court Resurfacing	100,000	148,965	100,000	5,381	121,915	21,669
81181	City Wide - Sporting Reserve Fencing Replacements	0	22,498	8,200	4,438	0	18,060
81182	Upper Bardon Park	0	15,000	15,000	0	14,625	375
		100,000	186,463	123,200	9,819	136,540	40,104
Total Park development		6,239,569	8,198,867	3,690,428	1,447,348	2,322,141	4,429,378

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Other infrastructure</b>						
<b>Traffic management</b>						
81319 Traffic Management Devices	65,000	65,000	26,000	34,948	0	30,052
	65,000	65,000	26,000	34,948	0	30,052
<b>Street lights</b>						
81119 City Lighting Renewal Program/New Req	0	17,619	17,619	32,191	1,496	(16,068)
81318 Street Lightpole Upgrade	303,481	303,481	121,392	1,150	0	302,331
	303,481	321,100	139,011	33,340	1,496	286,264
<b>Other infrastructure construction</b>						
81122 Bus Shelters - upgrade program	32,256	32,256	12,900	0	0	32,256
81277 Bus Shelter Expansion Program	48,384	48,384	19,356	0	5,745	42,640
	80,640	80,640	32,256	0	5,745	74,896
<b>Sustainable environment</b>						
80935 Emission reduction and renewable energy implementation	0	14,131	0	0	0	14,131
	0	14,131	0	0	0	14,131
<b>Other infrastructure construction</b>						
80392 Maylands Town Centre - City-led infrastructure activation	0	0	0	2,213	1,503	(3,716)
81121 Town Centre's - City Led Place Activation	0	0	0	0	2,370	(2,370)
	0	0	0	2,213	3,873	(6,086)
Total Other infrastructure	449,121	480,871	197,267	70,501	11,113	399,257
<b>Intangible assets</b>						
<b>Software</b>						
80950 Website development for online bookings	0	14,620	0	0	0	14,620
	0	14,620	0	0	0	14,620
Total Intangible assets	0	14,620	0	0	0	14,620
<b>Total capital projects</b>	<b>25,489,255</b>	<b>30,908,693</b>	<b>12,228,267</b>	<b>6,374,842</b>	<b>9,224,903</b>	<b>15,308,948</b>

**10.2.2 List of Payments for the Month of December 2024**

<b>Responsible Branch:</b>	Financial Services
<b>Responsible Directorate:</b>	Corporate Services
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Schedule of Accounts - Municipal Fund [<b>10.2.2.1</b> - 7 pages]</li> <li>2. Schedule of Accounts - Aged Persons Homes Account [<b>10.2.2.2</b> - 1 page]</li> <li>3. Schedule of Accounts - Trust Fund [<b>10.2.2.3</b> - 1 page]</li> <li>4. Summary of Corporate Credit Card Expenses [<b>10.2.2.4</b> - 1 page]</li> <li>5. Summary of Corporate Purchase Card Expenses [<b>10.2.2.5</b> - 3 pages]</li> <li>6. Electronic Fund Transfers [<b>10.2.2.6</b> - 1 page]</li> </ol>

**SUMMARY**

This report presents the list of payments, comprising **Attachments 1, 2, 3, 4, 5 and 6** made under delegated authority for the month of December 2024 in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*.

**OFFICER'S RECOMMENDATION**

That Council receives the list of payments for the month of December 2024 made under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* comprising:

1. Schedule of Accounts – Municipal Fund (**Attachment 1**);
2. Schedule of Accounts – Aged Persons Homes Account (**Attachment 2**);
3. Schedule of Accounts – Trust Fund (**Attachment 3**);
4. Summary of Corporate Credit Card Expenses (**Attachment 4**);
5. Summary of Corporate Purchase Card Expenses (**Attachment 5**); and
6. Electronic Fund Transfers (**Attachment 6**).

**BACKGROUND**

Council has delegated to the Chief Executive Officer the exercise of its power to make payments from the City's Municipal and Trust Funds in addition to Aged Care accounts in accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*.

A list of accounts paid is to be provided to Council where such delegation is made.

**EXTERNAL CONSULTATION**

Not applicable.

**OFFICER'S COMMENTS**

A list of payments is presented to Council each month for noting in accordance with the *Local Government (Financial Management) Regulations 1996*.

Payments drawn from the Municipal Account for the month of December 2024 are included in **Attachment 1**.

Payments drawn from the Aged Persons Homes Account for the month of December 2024 are included in **Attachment 2**.

Payments drawn from the Trust Fund for the month of December 2024 are included in **Attachment 3**.

Payments made via corporate credit and purchase cards are included in **Attachment 4 and Attachment 5** respectively. Regulation 13(A) of the *Local Government (Financial Management) Regulations 1996* was updated requiring the reporting of payments by employees via purchase cards (i.e. in addition to Credit Cards) to be reported from 1 October 2023. Purchase Cards used by employees include BP (Fuel) and Bunnings Cards with those transactions reported separately but the total spend is included in payments from the Municipal Account.

All other payments of a direct debit nature made from the Municipal and Aged Persons Homes Accounts including bank fees; payroll payments; and other direct payment arrangements, are represented in **Attachment 6**.

All payments are summarised in **Table 1**.

**Table 1**

<b><i>Payment Type</i></b>	<b><i>Reference</i></b>	<b><i>Amount \$</i></b>
<b><i>Municipal Account</i></b>		
BPay Direct Credits Electronic Fund Transfers (EFTs)	BP000279-000281, DC000650-000655, EF087841-088101 EF088103-088226 EF088229-088493 EF088517	<b>\$11,898,815.57</b>
<b><i>Aged Persons Homes</i></b>		
Electronic Fund Transfers (EFTs)	EF088102 EF088228 EF088495-088496	<b>\$16,938.93</b>
<b><i>Trust Fund</i></b>		
Electronic Fund Transfers (EFTs)	EF088227 EF088494	<b>\$31,957.43</b>
<b><i>Credit Card Expenses</i></b>	29 November 2024 to 27 December 2024	<b>\$22,670.01</b>
<b><i>Direct Debit and Other Electronic Fund Transfer</i></b>	1 December 2024 to 31 December 2024	<b>\$4,278,144.44</b>
	<b>Total</b>	<b>\$16,248,526.38</b>

## LEGISLATIVE COMPLIANCE

Regulation 13 of the *Local Government (Financial Management) Regulations 1996*

The City's *Procurement Policy* applies.

Council has delegated to the CEO the exercise of its authority to make payments from the Municipal and Trust Funds and the Aged Care Homes accounts. Therefore, in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid by the CEO is prepared each month showing each account paid since the list was prepared.

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Medium
Strategic Risk	SR07 - Unethical or inadequate governance and/or decision-making.	

## FINANCIAL IMPLICATIONS

All accounts are for goods and services that have been duly incurred and authorised for payment in accordance with the budget allocation and statutory obligations. This provides for the effective and timely payment of the City's contractors and other creditors.

## STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater's Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.  
Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

## CONCLUSION

That Council notes the List of Payments for the month of December 2024 comprising **Attachments 1, 2, 3, 4, 5 and 6.**

**City of Bayswater****List of Payment - Municipal****for the period 1 December 2024 to 31 December 2024**

<b>Reference Payments</b>	<b>Date</b>	<b>Creditor Name</b>	<b>Invoice details</b>	<b>Amount Paid \$</b>
BP000279	05/12/24	Coca Cola Europacific Partners Australia Pty Ltd	Functions and events catering expenses	4,090.53
BP000280	13/12/24	Department of Local Government Sport and Cultural Industries	Legal expenses and court costs	3,564.00
BP000281	13/12/24	Coca Cola Europacific Partners Australia Pty Ltd	Kiosk stock	3,796.03
DC000650	11/12/24	Easisalary Pty Ltd	Payroll payment	8,151.69
DC000651	11/12/24	Superchoice	Payroll payment	265,005.50
DC000652	16/12/24	Western Australia Treasury Corporation	Loan repayment	1,488,234.30
DC000653	29/11/24	Department of Justice/Fines Enforcement Registry	Payroll payment	86.00
DC000654	29/11/24	Department of Justice/Fines Enforcement Registry	Payroll payment	3,268.00
DC000655	18/12/24	Department of Justice/Fines Enforcement Registry	Payroll payment	86.00
EF087841	02/12/24	Assunta Meleca	Councillor allowances and reimbursements	3,105.04
EF087842	02/12/24	Daniel Bull	Councillor allowances and reimbursements	2,968.04
EF087843	02/12/24	Elli Petersen-Pik	Councillor allowances and reimbursements	5,100.55
EF087844	02/12/24	Filomena Piffaretti	Councillor allowances and reimbursements	12,495.36
EF087845	02/12/24	Giorgia Johnson	Councillor allowances and reimbursements	3,105.04
EF087846	02/12/24	Joshua Eveson	Councillor allowances and reimbursements	3,105.04
EF087847	02/12/24	Lorna J Clarke	Councillor allowances and reimbursements	3,105.04
EF087848	02/12/24	Michelle Louise Sutherland	Councillor allowances and reimbursements	3,105.04
EF087849	02/12/24	Nat Latter	Councillor allowances and reimbursements	3,005.80
EF087850	02/12/24	Sally Palmer	Councillor allowances and reimbursements	3,105.04
EF087851	02/12/24	Steven George Ostaszewskyj	Councillor allowances and reimbursements	3,105.04
EF087852	05/12/24	Ahmedsadiq Abdi	Refund bond	1,000.00
EF087853	05/12/24	Amanda Harris	Commission	314.50
EF087854	05/12/24	Angelo and Celeste Lopez	Commission	212.50
EF087855	05/12/24	Anita Grewal	Commission	127.50
EF087856	05/12/24	Barbara Cotter	Commission	212.50
EF087857	05/12/24	Barbara Cotter	Commission	80.00
EF087858	05/12/24	Bayswater Women's Hub Inc	Donation	3,000.00
EF087859	05/12/24	Brett Nannup	Awards and scholarships	5,000.00
EF087860	05/12/24	Bronia Richards	Commission	255.00
EF087861	05/12/24	C M and G T Greer	Commission	692.75
EF087862	05/12/24	CA and G Harvey	Commission	743.75
EF087863	05/12/24	Carolyn Evans	Catio rebate	500.00
EF087864	05/12/24	Catherine Juniper	Commission	20.00
EF087865	05/12/24	Catherine Juniper	Commission	20.00
EF087866	05/12/24	Charlene Foo	Commission	433.50
EF087867	05/12/24	Christine Rutz Wilson	Youth and seniors community activities	300.00
EF087868	05/12/24	Cleanaway Pty Ltd	Waste collection and hygiene services	563,685.09
EF087869	05/12/24	Clinton Price	Commission	170.00
EF087870	05/12/24	GR/TP Davies in Trust for Catherine Isabella Davies	Commission	50.00
EF087871	05/12/24	D J Huff	Commission	127.50
EF087872	05/12/24	D. Chrstoper and Stacey Brooke Robinson	Catio rebate	500.00
EF087873	05/12/24	DA and KM Williams	Commission	323.00
EF087874	05/12/24	Damien Goerke	Awards and scholarships	750.00
EF087875	05/12/24	Department of Biodiversity Conservation and Attractions	Marketing and promotional material	330.00
EF087876	05/12/24	Diana V Paolucci	Commission	235.00
EF087877	05/12/24	Dowsing Group Pty Ltd	Construction and civil works payments	123,183.40
EF087878	05/12/24	Ellah Mekken	Commission	255.00
EF087879	05/12/24	Evertop Investments Pty Ltd T/A Jim Kidd Sports	Minor equipment purchase	96.80
EF087880	05/12/24	Excel Consulting Solutions Pty Ltd	Staff training, development and support	420.00
EF087881	05/12/24	Farida Ulumbekova	Commission	199.75
EF087882	05/12/24	Filomena Piffaretti	Councillor allowances and reimbursements	149.01
EF087883	05/12/24	Finespun Pty Ltd	Sitting fee	467.50
EF087884	05/12/24	Future Bayswater	Grants and funding	5,000.00
EF087885	05/12/24	Geoffrey Fooks and Phillipa-Louise Milton	Awards and scholarships	750.00
EF087886	05/12/24	Gertrina Hayden	Commission	100.00
EF087887	05/12/24	H C and M Aveling	Commission	722.50
EF087888	05/12/24	Irit Moriah Alfasi	Awards and scholarships	750.00
EF087889	05/12/24	Jaysinh Maharaul and Sandra Raub	Catio rebate	500.00
EF087890	05/12/24	Jessica Milne	Grants and funding	5,000.00
EF087891	05/12/24	Joanna Maria Sosna	Commission	850.00
EF087892	05/12/24	Johanna Zeelenberg	Commission	722.50
EF087893	05/12/24	Jonathan Jun Yee Lee and Michelle Nguyen	Refund bond	500.00
EF087894	05/12/24	Julie Saunders	Staff allowances and reimbursements	224.54
EF087895	05/12/24	K T Hannelly	Street Sweeping	382.50
EF087896	05/12/24	Kathryn Stanley-Hart	Commission	476.00
EF087897	05/12/24	Lesley A Zampatti	Commission	187.00
EF087898	05/12/24	Lisa Joy Cicchini	Commission	85.00
EF087899	05/12/24	M Richardson	Commission	680.00
EF087900	05/12/24	Marcia DSouza	Commission	170.00
EF087901	05/12/24	Marnie Richardson	Awards and scholarships	750.00
EF087902	05/12/24	Martin Lyall Sharp	Commission	297.50
EF087903	05/12/24	Matthew Wain	Commission	340.00
EF087904	05/12/24	Nadia Rind	Refund bond	550.00
EF087905	05/12/24	Nicole Rae Durrant	Staff allowances and reimbursements	362.10
EF087906	05/12/24	Olga Perova	Commission	263.50
EF087907	05/12/24	Olivia Betty Crockford	Commission	68.00
EF087908	05/12/24	Online Compliance Training Australia Pty Ltd	Memberships and subscriptions	1,645.60
EF087909	05/12/24	Pam Tuckett	Awards and scholarships	500.00
EF087910	05/12/24	Pam Tuckett	Commission	246.50
EF087911	05/12/24	Parniyan Pakniyat	Refund bond	550.00
EF087912	05/12/24	Pearl A Chaloupka	Awards and scholarships	500.00
EF087913	05/12/24	Perth Visual Services	Refund bond	1,000.00
EF087914	05/12/24	Phillip Sillifant	Commission	1,020.00
EF087915	05/12/24	Rainbow Families Australia	Refund bond	350.00
EF087916	05/12/24	Ravil Ulumbekov	Commission	225.25
EF087917	05/12/24	Reynaldo Padernilla	Commission	425.00
EF087918	05/12/24	Robin Evelyn Marsh	Commission	335.75
EF087919	05/12/24	Robyn L Abbott	Commission	1,275.00
EF087920	05/12/24	Sally Corner	Commission	766.50
EF087921	05/12/24	Samuel and Charlotte Fardoe	Commission	212.50
EF087922	05/12/24	Sandy Prideaux	Commission	680.00
EF087923	05/12/24	Siu-Lin Daisy Pamela Waters	Refund bond	550.00
EF087924	05/12/24	Suzanne Doorey	Commission	382.50
EF087925	05/12/24	Telstra Ltd	Office telephone and communication expenses	9,839.15
EF087926	05/12/24	The Trustee for Gary Reitsema Family Trust T/A West Coast Commercial Industries	Minor equipment purchase	3,333.00



# Ordinary Council Meeting Agenda

28 January 2025 Attachment 10.2.2.1

Reference	Date	Creditor Name	Invoice details	Amount Paid
<b>Payments</b>				<b>\$</b>
EF087927	05/12/24	V A and H K Bullo	Commission	335.75
EF087928	05/12/24	Vidhyaasagar Vijayakumar	Commission	187.00
EF087929	05/12/24	VTP Engineering	Professional consultancy services	990.00
EF087930	05/12/24	Water Corporation	Water usage charges	5,418.78
EF087931	05/12/24	Wesley and Bettwyn Jackson	Awards and scholarships	5,000.00
EF087932	05/12/24	West Australian Stolen Generations Aboriginal Corporation T/A Yokai Healing Our Spirit	Sitting fee	200.00
EF087933	05/12/24	3 Monkeys Audiovisual	Equipment maintenance	264.00
EF087934	05/12/24	ADT Security	Building maintenance and services	52.00
EF087935	05/12/24	Adventure Playgrounds Pty Ltd	Construction and civil works payments	43,736.00
EF087936	05/12/24	AFL Sports Ready Ltd	Labour hire and temporary replacement	11,305.17
EF087937	05/12/24	ALS Library Services Pty Ltd	Book purchases	288.29
EF087938	05/12/24	AMS Technology Group Pty Ltd	Building maintenance and services	44,688.27
EF087939	05/12/24	ANA Rowing Club (Inc)	Traffic management	1,000.00
EF087940	05/12/24	Anton and Jo Pty Ltd T/A Bayswater News and Lotteries	Memberships and subscriptions	622.54
EF087941	05/12/24	ATC Work Smart Inc	Trainee	369.77
EF087942	05/12/24	Australasian Fleet Management Association Inc.	Staff training, development and support	89.00
EF087943	05/12/24	Australia and New Zealand Recycling Platform Ltd	Waste collection and hygiene services	2,874.41
EF087944	05/12/24	Australian Services Union	Payroll payment	236.50
EF087945	05/12/24	Australian Taxation Office	Payroll payment	309,646.00
EF087946	05/12/24	Backpackers FC Pty Ltd	Signage and banners	544.50
EF087947	05/12/24	Beinformed Group Pty Ltd T/A BeCarWise	Payroll payment	1,087.74
EF087948	05/12/24	Boyan Electrical Services	Electrical installation and repair	834.35
EF087949	05/12/24	Broadspec Environmental Pty Ltd	Environmental testing and sampling	115.50
EF087950	05/12/24	Brownes Foods Operations Pty Ltd	Office stationery and consumables	156.95
EF087951	05/12/24	Bunnings Group Ltd	Engineering works materials	1,674.44
EF087952	05/12/24	Campbell's Janitor Supplies Pty Ltd T/A The Goods Australia	Cleaning supplies	6,219.90
EF087953	05/12/24	Centre for Accessibility Australia Ltd	Professional consultancy services	198.00
EF087954	05/12/24	Child Support Agency	Payroll payment	1,109.97
EF087955	05/12/24	CNW Pty Ltd	Construction and civil works tools and materials	2,851.00
EF087956	05/12/24	Code Research Pty Ltd T/A PWD (Australia)	Marketing and promotional material	7,920.00
EF087957	05/12/24	Contra-flow Pty Ltd	Traffic management	20,845.07
EF087958	05/12/24	The Trustee for Belmont Unit Trust T/A Daimler Trucks Perth	Plant and vehicle purchasing	324,883.71
EF087959	05/12/24	Design Right Pty Ltd	Civil works design and technical support	715.00
EF087960	05/12/24	Dorothy Bagshaw	Sitting fee	200.00
EF087961	05/12/24	Eastern Metropolitan Regional Council	Waste collection and hygiene services	23,809.51
EF087962	05/12/24	Elyse Rhiannan Crane	Marketing and promotional material	10,725.00
EF087963	05/12/24	Joshua Okeefe T/A Engage WA	Professional consultancy services	5,250.00
EF087964	05/12/24	Epic Catering and Events Services Pty Ltd	Functions and events catering expenses	2,904.00
EF087965	05/12/24	Experian Australia Pty Ltd	Software maintenance	10,994.12
EF087966	05/12/24	Fencing Supply Centre	Fencing	660.00
EF087967	05/12/24	Freestyle Now	Youth and seniors community activities	660.00
EF087968	05/12/24	Fuel Distributors of WA Pty Ltd	Fuel and oil	13,874.61
EF087969	05/12/24	Fujifilm Data Management Solutions Australia Pty Ltd	Printing and graphic design expenses	2,637.49
EF087970	05/12/24	G.M. Millane and Co	Plant and vehicle parts and materials	1,600.50
EF087971	05/12/24	GFG Temporary Assist	Labour hire and temporary replacement	29,327.30
EF087972	05/12/24	GHD Pty Ltd	Analytical and testing services	31,364.14
EF087973	05/12/24	Greenway Solutions Pty Ltd	Parks and gardens materials	1,067.00
EF087974	05/12/24	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	38,890.49
EF087975	05/12/24	Health Insurance Fund of WA	Payroll payment	300.70
EF087976	05/12/24	Hospital Benefit Fund of WA	Payroll payment	874.01
EF087977	05/12/24	Infillr Pty Ltd T/A Haul Group	Professional consultancy services	8,800.00
EF087978	05/12/24	Integrity Management Solutions Pty Ltd	Memberships and subscriptions	27,610.00
EF087979	05/12/24	IPA By Synergie Pty Ltd	Labour hire and temporary replacement	8,569.70
EF087980	05/12/24	Jaycar Pty Ltd	Plant and vehicle repairs	56.95
EF087981	05/12/24	JEC Holdings WA Pty Ltd T/A CAI Fences	Fencing	1,512.50
EF087982	05/12/24	Judroc Pty Ltd T/A The Watershed Water Systems	Parks and gardens reticulation repairs and upgrades	6,211.66
EF087983	05/12/24	Landgate	Title Search	49,724.40
EF087984	05/12/24	Landmark Engineering and Design Pty Ltd T/A Exteria	Equipment purchases	3,984.20
EF087985	05/12/24	Les Mills Australia	Memberships and subscriptions	3,101.32
EF087986	05/12/24	Local Government Professionals Aust WA	Staff training, development and support	70.00
EF087987	05/12/24	Max and Claire Pty Ltd T/A Ergolink	Minor equipment purchase	625.25
EF087988	05/12/24	Maxwell Robinson and Phelps	Pest control	1,183.68
EF087989	05/12/24	Maylands Cellars Pty Ltd T/A Maylands Liquor Barons	Functions and events catering expenses	1,265.00
EF087990	05/12/24	Maylands Historical and Peninsula Association Inc	Youth and seniors community activities	150.00
EF087991	05/12/24	Morley Mower Centre	Plant and vehicle repairs	88.00
EF087992	05/12/24	TheTrustee for the Ingwelala Trust T/A Westoz Food Distributors	Kiosk stock	289.48
EF087993	05/12/24	Next Health Pty Ltd	Medical services and materials	5,324.00
EF087994	05/12/24	North of Perth Music Festival	Youth and seniors community activities	3,000.00
EF087995	05/12/24	Omnicom Media Group Australia Pty Ltd	Management fee	1,264.63
EF087996	05/12/24	Paatsch Consulting Pty Ltd T/A Paatsch Group	Professional consultancy services	26,317.50
EF087997	05/12/24	Paragon Constructions Solutions Pty Ltd	Aquatic maintenance and services	1,485.00
EF087998	05/12/24	Paywise Pty Ltd	Payroll payment	756.98
EF087999	05/12/24	Pool and Pump Service and Repairs Pty Ltd	Equipment maintenance	2,095.04
EF088000	05/12/24	Programmed Skilled Workforce Ltd	Labour hire and temporary replacement	3,119.77
EF088001	05/12/24	The Trustee for Alba Unit Trust T/A Quality Press	Marketing and promotional material	1,038.40
EF088002	05/12/24	Redimed Pty Ltd	Medical services and materials	290.00
EF088003	05/12/24	GPC Asia Pacific Pty Ltd T/A Repco	Plant and vehicle repairs	479.98
EF088004	05/12/24	Royal Life Saving Society	Staff training, development and support	765.00
EF088005	05/12/24	RTS Training	Staff training, development and support	65.00
EF088006	05/12/24	Scott Printers Pty Ltd	Marketing and promotional material	386.10
EF088007	05/12/24	Services Australia	Fees and charges	79.20
EF088008	05/12/24	Stiles Electrical and Communication Services Pty Ltd	Parks and gardens contract payments	7,263.27
EF088009	05/12/24	The Trustee for the O'Grady Family Trust Efficient Site Services	Construction and civil works payments	13,175.80
EF088010	05/12/24	Team Global Express Pty Ltd T/A IPEC Pty Ltd	Postage and courier charges	385.10
EF088011	05/12/24	The Trustee for Chartis Technology Trust	Memberships and subscriptions	14,850.00
EF088012	05/12/24	The Trustee for Unified Service Trust T/A Aha Consulting	Analytical and testing services	3,795.00
EF088013	05/12/24	The Local Government,Racing and Cemeteries Employees Union (WA) T/A The Western Australian Municipal Road	Payroll payment	858.00
EF088014	05/12/24	Moore Enterprises (WA) Pty Ltd T/A Totally Workwear Malaga	Staff uniforms and protective equipment	753.52
EF088015	05/12/24	T-Quip	Plant and vehicle parts and materials	747.23
EF088016	05/12/24	Trauma Clean WA	Cleaning services	1,480.74
EF088017	05/12/24	Turf Care WA Pty Ltd	Parks and gardens contract payments	4,280.30
EF088018	05/12/24	Twins (WA) Pty Ltd	Functions and events catering expenses	649.00
EF088019	05/12/24	Silver Star Wanda'rers Line Dancing Group	Youth and seniors community activities	800.00
EF088020	05/12/24	Way Funky Company Pty Ltd	Kiosk stock	2,289.65
EF088021	05/12/24	Workclobber Trust and Lindal Family Trust T/A Work Clobber	Staff uniforms and protective equipment	315.00
EF088022	05/12/24	WPC Group Ltd	Labour hire and temporary replacement	3,908.26
EF088023	13/12/24	Abdullahi Farah	Refund bond	1,000.00
EF088024	13/12/24	Aboriginal Health Council of WA	Refund bond	500.00
EF088025	13/12/24	Adept Photo Booths	Photography / video production	799.00
EF088026	13/12/24	Adriana Pruzinska	Commission	100.00

Reference	Date	Creditor Name	Invoice details	Amount Paid
<b>Payments</b>				<b>\$</b>
EF088027	13/12/24	Aiden Gyuru	Refund rates overpayment	880.80
EF088028	13/12/24	AlintaGas Sales Pty Ltd	Gas usage charges	1,314.55
EF088029	13/12/24	Alsoma Homes Pty Ltd	Commission	300.00
EF088030	13/12/24	Anna Gillespie	Staff allowances and reimbursements	1,178.51
EF088031	13/12/24	Arlette Bruggeman	Refund swimming lessons	72.00
EF088032	13/12/24	Auslam WA Inc	Refund bond	550.00
EF088033	13/12/24	Avalon J Gray	Cloth nappy rebate	100.00
EF088034	13/12/24	Azam Pachajanov	Staff allowances and reimbursements	866.50
EF088035	13/12/24	Beaver Tree Services Australia Pty Ltd	Garden maintenance	5,192.00
EF088036	13/12/24	Beth Harcourt	Commission	378.25
EF088037	13/12/24	Buildwealth Investments Pty Ltd	Crossover subsidy	541.08
EF088038	13/12/24	C M Goodall and J A Travis	Commission	95.00
EF088039	13/12/24	Chun Lin	Refund residential verge deposit	1,400.00
EF088040	13/12/24	Cleanaway Pty Ltd	Waste collection and hygiene services	501,372.96
EF088041	13/12/24	Complete Approvals	Refund development application fee	147.00
EF088042	13/12/24	Conor Cattersen	Refund rates overpayment	1,965.37
EF088043	13/12/24	CTI5 Pty Ltd T/A CTI Risk Management-Petty Cash	Petty cash reimbursement	891.05
EF088044	13/12/24	David A Kelly	Refund rates overpayment	158.68
EF088045	13/12/24	Dowsing Group Pty Ltd	Construction and civil works payments	56,413.94
EF088046	13/12/24	Duncan Ross	Refund rates overpayment	846.78
EF088047	13/12/24	Durham Road School	Grants and funding	5,548.85
EF088048	13/12/24	Easisalary Pty Ltd	Staff superannuation and other deductions	1,639.05
EF088049	13/12/24	Eva Di Blasio T/A Be Space	Sitting fee	100.00
EF088050	13/12/24	G Vance	Refund health centre memberships	62.82
EF088051	13/12/24	Giuseppe Giacoppo	Staff leave and entitlement	322.40
EF088052	13/12/24	Global Spill Control Pty Ltd	Office stationery and consumables	182.93
EF088053	13/12/24	Graham Sigglekow	Staff leave and entitlement	332.80
EF088054	13/12/24	Grainne Wray	Youth and seniors community activities	640.00
EF088055	13/12/24	Greenworkz Pty Ltd	Parks and gardens materials	2,953.50
EF088056	13/12/24	Hampton Senior High School	Grants and funding	9,156.53
EF088057	13/12/24	Ian Faithfull	Commission	130.00
EF088058	13/12/24	J.G Abberton and Others Lavan T/A Lavan	Legal expenses and court costs	6,260.10
EF088059	13/12/24	Jackson McDonald	Legal expenses and court costs	3,960.00
EF088060	13/12/24	Jarren Patrick Minorgan	Catio rebate	500.00
EF088061	13/12/24	Jazam Pty Ltd	Refund residential verge deposit	1,435.00
EF088062	13/12/24	John Forrest Secondary College	Grants and funding	9,002.16
EF088063	13/12/24	Joseph Derek Vaccari	Refund residential verge deposit	1,560.00
EF088064	13/12/24	Lacrosse WA	Refund facility hire bond	395.00
EF088065	13/12/24	Lesley Spencer	Commission	807.50
EF088066	13/12/24	Let's Make Games	Refund bond	163.75
EF088067	13/12/24	M and K L Haime	Refund swimming lessons	233.02
EF088068	13/12/24	Maree and Shannon Setzinger	Commission	40.00
EF088069	13/12/24	Martin Cahill	Commission	263.50
EF088070	13/12/24	Michelle Barry-Woods	Staff allowances and reimbursements	101.00
EF088071	13/12/24	Morley Senior High School	Grants and funding	9,760.94
EF088072	13/12/24	National Trust of Australia (WA)	Refund rates overpayment	402.82
EF088073	13/12/24	Nick Piscicelli	Staff leave and entitlement	520.00
EF088074	13/12/24	North Beach Nominees Pty Ltd T/A Jag Dem	Refund residential verge deposit	1,485.23
EF088075	13/12/24	Objective Corporation Ltd	Memberships and subscriptions	20,203.80
EF088076	13/12/24	The Trustee for The Broomhead Family Trust T/A The Broomhead Family Trust	Building maintenance and services	4,950.00
EF088077	13/12/24	Peter John Cook	Staff leave and entitlement	352.04
EF088078	13/12/24	Peter Lyle and Stuart Macklin	Commission	340.00
EF088079	13/12/24	Ricoh Australia Pty Ltd	Photocopying contract charges	4,441.86
EF088080	13/12/24	Rugby WA	Refund facility hire bond	350.00
EF088081	13/12/24	Sarah Weston	Awards and scholarships	750.00
EF088082	13/12/24	Shreejana Pariyar	Refund bond	1,000.00
EF088083	13/12/24	St Peter's Primary School	Refund facility hire bond	350.00
EF088084	13/12/24	Swan River Pioneers 1829 - 1838 Inc	Refund facility hire bond	616.08
EF088085	13/12/24	Synergy	Electricity charges (other than street lighting)	13,228.78
EF088086	13/12/24	T. Tholstrup	Refund plan search fees	55.00
EF088087	13/12/24	Tahlie Citterbard	Refund health centre memberships	231.36
EF088088	13/12/24	Tanzeel Islamic Society Charitable Trust	Refund bond	1,000.00
EF088089	13/12/24	Technology One Ltd	Software maintenance	4,968.58
EF088090	13/12/24	The Trustee for the Manship Family Trust T/A XL Concrete Repairs	Construction and civil works payments	15,950.00
EF088091	13/12/24	Thi Ma	Refund bond	1,000.00
EF088092	13/12/24	Tina Ackerman	Staff allowances and reimbursements	98.10
EF088093	13/12/24	Town of Bassendean	Staff leave and entitlement	10,007.45
EF088094	13/12/24	Unicard Systems Pty Ltd	Printing and graphic design expenses	3,153.70
EF088095	13/12/24	Water Corporation	Water usage charges	5,753.63
EF088096	13/12/24	Wesfarmers Kleenheat Gas Pty Ltd	Gas usage charges	19,258.01
EF088097	13/12/24	West Australian Newspapers Ltd	Memberships and subscriptions	748.80
EF088098	13/12/24	Western Australian Cricket Association	Refund facility hire bond	550.00
EF088099	13/12/24	Yued Aboriginal Corporation	Refund bond	500.00
EF088100	13/12/24	Yuhua Wu	Refund rates overpayment	607.85
EF088101	13/12/24	Zornitsa Krasteva Damatova	Youth and seniors community activities	650.00
EF088103	12/12/24	Abaxa	Construction and civil works payments	2,441.83
EF088104	12/12/24	Acclaimed Catering Pty Ltd	Functions and events catering expenses	2,268.20
EF088105	12/12/24	Aceway Unit Trust T/A City Toyota	Plant and vehicle repairs	290.00
EF088106	12/12/24	Acurix Networks Pty Ltd	Software maintenance	1,926.10
EF088107	12/12/24	AFL Sports Ready Ltd	Labour hire and temporary replacement	14,235.40
EF088108	12/12/24	Ahem Australia Pty Ltd	Plant and vehicle repairs	726.00
EF088109	12/12/24	ALS Library Services Pty Ltd	Book purchases	935.85
EF088110	12/12/24	AMS Technology Group Pty Ltd	Construction and civil works payments	958.18
EF088111	12/12/24	Andrea Vinkovic	Professional consultancy services	420.00
EF088112	12/12/24	The Trustee for the Birt Family Trust T/A Anthea Auld Photographer	Photography / video production	455.00
EF088113	12/12/24	Aquamoni Pty Ltd	Parks and gardens contract payments	6,793.60
EF088114	12/12/24	Asphalttech Pty Ltd	Construction and civil works payments	71,511.32
EF088115	12/12/24	Auscontact Association Ltd	Staff training, development and support	420.00
EF088116	12/12/24	Australia Post	Postage and courier charges	5,381.71
EF088117	12/12/24	Australian Services Union	Payroll payment	236.50
EF088118	12/12/24	Australian Taxation Office	Payroll payment	329,711.00
EF088119	12/12/24	Bayswater Bowling and Rec Club	Functions and events catering expenses	5,100.00
EF088120	12/12/24	Bedford/Morley Cricket Club Inc	Garden maintenance	6,793.08
EF088121	12/12/24	Beinformed Group Pty Ltd T/A BeCarWise	Payroll payment	1,087.74
EF088122	12/12/24	BOC Ltd	Minor equipment purchase	227.93
EF088123	12/12/24	Boyan Electrical Services	Equipment maintenance	19,141.65
EF088124	12/12/24	Bridgestone Aust Ltd	Plant and vehicle repairs	490.84
EF088125	12/12/24	Brownes Foods Operations Pty Ltd	Kiosk stock	195.65
EF088126	12/12/24	Bunnings Group Ltd	Environmental health services and supplies	3,723.12
EF088127	12/12/24	Cat Haven	Animal supplies and services	1,370.88

Reference	Date	Creditor Name	Invoice details	Amount Paid
<b>Payments</b>				<b>\$</b>
EF088128	12/12/24	Child Support Agency	Payroll payment	1,055.23
EF088129	12/12/24	Ciltech Pty Ltd	Construction and civil works payments	715.00
EF088130	12/12/24	Cleanetex Pty Ltd	Staff uniforms and protective equipment	765.69
EF088131	12/12/24	CNW Pty Ltd	Parks and gardens materials	1,061.31
EF088132	12/12/24	Complete DJ Group Pty Ltd	Functions and events catering expenses	1,150.00
EF088133	12/12/24	Contra-flow Pty Ltd	Traffic management	24,506.43
EF088134	12/12/24	Core Hospitality Group Pty Ltd	Minor equipment purchase	913.00
EF088135	12/12/24	Department of Transport - Vehicle Search	Vehicle searches	1,223.95
EF088136	12/12/24	Design Right Pty Ltd	Civil works design and technical support	330.00
EF088137	12/12/24	Diana Kudsee	Youth and seniors community activities	320.00
EF088138	12/12/24	Direct Communications Pty Ltd	Equipment maintenance	1,148.40
EF088139	12/12/24	E Fire and Safety	Fire suppression and alarm monitoring	2,290.98
EF088140	12/12/24	Eastern Merchant Pty Ltd T/A Maylands Park Lottery Centre and News Agency	Memberships and subscriptions	327.32
EF088141	12/12/24	Eastern Metropolitan Regional Council	Waste collection and hygiene services	93,655.83
EF088142	12/12/24	Eco Action Pty Ltd	Functions and events marketing expenses	420.00
EF088143	12/12/24	Epic Catering and Events Services Pty Ltd	Functions and events catering expenses	1,331.00
EF088144	12/12/24	Europcar WA	Plant and vehicle parts and materials	375.76
EF088145	12/12/24	Evenflow Irrigation	Vehicle and plant hire	440.00
EF088146	12/12/24	Expanse Engineering Pty Ltd	Plant and vehicle repairs	792.00
EF088147	12/12/24	Expresso Crema Mobile Cafe	Functions and events catering expenses	508.20
EF088148	12/12/24	The Trustee for Mcquoid Family Trust Find Wise Location Services	Construction and civil works payments	9,718.50
EF088149	12/12/24	Flexi Staff Group Pty Ltd	Labour hire and temporary replacement	5,113.78
EF088150	12/12/24	Grzyb C and Ross S T/A Flowers in Wonderland	Grants and funding	550.00
EF088151	12/12/24	Full Circle Roof Plumbing	Building maintenance and services	19,959.50
EF088152	12/12/24	Garden Care West (WA)	Garden maintenance	792.00
EF088153	12/12/24	GFG Temporary Assist	Professional consultancy services	1,918.40
EF088154	12/12/24	GISSA International Pty Ltd	Memberships and subscriptions	4,027.10
EF088155	12/12/24	Gold Corporation T/A The Perth Mint	Citizenship expenses	2,889.70
EF088156	12/12/24	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	2,495.32
EF088157	12/12/24	Health Insurance Fund of WA	Payroll payment	300.70
EF088158	12/12/24	Hospital Benefit Fund of WA	Payroll payment	874.01
EF088159	12/12/24	Hydrodynamic Pumps Pty Ltd	Building maintenance and services	6,996.00
EF088160	12/12/24	ibookingsystems	Memberships and subscriptions	99.00
EF088161	12/12/24	IPA By Synergie Pty Ltd	Labour hire and temporary replacement	12,441.05
EF088162	12/12/24	Jade Orchid Dolman T/A J.D. Penangke	Professional consultancy services	462.00
EF088163	12/12/24	James Bennett Pty Ltd	Book purchases	27.99
EF088164	12/12/24	The Trustee for JP Unit Trust T/A John Papas Trailers (Aust) Pty Ltd	Plant and vehicle purchasing	4,137.90
EF088165	12/12/24	Judroc Pty Ltd T/A The Watershed Water Systems	Parks and gardens materials	956.60
EF088166	12/12/24	Kasse Marie McCummiskey	Youth and seniors community activities	640.00
EF088167	12/12/24	Kevrek (Australia) Pty Ltd	Equipment purchases	13,464.00
EF088168	12/12/24	Kilmore Group Pty Ltd T/A Timberbuilt AU	Construction and civil works payments	34,518.98
EF088169	12/12/24	Laser Cutting Action Pty Ltd T/A Action Laser Cutting	Building maintenance and services	880.44
EF088170	12/12/24	Louise Snook	Youth and seniors community activities	380.00
EF088171	12/12/24	Max and Claire Pty Ltd T/A Ergolink	Minor equipment purchase	380.00
EF088172	12/12/24	Maxwell Robinson and Phelps	Pest control	17,551.48
EF088173	12/12/24	McLeods Lawyers Pty Ltd	Legal expenses and court costs	17,588.39
EF088174	12/12/24	MDM Entertainment Pty Ltd	Library book stock and materials	214.71
EF088175	12/12/24	TheTrustee for the Ingwelala Trust T/A Westoz Food Distributors	Kiosk stock	2,086.70
EF088176	12/12/24	Natural Area Holdings Pty Ltd	Parks and gardens plants and trees	364.38
EF088177	12/12/24	Nespresso Australia a Division of Nestle Australia Ltd	Staff amenities	332.00
EF088178	12/12/24	Ngala-Boodja/Aboriginal Land Care	Garden maintenance	4,400.00
EF088179	12/12/24	Officeworks Ltd T/A Officeworks	Office stationery and consumables	296.98
EF088180	12/12/24	OHSG Pty Ltd T/A Dean's Autoglass	Plant and vehicle repairs	1,379.18
EF088181	12/12/24	Paatsch Consulting Pty Ltd T/A Paatsch Group	Professional consultancy services	7,310.60
EF088182	12/12/24	Paywise Pty Ltd	Payroll payment	756.98
EF088183	12/12/24	PeopleVision Pty Ltd	Professional consultancy services	1,512.50
EF088184	12/12/24	Porter Consulting Engineers	Professional consultancy services	1,210.00
EF088185	12/12/24	Prestige Property Maintenance Pty Ltd	Garden maintenance	2,711.45
EF088186	12/12/24	Proglity Pty Ltd	IT network maintenance	4,400.00
EF088187	12/12/24	Programmed Skilled Workforce Ltd	Labour hire and temporary replacement	3,325.17
EF088188	12/12/24	Pro-Lamps Pty Ltd	Building supplies and hardware	4,015.00
EF088189	12/12/24	Pulse Locating	Garden maintenance	2,640.00
EF088190	12/12/24	Pump Control Systems	Garden maintenance	11,639.51
EF088191	12/12/24	The Trustee for Alba Unit Trust T/A Quality Press	Signage and banners	753.50
EF088192	12/12/24	GPC Asia Pacific Pty Ltd T/A Repco	Plant and vehicle parts and materials	956.12
EF088193	12/12/24	Ross Evan Potter	Professional consultancy services	420.00
EF088194	12/12/24	Scott Printers Pty Ltd	Printing and graphic design expenses	454.30
EF088195	12/12/24	SLR Consulting Australia Pty Ltd	Professional consultancy services	30,716.40
EF088196	12/12/24	Smartech Systems Oceania Pty Ltd	Office stationery and consumables	968.00
EF088197	12/12/24	The Trustee for Sportsworld Unit Trust T/A Sportsworld of WA	Kiosk stock	3,471.15
EF088198	12/12/24	Sprayline Spraying Equipment	Environmental services and supplies	844.53
EF088199	12/12/24	St John Ambulance Western Australia Ltd	Medical services and materials	137.29
EF088200	12/12/24	Statewide Cleaning Supplies Pty Ltd	Cleaning supplies	330.35
EF088201	12/12/24	Superior Nominees Pty Ltd T/A Miracle Recreation Equipment	Garden maintenance	5,791.50
EF088202	12/12/24	The Trustee for the O'Grady Family Trust Efficient Site Services	Garden maintenance	20,680.00
EF088203	12/12/24	The Fruit Box Group Pty Ltd	Office stationery and consumables	63.00
EF088204	12/12/24	The Helen Hardcastle Trust T/A Learning Horizons	Professional consultancy services	17,600.00
EF088205	12/12/24	The Trustee for Ho Family Trust T/A Mrs S Café Maylands	Grants and funding	2,200.00
EF088206	12/12/24	The Trustee for Lucwambu Discretionary Trust T/A Perth Better Homes (NH Enterprises Pty Ltd)	Building maintenance and services	1,870.00
EF088207	12/12/24	The Trustee for Rabblement Trust	Book purchases	284.28
EF088208	12/12/24	The Trustee for Shivani Family Trust T/A Baa Baa Baby Pty Ltd	Youth and seniors community activities	200.00
EF088209	12/12/24	The Trustee for Story Family Trust T/A Steve's Sand Sifting for Playground Services	Garden maintenance	1,822.26
EF088210	12/12/24	The Trustee for the Dzodzoz Family Trust	Parks and gardens contract payments	7,394.89
EF088211	12/12/24	The Trustee for The McCartney Family Trust T/A Kerb Doctor	Parks and gardens contract payments	2,755.72
EF088212	12/12/24	The Local Government,Racing and Cemeteries Employees Union (WA) T/A The Western Australian Municipal Road	Payroll payment	902.00
EF088213	12/12/24	Moore Enterprises (WA) Pty Ltd T/A Totally Workwear Malaga	Staff uniforms and protective equipment	544.57
EF088214	12/12/24	T-Quip	Plant and vehicle parts and materials	194.80
EF088215	12/12/24	Turf Care WA Pty Ltd	Parks and gardens contract payments	8,137.46
EF088216	12/12/24	Vaughn J McGuire	Professional consultancy services	605.00
EF088217	12/12/24	Vorgee Pty Ltd	Staff uniforms and protective equipment	689.70
EF088218	12/12/24	Silver Star Wanda'ers Line Dancing Group	Youth and seniors community activities	640.00
EF088219	12/12/24	Welding Solutions	Plant and vehicle repairs	2,379.18
EF088220	12/12/24	West Coast Gymnasts	Youth and seniors community activities	1,498.25
EF088221	12/12/24	J.D Caffey and Caffey Family Trust T/A Westbooks	Book purchases	53.16
EF088222	12/12/24	Woolworths Group Ltd	Functions and events catering expenses	432.82
EF088223	12/12/24	Worklobber Trust and Lindal Family Trust T/A Work Clobber	Staff uniforms and protective equipment	175.50
EF088224	12/12/24	WPC Group Ltd	Labour hire and temporary replacement	13,667.10
EF088225	12/12/24	Zipform Pty Ltd	Construction and civil works payments	927.94
EF088226	12/12/24	Zone Resource Services Pty Ltd T/A BARDAP Hydraulics	Plant and vehicle repairs	2,350.87
EF088229	20/12/24	ABN Residential WA Pty Ltd T/A Dale Alco	Refund residential verge deposit	1,435.00

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF088230	20/12/24	Adon Joseph Blake	Staff allowances and reimbursements	13.16
EF088231	20/12/24	Alex Mackay	Staff allowances and reimbursements	92.50
EF088232	20/12/24	Alexander Braghieri	Staff allowances and reimbursements	372.43
EF088233	20/12/24	Alexander D Carter	Refund rates overpayment	1,058.15
EF088234	20/12/24	Antonietta Marcello	Refund residential verge deposit	1,485.23
EF088235	20/12/24	Antonietta Cecchele	Refund rates overpayment	305.74
EF088236	20/12/24	Audhu Pty Ltd	Refund residential verge deposit	1,435.00
EF088237	20/12/24	Australian Outdoor Living (WA) Pty Ltd	Refund application fee	47.10
EF088238	20/12/24	Candice Marie Butcher	Refund bond	5,000.00
EF088239	20/12/24	Cleanaway Pty Ltd	Waste collection and hygiene services	1,113,544.43
EF088240	20/12/24	Couplers Pty Ltd	Plant and vehicle parts and materials	130.81
EF088241	20/12/24	CTI5 Pty Ltd T/A CTI Risk Management-Petty Cash	Petty cash reimbursement	1,493.85
EF088242	20/12/24	Deanne Millar	Refund rates overpayment	150.00
EF088243	20/12/24	Declan Kitchen	Staff allowances and reimbursements	155.60
EF088244	20/12/24	Department of Finance	Refund rates overpayment	152.03
EF088245	20/12/24	Department of Fire and Emergency Services	Emergency Services Levy	3,451,671.91
EF088246	20/12/24	Dowsing Group Pty Ltd	Construction and civil works payments	42,854.63
EF088247	20/12/24	Epic Holding Pty Ltd	Refund residential verge deposit	1,560.00
EF088248	20/12/24	Filomena Piffaretti	Councillor allowances and reimbursements	68.46
EF088249	20/12/24	Fiona Findlater	Staff allowances and reimbursements	444.00
EF088250	20/12/24	Grace and Peace Myanmar Church Society	Refund bond	1,000.00
EF088251	20/12/24	Grainne Wray	Youth and seniors community activities	320.00
EF088252	20/12/24	Greenworkz Pty Ltd	Parks and gardens materials	3,839.00
EF088253	20/12/24	IPWEA-WA Division	Staff training, development and support	2,050.00
EF088254	20/12/24	Janine Looby	Refund animal sterilisation	150.00
EF088255	20/12/24	Jasmine Hunt	Commission	40.00
EF088256	20/12/24	Julie Harris	Refund animal sterilisation	75.00
EF088257	20/12/24	Kevin and Genny Pope	Refund bond	5,000.00
EF088258	20/12/24	L and S Drljaca	Refund residential verge deposit	1,485.23
EF088259	20/12/24	Lenard Milne	Refund residential verge deposit	1,435.00
EF088260	20/12/24	Metrocon Pty Ltd	Refund residential verge deposit	1,485.50
EF088261	20/12/24	Nalika Herath	Refund rates overpayment	1,161.96
EF088262	20/12/24	Nick Ratta	Staff training, development and support	1,500.00
EF088263	20/12/24	Pearl A Chaloupka	Awards and scholarships	500.00
EF088264	20/12/24	Phillipa Turner	Refund rates overpayment	166.22
EF088265	20/12/24	Premium Development	Refund residential verge deposit	1,400.00
EF088266	20/12/24	Realty Executives	Refund rates overpayment	953.35
EF088267	20/12/24	Realty Executives	Refund rates overpayment	965.00
EF088268	20/12/24	Realty Executives	Refund rates overpayment	884.60
EF088269	20/12/24	Realty Executives	Refund rates overpayment	906.75
EF088270	20/12/24	Realty Executives	Refund rates overpayment	1,058.15
EF088271	20/12/24	Realty Executives	Refund rates overpayment	1,093.10
EF088272	20/12/24	Realty Executives	Refund rates overpayment	1,244.50
EF088273	20/12/24	Realty Executives	Refund rates overpayment	1,104.75
EF088274	20/12/24	Realty Executives	Refund rates overpayment	1,232.85
EF088275	20/12/24	Realty Executives	Refund rates overpayment	1,034.85
EF088276	20/12/24	Realty Executives	Refund rates overpayment	953.35
EF088277	20/12/24	Realty Executives	Refund rates overpayment	888.40
EF088278	20/12/24	Ricoh Australia Pty Ltd	Photocopying contract charges	19,942.79
EF088279	20/12/24	Rolf Gentsch	Refund residential verge deposit	1,560.00
EF088280	20/12/24	Sandeep Narwal	Refund residential verge deposit	1,400.00
EF088281	20/12/24	Site Sentry Pty Ltd	Buildings and events security expenses	2,182.40
EF088282	20/12/24	Sprayline Spraying Equipment	Engineering works materials	1,890.69
EF088283	20/12/24	Team Building Group (WA) Pty Ltd	Refund residential verge deposit	1,435.00
EF088284	20/12/24	Technology One Ltd	Professional consultancy services	30,849.47
EF088285	20/12/24	Triumph Homes	Refund residential verge deposit	1,485.23
EF088286	20/12/24	University of Western Australia	Refund facility hire bond	500.00
EF088287	20/12/24	Urban Pop Ups Incorporated	Refund facility hire bond	1,000.00
EF088288	20/12/24	Vincenzo Cotellessa	Refund residential verge deposit	1,435.00
EF088289	20/12/24	Walkinshaw Force Pty Ltd	Buildings and events security expenses	660.00
EF088290	20/12/24	Water Corporation	Water usage charges	11,732.72
EF088291	20/12/24	Watway Pty Ltd T/A Auswest Displays	Equipment hire	57,552.00
EF088292	20/12/24	Western Building Pty Ltd	Refund residential verge deposit	1,485.23
EF088293	20/12/24	Winc Australia Pty Ltd	Minor equipment purchase	2,507.19
EF088294	19/12/24	3 Monkeys Audiovisual	Equipment maintenance	264.00
EF088295	19/12/24	4Park Pty Ltd T/A Forpark Australia	Parks and gardens contract payments	2,685.10
EF088296	19/12/24	A.K.C. Pty Ltd T/A Baileys Fertilisers	Parks and gardens materials	24,893.06
EF088297	19/12/24	A1 Locksmiths	Key / Lock Services	5,965.00
EF088298	19/12/24	Abco Products Pty Ltd	Depot stores and consumables	7,732.01
EF088299	19/12/24	Access Icon Pty Ltd T/A Cascada Group	Engineering works materials	1,298.00
EF088300	19/12/24	Global (WA) Pty Ltd T/A Access Office Industries	Equipment maintenance	93.50
EF088301	19/12/24	Acclaimed Catering Pty Ltd	Functions and events catering expenses	11,960.30
EF088302	19/12/24	Aceway Unit Trust T/A City Toyota	Plant and vehicle parts and materials	258.27
EF088303	19/12/24	Adsamotion Pty Ltd T/A Bollinger Automation	Animal supplies and services	1,981.00
EF088304	19/12/24	ADT Security	Building maintenance and services	108.42
EF088305	19/12/24	Aflex Technology (NZ) Ltd	Minor equipment purchase	3,450.70
EF088306	19/12/24	Alyka Pty Ltd	Software maintenance	11,000.00
EF088307	19/12/24	AMS Technology Group Pty Ltd	Building maintenance and services	2,258.31
EF088308	19/12/24	Anton and Jo Pty Ltd T/A Bayswater News and Lotteries	Memberships and subscriptions	561.16
EF088309	19/12/24	Arbor West Pty Ltd T/A Classic Tree Services	Garden maintenance	1,240.27
EF088310	19/12/24	Asphaltech Pty Ltd	Tipping fee	206,696.73
EF088311	19/12/24	ATC Work Smart Inc	Labour hire and temporary replacement	443.72
EF088312	19/12/24	The Trustee for Auslan Services Trust	Youth and seniors community activities	580.80
EF088313	19/12/24	APV Valuers and Asset Management	Staff training, development and support	1,000.00
EF088314	19/12/24	Australian Agribusiness (Holdings) Pty Ltd T/A Nuturf	Parks and gardens materials	6,864.00
EF088315	19/12/24	Tony Aveling and Associates Pty Ltd T/A Aveling Training and Consulting	Staff training, development and support	270.00
EF088316	19/12/24	Battery King Australia Pty Ltd	Plant and vehicle parts and materials	35.20
EF088317	19/12/24	Baycorp (WA) Pty Ltd	Legal expenses and court costs	22.50
EF088318	19/12/24	BGC (Australia) Pty Ltd T/A BGC Concrete	Engineering works materials	1,028.61
EF088319	19/12/24	BioBag World Australia Pty Ltd	Waste collection and hygiene services	641.30
EF088320	19/12/24	Boya Equipment Pty Ltd	Plant and vehicle repairs	372.85
EF088321	19/12/24	Boyan Electrical Services	Electrical installation and repair	3,078.35
EF088322	19/12/24	BP Australia Pty Ltd	Fuel and oil	2,587.38
EF088323	19/12/24	Brady Australia Pty Ltd T/A Seton Australia	Minor equipment purchase	1,289.90
EF088324	19/12/24	Bridgestone Aust Ltd	Plant and vehicle repairs	4,299.30
EF088325	19/12/24	Brooks Hire Service Pty Ltd	Vehicle and plant hire	4,521.45
EF088326	19/12/24	Brownes Foods Operations Pty Ltd	Office stationery and consumables	320.35
EF088327	19/12/24	Bucher Municipal Pty Ltd	Plant and vehicle repairs	901.79
EF088328	19/12/24	Bunnings Group Ltd	Engineering works materials	2,439.17
EF088329	19/12/24	Byprogress Pty Ltd T/A Monsterball Amusements	Equipment hire	1,245.00

Reference	Date	Creditor Name	Invoice details	Amount Paid
<b>Payments</b>				<b>\$</b>
EF088330	19/12/24	Cakes West Pty Ltd T/A Danish Patisserie	Functions and events catering expenses	627.00
EF088331	19/12/24	Capital Recycling	Tipping fee	5,880.60
EF088332	19/12/24	The Trustee for Borrello Family Trust T/A Carramar Resource Industries	Kiosk stock	2,926.00
EF088333	19/12/24	Carroll and Richardson - Flagworld Pty Ltd	Citizenship expenses	1,755.50
EF088334	19/12/24	Cat Haven	Animal supplies and services	473.00
EF088335	19/12/24	Cibo Alchemio Pty Ltd	Functions and events catering expenses	300.00
EF088336	19/12/24	CITEC Confirm	Vehicle searches	40.30
EF088337	19/12/24	Claudia Boehm T/A Next Door Crafties	Community engagement framework	800.00
EF088338	19/12/24	Cleverpatch Pty Ltd	Youth and seniors community activities	486.39
EF088339	19/12/24	CNW Pty Ltd	Engineering works materials	854.64
EF088340	19/12/24	Contra-flow Pty Ltd	Traffic management	39,218.53
EF088341	19/12/24	Corsign WA Pty Ltd	Signage and banners	6,705.25
EF088342	19/12/24	CRPM Services High Pressure Cleaning	Graffiti removal	2,502.50
EF088343	19/12/24	CTI5 Pty Ltd T/A CTI Risk Management	Management fee	2,876.50
EF088344	19/12/24	Deaf Services Ltd T/A Deaf Connect	Marketing and promotional material	1,102.36
EF088345	19/12/24	Department of the Premier and Cabinet	Advertising public notices	292.74
EF088346	19/12/24	Detail West	Plant and vehicle repairs	110.00
EF088347	19/12/24	The Trustee for Devereux Family Trust	Construction and civil works payments	51,562.19
EF088348	19/12/24	Diana Kudsee	Youth and seniors community activities	160.00
EF088349	19/12/24	Robert Walters Pty Ltd	Labour hire and temporary replacement	2,767.46
EF088350	19/12/24	Direct Communications Pty Ltd	Equipment maintenance	22,748.88
EF088351	19/12/24	The Trustee for The Dolphin-Spencer Family Trust T/A DS Workwear and Safety	Staff uniforms and protective equipment	47.95
EF088352	19/12/24	E Fire and Safety	Fire suppression and alarm monitoring	2,784.89
EF088353	19/12/24	Eastern Metropolitan Regional Council	Management fee	325,036.22
EF088354	19/12/24	Ecoocycle Pty Ltd	Management fee	723.66
EF088355	19/12/24	Ellis House Community Art Centre Incorporated	Volunteer reimbursements and expenses	1,000.00
EF088356	19/12/24	Environex International Pty Ltd	Aquatic chemicals and consumables	3,221.63
EF088357	19/12/24	Epic Catering and Events Services Pty Ltd	Functions and events catering expenses	660.00
EF088358	19/12/24	Eurofins ARL Pty Ltd	Professional consultancy services	2,409.00
EF088359	19/12/24	Europcar WA	Plant and vehicle parts and materials	451.20
EF088360	19/12/24	Exbo Signage and Digital Pty Ltd T/A Bokay Signage	Plant and vehicle parts and materials	844.75
EF088361	19/12/24	Fortis Security Pty Ltd	Aquatic maintenance and services	13,079.53
EF088362	19/12/24	Fuel Distributors of WA Pty Ltd	Fuel and oil	17,494.64
EF088363	19/12/24	G.M. Millane and Co	Plant and vehicle parts and materials	269.50
EF088364	19/12/24	Gatecrasher Advertising Pty Ltd	Marketing and promotional material	4,400.00
EF088365	19/12/24	Gembira Holdings Pty Ltd T/A BCJ Plastic Products	Building supplies and hardware	1,232.00
EF088366	19/12/24	GFG Temporary Assist	Labour hire and temporary replacement	26,198.78
EF088367	19/12/24	GHD Pty Ltd	Labour hire and temporary replacement	17,894.25
EF088368	19/12/24	Grandstand Ventures Pty Ltd	Youth and seniors community activities	1,100.00
EF088369	19/12/24	Hames Sharley (WA) Pty Ltd	Professional consultancy services	38,167.25
EF088370	19/12/24	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	6,019.26
EF088371	19/12/24	Hydra Storm	Engineering works materials	3,784.00
EF088372	19/12/24	Hydrodynamic Pumps Pty Ltd	Building maintenance and services	4,321.90
EF088373	19/12/24	Hydroquip Pumps and Irrigation Pty Ltd	Construction and civil works payments	8,290.30
EF088374	19/12/24	Insight Enterprises Australia Pty Ltd	Professional consultancy services	21,865.25
EF088375	19/12/24	Instant Toilet and Showers Pty Ltd T/A Instant Products Hire	Equipment hire	3,289.00
EF088376	19/12/24	Intelife Group Ltd	Garden maintenance	4,595.12
EF088377	19/12/24	IWM (PBH) Pty Ltd T/A Perth Bin Hire	Waste collection and hygiene services	1,895.30
EF088378	19/12/24	Ixom Operations Pty Ltd	Aquatic chemicals and consumables	4,280.79
EF088379	19/12/24	J.Blackwood and Son Pty Ltd T/A Blackwoods Atkins	Minor equipment purchase	3,673.42
EF088380	19/12/24	JEC Holdings WA Pty Ltd T/A CAI Fences	Fencing	11,044.00
EF088381	19/12/24	John Kingsley Ruprecht T/A Western Land and Water Consulting	Professional consultancy services	913.00
EF088382	19/12/24	Kasse Marie McCummiskey	Youth and seniors community activities	320.00
EF088383	19/12/24	Landgate	Gross rental valuation charges	448.58
EF088384	19/12/24	Leonie Helen Thompson T/A The Poster Girls	Marketing and promotional material	1,019.15
EF088385	19/12/24	LGConnect Pty Ltd	Professional consultancy services	1,706.14
EF088386	19/12/24	Linemarking WA Pty Ltd	Construction and civil works payments	2,008.47
EF088387	19/12/24	Livepro Australia Pty Ltd	Staff training, development and support	440.00
EF088388	19/12/24	Living Turf	Parks and gardens materials	14,407.80
EF088389	19/12/24	Lizo Pty Ltd T/A Stihl Shop Osborne Park	Plant and vehicle parts and materials	258.10
EF088390	19/12/24	Local Government Planners Association WA Division	Conference expenses	200.00
EF088391	19/12/24	Local Government Professionals Aust WA	Staff training, development and support	650.00
EF088392	19/12/24	Mader Contracting Pty Ltd	Home services agency support workers	16,929.00
EF088393	19/12/24	Main Roads Western Australia	Construction and civil works payments	3,294.57
EF088394	19/12/24	Major Motors Pty Ltd	Plant and vehicle parts and materials	3,295.23
EF088395	19/12/24	Marketforce Pty Ltd	Printing and graphic design expenses	782.65
EF088396	19/12/24	Masonry Management Services Pty Ltd	Professional consultancy services	20,035.40
EF088397	19/12/24	Max and Claire Pty Ltd T/A Ergolink	Minor equipment purchase	1,267.46
EF088398	19/12/24	Maylands Cellars Pty Ltd T/A Maylands Liquor Barons	Food and drinks	452.00
EF088399	19/12/24	McIntosh Holdings Pty Ltd	Plant and vehicle parts and materials	2,054.58
EF088400	19/12/24	McLeods Lawyers Pty Ltd	Legal expenses and court costs	3,430.64
EF088401	19/12/24	MDM Entertainment Pty Ltd	Library book stock and materials	135.02
EF088402	19/12/24	Miltom Pty Ltd T/A Classic Hire	Equipment hire	4,867.12
EF088403	19/12/24	Minterellison	Legal expenses and court costs	4,642.00
EF088404	19/12/24	Morley Mower Centre	Plant and vehicle repairs	349.82
EF088405	19/12/24	TheTrustee for the Ingwelala Trust T/A Westoz Food Distributors	Youth and seniors community activities	2,607.97
EF088406	19/12/24	MPK Tree Management Pty Ltd T/A MPK Tree Services	Parks and gardens tree pruning and assoc. services	2,745.60
EF088407	19/12/24	Nami Osaki	Youth and seniors community activities	600.00
EF088408	19/12/24	Natural Area Holdings Pty Ltd	Garden maintenance	1,722.16
EF088409	19/12/24	Nestle Australia Ltd	Minor equipment purchase	1,651.52
EF088410	19/12/24	Ngala-Boodja/Aboriginal Land Care	Parks and gardens contract payments	1,100.00
EF088411	19/12/24	Officeworks Ltd T/A Officeworks	Office stationery and consumables	649.85
EF088412	19/12/24	Omnicom Media Group Australia Pty Ltd	Advertising public notices	2,879.59
EF088413	19/12/24	On Point Corporation Pty Ltd T/A Total Chlorine Solutions	Staff training, development and support	1,210.00
EF088414	19/12/24	PAV Sales and Installation	Equipment maintenance	3,329.66
EF088415	19/12/24	Perth Auto Alliance Pty Ltd T/A Lynford Motors	Plant and vehicle purchasing	37,645.09
EF088416	19/12/24	Perth Medical Volunteers Inc	Medical services and materials	440.00
EF088417	19/12/24	Pirtek Malaga	Plant and vehicle repairs	842.56
EF088418	19/12/24	Play Check Pty Ltd	Garden maintenance	9,460.00
EF088419	19/12/24	Pratley Pty Ltd T/A Griffiths Architects	Professional consultancy services	3,080.00
EF088420	19/12/24	Prestige Property Maintenance Pty Ltd	Parks and gardens contract payments	20,572.97
EF088421	19/12/24	Product Recovery Industries Pty Ltd	Tipping fee	2,073.50
EF088422	19/12/24	Programmed Skilled Workforce Ltd	Labour hire and temporary replacement	13,261.69
EF088423	19/12/24	Pro-Lamps Pty Ltd	Equipment maintenance	148.50
EF088424	19/12/24	The Trustee for Alba Unit Trust T/A Quality Press	Signage and banners	652.30
EF088425	19/12/24	Randstad Pty Ltd	Labour hire and temporary replacement	3,321.05
EF088426	19/12/24	Reece Australia Pty Ltd T/A Reece Plumbing	Building supplies and hardware	52.23
EF088427	19/12/24	Refresh Waters Pty Ltd	Staff amenities	110.00
EF088428	19/12/24	Relationships Australia Western Australia	Staff training, development and support	792.00
EF088429	19/12/24	Rentokil Initial Pty Ltd	Building maintenance and services	4,368.01

Reference	Date	Creditor Name	Invoice details	Amount Paid
<b>Payments</b>				<b>\$</b>
EF088430	19/12/24	GPC Asia Pacific Pty Ltd T/A Repco	Minor equipment purchase	2,756.70
EF088431	19/12/24	Rosmech Sales and Service Pty Ltd	Plant and vehicle parts and materials	416.85
EF088432	19/12/24	Rotary Club of Morley Inc	Management fee	2,000.00
EF088433	19/12/24	Roy Galvin and Co. Pty Ltd T/A Galvins Plumbing Supplies	Construction and civil works tools and materials	2,581.11
EF088434	19/12/24	Same Day Mowing Pty Ltd	Parks and gardens contract payments	1,266.00
EF088435	19/12/24	Sava Hatzianastasiou T/A Design Vault	Marketing and promotional material	1,683.00
EF088436	19/12/24	Schindler Lifts Australia Pty Ltd	Building maintenance and services	8,413.68
EF088437	19/12/24	Sesame Cuisine Pty Ltd	Functions and events catering expenses	10,458.80
EF088438	19/12/24	Sheridan's Badges and Engraving	Staff uniforms and protective equipment	593.51
EF088439	19/12/24	Sonic Health Plus Pty Ltd	Medical services and materials	1,445.40
EF088440	19/12/24	Specialist Trailer Builders Pty T/A OMB WA	Plant and vehicle parts and materials	1,485.00
EF088441	19/12/24	Sports Turf Technology Pty Ltd	Garden maintenance	3,535.42
EF088442	19/12/24	The Trustee for Sportsworld Unit Trust T/A Sportsworld of WA	Kiosk stock	5,845.95
EF088443	19/12/24	St John Ambulance Western Australia Ltd	Staff training, development and support	701.00
EF088444	19/12/24	State Wide Turf Services	Garden maintenance	17,812.08
EF088445	19/12/24	Partout Pty Ltd T/A Statewide Bearings Group	Plant and vehicle parts and materials	41.47
EF088446	19/12/24	Strata Corporation Pty Ltd T/A Stratagreen	Parks and gardens materials	980.77
EF088447	19/12/24	Stratco (WA) Pty Ltd	Building supplies and hardware	396.54
EF088448	19/12/24	Sunny Industrial Brushware Pty Ltd	Plant and vehicle parts and materials	728.00
EF088449	19/12/24	The Trustee for the O'Grady Family Trust Efficient Site Services	Parks and gardens contract payments	41,167.50
EF088450	19/12/24	Syrinx Environmental Pty Ltd	Professional consultancy services	71,741.11
EF088451	19/12/24	The Trustee for Silverspring Trust T/A T J Depiazzi and Sons	Engineering works materials	11,550.86
EF088452	19/12/24	Talis Consultants	Labour hire and temporary replacement	1,229.25
EF088453	19/12/24	Team Global Express Pty Ltd T/A IPEC Pty Ltd	Postage and courier charges	1,169.48
EF088454	19/12/24	Technologies International Group Pty Ltd T/A Welltech Total Water Management	Garden maintenance	14,454.00
EF088455	19/12/24	Testo Pty Ltd	Environmental services and supplies	1,955.80
EF088456	19/12/24	Duncan Wheaton T/A The Mighty Booths	Functions and events catering expenses	1,149.00
EF088457	19/12/24	The Trustee for Fieldtech Solutions Trust T/A Bio-Gone	Animal supplies and services	5,277.80
EF088458	19/12/24	The Trustee for RK Business Group Trust T/A The Telecom Warehouse	Minor equipment purchase	411.40
EF088459	19/12/24	The Trustee for TDCS Unit Trust T/A Clubmap Pty Ltd	Medical services and materials	1,643.95
EF088460	19/12/24	The Trustee for the Dzodzoz Family Trust	Garden maintenance	47,703.52
EF088461	19/12/24	The Trustee for the Jansen Gray Family Trust T/A Geoff's Tree Services Pty Ltd	Garden maintenance	76,707.40
EF088462	19/12/24	The Trustee for The Karen Trust T/A Waroona Septics	Cleaning services	99.00
EF088463	19/12/24	The Trustee for The Petrillo Family Trust T/A That Little Gelato Cart	Functions and events catering expenses	1,177.00
EF088464	19/12/24	The Trustee for the Quito Unit Trust T/A Benara Nurseries	Parks and gardens tree pruning and assoc. services	319.88
EF088465	19/12/24	The Trustee for the Reef Unit Trust T/A Blue Tang (WA) Pty Ltd	Construction and civil works payments	2,879.25
EF088466	19/12/24	The Trustee for Trinh Giau Family Trust T/A Swan Blinds	Equipment purchases	1,611.50
EF088467	19/12/24	Totally Board Pty Ltd	Youth and seniors community activities	570.00
EF088468	19/12/24	T-Quip	Plant and vehicle parts and materials	2,063.25
EF088469	19/12/24	Trade West Industrial Supplies Pty Ltd T/A Tradewest	Parks and gardens materials	1,210.00
EF088470	19/12/24	Trailer Parts Pty Ltd T/A Martins Trailer Parts	Plant and vehicle repairs	376.62
EF088471	19/12/24	Trauma Clean WA	Cleaning services	771.09
EF088472	19/12/24	B.J Kenny and K.M Kenny T/A Trophy Warehouse	Gifts and presentations	60.00
EF088473	19/12/24	Turf Care WA Pty Ltd	Garden maintenance	8,907.46
EF088474	19/12/24	The trustee for Grano Unit Trust T/A Grano Direct	Building supplies and hardware	145.93
EF088475	19/12/24	Urban Resources Pty Ltd	Parks and gardens materials	5,817.38
EF088476	19/12/24	Viking Rentals	Parks and gardens contract payments	250.80
EF088477	19/12/24	Vorgee Pty Ltd	Kiosk stock	1,412.85
EF088478	19/12/24	WA Hino Sales and Service	Plant and vehicle repairs	424.51
EF088479	19/12/24	WA Local Government Association	Staff training, development and support	105.50
EF088480	19/12/24	Silver Star Wanda'rers Line Dancing Group	Youth and seniors community activities	320.00
EF088481	19/12/24	Wanneroo Agricultural Machinery	Plant and vehicle repairs	343.31
EF088482	19/12/24	WC Convenience Management Pty Ltd T/A WC Innovations	Building maintenance and services	3,014.99
EF088483	19/12/24	West Coast Gymnasts	Youth and seniors community activities	1,360.25
EF088484	19/12/24	West Coast Turf	Garden maintenance	42,339.83
EF088485	19/12/24	J.D Caffey and Caffey Family Trust T/A Westbooks	Book purchases	36.37
EF088486	19/12/24	Western Australia Police	Volunteer reimbursements and expenses	36.00
EF088487	19/12/24	Western Resource Recovery	Building maintenance and services	572.00
EF088488	19/12/24	Westworks Group	Professional consultancy services	990.00
EF088489	19/12/24	William Buck Consulting (WA) Pty Ltd	Audit services	154.00
EF088490	19/12/24	Woolworths Group Ltd	Functions and events catering expenses	23.70
EF088491	19/12/24	Workclobber Trust and Lindal Family Trust T/A Work Clobber	Staff uniforms and protective equipment	1,022.40
EF088492	19/12/24	Workpower Inc	Garden maintenance	34,367.19
EF088493	19/12/24	WPC Group Ltd	Labour hire and temporary replacement	2,320.03
EF088517	24/12/24	Insight Enterprises Australia Pty Ltd	Software maintenance	13,125.07
<b>Cancelled Payments</b>				<b>11,903,250.57</b>
EF087858	23/12/24	Bayswater Women's Hub Inc		-3,000.00
EF088283	24/12/24	Team Building Group (WA) Pty Ltd		-1,435.00
				<b>-4,435.00</b>
<b>Total</b>				<b>11,898,815.57</b>

Note: EF088497 to EF088516 will appear under the January 2025 List of Payments

**City of Bayswater****List of Payment - Aged****for the period 1 December 2024 to 31 December 2024**

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<b>Payments</b>				<b>\$</b>
EF088102	13/12/24	Fresh Fields Management (Mertome Village) Pty Ltd	Management fee	11,133.38
EF088228	20/12/24	Burgess Rawson (WA) Pty Ltd	Lease and rental payments	4,275.00
EF088495	23/12/24	Synergy	Electricity charges (other than street lighting)	240.17
EF088496	23/12/24	Water Corporation	Water usage charges	1,290.38
<b>Total</b>				<b><u>16,938.93</u></b>

**City of Bayswater****List of Payment - Trust****for the period 1 December 2024 to 31 December 2024**

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<b>Payments</b>				<b>\$</b>
EF088227	13/12/24	Department of Mines, Industry Regulation and Safety	Building services levy	24,502.62
EF088494	20/12/24	Construction Training Fund	Construction training fund levy	7,454.81
<b>Total</b>				<b><u>31,957.43</u></b>



**City of Bayswater****Corporate Credit Card Transactions**

for the period 29 November 2024 to 27 December 2024

Date	Supplier	Description	Amount \$
<b>Chief Executive Officer</b>			
04/12/24	Urban Development Institute of Australia	Memberships and subscriptions	534.48
10/12/24	Planning Institute of Australia	Memberships and subscriptions	170.00
12/12/24	Rain Square	Parking fees	13.16
16/12/24	Planning Institute of Australia	Memberships and subscriptions	390.00
19/12/24	City of Perth	Parking fees	15.14
19/12/24	Hootsuite	Marketing and promotional material	5,266.80
19/12/24	The Guildford Hotel	Functions and events catering expenses	564.54
23/12/24	Perth Festival	Functions and events catering expenses	552.00
23/12/24	Bunnings	Functions and events catering expenses	250.00
23/12/24	McLoughlin Butchers	Functions and events catering expenses	245.97
24/12/24	Lenards Ellenbrook	Functions and events catering expenses	254.02
24/12/24	Sittella	Functions and events catering expenses	222.71
Card Total			8,478.82
<b>Director Community Services</b>			
29/11/24	Eventbrite	Memberships and subscriptions	23.45
29/11/24	City of Perth	Parking fees	18.00
29/11/24	Department of Energy, Mines, Industry Regulation	Licence and permit renewal	311.00
02/12/24	Target Morley	Gifts and presentations	559.50
02/12/24	Target Morley	Gifts and presentations	559.50
02/12/24	Target Morley	Gifts and presentations	528.55
02/12/24	Target Morley	Gifts and presentations	335.70
02/12/24	Target Morley	Gifts and presentations	250.00
02/12/24	Target Morley	Gifts and presentations	250.00
04/12/24	Soundtrack Your Brand Stockholm	Memberships and subscriptions	2,808.00
05/12/24	Twilio	Marketing and promotional material	140.78
16/12/24	Eventbrite	Memberships and subscriptions	15.00
23/12/24	Bee-Jays Delicatessen	Functions and events catering expenses	500.00
23/12/24	Catalano Family Kitchen	Functions and events catering expenses	296.37
23/12/24	Coles	Functions and events catering expenses	169.30
Card Total			6,765.15
<b>Director Corporate Services</b>			
29/11/24	Varsity Morley	Functions and events catering expenses	91.08
02/12/24	Meta Platforms Ireland Ltd T/A Facebook	Marketing and promotional material	1,250.00
03/12/24	Canva Space	Memberships and subscriptions	164.99
04/12/24	General Public Inglewood	Functions and events catering expenses	149.50
05/12/24	Australian Institute of Company Directors	Conference expenses	1,799.00
05/12/24	Australian Institute of Company Directors	Licence and permit renewal	725.00
05/12/24	Create Send	Memberships and subscriptions	438.90
06/12/24	CPA Australia	Memberships and subscriptions	878.64
06/12/24	CPA Australia	Memberships and subscriptions	878.64
06/12/24	SP Card Gift	Gifts and presentations	200.00
13/12/24	Meta Platforms Ireland Ltd T/A Facebook	Marketing and promotional material	19.30
13/12/24	Meta Platforms Ireland Ltd T/A Facebook	Marketing and promotional material	422.73
Card Total			7,017.78
<b>Director Infrastructure &amp; Assets</b>			
10/12/24	Fastfield	Fees and charges	31.67
23/12/24	Swan River Hotel	Conference expenses	30.45
23/12/24	Swan River Hotel	Conference expenses	15.22
23/12/24	Swan River Hotel	Conference expenses	330.92
Card Total			408.26
<b>Grand Total</b>			<b>22,670.01</b>

**City of Bayswater****List of Corporate Purchase Card Transactions  
for the period 1 December 2024 to 31 December 2024**

Date	Description	Amount \$
<b>Bunnings Group Ltd</b>		
<b>4470</b>		
08/11/24	Building supplies and hardware	21.65
08/11/24	Building supplies and hardware	19.24
	Sub Total	40.89
<b>3292</b>		
12/11/24	Minor equipment purchase	78.21
12/11/24	Building supplies and hardware	16.78
14/11/24	Building supplies and hardware	48.93
15/11/24	Minor equipment purchase	391.77
	Sub Total	535.69
<b>9176</b>		
19/11/24	Building supplies and hardware	145.13
19/11/24	Building supplies and hardware	80.03
21/11/24	Building supplies and hardware	106.54
21/11/24	Building supplies and hardware	41.73
	Sub Total	373.43
<b>7447</b>		
07/11/24	Parks and gardens reticulation repairs and upgrades	196.03
07/11/24	Minor equipment purchase	35.34
	Sub Total	231.37
<b>2706</b>		
08/11/24	Minor equipment purchase	111.48
08/11/24	Minor equipment purchase	22.95
12/11/24	Aquatic maintenance and services	76.43
15/11/24	The RISE materials and consumables	328.91
22/11/24	The RISE materials and consumables	144.13
	Sub Total	683.90
<b>5762</b>		
08/11/24	Plant and vehicle parts and materials	14.70
12/11/24	Engineering Works Materials	130.86
21/11/24	Plant and vehicle parts and materials	57.72
22/11/24	Building supplies and hardware	276.57
	Sub Total	479.85
<b>3169</b>		
06/11/24	Cleaning supplies	37.95
07/11/24	Parks and gardens materials	16.91
21/11/24	Sustainable environmental services and supplies	25.09
21/11/24	Sustainable environmental services and supplies	18.95
10/12/24	Sustainable environmental services and supplies	125.10
	Sub Total	224.00
<b>8394</b>		
07/11/24	Building supplies and hardware	17.01
13/11/24	Minor equipment purchase	41.59
18/11/24	Building supplies and hardware	27.86
19/11/24	Building supplies and hardware	28.66
	Sub Total	115.12
<b>4766</b>		
06/11/24	Minor equipment purchase	41.33
06/11/24	Parks and gardens materials	26.00
06/11/24	Parks and gardens materials	78.40
07/11/24	Parks and gardens materials	58.90
07/11/24	Parks and gardens materials	117.80
08/11/24	Parks and gardens materials	82.62
11/11/24	Parks and gardens materials	47.55
11/11/24	Minor equipment purchase	32.81
14/11/24	Parks and gardens materials	92.91
14/11/24	Parks and gardens materials	99.41
14/11/24	Parks and gardens materials	63.60

Date	Description	Amount
		\$
14/11/24	Parks and gardens materials	63.60
14/11/24	Parks and gardens materials	133.10
14/11/24	Parks and gardens materials	127.08
14/11/24	Sustainable environmental services and supplies	76.75
15/11/24	Parks and gardens materials	116.64
19/11/24	Parks and gardens materials	20.78
19/11/24	Parks and gardens materials	103.81
19/11/24	Parks and gardens materials	132.82
19/11/24	Parks and gardens materials	100.52
19/11/24	Parks and gardens materials	91.11
19/11/24	Minor equipment purchase	68.31
21/11/24	Minor equipment purchase	302.60
22/11/24	Parks and gardens materials	78.81
22/11/24	Parks and gardens materials	45.80
22/11/24	Parks and gardens materials	88.35
	Sub Total	2,291.41
<b>1238</b>		
21/11/24	Engineering Works Materials	288.13
22/11/24	Building supplies and hardware	38.26
22/11/24	Engineering Works Materials	126.20
	Sub Total	452.59
<b>8073</b>		
18/11/24	Building supplies and hardware	14.88
19/11/24	Building supplies and hardware	14.88
19/11/24	Building supplies and hardware	9.86
20/11/24	Building supplies and hardware	23.82
22/11/24	Building supplies and hardware	20.10
	Sub Total	83.54
<b>0999</b>		
11/11/24	Minor equipment purchase	66.84
12/11/24	Building supplies and hardware	70.49
13/11/24	Building supplies and hardware	14.05
14/11/24	Building supplies and hardware	26.90
20/11/24	Building supplies and hardware	41.54
21/11/24	Building supplies and hardware	35.16
	Sub Total	254.98
<b>0099</b>		
10/10/24	Environmental health services and supplies	336.52
22/10/24	Environmental health services and supplies	294.99
28/10/24	Environmental health services and supplies	12.82
30/10/24	Environmental health services and supplies	293.48
31/10/24	Environmental health services and supplies	133.79
01/11/24	Environmental health services and supplies	116.08
01/11/24	Environmental health services and supplies	121.24
04/11/24	Environmental health services and supplies	33.73
05/11/24	Environmental health services and supplies	28.80
05/11/24	Environmental health services and supplies	30.84
	Sub Total	1,402.29
	<b>Bunnings Group Ltd Total</b>	<b>7,169.06</b>
<b>BP Australia Pty Ltd</b>		
<b>0116</b>		
05/11/24	Fuel and oil for council fleet	75.35
26/11/24	Fuel and oil for council fleet	80.43
	Sub Total	155.78
<b>0124</b>		
16/11/24	Fuel and oil for council fleet	82.30
	Sub Total	82.30
<b>0157</b>		
18/11/24	Fuel and oil for council fleet	52.59
	Sub Total	52.59

Date	Description	Amount \$
<b>0223</b>		
31/10/24	Fuel and oil for council fleet	76.28
29/11/24	Fuel and oil for council fleet	71.72
	Sub Total	<u>148.00</u>
<b>0165</b>		
31/10/24	Fuel and oil for council fleet	103.54
05/11/24	Fuel and oil for council fleet	62.17
12/11/24	Fuel and oil for council fleet	103.48
16/11/24	Fuel and oil for council fleet	109.43
17/11/24	Fuel and oil for council fleet	42.66
20/11/24	Fuel and oil for council fleet	75.99
25/11/24	Fuel and oil for council fleet	90.95
	Sub Total	<u>588.22</u>
<b>0207</b>		
02/11/24	Fuel and oil for council fleet	58.14
10/11/24	Fuel and oil for council fleet	62.90
15/11/24	Fuel and oil for council fleet	61.75
20/11/24	Fuel and oil for council fleet	61.34
25/11/24	Fuel and oil for council fleet	45.50
	Sub Total	<u>289.63</u>
<b>0231</b>		
06/11/24	Fuel and oil for council fleet	218.36
29/11/24	Fuel and oil for council fleet	201.00
	Sub Total	<u>419.36</u>
<b>0199</b>		
19/11/24	Fuel and oil for council fleet	106.70
	Sub Total	<u>106.70</u>
<b>0547</b>		
02/11/24	Fuel and oil for council fleet	63.17
12/11/24	Fuel and oil for council fleet	58.95
	Sub Total	<u>122.12</u>
<b>0090</b>		
01/11/24	Fuel and oil for council fleet	165.96
08/11/24	Fuel and oil for council fleet	130.54
17/11/24	Fuel and oil for council fleet	146.10
29/11/24	Fuel and oil for council fleet	180.08
	Sub Total	<u>622.68</u>
	<b>BP Australia Pty Ltd Total</b>	<u><b>2,587.38</b></u>
	<b>Grand Total</b>	<u><u><b>9,756.44</b></u></u>

Note: The above payments have been included in payments from the Municipal Account.

**City of Bayswater****Electronic Fund Transfers****for the period 1 December 2024 to 31 December 2024**

<b>Date</b>	<b>Description</b>	<b>Amount</b>
<b>Municipal Account</b>		<b>\$</b>
03/12/24	New term deposit	600,000.00
04/12/24	NAB transact fee	81.80
04/12/24	NAB transact fee	61.50
04/12/24	NAB transact fee	11.60
04/12/24	NAB transact fee	0.40
06/12/24	NAB batch fee	0.42
11/12/24	Wages	1,137,607.31
13/12/24	NAB batch fee	0.63
13/12/24	NAB batch fee	0.21
13/12/24	Account fee	37.30
16/12/24	Wages	32,051.21
17/12/24	New term deposit	900,000.00
23/12/24	Wages	1,093,613.67
24/12/24	Wages	1,949.44
31/12/24	NAB merchant fee	2,164.09
31/12/24	NAB merchant fee	1,037.76
31/12/24	NAB merchant fee	365.47
31/12/24	NAB merchant fee	347.78
31/12/24	NAB merchant fee	190.91
31/12/24	NAB merchant fee	60.00
31/12/24	NAB merchant fee	40.00
31/12/24	NAB Bpay fee	2,202.75
		<b>3,771,824.25</b>
<b>Aged Persons Homes Account</b>		
13/12/24	Account fee	0.05
18/12/24	New term deposit	506,320.14
		<b>506,320.19</b>
<b>Grand Total</b>		<b>4,278,144.44</b>

**10.2.3 Investment Report for the Period Ended 31 December 2024**

<b>Responsible Branch:</b>	Financial Services
<b>Responsible Directorate:</b>	Corporate Services
<b>Authority/Discretion:</b>	Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	1. Investment Register [10.2.3.1 - 1 page] 2. Investment Summary [10.2.3.2 - 1 page] 3. Investment Portfolio [10.2.3.3 - 1 page]

**SUMMARY**

This report presents the City's Investment Portfolio for the period ended 31 December 2024.

**OFFICER'S RECOMMENDATION**

**That Council receives the Investment Portfolio Report for the period ended 31 December 2024 with investments totalling \$118,384,951.89.**

**BACKGROUND**

The purpose of this report is for Council to note the Investment Portfolio detailed in **Attachments 1, 2 and 3.**

In accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, a monthly report on the City's Investment Portfolio is to be presented to Council.

The City's Investment Policy details the way the City is to manage the investment portfolio ensuring:

- a high level of security;
- an adequate level of diversification to spread risk; and
- sufficient liquidity to meet all reasonably-anticipated cash flow requirements (ready access to funds for daily requirements).

The City's investment portfolio (**Attachments 1, 2 and 3**) is spread across several financial institutions in accordance with the risk management guidelines as contained in the policy.

- **Maximum Risk Exposure** - The City policy sets a portfolio credit framework which limits the credit exposure of the City's investment to the following Standard & Poor's (S&P) rated banking institutions.

<b>S&amp;P Long-Term Rating</b>	<b>S&amp;P Short-Term Rating</b>	<b>Maximum Risk Limit % Credit Rating</b>
AAA	A-1+	100%
AA	A-1	100%
A	A-2	80%

This report is intended to not only meet the City's regulatory and policy obligations, but also to summarise how the City's funds have been invested and with which financial institution.

**EXTERNAL CONSULTATION**

Not applicable.

## OFFICER'S COMMENTS

Total investments for the period ended 31 December 2024 were \$118,384,951.89.

Of the total investment portfolio, \$67,411,105.91 is internally restricted and \$3,106,269.27 externally restricted, to satisfy the City's legislative responsibilities and to set aside funds for future projects. The balance of the investment funds represents working capital and funding required for the City's 2024/25 operating and capital expenditure requirements.

## LEGISLATIVE COMPLIANCE

Investment Policy applies. It is noted that the City currently has 19% in fossil fuel free investments.

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Medium
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Low
Strategic Risk	SR06 - City does not have the adequate financial capacity to deliver planned services and maintain assets.	

## FINANCIAL IMPLICATIONS

Income earned from investments is recognised in the City's financial statements.

## STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

## CONCLUSION

That Council receives the Investment Portfolio Report for the period ended 31 December 2024 with investments totalling \$118,384,951.89.

**City of Bayswater  
Investment Register  
Balance as at 31 December 2024**

Investment Number	Bank	Lodgement Date	Maturity Date	Rate %	Principal \$	Accrued Interest \$	Maturity Interest \$	Maturity Amount \$
201073	Westpac Bank	27/08/24	07/01/25	5.06	2,500,000.00	43,668.49	46,094.52	2,546,094.52
201074	Westpac Bank	27/08/24	14/01/25	5.06	1,500,000.00	26,201.10	29,112.33	1,529,112.33
201075	Westpac Bank	27/08/24	21/01/25	5.06	2,500,000.00	43,668.49	50,946.58	2,550,946.58
201076	Westpac Bank	03/09/24	28/01/25	5.06	500,000.00	8,248.49	10,189.32	510,189.32
201086	Westpac Bank	24/09/24	28/01/25	5.06	700,000.00	9,510.03	12,227.18	712,227.18
201077	Westpac Bank	10/09/24	04/02/25	5.06	2,500,000.00	38,816.44	50,946.58	2,550,946.58
201087	Westpac Bank	01/10/24	11/02/25	5.06	1,500,000.00	18,923.01	27,656.71	1,527,656.71
201078	Westpac Bank	10/09/24	18/02/25	5.03	2,400,000.00	37,042.85	53,249.10	2,453,249.10
201089	Westpac Bank	08/10/24	25/02/25	5.06	1,500,000.00	17,467.40	29,112.33	1,529,112.33
201065	National Australia Bank	27/08/24	04/03/25	5.04	2,500,000.00	43,495.89	65,243.84	2,565,243.84
201062	Westpac Bank	20/08/24	11/03/25	5.13	3,000,000.00	56,078.63	85,593.70	3,085,593.70
201066	National Australia Bank	27/08/24	11/03/25	5.04	1,500,000.00	26,097.53	40,596.16	1,540,596.16
201067	National Australia Bank	27/08/24	18/03/25	5.04	2,500,000.00	43,495.89	70,076.71	2,570,076.71
201082	Bank of Queensland	17/09/24	25/03/25	5.05	1,600,000.00	23,243.84	41,838.90	1,641,838.90
201068	National Australia Bank	27/08/24	01/04/25	5.01	2,500,000.00	43,236.99	74,463.70	2,574,463.70
201090	Suncorp Bank	08/10/24	08/04/25	5.08	1,500,000.00	17,536.44	37,995.62	1,537,995.62
201088	Suncorp Bank	01/10/24	15/04/25	5.07	2,400,000.00	30,336.66	65,340.49	2,465,340.49
201091	Westpac Bank	15/10/24	22/04/25	5.14	650,000.00	7,048.14	17,299.97	667,299.97
201095	Westpac Bank	29/10/24	22/04/25	5.10	900,000.00	7,922.47	22,006.85	922,006.85
201093	Westpac Bank	22/10/24	29/04/25	5.14	2,000,000.00	19,715.07	53,230.68	2,053,230.68
201098	Bank of Queensland	12/11/24	06/05/25	5.10	1,300,000.00	8,900.55	31,787.67	1,331,787.67
201100	Bank of Queensland	19/11/24	13/05/25	5.15	1,517,576.71	8,993.20	37,471.67	1,555,048.38
201101	Bank of Queensland	19/11/24	13/05/25	5.15	1,000,000.00	5,926.03	24,691.78	1,024,691.78
201096	Westpac Bank	29/10/24	03/06/25	5.12	2,800,000.00	24,744.33	85,230.47	2,885,230.47
201097	National Australia Bank	05/11/24	03/06/25	5.08	3,100,000.00	24,161.32	90,604.93	3,190,604.93
201107	Bank of Queensland	03/12/24	10/06/25	5.15	600,000.00	2,370.41	16,000.27	616,000.27
201108	Bank of Queensland	17/12/24	24/06/25	5.20	900,000.00	1,795.07	24,233.42	924,233.42
<b>Muni General Funds Total</b>					<b>47,867,576.71</b>	<b>638,644.74</b>	<b>1,193,241.48</b>	<b>49,060,818.19</b>
201038	Suncorp Bank	01/07/24	07/01/25	5.30	5,108,357.54	135,742.36	140,934.69	5,249,292.23
201046	National Australia Bank	23/07/24	07/01/25	5.30	3,079,887.70	72,001.87	75,132.38	3,155,020.08
201037	National Australia Bank	01/07/24	04/02/25	5.35	2,526,570.37	67,770.92	80,732.58	2,607,302.95
201040	Bank of Queensland	01/07/24	04/02/25	5.35	4,528,001.74	121,455.89	144,685.16	4,672,686.90
201051	National Australia Bank	30/07/24	04/02/25	5.30	3,347,417.58	74,853.76	91,865.98	3,439,283.56
201083	Bank of Queensland	18/09/24	18/03/25	5.05	5,524,385.00	79,490.60	138,344.22	5,662,729.22
201045	National Australia Bank	10/07/24	15/04/25	5.40	2,162,500.35	55,668.09	89,260.90	2,251,761.25
201079	National Australia Bank	10/09/24	27/05/25	5.02	5,289,033.86	81,471.41	188,402.63	5,477,436.49
201063	Westpac Bank	20/08/24	03/06/25	5.08	3,332,329.53	61,683.70	133,106.94	3,465,436.47
201092	Suncorp Bank	15/10/24	24/06/25	5.09	2,580,807.13	27,712.21	90,694.51	2,671,501.64
201102	Bank of Queensland	26/11/24	01/07/25	5.15	5,618,546.74	27,746.38	172,027.59	5,790,574.33
201109	Suncorp Bank	18/12/24	26/08/25	5.09	10,796,820.65	19,573.30	377,915.35	11,174,736.00
<b>Muni Reserve Total</b>					<b>53,894,658.19</b>	<b>825,170.51</b>	<b>1,723,102.92</b>	<b>55,617,761.11</b>
201055	Westpac Bank	06/08/24	21/01/25	5.11	745,408.16	15,340.50	17,532.00	762,940.16
201080	Westpac Bank	10/09/24	11/02/25	5.03	1,130,182.10	17,443.82	23,985.25	1,154,167.35
201094	Westpac Bank	22/10/24	22/04/25	5.14	561,153.15	5,531.59	14,382.12	575,535.27
201106	Bank of Queensland	03/12/24	10/06/25	5.15	669,525.86	2,645.09	17,854.33	687,380.19
<b>Trust Specific Total</b>					<b>3,106,269.27</b>	<b>40,960.99</b>	<b>73,753.70</b>	<b>3,180,022.97</b>
201099	Bank of Queensland	12/11/24	29/04/25	5.10	643,872.97	4,408.32	15,114.26	658,987.23
201103	National Australia Bank	26/11/24	29/04/25	5.10	735,393.51	3,596.38	15,824.06	751,217.57
201104	National Australia Bank	26/11/24	29/04/25	5.10	11,582,238.12	56,641.90	249,224.38	11,831,462.50
201110	National Australia Bank	18/12/24	29/04/25	5.10	506,320.14	919.70	9,338.49	515,658.63
<b>Aged General Funds Total</b>					<b>13,467,824.74</b>	<b>65,566.30</b>	<b>289,501.18</b>	<b>13,757,325.92</b>
201105	National Australia Bank	26/11/24	29/04/25	5.10	48,622.98	237.79	1,046.26	49,669.24
<b>Aged Mertome Gardens Total</b>					<b>48,622.98</b>	<b>237.79</b>	<b>1,046.26</b>	<b>49,669.24</b>
<b>Total</b>					<b>118,384,951.89</b>	<b>1,570,580.32</b>	<b>3,280,645.54</b>	<b>121,665,597.43</b>



**City of Bayswater  
Investment Summary  
Balance as at 31 December 2024**

**Investments By Maturity Date**

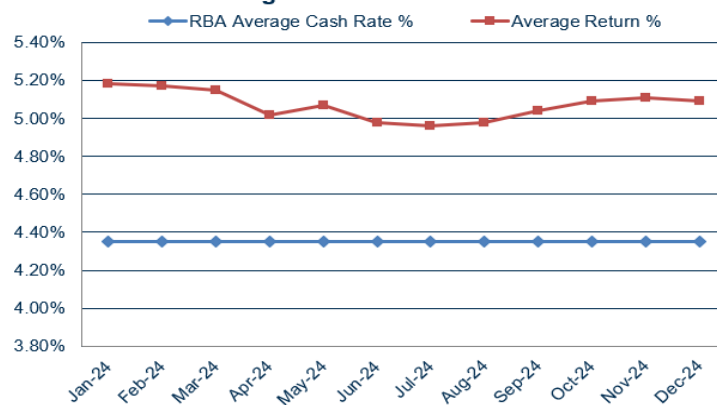
Maturity Dates	Principal	Portfolio %	Number of Investments
Less than 30 days	\$16,633,653.40	14%	8
Between 30 days and 60 days	\$19,432,171.79	16%	8
Between 61 days and 90 days	\$16,624,385.00	14%	6
Between 91 days and 180 days	\$46,479,374.31	39%	23
Between 181 days and 1 year	\$19,215,367.39	16%	3
<b>Total</b>	<b>\$118,384,951.89</b>	<b>100%</b>	<b>48</b>

**Allocation of Investments**

S&P Rating (Short-term)	Bank	Amount Invested	Amount Invested %	Threshold %
A-1+	National Australia Bank	\$41,377,984.61	35%	45%
A-1+	Westpac	\$30,719,072.94	26%	45%
A-1	Suncorp **	\$22,385,985.32	19%	35%
A-2	Bank of Queensland	\$23,901,909.02	20%	30%
<b>Total</b>		<b>\$118,384,951.89</b>	<b>100%</b>	

\*\* Fossil fuel free investment

**Average Return on Investment**



**City of Bayswater  
Investment Portfolio  
Balance as at 31 December 2024**

Source	Description	Total \$	Internally restricted \$	Externally restricted \$
Municipal	Investment - CoB General Funds	47,867,576.71	-	-
	Investment - CoB Reserve	53,894,658.19	53,894,658.19	-
	Investment - Trust	3,106,269.27	-	3,106,269.27
<b>Sub Total</b>		<b>104,868,504.17</b>	<b>53,894,658.19</b>	<b>3,106,269.27</b>
Aged	Investment - Aged General Funds	13,516,447.72	13,516,447.72	-
<b>Sub Total</b>		<b>13,516,447.72</b>	<b>13,516,447.72</b>	<b>-</b>
<b>Grand Total</b>		<b>118,384,951.89</b>	<b>67,411,105.91</b>	<b>3,106,269.27</b>

**10.3 Infrastructure and Assets Directorate Reports****10.3.1 Tender 20-2024 - Supply of Sand and Aggregates**

<b>Responsible Branch:</b>	Parks and Environment
<b>Responsible Directorate:</b>	Infrastructure and Assets
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. CONFIDENTIAL REDACTED - Assessment Matrix - RFT 20-2024 [<b>10.3.1.1</b> - 2 pages]</li> <li>2. CONFIDENTIAL REDACTED - Urban Resources and Hinds Transport Services - Schedule of Rates [<b>10.3.1.2</b> - 6 pages]</li> </ol>

***Confidential Attachment(s) in accordance with Section 5.23(2) of the Local Government Act 1995 (WA):***

- (e) *a matter that if disclosed, would reveal —*
- (ii) *information that has a commercial value to a person; or*
  - (iii) *information about the business, professional, commercial or financial affairs of a person,*

**SUMMARY**

Council approval is sought to award the Tender 20-2024 Supply of Sand and Aggregates, to Hinds Transport Services, for a period of three years, with the option to extend the contract by a further two, 12-month periods at the discretion of the City.

The tender value exceeds the delegated authority limit of the Chief Executive Officer and therefore requires Council approval.

**OFFICER'S RECOMMENDATION**

**That Council awards Tender No. 20-2024 Supply of Sands and Aggregates to Hinds Transport Services in accordance with their submission, for a period of three years, with the option to extend the period by a further two 12-month periods subject to satisfactory performance.**

**BACKGROUND**

The City requires sand and aggregate products to be used across its construction and maintenance projects. Tenders were called for the supply and bulk cartage of materials (by truck) by experienced providers who can demonstrate extensive knowledge of safe and effective operations, specific to public open space and parkland environments.

The tender was advertised on 19 October 2024 on the Tenderlink website and in The West Australian newspaper and closed on 15 November 2024.

Six suppliers accessed the tender documents, and two submissions were received from:

- Urban Resources
- Hinds Transport Services

No applications were received after the close of deadline.

## EXTERNAL CONSULTATION

Reference checks were undertaken against Hinds Transport Services with no issues identified.

No reference checks were undertaken for Urban Resources, as they have been the City's previous supplier and have successfully met the City's requirements during this time. Both responses were evaluated as being suitable in respect to the compliance criteria.

## OFFICER'S COMMENTS

The Tender Evaluation Panel consisted of the Coordinator Turf Services, Coordinator Parks Services, and Coordinator Engineering Services, with oversight from the Procurement team.

An evaluation process was undertaken having specific regard to the following assessment criteria and weightings:

	Evaluation Criteria	Weighting
A	Safety and/or Quality Systems	10%
B	Organisational Experience and Capacity	10%
C	Skills and Methodology	10%
D	Benefit to Local Economy	5%
E	Pricing	65%

The weighted cost method was applied in the evaluation of the applications. Weighting was applied to the sand supply line items that both companies had priced on, not aggregates, as Urban Resources cannot supply these line items. The applications were ranked according to the qualitative criteria. The evaluation panel then assessed the price component to determine the applications that are most advantageous to the City.

Ranking of the compliant applicants as determined by the evaluation panel:

Applicant	Safety and/or Quality Systems	Organisational Experience and Capacity	Skills and Methodology	Benefit to Local Economy	Total Score Qualitative	Price Score	Total	Ranking
	10%	10%	10%	5%	35%	65%		
Urban Resources	8	7	7	2.5	17.5	40.9	58.4	2
Hinds Transport Services	4	7	7	1	12	65	77	1

The panel's comments are summarised below:

### Safety and/or Quality Systems (10% weighting)

Urban Resources scored highest against this criterion.

Both Urban Resources and Hinds Transport Services addressed the minimum criteria, however Urban Resources provided more detail regarding their safety management and quality systems.

### Organisational Experience and Capacity (10% weighting)

Both companies scored evenly against this criterion provided multiple examples of recent projects, including many examples of completed works.

Skills and Methodology (10% weighting)

Both companies scored evenly against this criterion and provided examples of methodologies and skill bases involved.

Benefit to Local Economy (5% weighting)

Urban Resources scored highest against this criterion.

Both companies' submissions lacked specific detail given their distances from the City of Bayswater, however Urban Resources provided more detail regarding their local community and support of their local community groups.

Pricing (65% weighting)

This criterion required applicants to submit prices for the goods and services outlined in the tender document and the specifications (**Confidential Attachment 1**). The prices were structured as a Schedule of Rates table.

Based on the panel's evaluation, using a combination of the above pricing and qualitative criteria, the application from Hinds Transport Services met the City's requirements.

**LEGISLATIVE COMPLIANCE**

The tender process meets the requirements of s3.57 the *Local Government Act 1995* and r.14 – 16 of the *Local Government (Functions and General) Regulations 1996*.

All tenderers indicated that they do not have any conflicts of interest in the performance of their obligations under the contract.

City officers involved in the assessment of the tender submissions and preparation of the associated report have indicated they do not have any conflicts of interests with any of the tenderers.

**RISK MANAGEMENT CONSIDERATION**

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Low
Strategic Risk	SR02 - Failure to strategically plan, deliver and maintain infrastructure and assets.  SR06 - City does not have the adequate financial capacity to deliver planned services and maintain assets.	

**FINANCIAL IMPLICATIONS**

The following financial implications are applicable:

**Item 1:**

**Asset Category:** Other

**Source of Funds:**

Municipal  
Reserve

**LTFP Impacts:** The expenditure under this contract is generally accounted for in annual

Municipal budgets for both OPEX and CAPEX.

**Notes:**

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	EMPLOYEE				
1	Nil	\$250,000 to \$300,000	Nil	Nil	1-40		\$300,000

**STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Community

Goal C3: Maximise the use of the City's facilities and parks by all sections of the community

Theme: Environment and Liveability

Goal E2: Remain focused on greening the City's suburbs and streetscapes and increasing the tree canopy

Theme: Leadership and Governance

Goal L2: Plan and deliver projects and services in a sustainable way. Work together to deliver the best outcomes for the community by managing our resources in a financially sustainable way.

**CONCLUSION**

The submission made by Hinds Transport Services demonstrated overall value for delivering on the City's requirements under contract.

Therefore, it is recommended that Council awards Tender No. 20-2024 Supply of Sands and Aggregates to Hinds Transport Services, for a period of three years, with the option to extend the contract by a further two 12-month periods, subject to satisfactory performance.

### 10.3.2 Tender 21-2024 - Supply of Soil Conditioners and Mulches

<b>Responsible Branch:</b>	Parks and Environment
<b>Responsible Directorate:</b>	Infrastructure and Assets
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. CONFIDENTIAL REDACTED - Assessment Matrix - RFT 21-2024 [<b>10.3.2.1</b> - 1 page]</li> <li>2. CONFIDENTIAL REDACTED - TJ Depiazzi &amp; Sons - Schedule of Rates [<b>10.3.2.2</b> - 1 page]</li> <li>3. CONFIDENTIAL REDACTED - Veolia Recycling and Recovery (Welshpool) Pty Ltd - Schedule of Rates [<b>10.3.2.3</b> - 1 page]</li> <li>4. CONFIDENTIAL REDACTED - C Wise - Schedule of Rates [<b>10.3.2.4</b> - 1 page]</li> </ol>

**Confidential Attachment(s) in accordance with Section 5.23(2) of the Local Government Act 1995 (WA):**

- (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*
- (e) *a matter that if disclosed, would reveal —*
  - (i) *a trade secret; or*
  - (ii) *information that has a commercial value to a person; or*

#### SUMMARY

Council approval is sought to award the Tender 21-2024 Supply of Soil Conditioners and Mulches, to Veolia Recycling and Recovery (Welshpool) Pty Ltd, C Wise and TJ Depiazzi & Sons, for a period of three years, with the option to extend the contract by a further two, 12-month periods at the discretion of the City.

The tender value exceeds the delegated authority limit of the Chief Executive Officer and therefore requires Council approval.

#### OFFICER'S RECOMMENDATION

**That Council awards Tender No. 21-2024 Supply of Soil Conditioners and Composts to Veolia Recycling and Recovery (Welshpool) Pty Ltd; Course Fraction Mulch to C Wise; and Soft Fall, Pine Bark and Peat and Jarrah Fine Fraction Mulch to TJ Depiazzi & Sons, for a period of three years, with the option to extend the period by a further two 12-month periods, subject to satisfactory performance.**

#### BACKGROUND

The City requires soil conditioners and mulch products to be used across its construction and maintenance projects. Tenders were called for the supply and bulk cartage of materials (by truck) by experienced providers who can demonstrate extensive knowledge of safe and effective operations, specific to public open space and parkland environments.

The tender was advertised on 19 October 2024 on the Tenderlink website and in The West Australian newspaper and closed on 15 November 2024.

Twelve suppliers accessed the tender documents, and three submissions were received from:

- C Wise
- Veolia Recycling and Recovery (Welshpool) Pty Ltd

- TJ Depiazzi & Sons

No applications were received after the close of deadline.

## EXTERNAL CONSULTATION

Reference checks were undertaken against Veolia Recycling and Recovery (Welshpool) Pty Ltd with no issues identified. No reference checks were undertaken for C Wise or TJ Depiazzi & Sons, as they have been the City's previous supplier and have successfully met the City's requirements during this time. All responses were evaluated as being suitable in respect to the compliance criteria.

## OFFICER'S COMMENTS

The Tender Evaluation Panel consisted of the Coordinator Turf Services, Coordinator Tree Services, and Acting Coordinator Depot Services, with oversight from the Procurement team.

An evaluation process was undertaken having specific regard to the following assessment criteria:

	Evaluation Criteria	Weighting
A	Safety and/or Quality Systems	10%
B	Organisational Experience and Capacity	10%
C	Skills and Methodology	10%
D	Benefit to Local Economy	5%
E	Pricing	65%

The weighted cost method was applied in the evaluation of the applications. Weighting was applied to the soil conditioner and compost line items only that all companies had priced on, not the mulches as not all companies could supply the complete list of requested products. The applications were ranked according to the qualitative criteria. The evaluation panel then assessed the price component to determine the applications that are most advantageous to the City.

Ranking of the compliant applicants as determined by the evaluation panel:

Applicant	Safety and/or Quality System	Organisational Experience and Capacity	Skills and Methodology	Benefit to Local Economy	Total Score Qualitative	Price Score	Total	Ranking
	10%	10%	10%	5%	35%	65%		
Veolia Recycling and Recovery	8	8	8	3	27	65	92	1
TJ Depiazzi & Sons	4	5	5	0	14	48.8	62.8	2
C Wise	8	8	8	0.5	24.5	35.2	59.7	3

The panel's comments are summarised below:

### Safety and/or Quality Systems (10% weighting)

Veolia Recycling and Recovery and C Wise both scored highest against this criterion. All the submissions addressed the minimum criteria; however, Veolia Recycling and Recovery and C Wise provided more detail regarding their safety management and quality systems.



Organisational Experience and Capacity (10% weighting)

Veolia Recycling and Recovery and C Wise both scored highest against this criterion. All the submissions addressed the minimum criteria; however, Veolia Recycling and Recovery and C Wise provided more info re their testing, organic processes, and experience.

Skills and Methodology (10% weighting)

Veolia Recycling and Recovery and C Wise both scored highest against this criterion. All the submissions addressed the minimum criteria; however, Veolia Recycling and Recovery and C Wise provided more information regarding their methodologies and skill base involved.

Benefit to Local Economy (5% weighting)

Veolia Recycling and Recovery and C Wise both scored highest against this criterion. All companies' submissions lacked specific detail given their distances from the City of Bayswater, however C Wise are to be commended for their local philanthropic activities and Veolia noted staff who lived within the City of Bayswater area.

Pricing (65% weighting)

This criterion required applicants to submit prices for the goods and services outlined in the Request for Panel document and the specifications (Confidential Attachment 1). The prices were structured as a Schedule of Rates table.

The City recognised that not all respondents may have the product lines and thus reserves the right to award the contract to one or more respondents, to ensure the best service, product coverage and value for money.

Based on the panel's evaluation, using a combination of the above pricing and qualitative criteria, the applications from Veolia Recycling and Recovery (Welshpool) Pty Ltd, C Wise and TJ Depiazzi & Sons met the criteria.

**LEGISLATIVE COMPLIANCE**

The tender process has met the requirements of s3.57 the *Local Government Act 1995* and r.14 – 16 of the *Local Government (Functions and General) Regulations 1996*.

All tenderers have indicated that they do not have any conflicts of interest in the performance of their obligations under the contract.

City officers involved in the assessment of the tender submissions and preparation of the associated report have indicated that they do not have any conflicts of interests with any of the tenderers.

**RISK MANAGEMENT CONSIDERATION**

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Low

Strategic Risk	<p>SR02 - Failure to strategically plan, deliver and maintain infrastructure and assets.</p> <p>SR06 - City does not have the adequate financial capacity to deliver planned services and maintain assets.</p>
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## FINANCIAL IMPLICATIONS

The following financial implications are applicable:

### Item 1:

**Asset Category:** New – Renew

**Source of Funds:** Municipal

**LTFP Impacts:** The expenditure under this contract is generally accounted for in annual municipal budgets for both OPEX and CAPEX.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	EMPLOYEE				
1	Nil	\$700,000	Nil	Nil	3-10		\$700,000

## STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Community

Goal C3: Maximise the use of the City's facilities and parks by all sections of the community.

Theme: Environment and Liveability

Goal E2: Remain focused on greening the City's suburbs and streetscapes and increasing the tree canopy.

Theme: Leadership and Governance

Goal L2: Plan and deliver projects and services in a sustainable way.

Work together to deliver the best outcomes for the community by managing our resources in a financially sustainable way.

## CONCLUSION

The City recognised that not all respondents may have the product lines and thus reserves the right to award the contract to one or more respondents, to ensure the best service, product coverage and value for money.

The submissions made by Veolia Recycling and Recovery (Welshpool) Pty Ltd, C Wise and TJ Depiazzi & Sons covered all the requested product lines and demonstrated overall value for delivering on the City's requirements under contract and between them the ability to supply the overall City's requirements.

Therefore, it is recommended that Council awards Tender No. 21/2024 Supply of Soil Conditioners and Composts to Veolia Recycling and Recovery (Welshpool) Pty Ltd, Course Fraction Mulch to C Wise and Soft Fall, Pine Bark and Peat and Jarrah Fine Fraction Mulch to TJ Depiazzi & Sons, for a period of three years, with the option to extend the contract by a further two 12-month periods, subject to satisfactory performance.

**10.3.3 WALGA Sustainable Energy Project Phase 2**

<b>Responsible Branch:</b>	Parks and Environment
<b>Responsible Directorate:</b>	Infrastructure and Assets
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. CONFIDENTIAL REDACTED - City of Bayswater Electricity Sales Agreement [10.3.3.1 - 45 pages]</li> <li>2. CONFIDENTIAL REDACTED - LG Information Pack Sustainable Energy Project Phase 2 Offer [10.3.3.2 - 13 pages]</li> <li>3. CONFIDENTIAL REDACTED - WALGA Sustainable Energy Project Phase 2 FAQs [10.3.3.3 - 15 pages]</li> </ol>
<b>Refer:</b>	Item: 10.3.2 OCM: 26.10.2021

***Confidential Attachment(s) in accordance with Section 5.23(2) of the Local Government Act 1995 (WA):***

- (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*
- (e) *a matter that if disclosed, would reveal —*
  - (i) *a trade secret; or*
  - (ii) *information that has a commercial value to a person; or*

**SUMMARY**

The City of Bayswater is a participant in the WALGA Sustainable Energy Project with the Phase One contract with Synergy due to expire on 31 March 2025. The Project provides the City with certainty of electricity costs at contestable sites over the term of the contract and renewable energy supply in line with strategic targets set by the ERRE Plan. WALGA has completed a procurement process on behalf of Local Government participants and subsequent evaluation has determined an offer from Synergy to be the most advantageous for Phase Two of the Project.

The purpose of this report is to obtain authorisation to enter into a renewable energy supply agreement with Synergy effective from 1 April 2025 through to 31 March 2028.

**OFFICER'S RECOMMENDATION**

**That Council:**

- 1. Authorises the Chief Executive Officer to enter into a renewable energy supply agreement with Synergy effective from 1 April 2025 through to 31 March 2028 via the WALGA Sustainable Energy Project Phase Two.**
- 2. Receives a report at the close of the contract detailing savings associated with the WALGA Sustainable Energy Project Phase Two.**

**BACKGROUND**

At the Ordinary Meeting on 24 August 2021, Council endorsed a plan to achieve its Emission Reduction and Renewable Energy (ERRE) objectives. The plan includes the following targets:

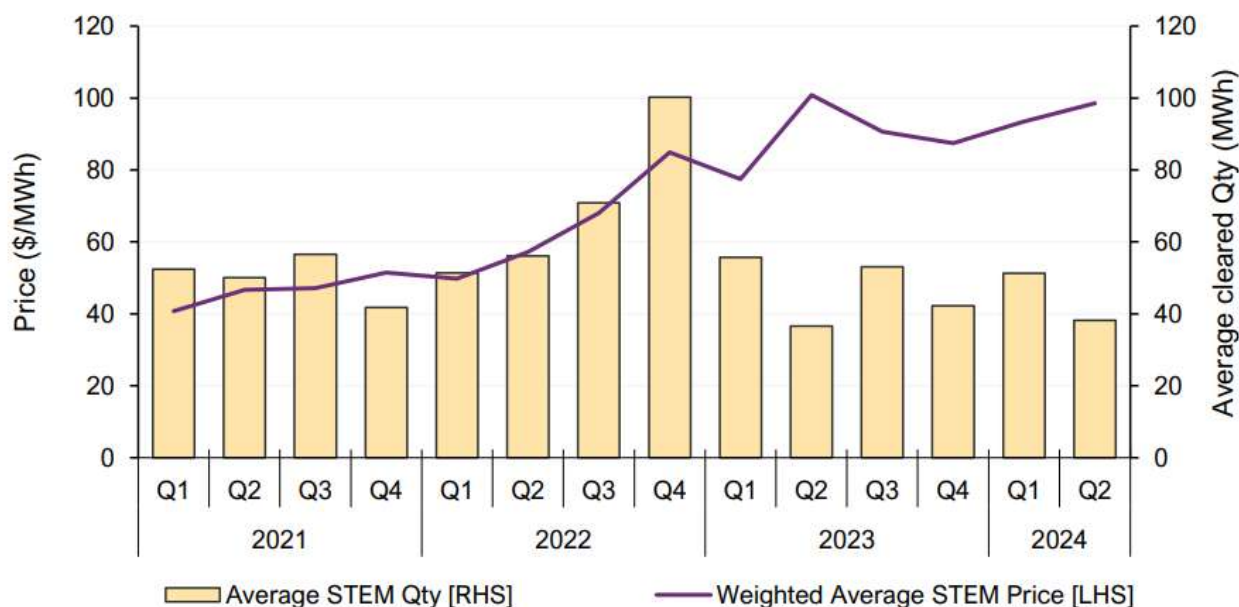
- 2025 - 100% renewable electricity for the City's operations, excluding streetlighting.
- 2030 - 100% renewables and/or carbon offsets for all City energy use, including streetlighting.
- 2040 - Net Zero greenhouse gases for City energy-related and value chain emissions.

A key action from the ERRE was for the City to enter into a renewable energy power purchasing agreement from 2022 to assist in achieving the above targets. As a result, at the October 2021 Ordinary Meeting, Council authorised the CEO to enter into a contract with Synergy to transition the electricity supply for the City's infrastructure to renewable sources as a participant in the Western Australian Local Government Association (WALGA) Sustainable Energy Project ('the Project').

The Project is an ACCC-approved buying group of Local Governments that has contracted electricity under a volume aggregated purchasing process. Participants benefit from access to renewable energy and reduced energy prices. There are 48 Local Government participants contracted to the Phase One contract term which commenced on 1 April 2022 and will expire on 31 March 2025. The Phase One term of the Project is estimated to save Local Governments \$34 million in expenditure and offset over 120,000 tonnes of carbon at its close.

Modelling from WALGA shows that the Western Australian Wholesale Electricity Market (WEM) has changed significantly since the Project was first tendered to the market in 2021. The short-term electricity market (STEM) price has increased from \$48.03/MWh in Q3 2021 to \$98.54/MWh at the end of June 2024, an increase of 105%.

WEM weighted average STEM Price and quantity cleared in STEM – Q1 2021 to Q2 2024



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Sites that use 50,000 kWh or more of electricity per year enable the customer to choose electricity suppliers (contestable sites). The City has 38 contestable sites included in the Phase One contract and subsequent MOU for Phase Two of the Project. It was initially forecast that the City would save approximately \$400,000 over the term of the Phase One contract for the supply of renewable power for contestable sites. Due to the significant price increases in the WEM and the favourable electricity tariffs secured through the Project, it is estimated that the City would have spent an additional \$1,000,000 in electricity costs had the City not been party to the contract.

WALGA managed a Request for Quotation (RFQ) for a new contract commencing 1 April 2025. The City entered a MOU with WALGA allowing the contestable energy spend to be represented in this procurement process for the purposes of pricing. The RFQ was overseen by a steering committee and evaluated by a team of WALGA officers, Local Government Officers, and independent technical consultants.

The most advantageous offer from the RFQ was an alternative offer received from Synergy, which is summarised as follows:

- A three-year contract term from 1 April 2025 to 31 March 2028
- A new Time-of-Offer band that allows for Peak, Midday and Off-Peak rates allowing for spend optimisation by scheduling consumption into a business hours period that has a cheaper supply rate
- Unbundled pricing
- Value added services that include an option to apply Natural Power to street lighting.

Synergy's terms are dependent on 100% of participants agreeing to the contract. WALGA requires notification by 7 March 2024 to secure Synergy's offer.

## EXTERNAL CONSULTATION

Due to the contractual nature of the issue, no external consultation specific to the City's electricity supply contract has been undertaken. The renewable energy contract provisions align with the City's Strategic Community Plan 2021-2031, which was developed in consultation with community and demonstrates support for the City taking action to reduce its emissions.

## OFFICER'S COMMENTS

WALGA modelling estimates that by accepting the most advantageous offer from Synergy, participants of the Project will incur an estimated average 36% increase from their incumbent three-year contract (locked in rates from 2022). This compares to an estimated increase in costs (62% for unbundled and 81% for bundled offers) that would otherwise occur were it not for the continuation of the Project.

The collective savings from the recommended offer are modelled (based on historic consumption profiles) to deliver an estimated \$34.7 million savings in energy costs over a new three-year term for participating Local Governments.

The modelling for the City of Bayswater shows as follows across eligible contestable energy sites:

Total costs	
Year 1	\$1,551,355
Year 2	\$1,550,482
Year 3	\$1,549,609
Total cost over the term of the contract	\$4,651,446
Total savings (from open market)	\$832,029
Proportion savings	18%

If 100% contracting of participants is not achieved for the above rates then the next most advantageous offer will become the fallback position for contracting. This has been modelled by WALGA to be approximately 6% more expensive across the project base but will vary according to each participant's consumption profile.

The City is estimated to have an additional cost of \$253,705 (5.5%), if the 100% take-up of the whole of project offer is not achieved. The pricing of the fallback position is as follows:

Total costs	
Year 1	\$1,635,923
Year 2	\$1,635,050

Year 3	\$1,634,178
Total cost over the term of the contract	\$4,905,151
Total savings (from Open Market)	\$578,324
Proportion savings	12%

Contractual documentation is to remain confidential but is available to Council under separate cover. Since the submission of the MOU for Phase Two of the Project, the City has identified a 39<sup>th</sup> eligible contestable site and, should Council resolve to enter into the renewable electricity sales agreement, will work with Synergy to roll this into the Phase Two contract prior to its commencement.

The supply of renewable power for the City's contestable sites through the Project has played an integral role in enabling the City to achieve its 2025 ERRE target of 100% renewable electricity for the City's operations (excluding streetlighting). Should Council resolve not to enter into the Phase Two contract, the City will not have met the 2025 ERRE target and will need to identify alternative methods for achieving 100% renewable electricity at these sites.

### LEGISLATIVE COMPLIANCE

The tender process undertaken by WALGA has been conducted in compliance with the Local Government (Functions and General) Regulations 1996, internal local government procurement policies, and has been granted authorisation from the Australian Competition and Consumer Commission.

### RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	High
Reputation and Stakeholders	Medium	Medium
Service Delivery	Medium	Low
Environment	Low	Medium
Governance and Compliance	Low	Low
Strategic Risk	SR03 - Council plans, decision making process and/or activities fail to invest in the management, protection and improvement of its natural environment.	

### FINANCIAL IMPLICATIONS

WALGA modelling estimates that by accepting the most advantageous offer from Synergy, participants of the Project will incur an estimated average 36% increase from their incumbent three-year contract (locked in rates from 2022).

The City anticipates minor budget savings in utilities for the 2024/25 financial year and, if required, the utilities budget will be adjusted during the 2024/25 Mid-Year Budget review process. Expected increases in utility expenditure as a result of the Phase Two contract will be factored into the budget planning process for 2025/26 and following financial years. Financial changes resulting from the contract will be factored into the respective service plans for further consideration as part of the Annual Business Planning process.

**STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Environment and Liveability

Goal E4: Lessen the City's Impact on the environment through its buildings, infrastructure, services and targets, such as zero emissions by 2040, and empower the community to live sustainably.

**CONCLUSION**

The Phase One contract of the WALGA Sustainable Energy Project enabled the City to cost-effectively fast track its transition to renewable electricity supply for City of Bayswater infrastructure. Continuation of the City's participation in the Project is anticipated to deliver further savings compared to the cost of electricity in the open market whilst securing renewable energy supply in line with strategic targets set by the ERRE Plan. Therefore, officers are recommending that Council authorises the Phase Two renewable energy supply agreement with Synergy effective from 1 April 2025.

### 10.3.4 Proposed Street Tree Removal for Subdivision of Land - Lot 221, 45 Gummery Street, Bedford

<b>Applicant/Proponent:</b>	Jamie Dorothy Ford
<b>Owner:</b>	Jamie Dorothy Ford
<b>Responsible Branch:</b>	Parks and Environment
<b>Responsible Directorate:</b>	Infrastructure and Assets
<b>Authority/Discretion:</b>	Quasi-Judicial
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Application Plans [10.3.4.1 - 3 pages]</li> <li>2. Applicant's Submission [10.3.4.2 - 3 pages]</li> <li>3. <a href="#">Applicant's Submission - Appendix A [10.3.4.3 - ]</a></li> <li>4. <a href="#">Applicant's Submission - Appendix B (pages 117 to 128) [10.3.4.4 - N/A]</a></li> <li>5. <a href="#">Applicant's Submission - Appendix C [10.3.4.5 - ]</a></li> <li>6. <a href="#">Applicant's Submission - Appendix D [10.3.4.6 - N/A]</a></li> </ol>
<b>Refer:</b>	Item 10.4.1 OCM: 26.04.2022

#### SUMMARY

A development application was submitted for a proposed crossover and removal of an existing street verge tree to facilitate a proposed subdivision at Lot 221, 45 Gummery Street, Bedford. During the assessment of the application, it was identified that the process for new crossovers and/or street tree removals cannot be dealt with through a development application, as the *Planning and Development Act 2005* does not cover approvals for works on verge areas that are not associated with development. Accordingly, the development application has been placed on hold and the matter was referred to the City's Parks and Gardens service unit to resolve the request for street tree removal.

In order to consider the street tree removal, the matter was referred to the City's Parks and Gardens team for a comprehensive review. Determination of the matter falls outside officers' delegation; hence this item has been referred to Council for determination.

The proposal is not supported since two viable alternative options exist to provide vehicular access to the site without involving removal of the street tree and therefore, it is recommended that Council do not support the request. It should be noted that approval for the new crossover can only be considered should Council resolve to support the removal of the street tree.

#### OFFICER'S RECOMMENDATION

**That Council refuses the request for the proposed street tree removal on the verge area adjacent to Lot 221, 45 Gummery Street, Bedford, for the following reasons:**

1. The applicant has not sufficiently demonstrated that the proposed removal of the southeasternmost street tree located within the abutting Gummery Street verge is warranted under the City of Bayswater *Urban Tree Planting and Maintenance Policy*, as there are alternative viable options to provide vehicle access for the development on this site without necessitating the removal of a mature street tree.
2. The proposal does not satisfy the objectives of the City of Bayswater *Urban Tree Planting and Maintenance Policy* as the proposal will result in the loss of tree canopy coverage and shade, and the proposal does not mitigate the urban heat island effect.



## BACKGROUND

### Previous application for subdivision and street tree removal

On 15 October 2021, the City received a referral from the Western Australian Planning Commission (WAPC) for the subdivision of No. 45 Gummery Street, Bedford into two lots. Subdivision would result in a front lot (Lot 1) and a battle-axe lot (Lot 2). The existing dwelling on Lot 1 would be retained as part of the subdivision. During the assessment of the subdivision application, there were two street trees present on the verge.

On 15 November 2021, the City provided a response to the WAPC advising it did not support the subdivision due to the proposal requiring the removal of the south-eastern (left-hand side) street tree, where there were design alternatives available. The WAPC deferred the subdivision application, to allow the applicant to reconsider the verge tree removal and amend their plan of subdivision.

On 11 March 2022, the City received a development application for the removal of the existing street tree located on the south-eastern (left-hand) side of the existing vehicle crossover. The applicant advised that they wished to establish a new crossover in the location where the street tree currently exists, to facilitate a straight driveway alignment within the proposed rear lot.

The City did not support this approach and recommended alternative suggestions for a subdivision configuration which would retain the tree however, the applicant wished to pursue to remove the street tree. The City did not have delegated authority to consider the removal of the tree and accordingly, the application was due to be considered by Council at its Ordinary Meeting on 26 April 2022, with a recommendation that the application be refused. The item and development application were however withdrawn by the applicant and no decision was made on the request for removal of the street tree. It has been identified that the process of dealing with a street tree removal cannot be processed through a development application, which is discussed later in the report. Notwithstanding, no decision by the City or Council was made on the 2022 development application as the application was withdrawn.

Despite the withdrawal of the development application, an amended subdivision plan was received on 25 May 2023, demonstrating a side-by-side lot configuration and retention of the existing verge tree. The amended subdivision plan also demonstrated that vehicle access can be achieved with sufficient setbacks from the verge tree to the existing crossover or an upgraded crossover.

In the assessment of the amended subdivision plan, it was identified that the street tree on the north-eastern (right-hand) side of the existing verge had died, a verge tree that has since been removed by the City of Bayswater.

Notwithstanding the situation with the tree above, the WAPC granted conditional approval for the amended subdivision application on 13 July 2023. The subdivision decision includes an advice note to require the retention and protection of the existing street tree on the north-eastern (right-hand) side. This subdivision application is valid for three years and will expire on 13 July 2026.

### Current proposal

On 16 October 2024, the City received a second development application for a new crossover, which requires the removal of the existing street tree on the south-eastern (left-hand) side. During the assessment of the application, it was identified that the process for new crossovers and/or street tree removals cannot be dealt with through a development application, as the *Planning and Development Act 2005* does not cover approvals for works on verge areas associated with development. Accordingly, the development application was placed on hold and the matter was referred to the City's Parks and Gardens team to resolve the request for street tree removal.

Notwithstanding the referral to Parks and Gardens, the request for a removal of the street tree is consistent with the earlier subdivision proposal.

The applicant has provided a submission to the City, which is summarised below:

- Removal of the south-eastern street tree is sought for the purpose of installing a new crossover for a green title battle-axe subdivision (to match the original subdivision proposal).
- The Queensland Box verge tree (the tree) is an environmental weed as listed in 'A Global Compendium of Weeds', a published paper authored by Roderick Peter Randall.
- The tree is an unsuitable species as reported by the City Arborist at the Ordinary Council Meeting held on 27 August 2024, citing a decline in the tree canopy in the near future.
- The tree is an unsuitable species as reported by the Water Corporation's 'Selecting the Right Tree' published document.
- The tree does not meet the objectives of the *City's Trees on Private Land and Street Verges Policy* and does not provide for a diverse range of tree sizes and species to Gummery Street, which contains Queensland Box trees on 30% of the verges.
- The tree is suffering from fungus and scale and shows indication of decline.
- Removal of the adjoining dead verge tree on the other side of the property indicates the subject tree is nearing the end of its lifespan, as they were planted at the same time and have been in similar locations, under similar stress.
- Allowing the tree removal will provide for a replacement verge tree in a different location and of different species and will meet the objectives of the Policy by allowing a more resilient urban forest to flourish.
- The tree is not included in the City's preferred list of trees, demonstrating that the City acknowledges the tree species is not appropriate. Allowing the removal of the verge tree and planting a different species of verge tree will meet the Policy objectives.
- The alternative design suggested by the City would impact the current and potential property values and usability of the subdivision.

The applicant's proposed plans are included in **Attachment 1**. The applicant's submission is included at **Attachment 2**. Links to the appendices reference in the submission are provided at the top of the first page of this report.

A location plan and site photo of the proposal are included in **Figure 1** and **Figure 2** below.



Figure 1 – Location Plan



Figure 2 – Site Photo

## EXTERNAL CONSULTATION

Consultation was not undertaken for the street tree removal request.

## OFFICER'S COMMENTS

### Site context

The street tree is located on the south-western side of Gummery Street, in front of the verge area of No. 45 Gummery Street, Bedford, adjacent to a large Water Corporation site, which is being used as public car parking and within 100m of RA Cook Reserve. Gummery Street is a local access road approximately 675m in length. There are numerous mature street trees on the

western side of Gummery Street and on the eastern side there is an irregular pattern of street trees. Aerial mapping indicates there are 56 existing dwellings facing Gummery Street with 40 mature street trees and a further 20 mature street trees along the Water Corporation site, RA Cook Reserve and Gummery Reserve.

The verge area contains one existing verge tree which is a *Lophostemon confertus* species, commonly known as Queensland Box tree. As reported earlier, a second verge tree on the north-eastern (right-hand) side of the street verge tree has been removed by the City's Parks and Gardens team due to the tree dying as a result of stress from lack of available water in its root-zone, as a result of the extreme heatwave conditions during 2021/2022.

#### Tree condition

The street verge tree proposed to be removed is located on the south-eastern (left-hand) side of the verge and is a mature tree approximately 40-45 years old, 4.5m in height and has a canopy spread of 7m. The tree is situated underneath an overhead powerline. In this instance it is considered that the pruning of the verge tree shape and canopy does not detract from the streetscape and the canopy is not degraded.

The City's Arborist has inspected the verge tree as part of the current application and reported that the verge tree is in reasonably good condition, with a small presence of scale insect. The fungal damage is only aesthetic at this point and is not unusual for various tree species during damp weather conditions. The Arborist further advises that typically, the quality of new growth improves with warmer and drier conditions. The City's Arborist has recommended the retention of the existing street verge tree as it is valued for its environmental contribution and visual amenity.

A Helliwell assessment of the of the verge tree was undertaken as follows:

Helliwell Amenity Valuation	
1 - Size	2
2 - Duration ULE	2
3 - Importance in the landscape	2
4 - Presence of other trees	3
5 - Suitability to the Setting	2
6 - Form	1
Total Score	48
Base Value	\$99
<b>Amenity value</b>	<b>\$4,752</b>

Base value as set in the Cities Fees and Charges

As shown above, the amenity value of the verge tree to be removed is \$4,752.

#### Council policy

The City's *Urban Tree Planting and Maintenance Policy* states that tree removal may only be undertaken when:

- A tree is dead.
- An unacceptable level of risk exists within the tree's structure and remedial techniques cannot rectify.
- The tree is suffering from a disease where remedial techniques will not prevent further spread of the disease, and the removal will be of benefit to other trees around it.
- The tree is causing significant damage to infrastructure, and modification to the infrastructure or tree is impractical, and suitable documented evidence to support this is provided by a qualified professional.

- There is an imminent safety risk to people, property and/or infrastructure.
- The removal is approved under a crossover approval granted by the City of Bayswater. Such removal may be subject to conditions of the crossover approval granted in accordance with the City's crossovers policy.
- The removal is approved under a subdivision approval granted by the Western Australian Planning Commission. Such removal may be subject to conditions in accordance with those approvals.

In the instance of this current request, the street tree proposed to be removed is in acceptable health, is not causing any infrastructure damage and does not pose a safety risk. The removal of the street tree has not been approved under a subdivision approval granted by the WAPC and the WAPC has instead approved an amended plan of subdivision that facilitates a side-by-side lot configuration and the retention of the street tree. This identifies a viable option present to enable retention.

The current layout of the proposed subdivision shows that the battle-axe access leg lot and the front lot will have separate crossovers and with the verge tree being removed (see page two of **Attachment 1**). It is however considered, there are at least two alternative viable options to the subdivision layout which would allow the creation of two lots and retention of the existing south-eastern verge tree, as detailed below:

1. The amended side by side subdivision layout as approved by the WAPC facilitates the creation of two side by side lots and allows the retention of the verge tree.
2. The battle-axe configuration proposed by the applicant, could be amended to utilise the existing crossover for both lots with a reciprocal rights of access easement over the front lot (Lot 1) in favour of the rear lot (Lot 2). This would allow the retention of the existing crossover that would service both lots and would retain the verge tree.

Both options minimise the number of new crossovers needed, and they are considered viable and reasonable alternative subdivision options in this instance. Examples of where driveways have been aligned to go around an existing street tree have been successfully implemented elsewhere in the City including developments at 51A Bourne Street, Morley, 32 Clarke Road, Morley and 18 Armada Street, Bayswater (refer to street view photographs in Attachment 2).

#### Urban Forest Strategy

The City has an Urban Forest Strategy to encourage retention of existing trees within the property and on the verge. Extensive research has been undertaken into the effects of the loss of tree canopy coverage as a result of infill development of which there are numerous documented negative impacts including the 'urban heat island effect'. The City is progressing towards 20% urban green canopy coverage by 2030. The unwarranted removal of a mature street tree does not contribute towards these objectives.

#### **LEGISLATIVE COMPLIANCE**

- City of Bayswater Town Planning Scheme No. 24.
- Planning and Development (Local Planning Schemes) Regulations 2015.
- *City of Bayswater Trees on Private Land and Street Verges Policy*.
- Residential Design Codes Volume 1

#### **RISK MANAGEMENT CONSIDERATION**

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Low
Strategic Risk	SR01 - Inability to plan, provide and support socially connected, healthy and safe neighbourhoods.	

## FINANCIAL IMPLICATIONS

Not applicable.

## STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Environment and Liveability

Goal E1: Maintain the identity and heritage of our neighbourhoods while supporting an increase in high quality density around transport nodes.

Theme: Vibrancy

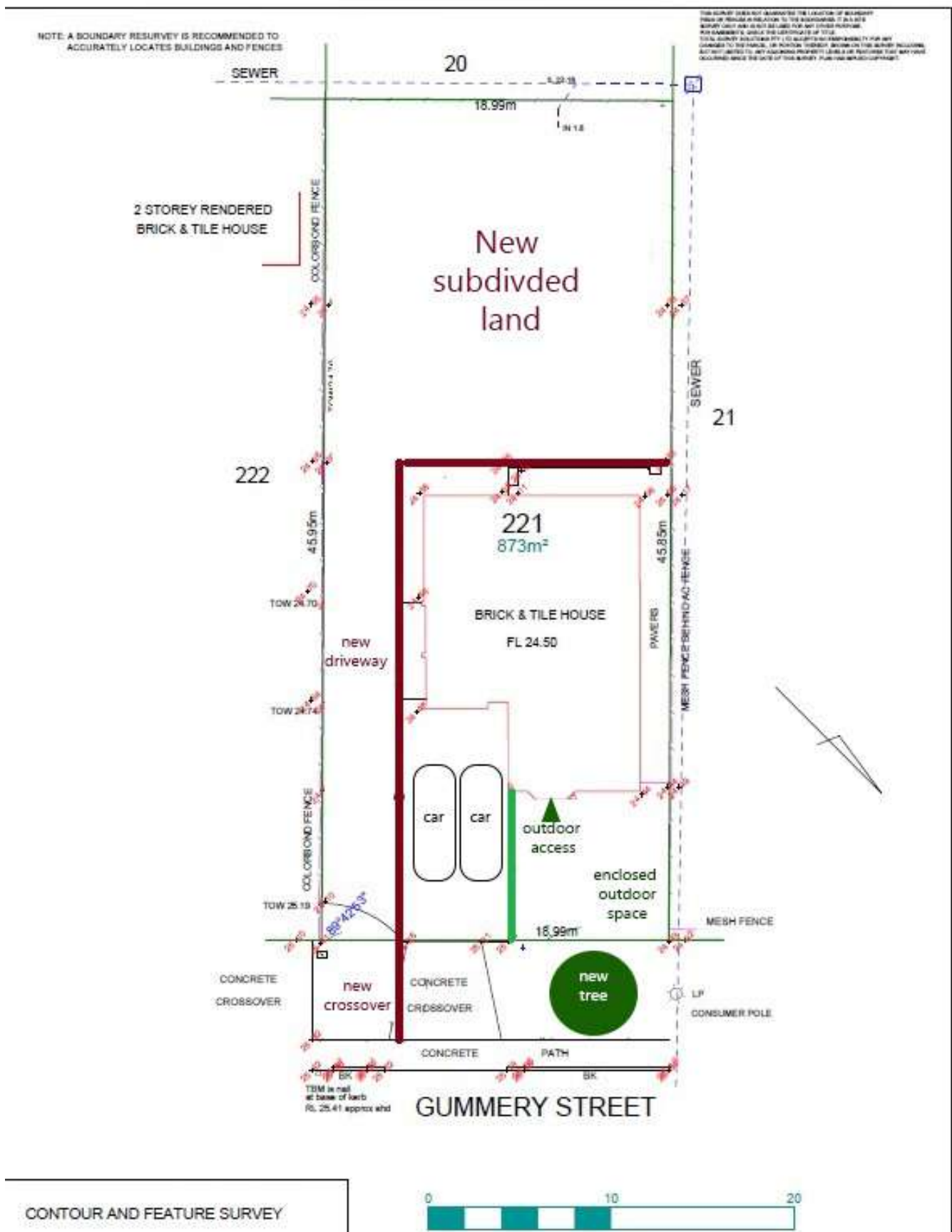
Goal V2: Encourage economic development across the City and provide increased opportunities for people to live and work locally by facilitating new investment in the City.

## CONCLUSION

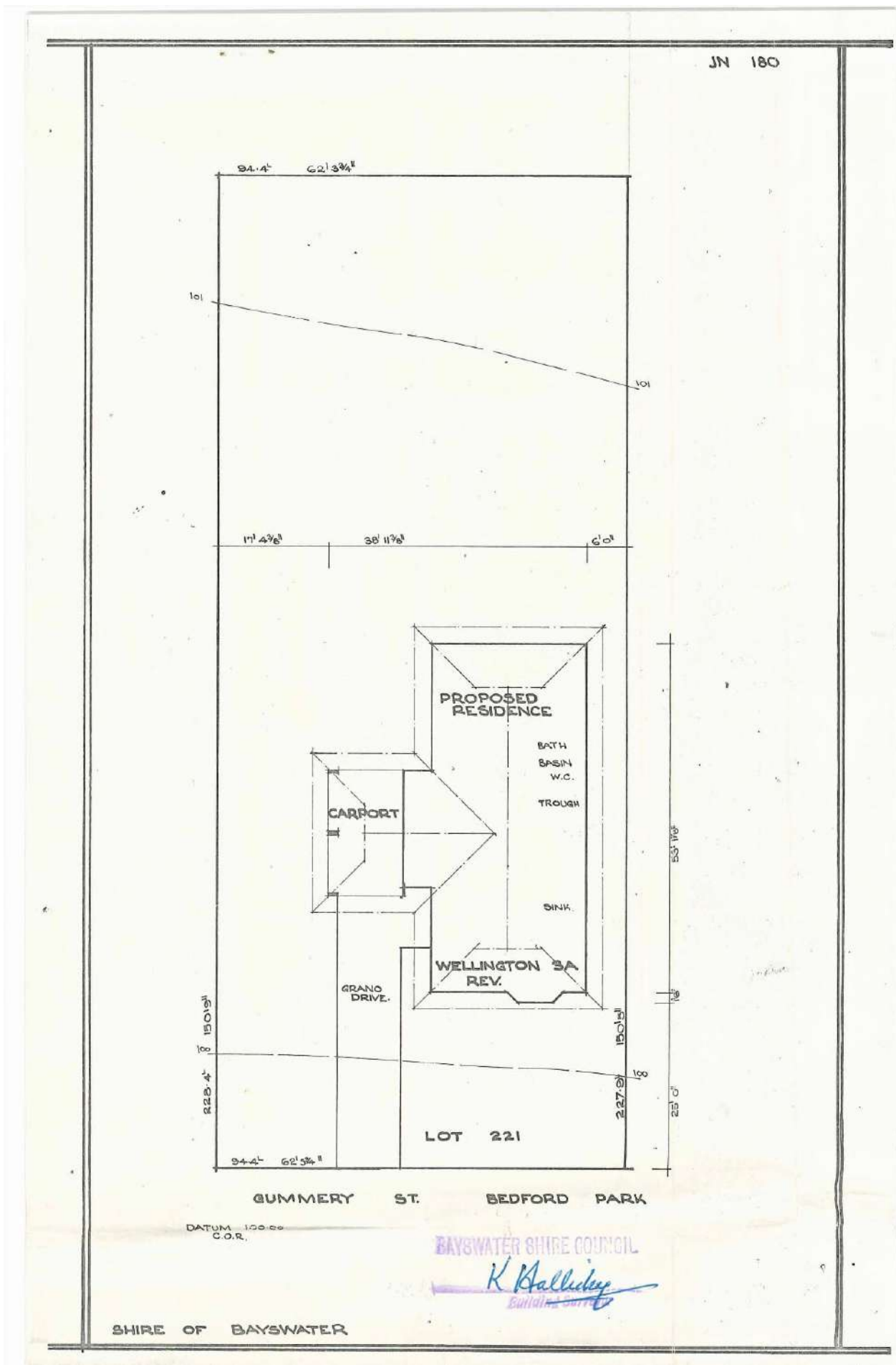
In light of the above assessment of the proposal, the application is recommended for refusal.











### Street tree removal proposal for 45 Gummery Street, Bedford

I am requesting to remove a street tree from 45 Gummery Street, Bedford for the purpose of installing a crossover/driveway for a green title battle axe subdivision. The back property can only be accessed by the left-hand side next to the boundary due to the location of the front property on the land, this is where the street tree is located. I have attached the current land survey and a proposed plan for the subdivision.

The tree in question is a Queensland Box (*Lophostenom Confertus*). It is located under power lines and is approximately 5 meters tall, surrounded by hardscape on 3 sides. It is covered in a leaf fungus as well as experiencing a scale infestation.

This tree does not fall under the definition of trees worthy of retention. The City of Bayswater defines trees worthy of retention as being “considered by the City of Bayswater to be species that are not included on an applicable weed register or are an unsuitable species.” Environmental weeds are defined by the Western Australian government as “plants that establish themselves in natural ecosystems and proceed to modify natural processes, usually adversely, resulting in the decline of the communities they invade. Many environmental weeds are successfully invading Western Australian ecosystems. Some of these weed species are having a significant impact on biological diversity at genetic, species and community levels.” The Queensland Box is an environment weed in Australia as confirmed on the global list of weeds (Appendix A) with the resource being located on the Department of Biodiversity, conservation, and Attractions for the Western Australia government. (<https://www.dbca.wa.gov.au/management/threat-management/weeds>) The Queensland Box are also an unsuitable tree species as reported by the City of Bayswater arborists (Appendix B) and the water corporation (Appendix C). See below for a more in-depth explanation.

The justification for removal and replacement of this street tree is by using considerations in the ‘Trees on Private Land and Street Verges Policy’ In this instance the removal and replacement is fulfilling objectives 4 & 5 in this policy.

Objective 4 of the policy states “To provide a diverse range of tree sizes and species to enhance visual interest and to assist with providing a more resilient urban forest”.

The Queensland Box is one of the most populous species of street tree in the City of Bayswater. On Gummery Street there is approximately 17 Queensland Box trees alone, with 13 being mature and 4 being juvenile trees which equates to almost 30% coverage of street tree to house ratio. This objective is not being met as it is the most common tree in the streetscape. It will also cause a decline in the tree canopy in the near future as reported in the Urban Tree Mortality report in the August 2024 council meeting minutes (Appendix B). The Queensland Box has been assessed and reported on by the city’s arborists as being one of two most notable trees to show decline in the City of Bayswater. The report states (page 125) there has been an increase in trees being in decline due to:

1. Increased temperatures and dry periods

2. Less groundwater availability
3. Reticulated verges no longer having reticulation
4. The species that have been planted in the past are no longer appropriate – notably the Queensland Box as it is a subtropical tree that is used to wetter environments and conditions.
5. The age of trees and the regular and extensive pruning undertaken over many years mean that trees placed under powerlines have a reduced lifespan due to the stress on the trees and this lifespan is typically only between 20-40 years before beginning to decline.

The tree that I am requesting to remove is located under low powerlines and is approximately 45-50 years old based on Landgate ariel imagery. It is suffering from fungus and scale and shows indications of stress and potential decline. There was also another tree of the same species on the opposite side of the crossover that was removed last year due to it being dead. This indicates that this tree is also nearing the end of its lifespan as they were planted at the same time and have been in similar locations, under similar stress.

There is a high percentage of Queensland box trees in the City of Bayswater boundaries and when driving down many streets that have this tree, there is evidence of decline presenting in a lot of these species of trees, demonstrated by browning leaves and a reduction of canopy. I have attached a selection of Queensland box trees and their locations showing decline in the surrounding streets from my property to highlight this fact. (Attachment 1) This demonstrates that with the high amount of the Queensland box species in the city and the now inappropriateness of the species due to the factors listed above, it is in the city's best interest to start removing these species and replacing them with more resilient and appropriate trees so there is not a mass die off and major reduction in the urban tree canopy due to the quantity of this species in the City of Bayswater. By allowing removal and then replacement in a different location and different species of the street tree on my property, it will allow a more resilient urban forest to flourish, thereby helping to achieve objective 4 of the policy.

The City of Bayswater has already committed to \$100,000 in the 24/25 budget to water mature trees that are struggling and has employed a full-time staff member to carry out these duties as there is that many trees in the City of Bayswater that are under stress and dying due to the lack of water. The Queensland Box are a sub-tropical tree that not only needs more water but also are not able to cope with the increasing temperature that Perth now withstands during the summer due to climate change. This is a waste of the City's resources and money. Instead of replacing and planting more appropriate species, there is money and resources being spent trying to sustain a tree species that is no longer appropriate for the environment it is in, thus not providing a more resilient urban forest.

The City of Bayswater has demonstrated that it believes that this tree species is inappropriate as demonstrated by removing it from the City of Bayswater's preferred list of trees. (Appendix D) The City states that it "has meticulously chosen its preferred tree species based on their ability to thrive in the specific local soils and environmental conditions."

By excluding the Queensland Box in this year's tree list, it demonstrates that the City acknowledges that it does not fall under their category of appropriate trees and their ability to thrive in the present environmental conditions and is therefore inappropriate. The water corporation also states that Queensland Box species are not a recommended street tree to plant due to their water needs (Appendix C).

Objective 5 of the policy in part states to: "facilitate diversity in the age, size and species of trees throughout the City of Bayswater." As stated above, the Queensland Box has been planted in more quantities than most other species in the City of Bayswater and many of them were planted around the same time due to the development of the area at that time. There will be a lot of trees that will start reaching the end of their lifespan at the same time and the urban forest canopy will decrease and mean the City of Bayswater will be further away from reaching its desired range of 20% canopy coverage by 2025. By allowing me to remove the Queensland box and replant a more appropriate and resilient tree in a different location, it will allow me to help facilitate the diversity of the age, size, and species of trees throughout the City of Bayswater and help create a more resilient long lasting urban forest, in line with objective 5.

I have provided an approximate sketch of the proposed subdivision. The City of Bayswater has suggested that there would be a possibility of creating a driveway around the tree to access the back block. I have highlighted where the parking will be for the front property which is dictated by the outdoor access via the living room. The outdoor space is located at the front of the property so it limits the location of where the car parking spaces can be located, which would need to accommodate 2 cars to comply with R-codes. Creating a driveway around the tree unfortunately would not be viable as it would compromise the parking for the front property. The current crossover measures only 4.1 metres at the property boundary and the subdivision proposed will be a green title with each property needing a minimum of a 3-metre crossover. To extend the crossover it can only be to the right of the current crossover as the street tree trunk is only 1.75 metres away from the current crossover. By extending the crossover by 1.9 metres it will be impeding the outdoor access from the living room as there is only room for an outdoor space at the front of the property.

If developmental approval accepted, I would replace the street tree to the opposite side of the crossover with a tree species and size that council approves of at my cost.

Thank you for your consideration in this matter. If there is any further information or clarification you need from me, please don't hesitate to contact me.

Kind Regards,

Jamie Ford

## 10.4 Community Services Directorate Reports

### 10.4.1 Consideration of Unhosted Short Term Rental Accommodation Uses

<b>Responsible Branch:</b>	Statutory Planning and Compliance
<b>Responsible Directorate:</b>	Community
<b>Authority/Discretion:</b>	Quasi-Judicial
<b>Voting Requirement:</b>	<b><i>ABSOLUTE MAJORITY REQUIRED</i></b>
<b>Attachments:</b>	Nil
<b>Refer:</b>	Not applicable

#### SUMMARY

Clause 7.2.4 of the City's Town Planning Scheme No. 24 sets out the procedures for dealing with land uses which are not specifically mentioned in the Zoning Table. The City has received development applications for unhosted short term rental accommodation (STRA) which is a land use not defined or listed within TPS 24. Such procedures require Council by Absolute Majority to consider unhosted STRA against the objectives and purpose of a particular zone and determine if the land use is permitted, discretionary or not permitted.

The outcome of this resolution by Council will enable Administration to process development applications for unhosted STRA in accordance with the requirements of the City's Scheme and planning framework.

It is therefore recommended that Council by Absolute Majority consider unhosted STRA as a permitted use for the purposes of clause 7.2.4 in all zones of the City's TPS24 where a residential dwelling is capable of approval. Notwithstanding that development applications will still be required for all applications and will require consideration against the City's overall Scheme and planning framework.

#### OFFICER'S RECOMMENDATION

That Council:

1. Pursuant to Clause 7.2.4 of the Town Planning Scheme No. 24 determines by Absolute Majority that the unhosted short term rental accommodation use is a permitted use, being consistent with the objectives and purpose within the following zones:

- **Table No. 1 – Zoning Table:**
  - Residential.
  - Medium and High Density Residential.
  - Mixed Use.
  - Maylands Activity Centre Zone.
  - Centre.
- **Table No. 3 – Maylands Activity Centre Zoning Table:**
  - Special Control Area 1 – Main Street.
  - Special Control Area 2 – Guildford Road.
  - Special Control Area 3 – Town Centre Extension.
  - Special Control Area 4 – Character Residential.
  - Special Control Area 5 – Ross's Site.
  - Special Control Area 13 – Guildford Road, Residential Precinct.

- **Table No. 4 – Morley Activity Centre Zoning Table:**
  - **Precinct 5 – Inner City Residential.**

**ABSOLUTE MAJORITY REQUIRED**

## BACKGROUND

### Short Term Rental Accommodation Planning Reforms

Recent changes to the STRA Planning Reforms and *Short-Term Rental Accommodation Act 2024* have been introduced to enable consistency in how STRA is managed across the State.

Part of these reforms includes the introduction of a STRA register, which will be administered by the Department of Energy, Mines, Industry Regulation and Safety (DMIRS) through the *Short-Term Rental Accommodation Act 2024*. The aim of the STRA Register is to collect information about the use of residential premises for STRA, including whether premises are being lawfully used for STRA.

The *Planning and Development (Local Planning Schemes) Regulations 2015* have also been updated to remove the requirement to obtain a development approval for unhosted STRA operating for less than 90 days in a 12-month period and for all hosted STRA. Unhosted STRA's require development approval when they are proposed to operate for more than 90 days in a 12-month period.

The STRA register became operational on 1 July 2024, and all existing STRAs required registration on the register by 1 January 2025.

To allow time for local governments to process development applications for STRA, a transitional period has been implemented whereby all STRA's requiring development approval will have until 1 January 2026 to have received development approval to continue operating lawfully.

Furthermore, the Western Australian Planning Commission's (WAPC) Planning Bulletin 115/2024 'Short-Term Rental Accommodation (STRA) – Guidance for local government' outlines that amendments to local planning schemes should be completed by mid-2025, to streamline and facilitate development approvals to be obtained by 1 January 2026.

It is worth noting that the Minister of Planning has written to local governments across the State, advising them a Local Planning Scheme amendment is required for all Schemes, in accordance with the WAPC Planning Bulletin 115/2024.

The register is accessible to administration and the City will continue to enforce any conditions of development approval.

### Process for dealing with applications for unlisted uses in the City's Town Planning Scheme No. 24

Clause 7.2.4 of the City's TPS24 sets out the procedures for dealing with land uses which are not specifically mentioned in the Zoning Table, as listed below:

- 7.2.4 *If the use of the land for a particular purpose is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the interpretation of one of the use classes the Council may:*
- a) *determine by Absolute Majority that the use is consistent with the objectives and purpose of the particular zone and is therefore permitted; or*

- b) *determine by Absolute Majority that the proposed use may be consistent with the objectives and purpose of the zone and thereafter follow procedures of clause 3.3 in considering an application for planning approval; or*
- c) *determine that the use is not consistent with the objectives and purpose of the particular zone and is therefore not permitted.*

The City has traditionally considered this clause at the same time of determining a development application. However, upon further review this clause is required to be considered by Council, by Absolute Majority, separately and prior to the determination of an individual development application.

This clause requires Council to consider if a land use more broadly is consistent with the zone. If so, then a development application can be considered and determined accordingly. With respect to unhosted short term rental accommodation, we are seeking a bulk determination of the land use as part of this item, in lieu of individual determinations. This is because of the latest amendments to the *Planning and Development (Local Planning Schemes) Regulations 2015* includes a model definition, which is defined below:

*“unhosted short-term rental accommodation: means short-term rental accommodation that*

- a. *is not hosted short-term rental accommodation; and*
- b. *accommodates a maximum of 12 people per night.*

Further, the Minister for Planning has requested the City commence the process of preparing a Scheme amendment, to include the model definition of unhosted STRA into the City's TPS24 as well as assigning use class permissibility to unhosted STRA in zones where a residential dwelling is capable of approval. Subsequently, gazettal of this Scheme amendment will mean unhosted short term rental accommodation will no longer be considered a 'use not listed' and therefore not subject to the provisions of Clause 7.2.4 of the City's TPS24.

## **EXTERNAL CONSULTATION**

No consultation has occurred with the public or other agencies in relation to this item. However, in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*, all applications for unlisted uses are defined as a 'complex application', and are subject to the complex advertising requirements under Clause 64, which includes a 28 day consultation period to all owners/occupiers within a 200 metre radius of the subject site, an advertising sign on site and publishing the application on the City's website for public viewing.

The outcomes of this Council resolution does not preclude the requirement for public consultation of all unhosted STRA development applications, as unhosted STRA will remain as a use not listed in TPS24. The requirement for public consultation will only be modified subject to gazettal of a Scheme amendment, which introduces land use definitions and use class permissibility.

## **OFFICER'S COMMENTS**

There are several zones within TPS24 where an unhosted STRA can be contemplated (i.e. any zone where a residential dwelling is capable of approval). The four zones of TPS24 where a residential dwelling is capable of approval is listed below:

- Table No. 1 – Zoning Table:
  - Residential.
  - Medium and High Density Residential.
  - Mixed Use.
  - Maylands Activity Centre Zone.

- Centre.

Specifically, the Maylands Activity Centre Zone and Centre zones contain Special Control Areas (SCAs) and/or precincts with land use permissibility, expressed within Tables No. 3 and Tables No. 4 of TPS24. The SCAs and precincts where a residential dwelling is capable of approval is listed below:

- Table No. 3 – Maylands Activity Centre Zoning Table:
  - Special Control Area 1 – Main Street.
  - Special Control Area 2 – Guildford Road.
  - Special Control Area 3 – Town Centre Extension.
  - Special Control Area 4 – Character Residential.
  - Special Control Area 5 – Ross’s Site.
  - Special Control Area 13 – Guildford Road, Residential Precinct.
- Table No. 4 – Morley Activity Centre Zoning Table:
  - Precinct 5 – Inner City Residential.

In accordance with the procedures set out in Clause 7.2.4, Council by Absolute Majority must consider the acceptability of the unhosted STRA land use against the relevant objectives and purpose of the zone. It is acknowledged that the City does not have objectives or purposes for the ‘Residential’, ‘Medium and High Density Residential’ and ‘Mixed Use’ zones under Table No. 1 of TPS24. Notwithstanding, an assessment of the relevant zone objectives/purpose are derived from the model provisions contained within *Schedule 1, Part 3 – Zones and Use of Land* of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The assessment tabled below outlines the compatibility of an unhosted STRA land use in various zones of the City as being acceptable. However, it is imperative to note that each development application received will be assessed on its own merits. Factors such as the number of guests, acceptability of the guest management plans and its setting within the locality are key considerations for development approval of unhosted STRA. These individual development applications will be advertised in accordance with the planning framework.

The resolution has been prepared to consider the unhosted STRA land use against Clause 7.2.4 as a whole. This approach has been undertaken given the recent STRA reforms implemented by the State Government and the Scheme amendment to introduce the hosted and unhosted STRA land uses in TPS24 (which includes defined land use permissibility within various zones). However, this holistic approach to considering unlisted uses will not apply to any future development application and individual unlisted uses will be considered by Council at the time a development application is lodged/considered.

ZONE	OBJECTIVES	OFFICER’S COMMENT
<b>Table No. 1: Zoning Table</b>		
<i>Objectives derived from Schedule 1, Part 3 – Zones and Use of Land</i>		
Residential  Medium and High Density Residential	<ul style="list-style-type: none"> <li>• To provide for a range of housing and a choice of residential densities to meet the needs of the community.</li> <li>• To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.</li> <li>• To provide for a range of non-residential uses, which are</li> </ul>	<p>The unhosted STRA provides for a greater range of housing options, contributing to the local housing market by offering flexible living arrangements for varying demographics, including tourists, business travellers, and locals in need of temporary housing.</p> <p>Moreover, unhosted STRA promote high-quality design and built forms, as</p>



ZONE	OBJECTIVES	OFFICER'S COMMENT
	compatible with and complementary to residential development.	<p>property owners strive to attract guests with aesthetically pleasing and well-maintained homes. This not only enhances the individual properties but also improves the overall streetscape and visual appeal of residential areas.</p> <p>Unhosted STRA's support a range of non-residential uses by encouraging local businesses and amenities that complement residential development, such as cafés, shops, and recreational facilities, creating vibrant and cohesive communities.</p>
Mixed Use	<ul style="list-style-type: none"> <li>• To provide for a wide variety of active uses on street level which are compatible with residential and other non-active uses on upper levels.</li> <li>• To allow for the development of a mix of varied but compatible land uses such as housing, offices, showrooms, amusement centres, eating establishments and appropriate industrial activities which do not generate nuisances detrimental to the amenity of the district or to the health, welfare and safety of its residents.</li> </ul>	<p>Unhosted STRAs are compatible with adjoining residential and non-residential uses given their transient nature of users. STRA properties can be seamlessly integrated into mixed-use developments and will not detract from other compatible uses by way of noise or amenity. Notwithstanding, the nuances of each application will be contemplated at development application stage against the relevant planning framework.</p> <p>Each STRA is accompanied with an operational management plan that sets out the requirement to minimise noise nuisances and ensure the protection of welfare and safety of the adjoining residents. Should the plan be satisfactory through a development application assessment phase this objective will be met.</p>
<b>Table No. 3: Maylands Activity Centre Zoning Table</b> <i>Objectives derived from Appendix 10 – Special Control Areas of TPS24</i>		
SCA 1 – Main Street	<ul style="list-style-type: none"> <li>• Facilitate high quality development that complements the character and heritage of the precinct.</li> <li>• Provide for active street frontages.</li> <li>• Encourage residential land uses as a vital component of the Main Street Precinct, whilst protecting ground floor active uses from being displaced by residential land uses.</li> <li>• Encourage pedestrians and public transport use.</li> <li>• The demolition of heritage-listed and character buildings should</li> </ul>	<p>It is unlikely that a change of use application to unhosted STRA would modify the external appearance of the building and therefore will not detract from the heritage character of a dwelling, streetscape or precinct. Notwithstanding, this will be considered as part of the development application assessment phase against the planning framework.</p> <p>In accordance with the WAPC's Position Statement: Planning for Tourism and Short-term Rental Accommodation (November 2023), unhosted STRA land uses should be supported within activity</p>

ZONE	OBJECTIVES	OFFICER'S COMMENT
	be avoided wherever possible.	centres, where pedestrian and public transport use is supported and help boost the tourist population and support local businesses.
SCA 2 – Guildford Road	<ul style="list-style-type: none"> <li>• Encourage medium to large scale development characterised by a mix of high quality commercial and residential uses.</li> <li>• Promote the retention of existing large format retail uses such as supermarkets in a compatible mixed use format.</li> <li>• Encourage active land uses at the street level.</li> <li>• Provide convenient and visible vehicle access, whilst reducing the visual dominance of car parking on the streetscape.</li> <li>• Establish a sense of arrival to the Maylands Activity Centre through the development of landmark buildings on strategic development sites.</li> </ul>	<p>Unhosted STRA integrates with high quality commercial and residential uses and help retain essential amenities in convenient locations. Additionally, they promote active land uses at the street level, with businesses and recreational spaces that engage the local population and visitors alike, creating lively and attractive streetscapes.</p> <p>Unhosted STRA will help support the local economy within the Maylands Activity Centre, where pedestrian and public transport use is supported and help boost the tourist population and support local businesses.</p>
SCA 3 – Town Centre Extension.	<ul style="list-style-type: none"> <li>• Accommodate residential uses whilst providing the opportunity for the incremental extension of the Main Street Precinct over time.</li> <li>• Facilitate high quality development that complements the character and heritage of the precinct.</li> <li>• Facilitate development similar to the Main Street Precinct.</li> <li>• Encourage pedestrians and public transport use.</li> <li>• Encourage the establishment of home-based businesses and consultancy services adjacent to the Main Street Precinct.</li> </ul>	<p>Unhosted STRA integrates with residential uses to help support the Main Street Precinct.</p> <p>As detailed within the SCA1 assessment above, unhosted STRA will unlikely affect any character or heritage within a precinct, given there are minimal external changes associated with a change of use application.</p> <p>Unhosted STRA within the Town Centre Extension area may support the overall centre and Main Street Precinct.</p>
SCA 4 – Character Residential	<ul style="list-style-type: none"> <li>• Retain and enhance the identity and character of the Precinct.</li> <li>• Ensure that new development complements the character of the Precinct.</li> <li>• Provide opportunities to live in close proximity to the Main Street Precinct in a low-rise residential form.</li> <li>• Provide for appropriate residential development opportunities.</li> </ul>	<p>As detailed within the SCA1 assessment above, unhosted STRA will unlikely affect any character or heritage within a precinct, given there are minimal external changes associated with a change of use application.</p> <p>Unhosted STRA within the Character Residential area will provide diversity in uses that support both residential developments and the local economy within the Maylands town centre.</p>
SCA 5 –	<ul style="list-style-type: none"> <li>• Enable the redevelopment of</li> </ul>	Ross' Site has been developed as a

ZONE	OBJECTIVES	OFFICER'S COMMENT
Ross' Site	<p>large contiguous land parcels for a landmark, high quality residential development.</p> <ul style="list-style-type: none"> <li>Facilitate appropriate commercial uses on street corners and along Railway Parade.</li> <li>Ensure that building height and bulk is setback from local streets and adjoining residential lots.</li> <li>Increase the residential population of the Maylands Activity Centre.</li> </ul>	<p>mixed-use development containing several residential dwellings including a mix of grouped and multiple dwellings.</p> <p>A change of use application for an unhosted STRA will not detract from the overall precinct and streetscape as the acceptability of the unhosted STRA use is supported within mixed use developments.</p>
SCA 13 – Guildford Road Residential Precinct	<p><u>Purpose:</u></p> <ul style="list-style-type: none"> <li>To allow for high density residential development on the site whilst protecting the amenity of the surrounding area.</li> </ul>	It has been demonstrated that unhosted STRA integrates within residential areas, whilst ensuring residential amenity is not compromised.
<b>Table No. 4: Morley Activity Centre Zoning Table</b> <i>Precinct Objectives derived from section 6, Part 1 of the Morley Activity Centre Plan</i>		
Precinct 5 – Inner City Residential	<ul style="list-style-type: none"> <li>a) Provide a wide range of dwelling size and type throughout the precinct.</li> <li>b) Encourage higher densities along major entry points to the activity centre to create a sense of arrival.</li> <li>c) Encourage compatible mixed use activities, particularly along major roads, which are complementary to residential uses.</li> <li>d) Encourage the amalgamation of sites to facilitate the development of multiple dwellings in close proximity to the city centre.</li> <li>e) Provide a sought after, pedestrian friendly precinct which attracts a diverse housing market.</li> </ul>	<p>Unhosted STRA is supported within town centres to provide tourist accommodation and help support the local economy. The provision of unhosted STRA in the Morley Activity Centre, specifically the Central Core will help support the retail economy and vibrancy of the area.</p> <p>Unhosted STRA will assist in the provision of providing an alternative use to support commercial and residential activity in the outer core. These uses will have close access to the Galleria Bus Station, providing a connection to high quality public transport and is considered an acceptable land use within the inner and outer core precincts.</p>

## LEGISLATIVE COMPLIANCE

- *City of Bayswater Town Planning Scheme No. 24.*
- *Planning and Development (Local Planning Schemes) Regulations 2015.*
- *Planning for Tourism Short Term Rental Accommodation Position Statement.*
- *Short Term Rental Accommodation Act 2024.*

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low

Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Low
Strategic Risk	SR07 - Unethical or inadequate governance and/or decision-making.	

### FINANCIAL IMPLICATIONS

Not applicable.

### STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Vibrancy

Goal V2: Encourage economic development across the City and provide increased opportunities for people to live and work locally by facilitating new investment in the City.

### CONCLUSION

It is demonstrated in the report above that unhosted STRA from a land use perspective can be contemplated in various zones of the City, where a residential dwelling is capable of approval. The objectives and purpose of the relevant zones highlight the acceptability of unhosted STRA uses. Notwithstanding elements of detail and specific applications will be considered through a development application. In light of this, it is recommended that Council resolve to determine an unhosted STRA is a permitted use within these zones, as detailed in in the Officer's Recommendation.

#### 10.4.2 Proposed Change of Use to Short Term Accommodation - Lot 51, 13 Lincoln Road, Morley

<b>Applicant/Proponent:</b>	Keith Baird
<b>Owner:</b>	Minh Tien Nguyen and Thi Kieu Diem Ngo
<b>Responsible Branch:</b>	Statutory Planning and Compliance
<b>Responsible Directorate:</b>	Community
<b>Authority/Discretion:</b>	Quasi-Judicial
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Application Plans [<b>10.4.2.1</b> - 2 pages]</li> <li>2. Revised Management Plan [<b>10.4.2.2</b> - 23 pages]</li> <li>3. Schedule of Submissions [<b>10.4.2.3</b> - 4 pages]</li> </ol>

#### SUMMARY

A development application has been received for a proposed change of use to use not listed (unhosted short term rental accommodation) at Lot 1, No. 13 Lincoln Road, Morley.

The unhosted short term rental accommodation (STRA) is proposed to accommodate a maximum of six guests at the property (where guests have use of the entire dwelling). The primary consideration for this proposal is the suitability of the land use in this location, including appropriate management of guests, traffic and noise impacts.

The application is referred to Council for determination as unhosted short term rental accommodation is a use not listed, for which officers do not have delegated authority to determine. The application has been evaluated against the current planning framework and is consistent with the planning framework.

Concerns raised through the community consultation have been predominantly addressed in a revised detailed management plan and appropriate conditions of approval.

It is recommended that the Council conditionally approve the application.

#### OFFICER'S RECOMMENDATION

That Council grants development approval for the proposed change of use to use not listed (unhosted short term rental accommodation) at Lot 1, No. 13 Lincoln Street, Morley, in accordance with the development application dated 8 July 2024, subject to the following conditions:

1. The development shall be carried out only in accordance with the terms of the application as approved herein, and any approved plan.
2. Prior to commencement of the use, a revised Management Plan shall be submitted to the satisfaction of the City of Bayswater to address the following:
  - a) Storage and collection of the mobile garbage bins inside the garage until the day of refuse collection.
  - b) Details of an additional property manager to be included in the Management Plan.
  - c) The front setback area being provided with landscaping in accordance with the requirements of the Residential Design Codes and City's Landscaping Policy and Guidelines. All landscaping is to be maintained to a tidy standard, to the satisfaction of the City of Bayswater.

- d) Landscaping, reticulation and the tree(s) required to be planted on the property, shall be completed prior to occupation of the development and thereafter maintained to the satisfaction of the City of Bayswater.
3. The use not listed (unhosted short term rental accommodation) shall be managed and operated in accordance with the revised Management Plan, as required by condition 2, to the satisfaction of the City of Bayswater.
4. The property manager shall provide a copy of the Management Plan and their contact details to all adjoining land owners within 60 days of approval and provided annually thereafter.
5. A maximum of six guests are permitted at the property at any one time. Guests under one booking are permitted to stay at the property for a minimum of one night, and a maximum of 90 nights.
6. The whole property is to be rented as one booking only. No bedrooms or other areas are to be rented on an individual basis.
7. All guest car parking associated with the use not listed (unhosted short term rental accommodation) is to be contained within the bays designated on the approval plans.

#### **Advice Notes**

1. This approval is not a building permit or an approval under any other law than the *Planning and Development Act 2005*. It is the responsibility of the applicant / owner to obtain any other necessary approvals, consents and / or licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.
2. The applicant/owner is advised of their obligations specified within the *Short-Term Rental Accommodation Act 2024*, including registration of the premises on the Short-Term Rental Accommodation Register via <https://straregister.demirs.wa.gov.au>.
3. The premises are to comply with the *Environmental Protection (Noise) Regulations 1997* at all times, the *City of Bayswater Health Local Law 2023*, and *Waste Local Law 2020*.
4. An occupancy permit for the correct building classification may be required. The applicant / owner is to seek advice from a qualified certified building surveyor for further information, to ensure that the building complies with the *Building Act 2011* and the *Building Regulations 2012*.
5. In regard to Condition 4, the relevant information shall be provided to the occupiers of:
  - a) 2 Gledden Street, Morley;
  - b) 15 Lincoln Road, Morley; and
  - c) 11A Lincoln Road, Morley.
6. The Applicant is to liaise with the City's Waste Management team regarding providing information on kerbside bins and the appropriate disposal of waste including FOGO (lime green lid) and kitchen caddys, for the Unlisted Use (Short-Term Rental Accommodation-Unhosted) management plan.



Approval is sought for a change of use of the existing single house to use not listed (unhosted short term rental accommodation). The key aspects of this application are as follows:

- A maximum of six guests at any one time.
- Parking for four vehicles for guests within the lot (garage and driveway area).
- Minimum stay of one night to a maximum stay of 90 nights every 12 months from the date of registration.
- The STRA will be managed in accordance with a management plan enforced by the owner(s) of the property.
- The owner(s) will reside at No. 13 Lincoln Road, Morley for part of the year and operate as a hosted STRA, which is exempt from requiring a development approval. The owner will then reside elsewhere and operate the premises as an unhosted STRA, which is the subject of this development application.
- Guests will be required to adhere to the code of conduct (house rules). This includes restrictions on parties and minimising noise disruptions.
- Guest check in time from 2:00pm until 9:00pm and check out time from 7:00am to 11:00am, Monday to Sunday.
- The short-term accommodation uses the AirBnB and similar booking platforms and will be professionally managed by Easy Home Rentals (who do not live on site).

The proposed plans are included as **Attachment 1**. The applicant's management plan and associated code of conduct are included as **Attachment 2**. A location plan and site photo of the proposal are included in **Figure 1** and **Figure 2** below.



*Figure 1 – Location Plan*



Figure 2 – Site Photo

## BACKGROUND

<b>Application Number:</b>	DA24-0283
<b>Address:</b>	Lot 1, 13 Lincoln Road, Morley
<b>Town Planning Scheme Zoning:</b>	Medium and High Density Residential R25
<b>Use Class:</b>	Unlisted Use (Unhosted Short Term Rental Accommodation)
<b>Lot Area:</b>	413m <sup>2</sup>
<b>Existing Land Use:</b>	Single House
<b>Surrounding Land Use:</b>	Residential
<b>Proposed Development:</b>	Change of Use to Unhosted Short – Term Rental Accommodation

The subject site is bound by Gledden Street to the west, Lincoln Road to the south and residential development to the north and east. The surrounding area includes a mix of low to medium density single houses and grouped dwellings.

The property comprises a four-bedroom dwelling and associated double garage, driveway to accommodate an additional two vehicles and an alfresco area at the rear of the dwelling.

### Short Term Rental Accommodation Planning Reforms

The application was submitted to comply with the recent changes to the STRA Planning Reforms and *Short-Term Rental Accommodation Act 2024*. The changes have been introduced to enable consistency in how STRA is managed across the State.

Part of these reforms includes the introduction of a STRA register, which will be administered by the Department of Energy, Mines, Industry Regulation and Safety (DMIRS) through the *Short-Term Rental Accommodation Act 2024*. The aim of the STRA Register is to collect information about the use of residential premises for STRA, including whether premises are being lawfully used for STRA.

The *Planning and Development (Local Planning Schemes) Regulations 2015* have also been updated to remove the requirement to obtain a development approval for unhosted STRA operating for less than 90 days in a 12-month period and for all hosted STRA. Unhosted STRA's like the subject application will require a development approval when they are proposed to operate for more than 90 days in a 12-month period.

The STRA register became operational on 1 July 2024, and all STRAs are required to be registered on the register by 1 January 2025.



To allow time for local governments to process development applications for STRA, a transitional period has been implemented whereby all STRA's requiring development approval will have until 1 January 2026 to have received development approval to continue operating lawfully.

The Western Australian Planning Commission's (WAPC) Planning Bulletin 115/2024 'Short-Term Rental Accommodation (STRA) – Guidance for local government' outlines that amendments to local planning schemes should be completed by mid-2025, to facilitate development approvals to be obtained by 1 January 2026.

The register is accessible to administration and the City will continue to enforce any conditions of development approval.

*Process for dealing with applications for unlisted uses in the City's Town Planning Scheme No. 24*

TPS24 does not contain a land use definition for unhosted short term rental accommodation however, the latest amendments to the *Planning and Development (Local Planning Schemes) Regulations 2015* includes a model definition, which is defined below:

*"unhosted short-term rental accommodation: means short-term rental accommodation that*

- a) is not hosted short-term rental accommodation; and*
- b) accommodates a maximum of 12 people per night.*

Clause 7.2.4 of the City's TPS24 sets out the procedures for dealing with land uses which are not specifically mentioned in the Zoning Table, as listed below:

- 7.2.4 If the use of the land for a particular purpose is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the interpretation of one of the use classes the Council may:
- c) determine by Absolute Majority that the use is consistent with the objectives and purpose of the particular zone and is therefore permitted; or
  - d) determine by Absolute Majority that the proposed use may be consistent with the objectives and purpose of the zone and thereafter follow procedures of clause 3.3 in considering an application for planning approval; or
  - e) determine that the use is not consistent with the objectives and purpose of the particular zone and is therefore not permitted.

This clause has been considered as part of a different item on this Council Agenda. However, it is worth noting the City is currently in the process of initiating a Scheme amendment to include the land use definition above into TPS24 and assign a use class permissibility (either 'D' or 'A') in all zones where any type of dwelling is capable of approval. This is a mandatory requirement from the Western Australian Planning Commission to facilitate development approvals for unhosted short term rental accommodation. Subsequently, this will mean unhosted short term rental accommodation will no longer be an unlisted use and not be subject to the provisions of Clause 7.2.4 of the City's TPS24.

## **EXTERNAL CONSULTATION**

The application was advertised to the adjoining and surrounding landowners within a 200m radius for a period of 28 days in accordance with Clause 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. The method of advertising included a notice on the City's website, a sign on site and 317 letters being sent to surrounding landowners. On completion of the advertising, eight submissions were received, all objecting to the proposal.

A summary of concerns raised through public consultation have been detailed in the table below. Each relevant topic of concern has been subsequently addressed in this officer report. A detailed schedule of submissions with a response from the Applicant is contained in **Attachment 3**.

ISSUE	NATURE OF CONCERN	OFFICER'S COMMENT
Land use	The proposed short term accommodation will reduce the housing available for residential rental accommodation and will exacerbate the current acute housing crisis.	An unhosted STRA is capable of being considered under the current planning framework.
Location	<p>The STRA is located within Morley residential area that has a significantly higher number of residents aged over 65 and is isolated from the activity centre.</p> <p>The property is not located in walkable catchments to any facilities or amenities and is not in proximity to high frequency bus routes and will increase car usage.</p> <p>There is no benefit to the residents or surrounding locality to approve STRA in this location.</p>	Refer to 'Land Use and Location' section of the report.
Traffic	Increased traffic associated with the proposed use will impact traffic safety on the cul-de-sac street.	<p>The Management Plan has been revised by the applicant to restrict access to the site to four vehicles only.</p> <p>The traffic associated with four vehicles is in line with traffic movements to any residential property and will not impact traffic safety.</p>
Parking	Parking should be supplied to meet the required number of guests.	Refer to 'Parking' section of the report.
Light Nuisance	The existing operations sometimes cause lights to be left on continuously and at night time and the external lights shine into the adjoining properties.	<p>The Management Plan states that neighbours should contact the Manager of the STRA if they have any issues with the operation of the property such as the orientation of lighting.</p> <p>The Management Plan includes adequate provisions to ensure lighting impacts can be managed to avoid impacts to neighbouring properties.</p>
Noise	<p>Noise impacts and disruption associated with the short term rental will disrupt the residential amenity and lead to a loss of the quiet enjoyment of living close by in this family orientated neighbourhood.</p> <p>The early check in and late check out times could impact residential amenity.</p>	Refer to 'Noise and Antisocial Behaviour' section of the report.
Anti-Social	STRA attracts groups of guests who can	Refer to 'Noise and Antisocial

ISSUE	NATURE OF CONCERN	OFFICER'S COMMENT
Behaviour	have loud gatherings causing disruption to neighbours. particularly when using the outdoor areas.	Behaviour' section of the report.
Complaints Management	Neighbours should not need to approach guests as a first point of contact and the Management Plan should ensure the Property Manager is contactable and able to deal with complaints immediately.  The Property Manager would need to be available 24 hours a day. 7 days a week to ensure any complaints can be addressed immediately.	The Management Plan has been revised by the applicant to remove the requirement for concerned neighbours to approach guests as a first point of contact. The revised Management Plan encourages neighbours to liaise with guests but as an alternative, gives neighbours the option of contacting the property manager directly.
Property Values	The short term accommodation will reduce property values.	This is not a valid planning consideration and not relevant to the planning assessment of the application.

### OFFICER'S COMMENTS

A detailed assessment of the proposal with respect to each of the identified topics raised in community consultation and the planning framework has been provided below.

#### Land Use and Location

Concerns were raised during community consultation relating to the proposed land use and location.

The WAPC's [Position Statement: Planning for Tourism and Short-term Rental Accommodation](#) (Position Statement) provides guidance on the location of STRA. Where STRA is proposed outside a tourism zone Clause 5.2.2.2 states that the following considerations may be relevant to the local government:

- *Provision of, and access to, tourist amenity, proximity to social, cultural and leisure attractions and accessibility to transport services.*
- *Localities where short-term rental accommodation may be particularly in demand for non-tourism needs, such as temporary workers accommodation and medical travel, and how these should be balanced with demand from tourism.*
- *Locations to minimise adverse interface issues, particularly amenity impacts on surrounding residential and other land uses.*

The use and location of the site is consistent with the statement for the following reasons:

- The site is within walking distance of the Lincoln Road Local Centre which hosts several cafés and shops along Lincoln Road.
- The site is within 800m of the Morley Activity Centre and within 1.2km of Coventry Village and the core area of the Activity Centre which provides entertainment, shopping and restaurant opportunities.
- Bus route 371 is available within 380m of the site and provides a service to Warwick or Morley approximately every 15 minutes on weekdays and approximately every 30mins on weekends. The available public transport provides direct public access to Warwick or Morley and with supplementary bus and train services available in Morley and Warwick to provide guests with access to the airport, Perth CBD and Mandurah.

- The site is within a five minute drive to the Morley Activity Centre.

### Noise and Antisocial Behaviour

The applicant has submitted a management plan which includes a code of conduct in support of the proposal and is included as **Attachment 2**.

The management plan outlines how the property manager will oversee the property, including guest screening, car parking, noise control, complaints management and waste management.

The code of conduct provides guests clear guidance on house rules and expected behaviours, particularly in relation to noise. To mitigate noise disturbances in the surrounding area, a noise curfew is enforced, with quiet hours set from 9:00pm to 7:00am, Monday to Sunday. The house rules will be provided at the time of booking and during check-in, and they will also be included within the STRA.

The Management Plan and associated Code of Conduct demonstrates that the proposed use is capable of operating in a manner that would maintain the amenity of the residential area, including the adjoining properties.

A condition of approval is recommended for the property managers contact information to be provided to surrounding landowners, to enable any issues to be reported and responded to accordingly.

### Parking

As the STRA is a use not listed under the City's Town Planning Scheme No. 24 (TPS 24), there are no minimum or maximum car parking standards that apply. The subject site does have existing on-site car parking bays within the garage and the driveway which can accommodate four vehicles. The proposed parking is acceptable for the following reasons:

- A two-or-more bedroom dwelling requires a minimum of two resident car parking bays in accordance with the Residential Design Codes. As mentioned above, there are four spaces for guest car parking within the lot. These bays will be utilised by guests and therefore, have no further impact on the street.
- The Code of Conduct which is available to guests prior to booking provides information to guests and advises that all vehicles must be parked within the garage and driveway and that a maximum of 4 cars can park associated with the STRA.
- There is access to frequent bus services on Camboon Road and within walking distance of the site which travels to Morley and Warwick. This supports and encourages a reduction in the use of private vehicles with the availability of regular public transport nearby.

Accordingly, the car parking is supported.

### Landscaping

The landscaping in the front setback area of the lot is in a poor condition. Both the provisions of the R-Codes and the City's Landscaping Policy requires landscaping to be provided in the front setback area, which includes turf, plants, trees and garden beds.

It is considered appropriate to require the existing landscaping in the front setback area to be upgraded and maintained to a tidy standard, to the satisfaction of the City.

## **LEGISLATIVE COMPLIANCE**

- *City of Bayswater Town Planning Scheme No. 24.*

- *Planning and Development (Local Planning Schemes) Regulations 2015.*
- *Planning for Tourism Short Term Rental Accommodation Position Statement.*
- *Short Term Rental Accommodation Act 2024.*

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Low
Strategic Risk	SR01 - Inability to plan, provide and support socially connected, healthy and safe neighbourhoods.	

## FINANCIAL IMPLICATIONS

Not applicable.

## STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Environment and Liveability

Goal E1: Maintain the identity and heritage of our neighbourhoods while supporting an increase in high quality density around transport nodes.

Theme: Vibrancy

Goal V2: Encourage economic development across the City and provide increased opportunities for people to live and work locally by facilitating new investment in the City.

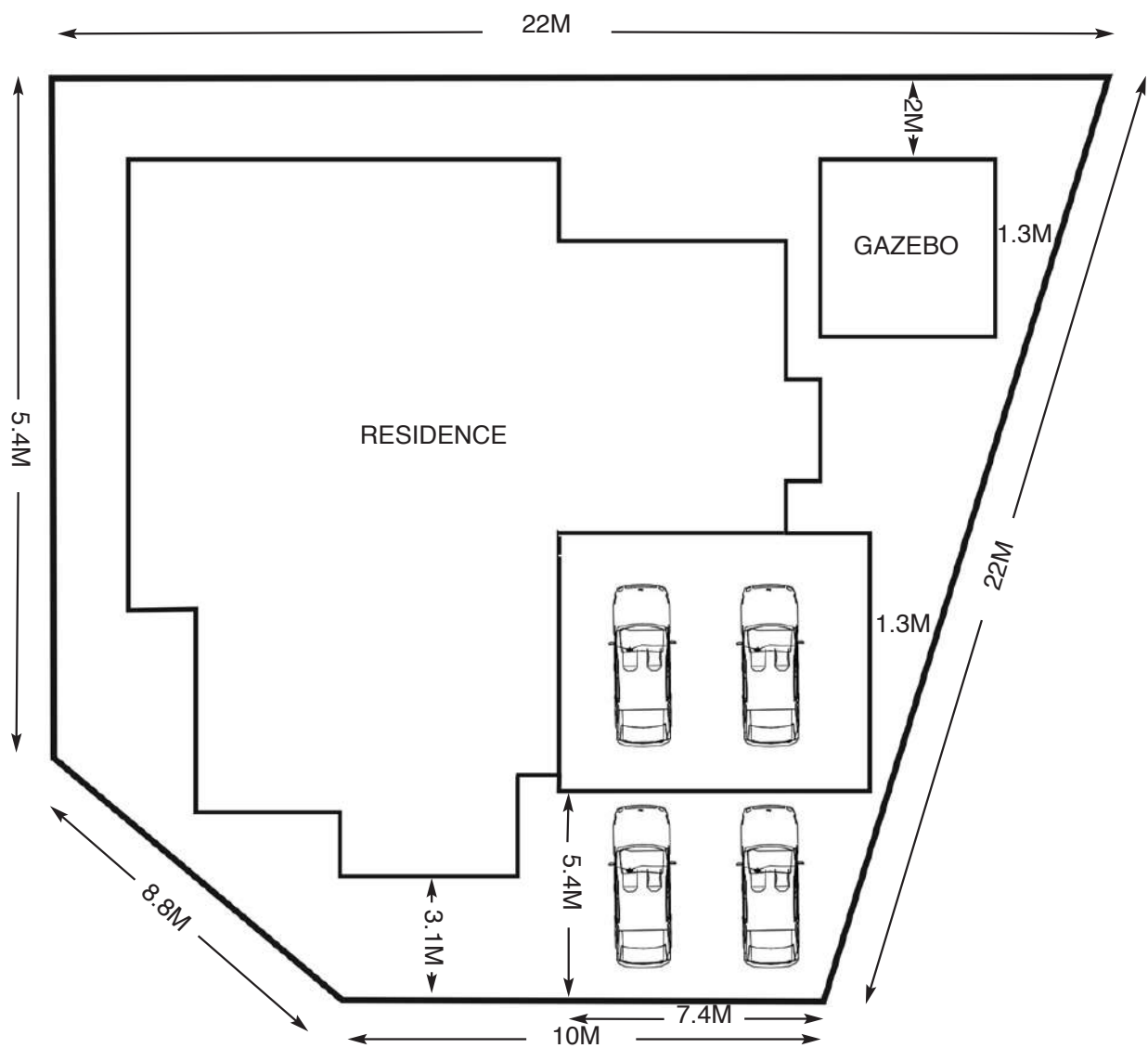
## CONCLUSION

The proposed use not listed (unhosted STRA) is conveniently situated near local amenities and will cause minimal disruption to the surrounding residential suburb.

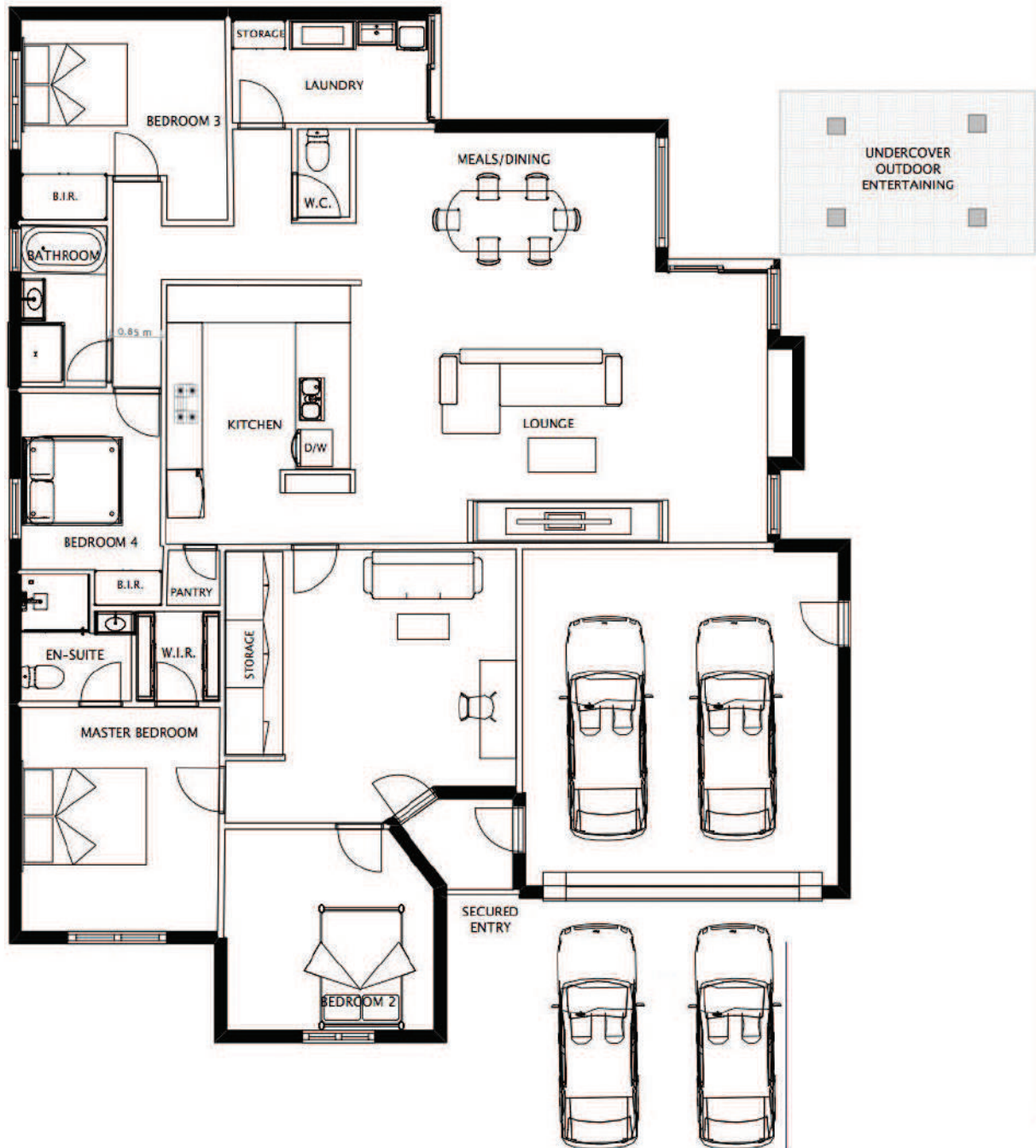
The concerns relating to potential amenity impacts of the land use are addressed through the imposition of conditions to the approval, and an appropriate management plan and code of conduct.

The application is recommended for approval subject to conditions detailed in the Officer's Recommendation.

Site Plan Lot 1, 13 Lincoln Road Proposed Short Term Rental Accommodation



Floor Plan Lot 1, 13 Lincoln Road Proposed Short Term Rental Accommodation







## MANAGEMENT PLAN. SHORT TERM ACCOMMODATION

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13 LINCOLN ROAD MORLEY

Prepared for: The City of Bayswater September/2024







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## INTRODUCTION

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This Short-Term Accommodation Management Plan has been prepared to demonstrate to the City of Bayswater that if a change of use to Short-Term Holiday Home is approved for 13 Lincoln Road Morley, the property will be professionally managed by Easy Home Rentals to minimise any adverse impact on neighbours and nearby residents.

Easy Home Rentals specialise in managing short-stay accommodation and have the procedures in place ensure guests comply with a Strict Code of Conduct.

We use specialise software during the booking process to screen guests and only accept guests with a 5 star rating from AirBNB.

This software also requires guests to provide detailed identification information which is verified prior to bookings being accepted.

These additional checks flag potentially undesirable guests and discourages any anti-social behaviour.

If approved, guests will be able to book a stay via real estate agents, relocation managers and short-stay accommodation websites such as Airbnb and Stayz.

In cases involving real estate professionals, guests will be also subject to the Residential Tenancies Act (1987) and the Real Estate and Business Agents Act (1978).





## PROPERTY DESCRIPTION/USE

13 Lincoln Road Morley is a detached brick and tile house with a double garage for two vehicles and a driveway which can provide off-street parking for an additional two vehicles.

The property is fenced on three sides to screen adjoining neighbours.

The house has four bedrooms and two bathrooms, A maximum of six people will be allowed to stay at the property during each booking.

The location is close to commercial outlets in Morley and will appeal to families visiting relatives in the area who need short-term accommodation during their stay.





## COMPLAINTS MANAGEMENT

Complaints can be resolved via the Manager.

If neighbours believe guests are not being respectful of the Code of Conduct, they can contact the Manager.

The Manager's contact details are as follows:

Ms Phoebe Ho

Easy Home Rentals

0439 724 888

phoebe@easyhomerentals.com.au

If neighbours are having any issues with the operation of the property, such as the location and/or orientation of lighting, vegetation on site or any other general issues, they are encouraged to contact the Manager to further discuss such issues.

A Register of Complaints will be maintained by the Manager and available for inspection by an authorised Council Officer.

The complaints register will contain the following information:

1. The date and time of the complaint;
2. The name and address of the complainant;
3. The nature of the complaint;
4. Investigations carried out;
5. Action taken; and
6. Response provided to complainant.

A copy of this Management Plan can be made available to neighbours. Neighbours will also be provided with the contact details of the Manager and owner.

Neighbours can to be provided with the following:

1. A copy of the Code of Conduct;
2. A copy of the complaints management procedure;
3. Contact details which allows neighbours to engage with the Manager in the event of anti-social behaviour, particularly after hours.

Neighbours will also be encouraged to contact the police if they have concerns of any illegal activity at the property.



## COMPLAINTS MANAGEMENT

Complaints are divided into two categories, the process for each is detailed below:

### **Level 1: Complaint (minor noise disturbance and/or complaint)**

In the event of a Level 1 complaint the following procedure is to be adopted:

1. The neighbour is encouraged to contact the Manager;
3. The Manager will contact the guests to advise them of the complaint and remind them of their obligations under the Code of Conduct.
4. If the issue is not resolved and a further complaint is received within 12 hours, the Manager or an appointed security firm will attend the site;
5. In the event of a further complaint being received and the complaint validated, the guests will be evicted in accordance with the Code of Conduct.

### **Level 2 Complaint (major noise disturbance or party)**

Guests are encouraged to enjoy their time on the property, but as specified in the Code of Conduct, parties are not permitted and noise should be minimised after 9pm and before 7am.

If a Level 2 complaint is received, the following procedure is to be adopted:

1. The Manager or security firm will attend the premises within one hour of the complaint to verify if this is a major noise disturbance or party;
2. If the complaint and the issue is deemed to be a level 1 complaint then the procedure for Level 1 shall be followed.
3. If the complaint is verified as a Level 2 complaint, the guests will be evicted in accordance with the Code of Conduct.





## CHECK-IN AND CHECK-OUT

### Check-In

At the time of booking online, guests must review and agree to accept the house rules which specifically state:

1. No parties or events;
2. Quiet house after 9.00 pm

Check-in time is 2.00pm - 8.00pm daily.

Guests are provided with a code for keypad entry into the property.

Check-ins are not permitted between 8.00 pm and 7.00 am.

If guests arrive at the property after 8.00 pm they should find alternative arrangements for their stay overnight and check in the following day.

### Check-out

Check-out time is between 7am and 11am on the day of departure, unless other arrangements have been made with the Manager.

In the event that the Manager grants approval for check-out before 7.00am, guests are to ensure that noise is kept to a minimum to avoid disturbing neighbours.





## ON-SITE REGISTER / MAINTENANCE

### On-site register.

A register of all occupants will be kept by the Manager and be available for inspection by an authorised Council Officer, and shall contain:

- 1 The full names and usual place of residence of all occupants
- 2 The dates of arrival and departure of the occupants.

### Maintenance.

Maintenance refers to both building maintenance and care of the gardens.

Maintenance will be managed by the Manager.

Maintenance will preferably be performed at a time between occupancy unless it is urgent and requires attendance at time of occupancy.

Other than in the case of an emergency, any maintenance contractors or staff will be engaged to attend during normal business hours to minimise disruptions to neighbours.





## GUEST GUIDE

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A guide containing the following information shall be prepared for guests and kept in a folder on premises:

- 1 Manager name and contact details.
- 2 Code of Conduct.
- 3 Procedure in the event of the house alarm activating.
- 4 Wi-Fi Device name and password.
- 5 Key lockbox code.
- 6 TV Information.
- 7 Air Conditioner operation.
- 8 Location of the first aid kit.
- 9 Extra towels and sheets.
- 10 Hot water systems operation.
- 11 Location of rubbish bins and the procedure for collection.
- 12 Check-in time.
- 13 Check-out time.
- 14 Local restaurants and shopping.
- 15 Local parks and recreation services.
- 16 Other major attractions.
- 17 Important contact numbers.
- 18 Any other information as required.

### **Manager's Guide and Responsibilities.**

A guide documenting tasks and processes will be retained by the Manager for the following:

- 1 General hosting (Including liaisons with clients, providers and Local Government);
- 2 Cleaning information between occupants;
- 3 Procedure for bin collection;
- 4 Laundry requirements;
- 5 Garden preventative maintenance; and
- 6 Building preventative maintenance.

The Manager shall maintain:

The Register of Complaints as referred to in this Management Plan;

A register of all occupants referred to in this Management Plan;





## CODE OF CONDUCT FOR GUESTS AND VISITORS

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The Code of Conduct is provided at the property to ensure that guests and visitors know and comply with specific behaviour governing their permission to enter and occupy the property.

The Code of Conduct will be displayed in a conspicuous place in the property so that it can be easily viewed by guests and visitors.

### General Principles

Short-Term Accommodation is a unique experience and the guiding principles of this Code of Conduct are:

- 1 Treat the property as if it is your own home.
- 2 Respect your neighbours.
- 3 Leave it in the appropriate condition as it was upon occupation.

### General Requirements

- 1 Guests and visitors must comply with this Code of Conduct and instructions from the Manager during their stay.
- 2 Guests must notify the Manager of any disputes or complaints from neighbours as soon as practicable.

### Noise and Residential Amenity

- 1 Guests and visitors must not create noise which is offensive or has the potential to create a nuisance to occupiers of neighbouring properties especially between 9pm and 7am Monday to Saturday and 9pm – 9am on Sunday and public holidays, during arrival and departure, and at any time throughout the occupancy.
- 2 Offensive noise is prohibited and may result in termination of permission to occupy the property, eviction, loss of rental paid and extra charges for security and other expenses, which may be deducted from the security deposit or bond under the terms and conditions.
- 3 Guests and visitors must not engage in any anti-social behaviour and must minimise their impact upon the residential amenity of the neighbours and the local community.

Noise monitors will be installed in the living area and outdoor area to alert the Manager if noise made by guests exceeds pre-set limits.

### Visitors

- 1 No visitors or guests other than those who are booked to stay at the property can stay in the property without first obtaining the Manager's approval.
- 2 If the Manager's approval is obtained for visitors, guests are responsible for ensuring that visitors comply with this Code of Conduct.



## CODE OF CONDUCT FOR GUESTS AND VISITORS

### Gatherings and Functions.

This property is not a “party house” and any such activities are strictly prohibited.

### Parking.

1 Guests and visitors are to comply with parking regulations and other requirements as set out below and show consideration to neighbours and other vehicles.

2 Parking arrangements on the property are restricted to the double garage (2 vehicles) and the driveway (2 vehicles).

3 Guests are not to park on Lincoln Road or the verge..

4 Guests are to ensure that there is not more than four (4) vehicles per booking.





## CODE OF CONDUCT FOR GUESTS AND VISITORS

### Waste Management

Three kerbside bins are provided: 1 x general waste bin collected fortnightly; 1 x recycle bin collected fortnightly (on the alternate week); and 1 x Food Organics and Garden Organics bin (FOGO) bin collected weekly.

Instructions will be attached to the refrigerator in the kitchen and on the bins to enable guests to dispose of waste in the correct bins.

After each guest vacates, the cleaners will check all bins. If waste has been placed in the incorrect bin they will place it in the correct bin. If any bins are more than 75% full and another guest is going to stay before the next kerbside collection, they will re-bag and remove waste to minimise the risk of overfilling by the arriving guests.

All three bins will be placed inside the lock-up garage. This will provide easy access for guests and cleaners, but no access to scavenger birds.

Excess rubbish must not be left in a public area.





## CODE OF CONDUCT FOR GUESTS AND VISITORS

### Waste Management

Guests must comply with the City of Bayswater Waste Local Law 2020 (amended 2022) at all times. Guests will be provided (by the Manager) with a copy of the City's current Waste and Recycling Guide. (This will also provide detail of changes to collections days during public holiday periods).

To ensure proper use of the kerbside FOGO bin, the Manager will ensure that guests have a kitchen caddy and certified compostable liners available to be used during their stay.

The collection day for this property is Friday. Bins will not be placed on the verge before 12pm on the day before collection day. The Manager will check by 6pm on the evening prior to collection day that the bins have been placed on the verge. In the event that bins are not placed on the verge by 6pm on the evening prior to collection day, the Manager will place the bins on the verge.

The Manager will check by 6pm on the day of collection that the bins have been brought onto the property and are not on the verge. In the event that bins are still on the verge at 6pm on the day of collection, the Manager will bring the bins back on the property.





## CODE OF CONDUCT FOR GUESTS AND VISITORS

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### Security.

1 Whenever guests are absent from the property they must close and lock all windows and doors to maintain security and prevent rain and water damage.

2 At all other times, doors and windows should be secured as a general security measure.

3 The mains electricity RCD's (Residual Current Devices) are located in the property's meter box.

In the event of the house security alarm being accidentally activated, guests are to endeavour to stop the alarm sounding as soon as possible and advise the Manager of the incident.

### Outdoor Areas.

1 Guests are to respect the privacy of neighbours when utilising outdoor areas.

2 Guests are to also minimise noise when in the outdoor areas.

### Smoking.

Smoking is not permitted within the residence.

### Pets.

This property has a strict no pets policy

### Motorcycles and Bicycles.

Motorbikes and bicycles are not permitted within the residence.

### Barbecue.

1 All controls must be turned off after use.

2 The BBQ must be cleaned after each use.

### Damages and Breakages.

Any damage or breakages must be reported to the Manager.

### Compliance.

1 Breach of the Code of Conduct is a breach of The Terms and Conditions of Contract and permission to occupy of the property.

2 The owner and Manager reserve the right, in accordance with the law, to terminate permission to occupy and to evict from the property guests or visitors who refuse to follow the Code of Conduct, or who cause a nuisance.





## MANAGEMENT CONTACT INFORMATION

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The Manager's contact details are as follows:

Ms Phoebe Ho

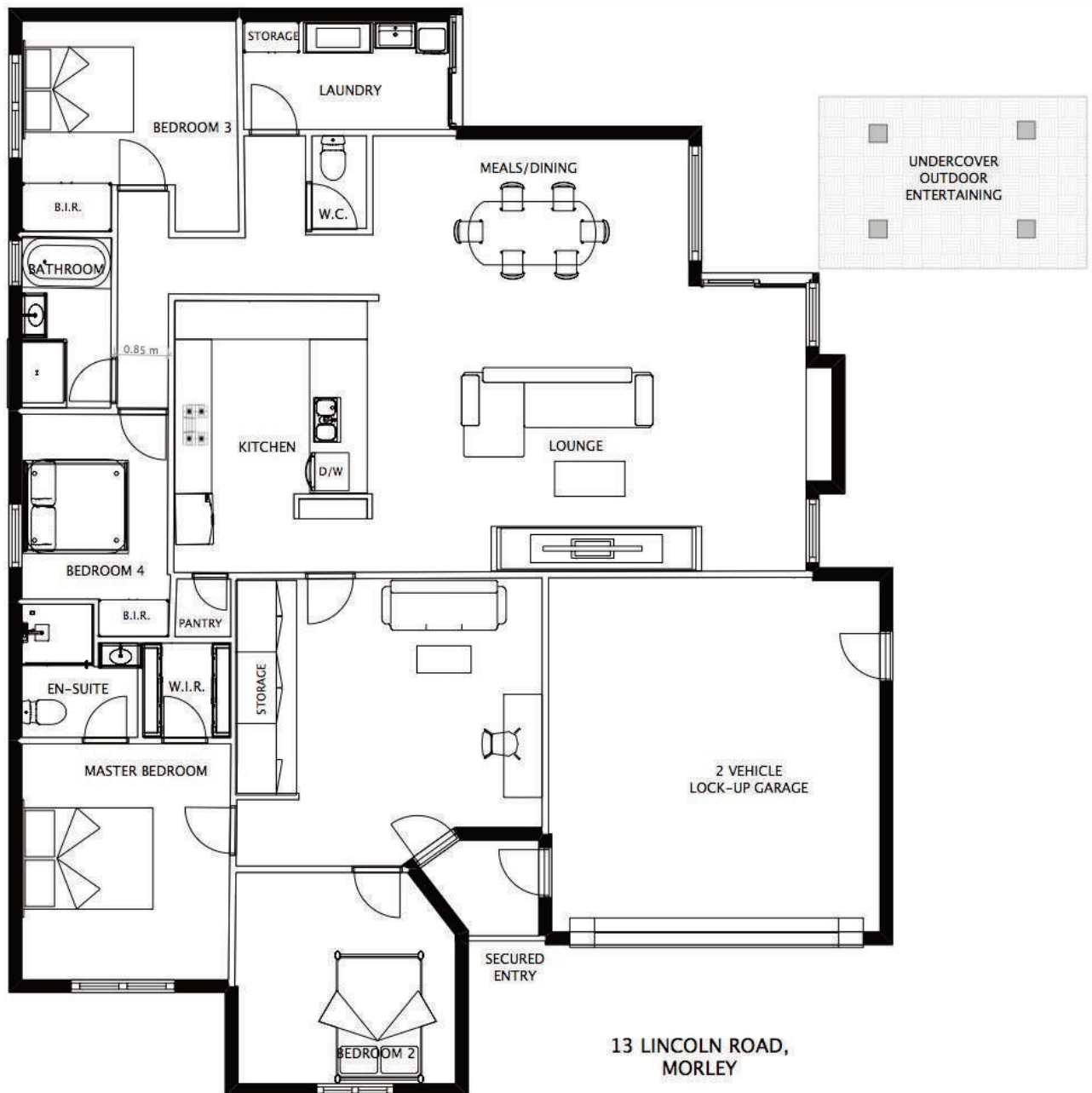
Easy Home Rentals

0439 724 888

[phoebe@easyhomerentals.com.au](mailto:phoebe@easyhomerentals.com.au)



# FLOOR PLAN





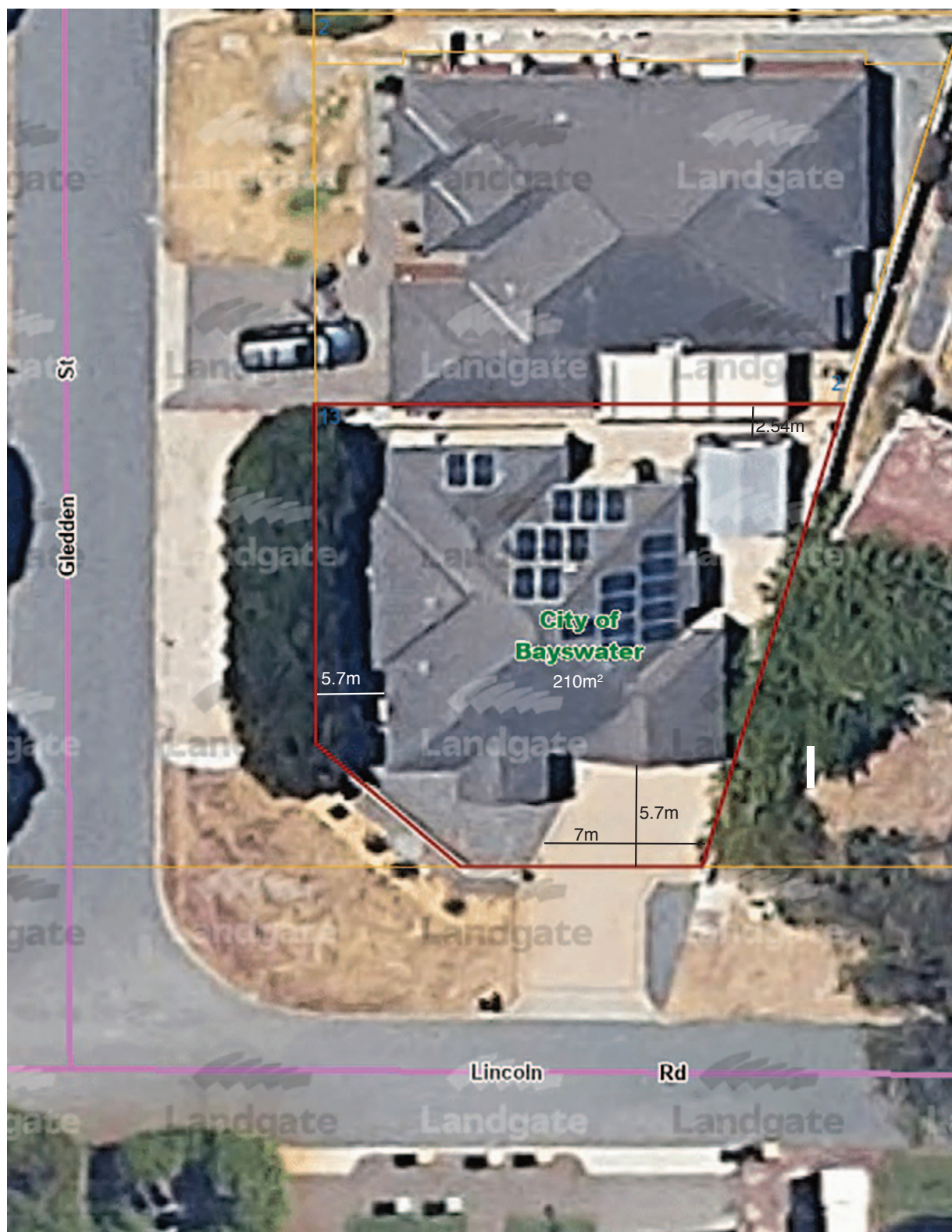
# STRATA PLAN

43982 SURVEY STRATA PLAN SHEET 1 OF 1 SHEET\$ MANAGEMENT STATEMENT <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Lodged 11.09.2003 \$100 Examined 11.09.2003 Registered 11.09.2003 REGISTRAR OF TITLES WESTERN AUSTRALIA REGISTRATION COMMISSION W.A.P.C. Ref # 4403 Certificate of Approval of W.A.P.C. under Section 25B(2) of Strata Titles Act 1985. 5-9-2003 DATE		COTTAGE & ENGINEERING SURVEYS Suite 3 219 Ordway Rd. SEBASTIAN PK WILMINGTON WA 6150 JAN 2000/11A (23/5/2003)		FORM 1 Strata Titles Act 1985 Sections 5B (1), 8A, 22 (2) SURVEY - STRATA PLAN No. .... DESCRIPTION OF PARCEL LOT 51 ON P 8093		STEPHEN JAMES BURNSIDE being a licensed surveyor registered under the Licensed Surveyors Act 1999 certify that in respect of the plan and plan area in relation to the parcel described above (in the certificate called "the plan"): (a) the plan is a correct and accurate representation of the survey carried out by me personally and recorded in Field Books kept, and if required lodged, for the purpose of this plan, (b) the measurements are in strict accordance with the Licensed Surveyors Act 1999 and the regulations made thereunder and in particular regulations 23 and 24 of those regulations, (c) this survey and plan are in strict accordance with the regulations of the Licensed Surveyors (Guidance of Surveyors) Regulations 1981 and the relevant Law in relation to which it is lodged.		1-3-2003 Date Licensed Surveyor		FORM 3 SCHEDULE OF UNIT ENTITLEMENT CURRENT C.S. of TITLE LOT No. UNIT ENTITLEMENT VOL FOL 1 1 2557 170 2 1 2557 171 AGGREGATE 2 CERTIFICATE OF LICENSED VALUER I, Kevin Dwyer, JCH46274, being a Licensed Valuer under the Land Valuers Licensing Act 1978 certify that the unit entitlement values stated in the schedule are correct and in accordance with the Act, as stated in the schedule. Being in relation to the appropriate unit entitlement of 50 per cent more or less than the actual area of the lot, and the appropriate unit entitlement of 50 per cent more or less than the actual area of the lot, and the appropriate unit entitlement of 50 per cent more or less than the actual area of the lot, to the aggregate value of all the lots detailed on the plan.		28th May 2003 DATE Signed		STRATA PLAN 43982 SURVEY STRATA PLAN		LASTER PRINTED BY COTTAGE & ENGINEERING SURVEYS	
PLAN OF LOT 51 ON P 8093 CERT. OF TITLE VOLUME 1307 FOLIO 926 LOCAL GOVERNMENT CITY OF BAYSWATER INDEX PLAN BG34(3) 16.32 FIELD BOOK NUMBER 89531 SCALE 1:300 NAME OF SCHEME 2 GLEDEN STREET MORLEY ADDRESS OF PARCEL 2 GLEDEN STREET MORLEY 6062. Department of Land Administration GOVERNMENT OF WESTERN AUSTRALIA		COTTAGE & ENGINEERING SURVEYS Suite 3 219 Ordway Rd. SEBASTIAN PK WILMINGTON WA 6150 JAN 2000/11A (23/5/2003)		FORM 1 Strata Titles Act 1985 Sections 5B (1), 8A, 22 (2) SURVEY - STRATA PLAN No. .... DESCRIPTION OF PARCEL LOT 51 ON P 8093		STEPHEN JAMES BURNSIDE being a licensed surveyor registered under the Licensed Surveyors Act 1999 certify that in respect of the plan and plan area in relation to the parcel described above (in the certificate called "the plan"): (a) the plan is a correct and accurate representation of the survey carried out by me personally and recorded in Field Books kept, and if required lodged, for the purpose of this plan, (b) the measurements are in strict accordance with the Licensed Surveyors Act 1999 and the regulations made thereunder and in particular regulations 23 and 24 of those regulations, (c) this survey and plan are in strict accordance with the regulations of the Licensed Surveyors (Guidance of Surveyors) Regulations 1981 and the relevant Law in relation to which it is lodged.		1-3-2003 Date Licensed Surveyor		FORM 3 SCHEDULE OF UNIT ENTITLEMENT CURRENT C.S. of TITLE LOT No. UNIT ENTITLEMENT VOL FOL 1 1 2557 170 2 1 2557 171 AGGREGATE 2 CERTIFICATE OF LICENSED VALUER I, Kevin Dwyer, JCH46274, being a Licensed Valuer under the Land Valuers Licensing Act 1978 certify that the unit entitlement values stated in the schedule are correct and in accordance with the Act, as stated in the schedule. Being in relation to the appropriate unit entitlement of 50 per cent more or less than the actual area of the lot, and the appropriate unit entitlement of 50 per cent more or less than the actual area of the lot, and the appropriate unit entitlement of 50 per cent more or less than the actual area of the lot, to the aggregate value of all the lots detailed on the plan.		28th May 2003 DATE Signed		STRATA PLAN 43982 SURVEY STRATA PLAN		LASTER PRINTED BY COTTAGE & ENGINEERING SURVEYS	
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## AERIAL VIEW





# CERTIFICATE OF TITLE

WESTERN



AUSTRALIA

## TITLE NUMBER

Volume Folio

**2557 170**

## RECORD OF CERTIFICATE OF TITLE UNDER THE TRANSFER OF LAND ACT 1893 AND THE STRATA TITLES ACT OF 1985

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.

*BGRoberts*  
REGISTRAR OF TITLES

**LAND DESCRIPTION:**

LOT 1 ON SURVEY-STRATA PLAN 43982  
TOGETHER WITH A SHARE IN COMMON PROPERTY (IF ANY) AS SET OUT ON THE SURVEY-STRATA PLAN

**REGISTERED PROPRIETOR:**  
(FIRST SCHEDULE)

MINH TIEN NGUYEN  
THI KIEU DIEM NGO  
BOTH OF 13 LINCOLN ROAD MORLEY  
AS JOINT TENANTS

(T N293601 ) REGISTERED 6/4/2016

**LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:**  
(SECOND SCHEDULE)

- INTERESTS NOTIFIED ON THE SURVEY-STRATA PLAN AND ANY AMENDMENTS TO LOTS OR COMMON PROPERTY NOTIFIED THEREON BY VIRTUE OF THE PROVISIONS OF THE STRATA TITLES ACT OF 1985 AS AMENDED.
- P483351 MORTGAGE TO AUSTRALIA & NEW ZEALAND BANKING GROUP LTD REGISTERED 16/3/2023.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.

-----END OF CERTIFICATE OF TITLE-----

**STATEMENTS:**

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: SP43982  
PREVIOUS TITLE: 1307-926  
PROPERTY STREET ADDRESS: 13 LINCOLN RD, MORLEY.  
LOCAL GOVERNMENT AUTHORITY: CITY OF BAYSWATER



## REVIEWS

People who have stayed at this property are either families visiting friends and relatives in the area or tourists who selected this house because of its location.

Please read these reviews. They are a complete contrast to the picture created by the public consultation.



**Yvonne**

10 years on Airbnb

★★★★★ · 2 weeks ago

It is a great stay. Phoebe is responsive, the house is clean for us (8 pax) to stay too. It is exactly what you get as described from pictures given. Morley as a suburb is easy for us to get around too. The living room is big & cosy. Beds are cosy too. Having a dishwasher & a dryer for clothes are a big plus. Phoebe's little welcome snacks - the kids love it! Thanks for being a great host.



**Zachary**

3 months on Airbnb

★★★★★ · 2 weeks ago

Amazing house to stay at, very close to the city for viewing sites and going to local restaurants. Nice and closed road so not many vehicles going up and down the road at night lovely neighbours very polite and just a great time had here would 100% stay again!



**Caillin**

9 years on Airbnb

★★★★★ · 4 weeks ago

Great spot, well presented home. Great value, thank you!



**Sarah**

1 year on Airbnb

★★★★★ · September 2024

The home matched the pictures. Clear instructions were given. We cooked and prepared meals and she had a good and complete kitchen. Phoebe was always quick to reply and answer all our questions. My whole family loved the home and stay. Definitely if I return I will pick your home again.



**Afirul**

5 years on Airbnb

★★★★★ · August 2024

Good house for family



**Ian**

3 years on Airbnb

★★★★★ · August 2024

Wonderful and comfortable family home in a brilliant location, close to basically everything.

Thankyou loved it 🍷🍷🍷🍷🍷



## REVIEWS



**Godfrey**

6 years on Airbnb

★★★★★ - July 2024

Phoebe was a great host everything around the area was nice & close, it was a great base to work from  
Thankyou Phoebe



**Taehwa**

5 years on Airbnb

★★★★★ - July 2024

We thoroughly enjoyed our stay here. The house was conveniently located and was very clean when we arrived. It was spacious inside and the beds in particular were comfortable.



**Lauren**

9 years on Airbnb

★★★★★ - July 2024

Absolutley perfect for a weekend away with friends. Enough space with a super comfy common area. Close to the city as well!



**Saidah**

5 years on Airbnb

★★★★★ - June 2024

Beautiful comfortable home. Thank you for making our trip relaxing and comfortable.



**Wendell**

5 years on Airbnb

★★★★★ - June 2024

Phoebe's place was spacious and welcoming. it was well kept and clean. We enjoyed the large TVs and sound systems in the living and main bedroom.



**Janet**

6 months on Airbnb

★★★★★ - June 2024

Great comfortable place





## REVIEWS



**Nur**

2 years on Airbnb

★★★★★ - June 2024

The accommodation was cozy, clean & equipped with everything we needed for a comfortable stay. Furthermore, when we found ourselves needing a bit of flexibility with our check-out time, Phoebe graciously accommodated our request for a late check-out. It makes our experience all the more enjoyable and stress-free. Thank you Phoebe!



**Elaine**

8 years on Airbnb

★★★★★ - May 2024

Nice clean tidy home, close to cbd and airport. Morley is a older suburb, close enough to shopping centres and the local pub/restaurants and public transport.



**Cathryn**

9 years on Airbnb

★★★★★ - May 2024

(didn't have any dishwashing soap; ran out of hand dish washing solution.)



**Scott**

9 months on Airbnb

★★★★★ - May 2024

Fantastic place to stay, very comfortable.



**Mario Andres**

10 years on Airbnb

★★★★★ - April 2024

Very nice place . Comfortable and clean . My family had a great time in there . The backyard is beautiful. it just need a BBQ outside.



**Mary-Anne**

6 years on Airbnb

★★★★★ - April 2024

Phoebe's place was in a great location. The house worked perfectly for 7 of us and had all the amenities. We had a very comfortable stay.



## REVIEWS



**Lea**

2 years on Airbnb

★★★★★ · April 2024

Great house, would come again any time! Lots of kitchen supplies and beautiful outdoor area



**Jean**

6 years on Airbnb

★★★★★ · April 2024

Phoebe's place was perfect for our needs...,everything was as advertised and the home was very spacious and clean.



**Jessica**

5 years on Airbnb

★★★★★ · March 2024

We had to book at short notice a place in Perth that was semi central as my Dad had medical appointments. It was myself, my Dad and adult son staying together. The house was much larger than expected, extremely clean and homely. The house had everything and more than you could need for a comfortable stay. I highly recommend this home for any stay. Looking forward to my next family holiday to Perth and staying in this lovely home again.



**Ben**

6 years on Airbnb

★★★★★ · March 2024

Phoebe's place was exactly as described, was very clean, well laid out and furnished with tastful furniture and ornaments. would stay again.



**Syazzana**

1 year on Airbnb

★★★★★ · March 2024

I love everything about this home. Home was beautiful and clean. Has everything we needed for 6 days in Perth. All appliances worked well. The place was about 15 mins to most attractions. Spudshed supermarket is just 4 min from home and it's 24 hours! Definitely will recommend this home to others. You will not regret it. The host Ms.Phoebe is quick to response. All good.

ISSUE	NATURE OF CONCERN	APPLICANT RESPONSE
Social sustainability and impact on residential housing supply for renters	The proposed short term accommodation will reduce the housing available for residential rental accommodation and will exacerbate the current acute housing crisis.	Not relevant to this application. Owner unlikely to rent long term
Increased rubbish	<p>The existing operations result in overflowing bins and attracts scavenger birds.</p> <p>STRA on a daily basis will generate more waste than a standard residential property and will only be collected weekly causing waste overflow impacts.</p>	Changes already prepared to manage waste. See Management Plan
Anti-social behaviour	<p>The existing use of the property for short term rental accommodation has brought unwelcome non-residential impacts to the neighbours and the street as a result of late night parties being held at the accommodation, guests coming and going throughout the nights, associated car movements, car door slamming, arguments and mountains of rubbish blowing down the street and incorrect use of the FOG system.</p> <p>The existing operations have seen guests relieving themselves in the front garden area (post New Years Eve Party).</p> <p>The short-term accommodation will increase antisocial behaviour in a residential area and have adverse impacts on neighbouring and nearby properties.</p>	<p>We dispute this.</p> <p>There has been no evidence of parties.</p> <p>Most guests are families visiting family and friends in the area.</p> <p>Noise monitors will also be installed in the living area and patio.</p> <p>Noise monitors provide instant alerts to the manager's phone</p>
Noise	The short-term accommodation will increase noise within a residential area and have adverse impacts on neighbouring and nearby properties.	<p>Short Term Accommodation guests generally do not make any more noise than long term tenants.</p> <p>Short Term Guests can also be stopped from making excessive noise. Long term tenants cannot.</p>

	<p>Pets being permitted has resulted in dogs barking and causing additional noise to neighbours.</p> <p>The Management Plan states that noise monitors may be installed, and states that arrangements are in place to ensure neighbours are not affected and that it will take a level 2 complaint for the managers to attend within an hour. Noise Monitors should be installed as a minimum requirement.</p>	Dogs are not allowed at this property.
Complaints Management	<p>The Property Manager would need to be available 24 hours a day. 7 days a week to ensure any complaints can be addressed immediately.</p> <p>Neighbours should not need to approach guests as a first point of contact and the Management Plan should ensure the Property Manager is contactable and able to deal with complaints immediately.</p> <p>Neighbours should not be responsible for contacting the police regarding illegal activities and this should be the responsibility of the property manager, who should be contactable 24 hours a day, 7 days a week.</p> <p>Concerns that Easy Term Rentals will not be able to respond to all complains and within the 1 hour timeframe due to them managing some 85 properties and only having around 10 employees. How can assurances be made that all complaints will be responded to and resolved within the hour.</p>	<p>Property Managers are available to deal with complaints 24/7. Phone calls are answered.</p> <p>The Management Plan has been changed. Neighbours do not need to approach guests.</p> <p>Again, noise monitors alert the managers.</p>
Traffic	Increased traffic associated with the proposed use will impact traffic safety on the cul-de-sac street.	Short Term Guests generate no more traffic than a long term resident.
Parking	Parking should be supplied to meet the guests requirements and should not be reduced to 2 bays, when there is available for 4 cars to park on site.	There is ample parking within the property.4 vehicles.



Disruption to residential amenity	<p>Frequent turnover of guests will cause disruption and intrusion of non-residents into a residential area.</p> <p>The existing operations sometimes cause lights to be left on continuously and at night time and the external lights shine into the adjoining properties.</p> <p>Use of the dwelling for short term accommodation attracts groups of guests who can have loud gatherings causing disruption to neighbours. particularly when using the outdoor areas that adjoining residential properties. Recent guests from the UK who stayed at the property were loud ALL weekend, drunk, swearing and yelling, and breaking light fittings and other and other items in the house.</p> <p>The street is resided in by some elderly people and people with physical disabilities and noise impacts and disruption associated with the short term rental will disrupt the residential amenity of these residents.</p> <p>The check in times extend to 9pm and is late and could impact the amenity of the area, particularly where some people work on a daily basis.</p> <p>The check out time of 7am could also have noise impacts to the neighbours and locality and will result in loud noises early in the morning.</p>	<p>No more than a long term tenant.</p> <p>Why would lights be left on?</p> <p>Checked bookings for the past year. No-one from the UK. Again, installing noise monitors will make sure noise will not be an issue.</p> <p>As above.</p> <p>Check-in time will be reduced to 8pm</p> <p>People are already going to work, school etc by 7am</p>
Streetscape Impacts	<p>With the property not being used for residential purposes, the upkeep of the garden and maintenance of the grounds and results in an untidy streetscape.</p>	<p>The whole property is paved.</p>
Inappropriate location	<p>The STRA is located within Morley residential area that has a significantly higher number of residents aged over 65 (refer Morley Activity Centre Plan) and which is isolated from the activity centre and the un-hosted STRA can have disruptive impacts.</p>	<p>Most guests select this home because of its location. Easy access to shopping etc. See reviews.</p>

	<p>The property is not located in walkable catchments to any facilities or amenities and is not in proximity to high frequency bus routes and will make the use a car dependant use with the potential for 6 vehicles to want to park on the site (6 guests).</p> <p>Site is not within walkable catchments of commercial or tourist outlets.</p> <p>There is no benefit to the residents or surrounding locality to approve STRA in this location.</p> <p>The site is not in a high amenity area and not suited for STRA.</p> <p>There is no need for this use in this inappropriate location given it is separate from amenity and services required to support STRA.</p>	
Mitigation	Does the STRA regime allow for probationary conditions such as limiting the amount of time per year the property can be used for STRA. Furnishing of information on how the property managers will respond quickly to concerns and complaints when they manage large property numbers and no guarantees of measures such as noise monitors being in place.	Not relevant
Property Devaluation	Nearby properties could be devalued as a result.	<i>Nonsense</i>

**10.5 Sub Committee Reports****10.5.1 Policy Review and Development Committee - 25 November 2024****10.5.1.1 2024 Policy Review Schedule - Progress Report**

<b>Responsible Branch:</b>	Governance and Strategy
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Information Purposes
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	Nil
<b>Refer:</b>	Item 10.6.1.1: OCM 31 January 2023

**SUMMARY**

This report monitors the progress of Policy Reviews against the Policy Review Schedule adopted by Council on 12 December 2023.

**COMMITTEE RECOMMENDATION TO COUNCIL**  
**(OFFICER'S RECOMMENDATION)**

That Council notes the progress of Policy Reviews against the 2024 Policy Review Schedule.

**BACKGROUND**

At its meeting of 20 November 2023, the Policy Review and Development Committee (PRDC) recommended that Council adopted a policy schedule for 2024. The schedule was subsequently adopted by Council at its meeting of 12 December 2023.

**EXTERNAL CONSULTATION**

No consultation has yet occurred with the public or other agencies on this matter.

**OFFICER'S COMMENTS**

The progress of policy reviews against the 2024 Policy Review Schedule is shown in the table below. The schedule aims to review all the City's policies within a two-year period to ensure that all the City's policies are up to date and relevant.

<b>Policy Committee Meeting Date</b>	<b>Policy Name</b>	<b>Review Status</b>	<b>Comment</b>
18 March 2024	Character Protection Areas	In Progress	This policy is presented for review in the agenda for this meeting.
	Dinghy Management	Complete	This Policy was reviewed by the PRDC on 18 March 2024 and adopted by the Council at its 30 April 2024 meeting.
	Honorary Freeman of the City	Complete	This Policy was reviewed by the PRDC on 18 March 2024 and adopted by the Council at its 30 April 2024 meeting.

Policy Committee Meeting Date	Policy Name	Review Status	Comment
	Asset Management	Complete	This Policy was reviewed by the PRDC on 8 July 2024 and adopted by the Council at its 23 July 2024 Ordinary Meeting.
	Payments	Complete	This Policy was reviewed by the PRDC on 18 March 2024 and repealed by the Council at its 30 April 2024 meeting.
	Retaining Walls	Complete	The final draft of this Policy was reviewed by the PRDC at its meeting of 30 September 2024 and adopted by Council at its meeting of 22 October 2024 (resumed 28 October 2024).
	Private Trees	Complete	This policy was reviewed by the PRDC on 8 July 2024. The revised policy was adopted by the Council on 23 July 2024.
	Privacy	Review carried forward to 2025	Review of this Policy has been rescheduled to the first Policy and Development Committee of 2025, to align with the new Privacy and Responsible Information Sharing legislation, which is progressing through Parliament. The Department of the Premier and Cabinet has advised that the Bill will progress through Parliament by the end of the year with templates and model documents prepared for use in early 2025.
	Elected Members Allowances	Complete	The PRDC reviewed this Policy at its meeting of 18 March 2024. On 30 April 2024, the Council adopted the Committee's recommendation to repeal this Policy and adopt a new Elected Members Entitlements Policy.

Policy Committee Meeting Date	Policy Name	Review Status	Comment
8 July 2024 (Rescheduled from 24 June 2024)	Administrative Management of Policies	Complete	This Policy was reviewed at the PRDC of 8 July 2024. The revised policy was adopted by the Council at its meeting of 23 July 2024.
	Council Vehicle Fleet	Review carried forward to 2025	Review of this Policy has been rescheduled to the first Policy and Development Committee of 2025. This will enable alignment with the City's adopted Asset Management Plan and provide adequate time for the City's new Sustainability Officer to align the policy's provisions to the requirements of the City's Emissions Reduction and Renewable Energy Plan.
	Funding and the Provision of In Kind Support for Minor works for Public and Private Schools within the City of Bayswater	Complete	This Policy was reviewed at the PRDC of 8 July 2024. The revised policy was adopted by the Council at its meeting of 23 July 2024.
	Street Verges	Complete	This Policy was reviewed at the PRDC of 8 July 2024. The revised policy was adopted by the Council at its meeting of 23 July 2024.
	Disposal of Unclaimed Animals	Complete	This Policy was reviewed at the PRDC of 8 July 2024. The revised policy was adopted by the Council at its meeting of 23 July 2024.
	Requirement to Hold Working with Children Check	Complete	This Policy was reviewed at the PRDC of 8 July 2024. The revised policy was adopted by the Council at its meeting of 23 July 2024.
	Directional Signs	Complete	This Policy was reviewed at the PRDC of 8 July 2024. The revised policy was adopted by the Council at its meeting of 23 July 2024.
	Contribution to Common Fences	Complete	This Policy was reviewed at the PRDC of 8 July 2024. The revised policy was adopted by the Council at its meeting of 23 July 2024.

Policy Committee Meeting Date	Policy Name	Review Status	Comment
30 September 2024	Official Photograph of Council	Complete	This Policy was reviewed by the PRDC at its meeting of 30 September 2024 and adopted by Council at its meeting of 22 October 2024 (resumed 28 October 2024).
	Edible Pocket Gardens	In Progress	The PRDC requested the CEO to undertake a further review of this Policy and submit it to the PRDC meeting of 25 November for consideration. Therefore, this Policy is presented for review in the agenda for this meeting.
	Civic Allowance Policy – Chief Executive Officer and Directors	Complete	This Policy was reviewed by the PRDC at its meeting of 30 September 2024 and adopted by Council at its meeting of 22 October 2024 (resumed 28 October 2024).
	Home-Based Business Licensing	Complete	This Policy was reviewed by the PRDC at its meeting of 30 September 2024 and repealed by Council (as recommended by the Committee) at its meeting of 22 October 2024 (resumed 28 October 2024).
	Landscaping	Complete	This Policy was reviewed by the PRDC at its meeting of 30 September 2024 and adopted by Council at its meeting of 22 October 2024 (resumed 28 October 2024).
	Graffiti Vandalism	Complete	This Policy was reviewed by the PRDC at its meeting of 30 September 2024 and adopted by Council at its meeting of 22 October 2024 (resumed 28 October 2024).
	Purchase and Placement of Memorial Seats	Complete	This Policy was reviewed at the PRDC of 8 July 2024. The revised policy was adopted by the Council at its meeting of 23 July 2024.
	Telecommunications Infrastructure	Complete	This Policy was reviewed by the PRDC at its meeting of 30 September 2024 and adopted by Council at its meeting of 22 October 2024 (resumed 28 October 2024).

Policy Committee Meeting Date	Policy Name	Review Status	Comment
	Significant Tree Register for Private Land (Policy and Guidelines)	Complete	This Policy was reviewed by the PRDC at its meeting of 30 September 2024 and adopted by Council at its meeting of 22 October 2024 (resumed 28 October 2024).
25 November 2024	Non - Residential Uses in Residential Zones	In Progress	This policy is presented for review in the agenda for this meeting.
	Temporary and Minor Development	In Progress	This policy is presented for review in the agenda for this meeting.
	Land Acquisition and Disposal	In Progress	This policy is presented for review in the agenda for this meeting.
	Policy Governance	Complete	Review of this policy was brought forward to the July meeting of the PRDC, to incorporate the clauses from the Administrative Maintenance of Policies Policy. The revised policy was adopted by Council at its 23 July 2024 meeting.
	Construction Materials	In Progress	This policy is presented for review in the agenda for this meeting.
	Attendance at Events	In Progress	This policy is presented for review in the agenda for this meeting.
	Height Restriction - Neville Street, Bayswater	In Progress	This policy is presented for review in the agenda for this meeting.

The following policies are also presented for Council's consideration in the agenda for this meeting:

1. *Proposed Designated Dog Areas Policy*

This new Policy is proposed to provide guidance that enables fair and accountable decision making in relation to specifying or amending dog exercise areas or prohibiting dogs from certain areas.

2. *Grants Program Policy*

At its Ordinary Council Meeting of 22 October 2024 (resumed on 28 October 2024), the Council adopted the Committee Recommendation, requesting the *Grants Program Policy* to be reviewed at the 25 November 2024 PRDC.

## LEGISLATIVE COMPLIANCE

In accordance with section 2.7 of the *Local Government Act 1995* the role of Council is to determine a local government's policies.

**RISK MANAGEMENT CONSIDERATION**

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Medium
Strategic Risk	SR07 - Unethical or inadequate governance and/or decision-making.	

**FINANCIAL IMPLICATIONS**

Nil.

**STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Strategic Community Plan 2021-2031 (as amended), the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

**CONCLUSION**

This report monitors the progress of Policy Reviews against the Policy Review Schedule adopted by Council on 12 December 2023.



**10.5.1.2 New Policy: Designated Dog Areas**

<b>Responsible Branch:</b>	Ranger and Security Services
<b>Responsible Directorate:</b>	Community
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	1. Draft Dog Exercise Areas Policy [9.2.1 - 4 pages]
<b>Refer:</b>	Item 10.4.1, OCM 22.10.2024 Item 10.1.5, OCM 24.09.2024 Item 10.4.5, OCM 29.01.2019 Item 11.2.9, OCM 26.06.2014

**SUMMARY**

For Council to consider adopting a *Dog Exercise Area Policy*.

**COMMITTEE RECOMMENDATION TO COUNCIL**  
**(OFFICER'S RECOMMENDATION)**

That Council adopts the *Dog Exercise Area Policy* as contained in Attachment 1 to this Report.

**BACKGROUND**

During 2013, a review of the *Dog Act 1976* (the Act) was undertaken and as part of the review, section 31 was amended to include the authority for local governments to specify certain public places under their care, control or management as dog exercise areas, or to prohibit dogs from public places under their care, control or management. Previously these matters were addressed through the City of Bayswater Dogs Local Law (the Local Law).

At its Ordinary Meeting held on 24 June 2014, Council resolved to adopt dog exercise areas, prohibited areas and penalties in accordance with the legislative change. In 2018, the City undertook a further dog exercise review which was adopted by Council at its Ordinary Meeting held on 29 January 2019.

Following recent requests from community members to amend dog exercise areas at Cloughton Reserve, Bayswater and Battersea Reserve, Morley and the Riverside Gardens Urban Forest project it is likely the City will receive requests to amend dog exercise areas in the near future.

During a recent revision of dog exercise areas, it was noted that no guiding policy exists to support Council's decision making regarding these matters and a new Dog Exercise Area Policy (the policy) will assist Council when contemplating the establishment, removal or amendment of dog exercise areas.

**EXTERNAL CONSULTATION**

No formal external consultation has been undertaken in relation to development of this policy.

**OFFICER'S COMMENTS**

The review of dog exercise areas undertaken by the City in 2018 determined that the presence and location of dog exercise areas is topical, with community members holding a wide range of opinions about whether dog exercise areas should exist at all, where they should be located and what form they should take.

During the review, 5,479 dogs were registered within the City, which was believed to be approximately 50% of the actual dog population. The City currently has 7,357 registered dogs,

which represents an increase of 34%. The number of dogs within the City is expected to increase in line with the rising population and increased property density.

As it is likely the City will increasingly be relied on to make decisions regarding dog exercise areas this policy is intended to provide the City's administration and Council with a framework to make transparent and consistent decisions in relation to dog exercise areas.

The policy is intended to provide an equitable and accountable decision-making process which incorporates all relevant factors of the location being assessed, including the following:

- Class and the size of the Reserve.
- Active sport or recreation.
- Playground.
- Conservation or environmentally sensitive.
- Proximity to road networks and existing dog exercise areas.
- Health risks from dog excreta.
- Geography, topography and physical layout.
- Presence and location of facilities.

A copy of the draft *Dog Exercise Area Policy* is attached as **Attachment 1**.

## LEGISLATIVE COMPLIANCE

Section 31 of the *Dog Act 1976*, relating to the control of dogs in certain public places, states the following:

*“(2B) A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a place where dogs are prohibited:*  
*(a) at all times; or*

*(b) at specified times.*

*(3A) A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a dog exercise area.*

*(3C) At least 28 days before specifying a place to be —*

*(a) a place where dogs are prohibited at all times or at a time specified under subsection (2B); or*

*(b) a dog exercise area under subsection (3A); or*

*(c) a rural leashing area under subsection (3B),*

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Medium
Environment	Low	Low
Governance and Compliance	Low	Low
Strategic Risk	SR01 - Inability to plan, provide and support socially connected, healthy and safe neighbourhoods.	

## FINANCIAL IMPLICATIONS

Financial implications are minimal.

The cost of publishing a public notice of variations is approximately \$300 and replacement signage costs approximately \$220 per sign.

The implication of community engagement will vary based on individual situations.

## STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031 (as amended), the following applies:

- Theme: Community
- Goal C1: Create safe and inviting places for people to come together.
- Goal C3: Maximise the use of the City's facilities and parks by all sections of the community.

This policy will enable consistent and informed decisions to be made in relation to dog exercise areas which will enhance the safety of people and dogs in public places and contribute to making the City a welcoming and vibrant place.

## CONCLUSION

The *Dog Exercise Area Policy* will provide City officers and Council with an objective and accountable mechanism to select, amend or remove dog exercise areas and provide the community with confidence that decisions are made in a fair and transparent manner that takes relevant factors into account.



# Dog Exercise Area Policy

<b>Responsible Division</b>	Community Services
<b>Responsible Business Unit</b>	Rangers and Security
<b>Responsible Officer</b>	Manager Rangers and Security
<b>Affected Business Units</b>	Rangers and Security
<b>ECM Document Set ID</b>	[ECM document set ID]

## Purpose

The purpose of this policy is to provide guidance that enables fair and accountable decision making in relation to specifying or amending dog exercise areas or prohibiting dogs from certain areas.

## Scope

This policy applies to certain public places under the care, control or management of the City.

## Definitions

Active reserves are predominantly utilised for organised sporting activities and require high levels of maintenance to sustain quality turf. Organised sport should be at the forefront of decision making as the intended primary use and the potential for dogs to damage turf and the risks to health and convenience of dog excreta that is not removed.

Dog exercise area: A public place under the care, control or management of the City where dogs have been approved to be exercised without being tethered or held by a leash, however the dog must remain under the control of the person who is responsible for it.

Passive reserves: Areas utilised for recreational activities that do not involve organised sport. They generally contain low maintenance turf with medium quality surface conditions suitable for low wear applications. They can encourage long stay usage with barbecues, playgrounds and toilet facilities or short stay usage with fewer facilities. These reserves are considered the most appropriate for use as dog exercise areas.

## Policy Statement

### 1. Class and size of location

There is no standard relating to the recommended size of dog exercise areas. Consideration should be given to areas that:

- Provide sufficient room to enable dogs to be exercised with minimal risk of conflict between dogs and other users of the location.
- Are sufficiently contained to prevent owners from losing sight or control of their dog.

Passive, active and static reserves each have differing user types, levels of activity and community expectations. No parks or reserves are to be considered as dog exercise areas during sporting or community activities.

Static reserves or land parcels may not be suitable due to their location, topography, geographical features etc. where use of these locations may present a risk to the City.

## **2. Playgrounds, carparks and lakes**

At the Ordinary Council Meeting on 29 January 2019 Council, resolved the following public places are not dog exercise areas, meaning dogs are permitted but must be on lead:

- Any park or reserve during a community event or sporting activity.
- Within 5 metres of a lake.
- Within a carpark.
- Within 20 metres of any unfenced playground, regardless of whether it is a specified dog area.

## **3. Prohibited areas**

At the Ordinary Council Meeting on 29 January 2019, Council resolved that dogs are prohibited at the following public places, other than on designated paths and with a leash securely fastened:

- Lightning Swamp Bushland.
- Eric Singleton Bird Sanctuary.
- Baigup Wetlands.

Dogs are totally prohibited from any park or reserve where fox trapping, nesting wildlife, weed eradication or other seasonal activities are taking place and are suitably signed during those activities.

## **4. Other factors for consideration**

Other factors for consideration when assessing suitability of potential dog exercise areas include:

- Proximity to road networks
- Proximity to other dog exercise areas
- The location and type of nearby facilities
- Health risks and inconvenience of dog excreta
- Proximity to vulnerable community members

Class	Sport	Playground	Other	Status
Passive	No	Yes	Reserve is small and does not accommodate 20 metre diameter around playground.	On lead
Passive	No	No	Close proximity to road and no physical barriers	On lead
Passive	No	No	No roads or schools nearby and clearly defined boundary	Off lead
Passive	No	Yes	Open space, 20 metre radius around playground, no organised sport	Off lead
Active	Yes	No	Regular organised sporting activities, well maintained high quality turf	On lead
Active	Yes	Yes	Regular organised sporting activities, well maintained high quality turf.	On lead
Passive	No	No	Clear and open space, high visibility, physical boundary, no competing uses	Off lead
Passive	No	No	Environmentally sensitive areas.	Prohibited, partly prohibited or on lead

**Table 1 – Example assessments**

## Related Legislation

Section 31 of the *Dog Act 1976*, relating to the control of dogs in certain public places, states:

*“(2B) A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a place where dogs are prohibited:*

*(a) at all times; or*

*(b) at specified times.*

*(3A) A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a dog exercise area.*

*(3C) At least 28 days before specifying a place to be —*

*(a) a place where dogs are prohibited at all times or at a time specified under subsection (2B); or*

- (b) a dog exercise area under subsection (3A); or
- (c) a rural leashing area under subsection (3B),

## Related Documentation

City of Bayswater Dog Exercise Review April 2018

## Document details.

Relevant delegations	Nil		
Risk evaluation	Low		
Strategic link	Theme:	Community	
	Goal C1:	Create safe and inviting places for people to come together.	
	Goal C3:	Maximise the use of the City's facilities and parks by all sections of the community.	
Council adoption	[date]	Resolution	[item no.]
Next review due	[date]		
Reviewed/modified	[date]	Resolution	[item no.]
Revision details	[description]		

**10.5.1.3 Policy Review: Grants Program**

<b>Responsible Branch:</b>	Community Services
<b>Responsible Directorate:</b>	Community Development
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Current Policy [9.3.1 - 5 pages]</li> <li>2. Amended Policy with Tracked Changes [9.3.2 - 5 pages]</li> <li>3. Draft Grants Program Policy [9.3.3 - 5 pages]</li> </ol>
<b>Refer:</b>	Item 10.5.2.1 OCM: 22 October 2024

**SUMMARY**

For Council to consider proposed amendments to the *Grants Program Policy*.

**OFFICER'S RECOMMENDATION**

That Council adopts the revised *Grants Program Policy* as contained in **Attachment 3** to this Report.

**COMMITTEE RECOMMENDATION TO COUNCIL**

That Council adopts the revised *Grants Program Policy* as contained in **Attachment 3**, to this Report, subject to the following amendments:

1. The word "broader" is inserted in clause 3 under the policy purpose prior to the reference to physical attributes and in the table of funding streams in item no. 7 in the summary comment; and
2. The table of funding streams is updated to combine item 2 (Community Events Grants) and item 6 (Town Centre Events) into one item.

**BACKGROUND**

The *Grants Program Policy* was last adopted on 28 June 2022 and was due for review 28 June 2026. The Policy Review and Development Committee requested the *Grants Program Policy* be reviewed ahead of schedule in light of the community concerns in regard to place making grants.

Subsequently, at its Ordinary Meeting held on 22 October 2024, Council resolved that it:

1. Requests the *Grants Program Policy* be reviewed and submitted to the 25 November 2024 Policy Review and Development Committee for consideration.

**EXTERNAL CONSULTATION**

No consultation has yet occurred with the public or other agencies on this matter.

**OFFICER'S COMMENTS**

The following revisions are proposed to the *Grants Program Policy*:

Policy Section	Revision	Rationale
<i>Purpose</i>	Include businesses into grant recipients	The Placemaking Grants, Seed Funding and Community Event Grant Management Practices have all since been amended to allow for businesses to receive grant funding. Event grants in the context that the event benefits Bayswater residents.



Policy Section	Revision	Rationale
<i>Funding Stream Summary</i>	Change Community Event Grants to be open all year round	Increase community capacity to run community events by allowing event grant applications all year round. This amendment has already been adopted in the Community Event Grant Management Practice.
<i>Funding Stream Summary</i>	Remove Town Centre Grants Funding Stream	This funding stream is no longer included in the annual budget.
<i>Funding Stream Summary</i>	Remove Neighbourhood Open Street Events	This funding stream is no longer included in the annual budget.
<i>Funding Stream Summary</i>	Amend Placemaking Grants	Amended to include businesses.
<i>Funding Stream Summary</i>	Waterwise Verge Garden	Amend to have one funding round per year.
<i>Funding Stream Summary</i>	Cloth Nappy Rebate	Amend to remove “maximum of 150 households”.
<i>Strategic Link</i>	Update Strategic link	Include Environment and Liveability and Vibrancy themes.
<i>Funding Stream Summary</i>	Catio Rebate	Inclusion of ‘catio rebate’ program.

A copy of the revised policy, with amendments shown in ‘tracked changes’ is provided in **Attachment 2**. Management practices will be amended or drafted as required to align with changes to the policy.

A copy of the revised policy, with amendments included, is provided in **Attachment 3**.

## LEGISLATIVE COMPLIANCE

- *Local Government Act 1995.*
- *State Records Act 2000.*
- *Freedom of Information Act 1992.*

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer’s recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	low
Financial	Medium	low
Reputation and Stakeholders	Medium	medium
Service Delivery	Medium	medium

Environment	Low	low
Governance and Compliance	Low	low
Strategic Risk	SR04 - Inability to work collaboratively to engage and partner with stakeholders to promote and advocate opportunities to live and invest.	

### FINANCIAL IMPLICATIONS

Funding Stream	Annual Funding Allocation
Better Bayswater Grant	\$20,000
Community Events Grant	\$62,500
Donations	\$30,000
Community Capital Requests	Approximate budget of \$160,000 allocated each year in the Forward Capital Works Program for the Community Capital grant. Officers provide recommendation on the projects to progress and council finalise the projects in the budget allocation each year.
Heritage Fund	\$20,000
Town Centre Events	No budget allocated
Placemaking Grants	\$50,000
Waterwise Verge Garden	\$10,000
Cloth Nappy Rebate	Approximate allocation of \$3,000
Catio Rebate	\$20,000

The above budget line items are subject to annual budget funding.

### STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031 (as amended), the following applies:

Theme: Community

Goal C1: Celebrate multiculturalism, arts and culture by supporting local events and initiatives.

Goal C2: Create safe and inviting places for people to come together.

Goal C3: Maximise the use of the City's facilities and parks by all sections of the community.

Goal C4: Empower the community by helping them develop social connections.

Theme: Vibrancy

Goal V3: Activate the City's town and neighbourhood centres.

Goal V4: Support businesses across the City to grow and thrive.

### CONCLUSION

That the revised *Grants Program Policy* be adopted by Council.



# City of Bayswater Grants Program Policy

<b>Responsible Division</b>	Community and Development
<b>Responsible Business Unit</b>	Community Development
<b>Responsible Officer</b>	Manager Community Development
<b>Affected Business Units</b>	Community Development Planning and Place Corporate and Strategy Project Services Sustainability, Environment and Waste
<b>ECM Document Set ID</b>	Document Set ID 4329447

## Purpose

The City of Bayswater Grants Program Policy aims to provide financial funding to:

1. An incorporated not-for-profit organisations/association or an auspice organisation or individual for a specific project which results in a defined community benefit. For example, inclusive of a social, sporting, cultural, environmental and/or charitable group context; and/or
2. An individual (resident) to support a specified activity must be based in City of Bayswater or primarily benefit residents and/or community of the City.

This Policy aims to establish best-practice grant-making that aligns with Council's vision and goals.

The following principles provide a framework for the design of the City of Bayswater Grants Program:

- **Capacity building** - To provide an opportunity to build the skills, networks and competency amongst individuals and organisations within the City of Bayswater. This includes the development of partnerships and collaborations which will ultimately provide sustainable projects and activities within the City of Bayswater.
- **Access and equity** - To support projects and programs representing a broad range of interests and needs within the community which align to; the Access and Inclusion Plan, Reconciliation Action Plan, Local Homelessness Plan, Youth Action Plan and Age Friendly Strategy; and any other relevant City plans.
- **Governance and accountability** - To have effective and efficient grant making processes proportional to the amount of funding being applied for, and the type of project being funded. Application and acquittal requirements are relative to the size of the grant provided.
- **Probity and transparency** - To follow a clearly outlined process to assess applications according to set funding criteria. Conflicts of interest are declared and addressed throughout an assessment process.
- **Value for money** - To seek to support grants that demonstrate good value for the amount of money or level of funding that has been requested. Projects and activities should not duplicate already existing services. Funding is subject to an annual budget approval process.

## Scope

This Policy intends to strategically guide the implementation of the Bayswater Grant Program which will be underpinned by a management practice for each grant funding stream that will address; purpose, scope, eligibility, assessment, funding conditions, grant conditions, marketing and promotion and review.

## Definitions

For the purpose of this Policy —

**Acquittal** means accurately reporting on the funded activities, including all expenditure of the grant.

**Auspice organisation** means an incorporated organisation that applies for a grant on behalf of an unincorporated organisation, group or individual. The auspice organisation is responsible for the financial management of the grant. An auspice agreement is a legally binding contract which sets out the legal obligations of both organisations toward each other and in relation to any specific funding of other agreements.

**Donation** means an arrangement where a financial contribution is provided to support a specified activity to an eligible party.

**Incorporated Association** means an incorporated association or club is able to pursue its objects and purposes by applying for grants, opening bank accounts and holding property in its own name, while limiting the exposure of its members to personal legal liability. For example, but not limited to, a social, sporting, cultural, environmental or charitable group.

An incorporated association can:

- (a) Open bank accounts
- (b) Apply for grants
- (c) Employ staff

**Public Liability Insurance** means insurance that protects a community organisation against its legal liability to pay:

- Compensation to third parties;
- Property damage that may occur as a result of the community organisations activities; and
- The legal costs that a community organisation may have if it needs to defend bodily injury and property damage claims made against it.

**Not-for-profit organisation** means an organisation registered with the Australian Charities and Not-For-Profits Commission.

## Policy Statement

The City of Bayswater Grants Program is responsive to contributing towards building a strong and inclusive community, support vibrant town centres and make the City a connected, accessible and welcoming destination.

The City of Bayswater Grants Program funding streams are summarised below:

No.	Funding Stream	Summary	No. of Rounds per Financial Year
1	Better Bayswater Grant**	Projects or programs that increase the capacity of organisations to improve community wellbeing (alignment with the City's Access and Inclusion Plan, Reconciliation Action Plan, Local Homelessness Strategy, Youth Action Plan, Age Friendly Strategy and any other relevant plans).	2
2	Community Events Grant	Events that are not located within a town/activity centre, and are open to the public and encourage increased activation and connection within the City of Bayswater area.	2
3	Donations	<u>Individuals</u> : To support local residents who reside in the City aged between 12 and 25 years selected from their State sporting association or national body with travel or accommodation costs to participate at the local, national or international level. <u>Community groups</u> : To support groups, local schools, clubs or not-for-profit organisations to deliver new services and resources that increase community participation or wellbeing.	Open all year round
4	Community Capital Requests**	To support established community not-for-profit organisations based and operating within the City of Bayswater to improve facilities and infrastructure.	1
5	Heritage Fund**	To assist with the maintenance, conservation and improvement of heritage buildings contained within the City's Heritage List for residential or non-residential properties.	Open all year round
6	Town Centre Events*	Events and activities which attract people to the City of Bayswater town/activity centres.	2
7	Neighbourhood Open Street Events	Small scale events held on street verges with less than 50 people with support through public liability insurance, traffic management control diagram provisions, signage and food voucher.	Open all year round
8	Place Making Seed Funding	Community-led place activation initiatives that align with priorities within the relevant Place Activation Plans.	1
9	Waterwise Verge Garden	A rebate for residents to create their own native verge plantings to support the Water Corporation's 'Waterwise Greening Scheme.'	Open all year round
10	Cloth Nappy Rebate**	The City offers a Cloth Nappy Rebate, with a 50 per cent rebate of up to \$100 for the purchase of modern cloth nappies for a maximum of 150 households.	Open all year round

Note: \* The Major Town Centre Event Funding is renamed the Town Centre Events.

Note: \*\* The funding eligibility requirement is matched funding.

## Related Legislation

- *Local Government Act 1995 (WA);*
- *State Records Act 2000; and*
- *Freedom of Information Act 1992.*

## Related Documentation

- *City of Bayswater Policy Framework;*
- *City of Bayswater Strategic Community Plan;*
- *Delegations Register;*
- *Access and Inclusion Plan;*
- *Reconciliation Action Plan;*
- *Local Homelessness Strategy;*
- *Youth Action Plan;*
- *Age Friendly Strategy;*
- *Community Recreation Plan;*
- *Play Space Strategy;*
- *Heritage Fund Policy (2008)*
- *Major Town Centre Events Policy (2012)*
- *Community Facility Lease and License Policy; and*
- *Sponsorship of Assets, Services and Activities Policy.*

## Document details

**Relevant delegations** Simple Majority required.

**Risk evaluation** Low

**Strategic link** In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Community

Goal C1: Create safe and inviting places for people to come together.

Goal C2: Celebrate multiculturalism, arts and culture by supporting local events and initiatives

Goal C3: Maximise the use of the City's facilities and parks by all sections of the community

Goal C4: Empower the community by helping them develop social connections.

Theme: Environment and Liveability

Goal E5: Protect and enhance the City's natural environment and biodiversity, and encourage the community to participate in its protection.

<b>Council adoption</b>	28 June 2022	<b>Resolution</b>	10.6.1.3
<b>Next review due</b>	Four years as per OCM 24/08/2021		
<b>Reviewed/modified</b>	[date]	<b>Resolution</b>	[Item no.]
<b>Revision details</b>	[revision no] [description]		



# Grants Program Policy

<b>Responsible Division</b>	Community Services
<b>Responsible Business Unit</b>	Community Development
<b>Responsible Officer</b>	Manager Community Development
<b>Affected Business Units</b>	Community Development Property and Economic Development Corporate and Strategy Project Services Sustainability, Environment and Waste
<b>ECM Document Set ID</b>	4329447

## Purpose

The City of Bayswater Grants Program Policy aims to provide financial funding to:

1. An incorporated not-for-profit organisation/association or an auspice organisation or individual for a specific project which results in a defined community benefit. For example, inclusive of a social, sporting, cultural, environmental and/or charitable group context;
2. An individual (resident) to support a specified activity must be based in City of Bayswater or primarily benefit residents and/or community of the City.;
3. Business or Community Groups for place activation initiatives that contribute to physical character, amenity or activation of a town centre or business located in the City of Bayswater boundaries; and/or
2. Businesses that offer to deliver community events within the City of Bayswater boundaries that benefit residents and/or community of the City.;

This Policy aims to establish best-practice grant-making that aligns with Council's vision and goals.

The following principles provide a framework for the design of the City of Bayswater Grants Program:

- **Capacity building** - To provide an opportunity to build the skills, networks and competency amongst individuals and organisations within the City of Bayswater. This includes the development of partnerships and collaborations which will ultimately provide sustainable projects and activities within the City of Bayswater.
- **Access and equity** - To support projects and programs representing a broad range of interests and needs within the community which align to; the Access and Inclusion Plan, Reconciliation Action Plan, Local Homelessness Plan, Youth Action Plan and Age Friendly Strategy; and any other relevant City plans.
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- **Probity and transparency** - To follow a clearly outlined process to assess applications according to set funding criteria. Conflicts of interest are declared and addressed throughout an assessment process.



- **Value for money** - To seek to support grants that demonstrate good value for the amount of money or level of funding that has been requested. Projects and activities should not duplicate already existing services. Funding is subject to an annual budget approval process.

## Scope

This Policy intends to strategically guide the implementation of the Bayswater Grant Program which will be underpinned by a management practice for each grant funding stream that will address; purpose, scope, eligibility, assessment, funding conditions, grant conditions, marketing and promotion and review.

## Definitions

For the purpose of this Policy —

**Acquittal** means accurately reporting on the funded activities, including all expenditure of the grant.

**Auspice organisation** means an incorporated organisation that applies for a grant on behalf of an unincorporated organisation, group or individual. The auspice organisation is responsible for the financial management of the grant. An auspice agreement is a legally binding contract which sets out the legal obligations of both organisations toward each other and in relation to any specific funding of other agreements.

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## Policy Statement

The City of Bayswater Grants Program is responsive to contributing towards building a strong and inclusive community, support vibrant town centres and make the City a connected, accessible and welcoming destination.

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2	Community Events Grant	Events that <del>are not located within a town/activity centre, and</del> are open to the public and encourage increased activation and connection within the City of Bayswater area.	<a href="#">Open all year round</a> <sup>2</sup>
3	Donations	<u>Individuals</u> : To support local residents who reside in the City aged between 12 and 25 years selected from their State sporting association or national body with travel or accommodation costs to participate at the local, national or international level. <u>Community groups</u> : To support groups, local schools, clubs or not-for-profit organisations to deliver new services and resources that increase community participation or wellbeing.	Open all year round
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5	Heritage Fund**	To assist with the maintenance, conservation and improvement of heritage buildings contained within the City's Heritage List for residential or non-residential properties.	Open all year round
6	Town Centre Events*	Events and activities which attract people to the City of Bayswater town/activity centres.	2
7	<a href="#">Neighbourhood Open Street Events</a>	<del>Small scale events held on street verges with less than 50 people with support through public liability insurance, traffic management control diagram provisions, signage and food voucher.</del>	<a href="#">Open all year round</a>
<del>768</del>	<del>Place Seed Grants</del>	<del>Community-led place activation initiatives that align with priorities within the relevant Place Activation Plans. Business and community-led place activation initiatives that contribute to physical character, amenity or activation of a town centre or business located in the City.</del>	1
<del>879</del>	Waterwise Verge Garden	A rebate for residents to create their own native verge plantings to support the Water Corporation's 'Waterwise Greening Scheme.'	<a href="#">Open all year round</a> <sup>1</sup>
<del>9840</del>	Cloth Nappy Rebate**	The City offers a Cloth Nappy Rebate, with a 50 per cent rebate of up to \$100 for the purchase of modern cloth nappies, <del>for a maximum of 150 households.</del>	Open all year round

10.	Catio Rebate	The City's rebate program provides up to \$500 to support residents to install outdoor enclosed areas for their cats. The aim of the program is to promote cat safety within the City, as well as protect our native biodiversity.	1
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Note: \* The Major Town Centre Event Funding is renamed the Town Centre Events.

Note: \*\* The funding eligibility requirement is matched funding.

### Related Legislation

- Local Government Act 1995 (WA);
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### Related Documentation

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- Community Recreation Plan;
- Town Centre Place Plans;
- Business Booster Guidelines;
- Play Space Strategy;
- Heritage Fund Policy (2008);
- Major Town Centre Events Policy (2012);
- Community Facility Lease and License Policy; and
- Sponsorship of Assets, Services and Activities Policy.

### Document details

**Relevant delegations** Simple Majority required.

**Risk evaluation** Low

**Strategic link** In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Community



## Grants Program Policy

- Goal C1: Create safe and inviting places for people to come together.
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- Theme: Environment and Liveability
- Goal E5: Protect and enhance the City's natural environment and ~~biodiversity~~, and biodiversity and encourage the community to participate in its protection.

Theme: Vibrancy

Goal V3 Activate the City's town and neighbourhood centres.

Goal V4 Support businesses across the City to grow and thrive

<b>Council adoption</b>	28 June 2022	<b>Resolution</b>	10.6.1.3
<b>Next review due</b>	Four years as per OCM 24/08/2021		
<b>Reviewed/modified</b>	[date]	<b>Resolution</b>	[Item no.]
<b>Revision details</b>	[revision no] [description]		



# Grants Program Policy

<b>Responsible Division</b>	Community Services
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## Policy Statement

The City of Bayswater Grants Program is responsive to contributing towards building a strong and inclusive community, support vibrant town centres and make the City a connected, accessible and welcoming destination.

The City of Bayswater Grants Program funding streams are summarised below:

No.	Funding Stream	Summary	No. of Rounds per Financial Year
1	Better Bayswater Grant*	Projects or programs that increase the capacity of organisations to improve community wellbeing (alignment with the City's Access and Inclusion Plan, Reconciliation Action Plan, Local Homelessness Strategy, Youth Action Plan, Age Friendly Strategy and any other relevant plans).	2
2	Community Events Grant	Events that are open to the public and encourage increased activation and connection within the City of Bayswater area.	Open all year round
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4	Community Capital Requests**	To support established community not-for-profit organisations based and operating within the City of Bayswater to improve facilities and infrastructure.	1
5	Heritage Fund*	To assist with the maintenance, conservation and improvement of heritage buildings contained within the City's Heritage List for residential or non-residential properties.	Open all year round
6	Town Centre Events*	Events and activities which attract people to the City of Bayswater town/activity centres.	2
7	Placemaking Grants *	Business and community-led place activation initiatives that contribute to physical character, amenity or activation of a town centre or business located in the City.	1
8	Waterwise Verge Garden	A rebate for residents to create their own native verge plantings to support the Water Corporation's 'Waterwise Greening Scheme.'	1
9	Cloth Nappy Rebate*	The City offers a Cloth Nappy Rebate, with a 50 per cent rebate of up to \$100 for the purchase of modern cloth nappies.	Open all year round
10	Catio Rebate	The City's rebate program provides up to \$500 to support residents to install outdoor enclosed areas for their cats. The aim of the program is to promote cat safety within the City, as well as protect our native biodiversity.	1

Note: \* The funding eligibility requirement is matched funding.

### Related Legislation

- *Local Government Act 1995 (WA);*

- *State Records Act 2000; and*
- *Freedom of Information Act 1992.*

### Related Documentation

- *City of Bayswater Policy Framework;*
- *City of Bayswater Strategic Community Plan;*
- *Delegations Register;*
- *Access and Inclusion Plan;*
- *Reconciliation Action Plan;*
- *Local Homelessness Strategy;*
- *Youth Action Plan;*
- *Age Friendly Strategy;*
- *Community Recreation Plan;*
- *Town Centre Place Plans;*
- *Business Booster Guidelines;*
- *Play Space Strategy;*
- *Heritage Fund Policy (2008);*
- *Major Town Centre Events Policy (2012);*
- *Community Facility Lease and License Policy; and*
- *Sponsorship of Assets, Services and Activities Policy.*

### Document details

<b>Relevant delegations</b>	Simple Majority required.
<b>Risk evaluation</b>	Low
<b>Strategic link</b>	<p>In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:</p> <p>Theme: Community</p> <p>Goal C1: Create safe and inviting places for people to come together.</p> <p>Goal C2: Celebrate multiculturalism, arts and culture by supporting local events and initiatives</p> <p>Goal C3: Maximise the use of the City's facilities and parks by all sections of the community</p> <p>Goal C4: Empower the community by helping them develop social connections.</p> <p>Theme: Environment and Liveability</p>



Goal E5: Protect and enhance the City's natural environment and biodiversity and encourage the community to participate in its protection.

Theme: Vibrancy

Goal V3 Activate the City's town and neighbourhood centres.

Goal V4 Support businesses across the City to grow and thrive

<b>Council adoption</b>	28 June 2022	<b>Resolution</b>	10.6.1.3
<b>Next review due</b>	Four years as per OCM 24/08/2021		
<b>Reviewed/modified</b>	[date]	<b>Resolution</b>	[Item no.]
<b>Revision details</b>	[revision no] [description]		

**10.5.1.4 Policy Review: Edible Gardens Policy**

<b>Responsible Branch:</b>	Parks and Environment
<b>Responsible Directorate:</b>	Infrastructure and Assets
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Current Policy [9.4.1 - 3 pages]</li> <li>2. Amended Policy with Tracked Changes [9.4.2 - 3 pages]</li> <li>3. Draft Pocket and Community Garden Policy [9.4.3 - 3 pages]</li> </ol>

**SUMMARY**

For Council to consider changes to the *Edible Pocket Gardens Policy* and retitled it to become *Pocket and Community Garden Policy*.

**COMMITTEE RECOMMENDATION TO COUNCIL**  
**(OFFICER'S RECOMMENDATION)**

That Council adopts the revised *Edible Pocket Garden Policy* as contained in Attachment 3 to this Report, noting its title being amended to be the *Pocket and Community Garden Policy*.

**BACKGROUND**

The City conducted an assessment to gauge the demand and interest in implementing pocket gardens in accordance with the City's *Edible Pocket Garden Policy* (the policy). Since the policy's adoption, no formal applications have been received or implemented. Although a few locations were established before or at the policy's inception, these were approved verbally and have not been formally managed.

While this policy has many positive aspects, its focus on individual residents applying to the City and forming a garden within current parks and limited modifications to the site may have impacted the applications.

A significant number of local governments in Western Australia have a community garden policy which has a similar objective, however a more detailed approach which can offer a range of options and sizes, supported by a formal structure and management plan.

At the 30 September 2024 Policy Review and Development Committee meeting, officers recommended that the Edible Gardens Policy be repealed. Officers would then submit a new community gardens policy for further consideration.

At the 22 October 2024 (resumed 28 October 2024) Council Meeting, the following resolution was made:

*That Council:*

1. *Retains the Edible Gardens Policy as contained in Attachment 1 to this Report.*
2. *Requests the Chief Executive Officer undertake a further review of the Edible Gardens Policy and submit it to the 25 November 2024 Policy Review and Development Committee for consideration.*

In accordance with Limb 2, officers have undertaken a further review of the policy and have revised the policy to:

- retain the option of the edible pocket garden for residents that wish to apply
- add the Miyawaki Style garden as an option which will allow residents and community groups to plant native trees and lower story native plants including watering for the establishment of the garden
- add the option of community gardens which will allow incorporated local community groups or associations to apply to the City to construct and manage a community-based garden within the City.

## **EXTERNAL CONSULTATION**

No consultation has occurred with the public or other agencies on this matter.

## **OFFICER'S COMMENTS**

Community gardens including edible pocket and Miyawaki forests, are important sites for community connection, urban food production, increase in canopy and environmental education. They also offer a wide range of health, wellbeing, social, cultural, economic and food security benefits for communities. Council has an important role to play in enabling and supporting these types of community interaction sites.

Through this modified policy the City aim to promote the development of community spaces as places where people can meet and work together, build stronger community relationships and learn about sustainable gardening whilst increasing the City's tree canopy and biodiversity.

The City have added two new areas to this policy creating a policy that will provide more options and opportunities for the community as below:

### **1. Edible Pocket Gardens**

The City will continue with the Edible Pocket Gardens to support individuals and neighbours to apply to the City for a portion of the park to practice sustainable living through growing edible plant species, making use of public spaces and supporting more active and engaged communities.

### **2. Miyawaki Forests**

The City will adopt a new process to allow for the establishment of Miyawaki Style Garden on land that Council owns and/or manages. Miyawaki forests are a planting method designed to deliver compact, rapid growth using a palette of local native shrubs and trees. The ultimate garden for wildlife, the City will support community groups who wish to implement this type of garden.

### **3. Community Gardens**

Where Incorporated or formally established Community Groups have expressed their ongoing commitment to the establishment of a community garden on Council owned land, Council will support appropriately located, designed, managed, and resourced community gardens.

## **LEGISLATIVE COMPLIANCE**

Nil.

## RISK MANAGEMENT CONSIDERATION

In accordance with the City's Risk Management Framework, the officer's recommendation has been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Impact Category	Appetite	Risk Rating
Workplace, Health, and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Low
Strategic Risk	SR07 - Unethical or inadequate governance and/or decision-making.	

## FINANCIAL IMPLICATIONS

There are no financial implications associated with this Report.

## STRATEGIC IMPLICATIONS

The City has strategies and policies in place to protect the environment and where possible, protecting and retaining existing trees assists with decreasing the urban heat island effect.

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme:	Leadership and Governance
Goal L4:	Communicate in a clear and transparent way.
	Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

## CONCLUSION

It is recommended that the changes to the *Edible Pocket Gardens Policy* including the title of the policy is adopted.



# Edible Pocket Gardens Policy

<b>Responsible Division</b>	Technical Services
<b>Responsible Business Unit</b>	Sustainable Environment
<b>Responsible Officer</b>	Manager Sustainability and Environment
<b>Affected Business Units</b>	Parks and Gardens; Sustainable Environment
<b>ECM Document Set ID</b>	[ECM document set ID]

## Purpose

To support residents using a portion of their local park as an 'edible pocket garden' to promote greening and sustainability initiatives throughout the City.

## Definitions

For the purpose of this policy, an '**edible pocket garden**' is defined as a green space that:

- a) Is on City owned or managed land;
- b) Is managed by residents or the local community;
- c) The fundamental activity is the production of consumable plants for use by the community; and
- d) Is not a formal community garden.

## Policy Statement

Where appropriate, the City will support growing appropriate fruit trees or edible plants in an Edible Pocket Garden within parks and reserves in the City of Bayswater.

Edible pocket gardens will be supported by the City of Bayswater if the following conditions are met:

1. A suitable site is identified to the satisfaction of the City.
2. A resident gains approval to grow the edible trees or 'edible pocket garden' prior to undertaking any works.
3. The 'edible pocket garden' does not require significant changes to the park or reserve landscaping requirements and is complementary to the present and future objectives of the site.
4. The site is prepared and maintained by the resident to the satisfaction of the City.
5. If an edible pocket garden is considered by the City to pose a safety hazard or is poorly maintained, the City can request the resident to undertake works to meet the requirements of this policy. If these requests cannot be met the City may remove the garden.
6. 'Edible pocket gardens' built prior to the adoption of this policy do not need to seek retrospective approval, however will need to meet the other ongoing requirements of this policy.

**Edible Pocket Gardens Policy**

7. Residents are required to meet the 'edible pocket garden' guidelines; which may be modified from time-to-time.

**Related Legislation**

Nil.

**Related Documentation**

Edible Pocket Garden Guidelines

**Document details**

<b>Relevant delegations</b>	[list]		
<b>Risk evaluation</b>	[low/moderate/high/extreme]		
<b>Strategic link</b>	[link to Strategic Community Plan]		
<b>Council adoption</b>	[date]	<b>Resolution</b>	[item no.]
<b>Next review due</b>	[date]		
<b>Reviewed/modified</b>	[date]	<b>Resolution</b>	[item no.]
<b>Revision details</b>	[description]		



**Edible Pocket Gardens Policy**

Current policy

# City of Bayswater Pocket and Community Garden PolicyEdible Pocket Gardens Policy



Responsible Division	<u>Infrastructure and Assets</u> <del>Technical Services</del>
Responsible Business Unit	<u>Parks and Environment</u> <del>Sustainable Environment</del>
Responsible Officer	<u>Manager Parks and Environment</u> <del>Manager Sustainability and Environment</del>
Affected Business Units	Parks and Gardens; Sustainable Environment; <u>Community Services</u> <u>Governance and Strategy; Corporate Services</u>
ECM Document Set ID	[ECM document set ID]

## Purpose

The City recognises gardening as a valuable activity that builds strong community relationships, contributes to the communities health and wellbeing and provides a range of environmental, social and educational benefits.

The purpose of this policy is to support residents and community groups that wish to use a portion using a portion of the City's parks and gardens as an 'Edible pocket garden', 'Community Garden' or 'Miyawaki Style Garden' of their local park as an 'edible pocket garden' to promote greening and sustainability initiatives throughout the City.

## Definitions

For the purpose of this policy, an

- 'Edible pocket garden' is defined as a green space that:

- a) Is on City owned or managed land;
- b) Is managed by residents or the local community;
- c) The fundamental activity is the production of consumable plants for use by the community; and
- d) Is not a formal community garden.

- 'Miyawaki Style Garden' is defined as a green space that:

- a) Is on City owned or managed land;
- b) Is managed by residents or the local community for the first 3 years through the establishment period;
- c) The fundamental activity is the planting of native trees and some lower story native plants; and
- d) Is not a formal community garden.



## Pocket and Community Garden Policy~~Edible Pocket Gardens Policy~~

- **'Community Garden'** is defined as a green space that:

- a) Is on City owned or managed land;
- b) Is managed by an incorporated local community group or association;
- c) The fundamental activity is the production of consumable plants for use by the community and members of the Community Group; and
- d) Is a formal community garden with an agreement with the City.

### Policy Statement

Where appropriate, the City will support growing native trees and plants within an approved Miyawaki Style Garden and also support growing appropriate fruit trees or edible plants in an Edible Pocket Garden and Community Garden within parks and reserves in the City of Bayswater.

Guidance on the establishment and management of community gardens is provided in the 'Edible Pocket, Miyawaki Style and Community Garden Guidelines'. The Guidelines provide further detail and requirement's that are necessary to gain approval in addition to the below:~~Edible pocket gardens will be supported by the City of Bayswater if the following conditions are met:~~

- 1.a. A suitable site is identified to the satisfaction of the City.
- 2.b. A resident gains all approvals to grow the edible trees or 'edible pocket garden' prior to undertaking any works.
- 3.c. The 'edible pocket garden' or Miyawaki style garden does not require significant changes to the park or reserve landscaping requirements and is complementary to the present and future objectives of the site.
- 4.d. The site is prepared and maintained by the resident/s or community group to the satisfaction of the City.
- 5.e. If any edible pocket garden is considered by the City to pose a safety hazard or is poorly maintained, the City can request the resident to undertake works to meet the requirements of this policy. If these requests cannot be met the City may remove the garden.
- 6.f. Approved edible pocket or community gardens~~'Edible pocket gardens'~~ built prior to the adoption of this policy do not need to seek retrospective approval, however will need to meet the other ongoing requirements of this policy.
- g. Residents are required to meet the Edible Pocket, Miyawaki Style and Community Garden Guidelines~~'edible pocket garden' guidelines~~; which may be modified from time-to-time.
- h. Community gardens must be registered to an incorporated community group or incorporated not-for-profit organisation.
- i. Edible pocket gardens or Miyawaki style gardens can be requests from residents, owners or community groups.
- j. A risk and safety assessment, management plan and rules of use for the garden must be prepared in conjunction with the City



**Pocket and Community Garden Policy**~~Edible Pocket Gardens~~**Policy**

- k. For a Community Garden a draft license agreement will be prepared by the City and agreed to before commencement of Community Garden.
- l. Edible pocket gardens or Miyawaki style gardens do not require a licence agreement, however agreements shall be in the form of a written letter to the applicant.

7.

**Related Legislation**

Nil.

**Related Documentation**

Edible Pocket, Miyawaki Style and Community Garden Guidelines

~~Edible Pocket Garden Guidelines~~

**Document details**

Relevant delegations	<u>Nil.</u> <del>[list]</del>		
Risk evaluation	<u>Low</u> <del>[low/moderate/high/extreme]</del>		
Strategic link	[link to Strategic Community Plan]		
Council adoption	[date]	Resolution	[item no.]
Next review due	[date]		
Reviewed/modified	[date]	Resolution	[item no.]
Revision details	[description]		



# Pocket and Community Garden Policy

<b>Responsible Division</b>	Infrastructure and Assets
<b>Responsible Business Unit</b>	Parks and Environment
<b>Responsible Officer</b>	Manager Parks and Environment
<b>Affected Business Units</b>	Parks and Gardens; Sustainable Environment; Community Services Governance and Strategy; Corporate Services
<b>ECM Document Set ID</b>	[ECM document set ID]

## Purpose

The City recognises gardening as a valuable activity that builds strong community relationships, contributes to the communities health and wellbeing and provides a range of environmental, social and educational benefits.

The purpose of this policy is to support residents and community groups that wish to use a portion of the City's parks and gardens as an 'Edible pocket garden', 'Community Garden' or 'Miyawaki Style Garden' to promote greening and sustainability initiatives throughout the City.

## Definitions

For the purpose of this policy:

**'Edible Pocket Garden'** is defined as a green space that:

- a) Is on City owned or managed land;
- b) Is managed by residents or the local community;
- c) The fundamental activity is the production of consumable plants for use by the community; and
- d) Is not a formal community garden.

**'Miyawaki Style Garden'** is defined as a green space that:

- a) Is on City owned or managed land;
- b) Is managed by residents or the local community for the first 3 years through the establishment period;
- c) The fundamental activity is the planting of native trees and some lower story native plants; and
- d) Is not a formal community garden.

**'Community Garden'** is defined as a green space that:

- a) Is on City owned or managed land;
- b) Is managed by an incorporated local community group or association;
- c) The fundamental activity is the production of consumable plants for use by the community and members of the Community Group; and

- d) Is a formal community garden with an agreement with the City.

### Policy Statement

Where appropriate, the City will support growing native trees and plants within an approved Miyawaki Style Garden and also support growing appropriate fruit trees or edible plants in an Edible Pocket Garden and Community Garden within parks and reserves in the City of Bayswater.

Guidance on the establishment and management of community gardens is provided in the '*Edible Pocket, Miyawaki Style and Community Garden Guidelines*'. The Guidelines provide further detail and requirement's that are necessary to gain approval in addition to the below:

- a) A suitable site is identified to the satisfaction of the City.
- b) A resident gains all approvals prior to undertaking any works.
- c) The edible pocket garden or Miyawaki style garden does not require significant changes to the park or reserve landscaping requirements and is complementary to the present and future objectives of the site.
- d) The site is prepared and maintained by the resident/s or community group to the satisfaction of the City.
- e) If any garden is considered by the City to pose a safety hazard or is poorly maintained, the City can request the resident to undertake works to meet the requirements of this policy. If these requests cannot be met the City may remove the garden.
- f) Approved edible pocket or community gardens built prior to the adoption of this policy do not need to seek retrospective approval, however will need to meet the other ongoing requirements of this policy and the guidelines
- g) Residents are required to meet the Edible Pocket, Miyawaki Style and Community Garden Guidelines'; which may be modified from time-to-time.
- h) Community gardens must be registered to an incorporated community group or incorporated not-for-profit organisation,
- i) Edible pocket gardens or Miyawaki style gardens can be requests from residents, owners or community groups.
- j) A risk and safety assessment, management plan and rules of use for the garden must be prepared in conjunction with the City
- k) For a Community Garden a draft license agreement will be prepared by the City and agreed to before commencement of Community Garden.
- l) Edible pocket gardens or Miyawaki style gardens do not require a licence agreement, however agreements shall be in the form of a written letter to the applicant.

### Related Legislation

Nil.

### Related Documentation

**Pocket and Community Garden Policy**

Edible Pocket, Miyawaki Style and Community Garden Guidelines

**Document details**

Relevant delegations	Nil		
Risk evaluation	Low		
Strategic link	[link to Strategic Community Plan]		
Council adoption	[date]	Resolution	[item no.]
Next review due	[date]		
Reviewed/modified	[date]	Resolution	[item no.]
Revision details	[description]		

**10.5.1.5 Policy Review: Land Acquisition and Disposal**

<b>Responsible Branch:</b>	Property & Economic Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	Attachment 1 – Current Policy Current Attachment 2 – Proposed Changes to Policy Attachment 3 – Final Policy with changes
<b>Refer:</b>	OCM: 27.06.2017 OCM: 23.06.2020

**SUMMARY**

To consider updated amendments to the *Land Acquisition and Disposal Policy*.

**OFFICER'S RECOMMENDATION**

That Council adopts the revised *Land Acquisition and Disposal Policy* as contained in **Attachment 3** to this Report.

**COMMITTEE RECOMMENDATION TO COUNCIL**

That Council adopts the revised *Land Acquisition and Disposal Policy* as contained in **Attachment 3** to this Report, subject to the following amendments;

1. Policy statement 8, paragraph 2, the words "and reduce" be inserted prior to the words "dependence on rates".

**BACKGROUND**

The landscape of land acquisition and land management is continuously evolving to address shifts in community needs, environmental priorities, and legislative reforms.

The City's *Land Acquisition and Disposal Policy* (the policy) must be updated to align with current legal frameworks, ensuring compliance with new regulations and reflecting changes in property outcomes and community expectations.

The purpose of the policy is to provide framework and principles for the land management of City owned and controlled land assets, to secure the 'highest and best' use of those assets and achieve positive economic, planning, community or environmental outcomes.

The City's continuing need to increase the ratio of non-rates income to total income. In this context, the policy remains relevant as a means for the City to generate income via lease rental fees, sale of property and/or new rates income.

**EXTERNAL CONSULTATION**

No consultation has yet occurred with the public on this matter.

**OFFICER'S COMMENTS**

Land Acquisition and Disposal strategy requires a forward-looking approach, balancing economic development with sustainable land use. Updating this policy facilitates a transparent, equitable process that meets both government and stakeholder expectations, promoting responsible land development and minimising the risk.

By staying current with legislative changes and adapting to best practices in land management, the City can navigate complex acquisition processes effectively, supporting the broader objectives of economic growth and community stewardship.

The following revisions are proposed to the *Land Acquisition and Disposal Policy*:

Revision	Rationale
<b>Purpose</b>	
Slight alterations to wording purpose	Proposed wording adjustments to ensure alignment with the City's strategic direction.
<b>Introduction</b>	
Clarification of the City's role in managing, acquiring, and disposing of land to generate revenue including the adding of; <ul style="list-style-type: none"> <li>City's role in management, acquisition and disposal of land</li> <li>Maximising financial returns.</li> </ul>	Recommended modifications to enhance understanding of City's role in land management and financial objective of disposals.
<b>Property Classification</b>	
Clear guidelines on the use of the land asset register, including information on asset designation, purpose, and utilisation. <ul style="list-style-type: none"> <li>Changes to wording with land asset register use and purpose</li> <li>Changes to wording around property function.</li> </ul>	This modification is recommended to ensure there is no ambiguity on property clarifications and land use.
<b>Acquisition Considerations</b>	
Minor rewording to Policy Statement 2 and 3 reflecting current considerations and clearer community objective wording.	Recommended modifications to wording to reflect current acquisition outcome considerations.
<b>Disposal Considerations</b>	
Clearer wording on disposal methods and consideration of decision-making assessment of City land.	Ensure relevancy by adhering to necessary frameworks and City's strategic direction.
<b>Financial</b>	
Revisions to the wording of financial outcome objectives and clarification of the Council's role in disposal approvals. <ul style="list-style-type: none"> <li>Rewording of revenue and allocation of fund use.</li> </ul>	Ensure relevancy by adhering to necessary frameworks and City's strategy direction and recognising the Council's role in ensuring regulatory financial compliance.

The current policy is provided in **Attachment 1**. A copy of the revised policy, with amendments shown in 'tracked changes' is provided in **Attachment 2**. The final version of the proposed updated policy is provided in **Attachment 3**.

The proposed changes are largely clarifications and are outlined in the attached. The City does not consider the changes to be material in nature.

The objectives of the policy have been clarified slightly, though most remain consistent with those identified in the current version of the policy.

Other changes relate to procedural updates and slight wording changes.

## LEGISLATIVE COMPLIANCE

Any future disposals (by sale or lease) will be subject to the *Local Government Act 1995*, including Section 3.58.

Where appropriate due to the value of a transaction, an acquisition or disposal may also be subject to Section 3.59 of the *Local Government Act 1995*.

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Medium
Reputation and Stakeholders	Medium	Medium
Service Delivery	Medium	Medium
Environment	Low	Low
Governance and Compliance	Low	Medium
Strategic Risk	SR02 - Failure to strategically plan, deliver and maintain infrastructure and assets.  SR06 - City does not have the adequate financial capacity to deliver planned services and maintain assets.	

## FINANCIAL IMPLICATIONS

Nil.

## STRATEGIC IMPLICATIONS

The *Land Acquisition and Disposal Policy* is intended to provide guidance, direction and improved management practices of the City's portfolio to align to both strategic and corporate objectives and addressed identified risks.

In accordance with the City of Bayswater Strategic Community Plan 2021-2031 (as amended), the following applies:

Theme: Leadership and Governance

Goal L2: Plan and deliver projects and services in a sustainable way.  
Work together to deliver the best outcomes for the community by managing our resources in a financially sustainable way.

## CONCLUSION

In view of the above, it is recommended that Council adopts the modified *Land Acquisition and Disposal Policy*.



# Land Acquisition and Disposal Policy



Responsible Division	Community and Development
Responsible Business Unit/s	Strategic Planning and Place
Responsible Officer	Manager Strategic Planning and Place
Affected Business Unit/s	Whole of organisation

## Purpose

To provide a framework to achieve the efficient and accountable retention, development, acquisition and disposal of City of Bayswater land and property for community benefit.

## Objectives

The objectives of this policy are to:

- Ensure that required services are provided from the most appropriate locations.
- Set out the principles and framework for the retention, development, acquisition and disposal of property.
- Enable action of strategic acquisition, development and disposal opportunities.
- Ensure effective use of the Strategic Land Acquisition Reserve funds.

## Introduction

The City of Bayswater manages, acquires and disposes of land and property to support the delivery of services to the community and the financial performance of the organisation. Optimising the social and financial return from the City's property assets will also assist the City to reduce its reliance on rate revenue, meet community needs and expand its income-earning potential from alternative sources.

This policy acknowledges that land and property assets place an important role in realising the City's vision and the aspirations of the community as identified in its Strategic Community Plan.

## Policy Details

### Principles for the Management of Land and Property Assets:

1. Ensure the City has access to and control of land assets to be able to deliver, now and into the future, the necessary services and facilities for the community.
2. Increase the City's revenue from property investment acquisition to reduce the burden of rates and fees and charges on landowners and residents.
3. Consider disposal of properties that are not capable of continuing to provide a service, an alternate function or purpose, or a financial return.

These principles are detailed in the below sections.

## 1. Property Classification

*Policy Statement 1: The City shall prepare, maintain and integrate a register which outlines the attributes of its land asset including, the nature of ownership, way in which the land is used, and the purpose of the property as described in the Property Asset Classification Table.*

These property classifications describe the nature of ownership, the way in which the land is used, and the purpose the property and land asset performs. The 'function' reflects the current use of the property, whilst the 'purpose' is the reason that the City holds the asset, which may not always reflect its current use.

It is noted that properties may fit into a number of 'function' classifications. For example, the properties comprising The RISE, Maylands have 'civic', 'community', 'commercial' and 'open space' functions.

### Property Asset Classification Table

	Classification	Description
<b>Tenure</b>	T1. Freehold	<ul style="list-style-type: none"> <li>Land owned by the City or another entity, either vacant or with built infrastructure.</li> <li>The use is subject to the zoning of the land identified in the appropriate Planning Scheme.</li> <li>The land is capable of being sold by the City for financial return if appropriate.</li> </ul>
	T2. Reserve	<ul style="list-style-type: none"> <li>State Government land that the City has care and control via a management order (vesting) for a particular purpose in the public interest.</li> <li>The land cannot be sold by the City for financial return – can be sold by the Crown where it is no longer required for a public purpose.</li> </ul>
<b>Function</b>	F1. Civic	<ul style="list-style-type: none"> <li>Properties from which services are provided directly by the City.</li> <li>Portions of the property may be hired to a third party.</li> </ul>
	F2. Community	<ul style="list-style-type: none"> <li>Properties from which community groups, sporting and recreational groups, and funded not-for-profit activities or services are provided on behalf of the City or for the broader benefit of the community.</li> <li>The property may include both freehold and Crown Land vested in the City.</li> </ul>
	F3. Commercial	<ul style="list-style-type: none"> <li>Properties from which independent commercial activities are or can be conducted.</li> <li>The property may be leased to a third party.</li> </ul>
	F4. Residential	<ul style="list-style-type: none"> <li>Properties which are primarily used to provide residential accommodation.</li> <li>The property may be leased to a third party.</li> </ul>
	F5. Open Space	<ul style="list-style-type: none"> <li>The property is held by the City for the purpose of providing parks and nature reserves or similar.</li> <li>The property may be freehold or Crown Land vested in the City.</li> <li>Portions of the property may be leased to a third party.</li> </ul>

	F6. Utility	<ul style="list-style-type: none"> <li>Properties used by the City for the provision of essential infrastructure for example; water management, road reserves, parking, telecommunications, public access, etc.</li> </ul>
<b>Purpose</b>	P1. Service	<ul style="list-style-type: none"> <li>The property is adequately delivering on its current use and held to continue to provide community benefit.</li> </ul>
	P2. Strategic	<ul style="list-style-type: none"> <li>The property may not be adequately delivering on current use but it has another future proposed use.</li> <li>The property may be part of, or have the capacity to influence, a future economic development, planning, or redevelopment projects.</li> </ul>
	P3. Investment	<ul style="list-style-type: none"> <li>The property is held for the primary purpose of generating income for the City or for its capital appreciation potential.</li> <li>The property may be leased to a third party, generally on a commercial basis.</li> <li>The property may be the subject of a partnership with government or private sector to maximise its financial return.</li> </ul>
	P4. Potential Disposal	<ul style="list-style-type: none"> <li>The property has been determined not to be suitable for an alternate purpose (service, strategic or investment).</li> <li>Further investigations, works and/or community engagement may be required prior to its disposal.</li> </ul>

## 2. Acquisition Considerations

*Policy Statement 2: In considering the acquisition of freehold land for strategic or investment purposes, the following considerations are to guide decision making:*

Strategic Objectives - The acquisition of land aligns with the City's strategic objectives and plans, such as:

- aligning with the City's Strategic Community Plan, Corporate Business Plan, and Long Term Financial Plan;
- contributing to making the City more sustainable socially, environmentally and/or financially; and/or
- responding to endorsed and published City strategies or policies.

Community – The property will provide the current or future opportunity to improve service delivery or consolidate user groups in an improved or better shared facility.

Strategic - The acquisition provides an opportunity to contribute to economic activation of the City immediately or in the future or partner with government or private industry.

Financial - There is an immediate return through an income stream from tenants and/or there is potential for long term development. The whole of life costs have been considered.

Land Swap - The acquisition provides an opportunity to undertake a land swap with another agency in order to:

- reduce red tape associated with statutory processes;
- reduce direct and indirect costs associated with purchase;
- facilitate project delivery.

Acquisition Impacts – The acquisition considers possible foreseeable impacts including, but not limited to:

- on the existing tenants or users;
- the positive or negative implications for surrounding properties; and/or
- the City's reputation.

*Policy Statement 3: All property acquisitions are to be undertaken in accordance with the relevant provisions of the Local Government Act 1995 and associated regulation.*

### 3. Disposal Considerations

*Policy Statement 4: In considering the disposal or transfer of freehold land by sale or otherwise from the City, the considerations are to guide decision making:*

Strategic Objectives - The disposal of the land aligns with the City's strategic objectives and plans, such as:

- aligning with the City's Strategic Community Plan, Corporate Business Plan, and Long Term Financial Plan;
- contributing to making the City more sustainable socially, environmentally and/or financially; and/or
- responding to endorsed and published City strategies or policies.

Alternate Community Use - The property is not suitable for a current or future civic, community or open space use because of its location, size, characteristics, or surrounding land use.

Financial Outcomes – The disposal will provide funds to build the City's alternative revenue stream and an analysis has concluded it is preferable to an alternative development or partnership opportunity.

Disposal Impacts – The disposal considers possible foreseeable impacts such as:

- the displacement of existing tenants or users;
- the positive or negative implications for surrounding properties; and/or
- the City's reputation.

*Policy Statement 5: All property disposals are to be undertaken in accordance with the relevant provisions of the Local Government Act 1995 and associated regulation.*

### 4. Financial

*Policy Statement 6: The proceeds of disposal by sale of property assets are to be deposited in the City's Strategic Land Acquisition Reserve.*

*Policy Statement 7: The funds in the Strategic Land Acquisition Reserve should be used to acquire land for strategic or investment purposes.*

*Policy Statement 8: Where the use of financing for a strategic or investment acquisition, the debt to be repaid from the proceeds of the asset that generates the revenue.*

To achieve the principle of increasing the City's revenue from property investment to reduce the reliance on rates and fees and charges income, it is necessary to dedicate funds to build a commercial portfolio. Using the funds from property disposals for operating expenses or other capital projects may have a short term benefit but will not be sustainable in the long term. The returns on investment property will provide an enduring source of funding to support the City's service and infrastructure provision.

## Related Documentation

This policy will be supported by management practices and processes as required.

## Related Legislation

Adopted under Part 2, Division 2, s. 2.7(2) of the Local Government Act 1995.

This policy is prepared in accordance with the Local Government Act 1995.

Relevant Delegations	NIL			
Risk Evaluation				
The City Adoption	23 June 2020			
Reviewed / Modified				

# Land Acquisition and Disposal Policy

<b>Responsible Division</b>	Community and Development Office of the CEO
<b>Responsible Business Unit/s</b>	Strategic Planning and Place Property and Economic Development
<b>Responsible Officer</b>	Manager Strategic Planning and Place Manager Property and Economic Development
<b>Affected Business Unit/s</b>	Whole of organisation

## Purpose

To provide **establish** a framework to achieve **that ensures** the efficient, **transparent** and accountable **responsible** retention, development, acquisition and disposal of City of Bayswater land and property **assets** for the **benefit for community** benefit.

## Objectives

The objectives of this policy are to:

- Ensure that required **City** services are provided from the most appropriate locations.
- Set out the principles and framework for the retention, development, acquisition and disposal of property.
- Enable action of strategic acquisition, development and disposal opportunities.
- Ensure effective use of the Strategic **Property** Land Acquisition Reserve funds.

## Introduction

The City of Bayswater **oversees the management, acquisition, and disposal** manages, acquires and disposes of land and property to support **enhance** the delivery of services **service delivery** to the community and the financial performance of the organisation **strengthen the organisation's financial performance**. Optimising **Maximising** the social and financial returns on the City's property assets **will also assist the City to reduce its** supports a reduced reliance on rate revenue, meet community needs, and expand its income-earning potential from alternative sources.

This policy acknowledges **recognises** that **the vital role** of land and property assets play an important role in **realising in achieving** the City's vision and the aspirations **fulfilling the aspirations** of the community as identified in its **outlined in the** Strategic Community Plan.

## Policy Details

### Principles for the Management of Land and Property Assets

1. Ensure the City has access to and control of land assets to be able to deliver, now and into the future, the necessary services and facilities for the community.

2. Increase the City's revenue from property investment acquisition to reduce the burden of rates and fees and charges on landowners and residents.
3. Consider ~~Evaluate the disposal of properties that are not capable of continuing to provide a service, can no longer deliver essential services, serve~~ an alternate function or purpose, or a ~~generate a financial return and seek Council support for this initiative.~~

These principles are detailed in the below sections.

## 1. Property Classification

*Policy Statement 1: The City shall ~~prepare~~ **establish**, maintain and integrate a **comprehensive** register **delineating** ~~which outlines the attributes of its land assets. including, This register will include information on the nature of ownership, current land usage way in which the land is used, and the purpose designated purpose of each the property as described specified~~ in the Property Asset Classification Table.*

These property classifications describe ~~delineate~~ the nature of ownership ~~nature~~, the way in which the land is used, and the purpose the property and land asset performs ~~land use, and the intended role of each property and asset~~. The 'function' reflects ~~represents~~ the current use of the property, whilst the 'purpose' is the reason that ~~signifies~~ the City's ~~underlying reason for holding~~ the asset, which ~~may not always reflect its current use may differ from its present utilisation.~~

~~It is noted that properties may fit into a number of~~ **Properties may align with multiple** 'function' classifications; ~~For example for instance, the properties comprising The RISE in Maylands have encompasses~~ 'civic', 'community', 'commercial' and 'open space' functions.

### Property Asset Classification Table

	Classification	Description
<b>Tenure</b>	T1. Freehold	<ul style="list-style-type: none"> <li>Land owned by the City or another entity, either vacant or with built infrastructure.</li> <li>The use is subject to the zoning of the land identified in the appropriate Planning Scheme.</li> <li>The land is capable of being sold by the City for financial return if appropriate.</li> </ul>
	T2. Reserve	<ul style="list-style-type: none"> <li>State Government land that the City has care and control via a management order (vesting) for a particular purpose in the public interest.</li> <li>The land cannot be sold by the City for financial return – can be sold by the Crown where it is no longer required for a public purpose.</li> </ul>
<b>Function</b>	F1. Civic	<ul style="list-style-type: none"> <li>Properties from which services are provided directly by the City.</li> <li>Portions of the property may be hired to a third party.</li> </ul>
	F2. Community	<ul style="list-style-type: none"> <li>Properties from which community groups, sporting and recreational groups, and funded not-for-profit activities or services are provided on behalf of the City or for the broader benefit of the community.</li> <li>The property may include both freehold and Crown Land vested in the City.</li> </ul>
	F3. Commercial	<ul style="list-style-type: none"> <li>Properties from which independent commercial activities are or can be conducted.</li> </ul>

		<ul style="list-style-type: none"> <li>The property may be leased to a third party.</li> </ul>
	F4. Residential	<ul style="list-style-type: none"> <li>Properties which are primarily used to provide residential accommodation.</li> <li>The property may be leased to a third party.</li> </ul>
	F5. Open Space	<ul style="list-style-type: none"> <li>The property is held by the City for the purpose of providing parks and nature reserves or similar.</li> <li>The property may be freehold or Crown Land vested in the City.</li> <li>Portions of the property may be leased to a third party.</li> </ul>
	F6. Utility	<ul style="list-style-type: none"> <li>Properties used by the City for the provision of essential infrastructure for example; water management, road reserves, parking, telecommunications, public access, etc.</li> </ul>
<b>Purpose</b>	P1. Service	<ul style="list-style-type: none"> <li>The property is adequately delivering on its current use and held to continue to provide community benefit.</li> </ul>
	P2. Strategic	<ul style="list-style-type: none"> <li>The property may not be adequately delivering on current use but it has another future proposed use.</li> <li>The property may be part of, or have the capacity to influence, a future economic development, planning, or redevelopment projects.</li> </ul>
	P3. Investment	<ul style="list-style-type: none"> <li>The property is held for the primary purpose of generating income for the City or for its capital appreciation potential.</li> <li>The property may be leased to a third party, generally on a commercial basis.</li> <li>The property may be the subject of a partnership with government or private sector to maximise its financial return.</li> </ul>
	P4. Potential Disposal	<ul style="list-style-type: none"> <li>The property has been determined not to be suitable for an alternate purpose (service, strategic or investment).</li> <li>Further investigations, works and/or community engagement may be required prior to its disposal.</li> </ul>

## 2. Acquisition Considerations

*Policy Statement 2: In-considering **The acquisition of freehold land for strategic or investment purposes shall be guided by** the following considerations ~~are to guide decision making~~:*

**Strategic Objectives** - *The acquisition of land aligns with the City's strategic objectives and plans, such as:*

- aligning with the City's Strategic Community Plan, Corporate Business Plan, and Long Term Financial Plan;*
- contributing to making the City more sustainable socially, environmentally and/or financially; and/or*
- responding to endorsed and published City strategies or policies.*



Community – The property will ~~provide~~ offer the current or future opportunity~~ies~~ to improve ~~enhance~~ service delivery or consolidate user groups ~~in an improved~~ within an updated or better shared facility.

Strategic - The acquisition provides an opportunity to contribute to economic activation of the City immediately or in the future or partner with government or private industry.

Financial - There is an immediate return through an income stream from tenants and/or there is potential for long term development. The whole of life costs have been considered.

Land Swap - The acquisition provides an opportunity to undertake a land swap with another agency in order to:

- reduce red tape associated with statutory processes;
- reduce direct and indirect costs associated with purchase;
- facilitate project delivery.

Acquisition Impacts – The acquisition considers possible foreseeable impacts including, but not limited to:

- on the existing tenants or users;
- the positive or negative implications for surrounding properties; and/or
- the City's reputation.

Policy Statement 3: All property acquisitions ~~are to be undertaken in accordance with the relevant~~ must adhere to the applicable provisions of the Local Government Act 1995 and associated regulations.

### 3. Disposal Considerations

Policy Statement 4: : In considering ~~The following considerations shall guide the decision-making when assessing the disposal or transfer of freehold land by sale or otherwise from the City, the considerations are to guide decision-making~~ whether by sale or other methods:

Strategic Objectives - The disposal of the land aligns with the City's strategic objectives and plans, such as:

- aligning with the City's Strategic Community Plan, Corporate Business Plan, and Long Term Financial Plan;
- contributing to making the City more sustainable socially, environmentally and/or financially; and/or
- responding to endorsed and published City strategies or policies.

Alternate Community Use - The property is not suitable for a current or future civic, community or open space use because of its location, size, characteristics, or surrounding land use.

Financial Outcomes – The disposal will ~~provide~~ generate funds to ~~build~~ establish the City's alternative revenue stream, and an analysis has ~~concluded it is preferable~~ determined that this approach is more advantageous than pursuing to an alternative development or partnership opportunity.

Disposal Impacts – The disposal considers possible foreseeable impacts such as:

- the displacement of existing tenants or users;
- the positive or negative implications for surrounding properties; and/or
- the City's reputation.

Policy Statement 5: All property disposals are to be undertaken in accordance with the relevant provisions of the Local Government Act 1995 and associated regulation.

#### 4. Financial

*Policy Statement 6: The proceeds of disposal by sale of property assets are to be deposited in the City's Strategic **Property** Land Acquisition Reserve.*

*Policy Statement 7: The funds in the Strategic **Property** Land Acquisition Reserve should be used to acquire land for strategic or investment purposes.*

*Policy Statement 8: **In the first instance, the debt will be repaid using income generated, with any additional required funds sourced from alternative avenues. Where the use of financing for a strategic or investment acquisition, the debt to be repaid from the proceeds of the asset that generates the revenue.***

To achieve **support** the principle of increasing the City's revenue from property investment to reduce the **and reliance dependence** on rates and fees and charges income, it is necessary to **dedicate essential to allocate funds for future developments, with Council support being instrumental achieving this.** to build a commercial portfolio. Using the funds **The utilisation of proceeds** from property disposals **provides advantages of profitable returns that, in turn, supports the City's service delivery and infrastructure projects.** for operating expenses or other capital projects may have a short term benefit but will not be sustainable in the long term. The returns on investment property will provide an enduring source of funding to support the City's service and infrastructure provision.

#### Related Documentation

This policy will be supported by management practices and processes as required.

#### Related Legislation

Adopted under **pursuant to** Part 2, Division 2, s. 2.7(2) of the *Local Government Act 1995*.

This policy is **has been developed** prepared in accordance **compliance with the provisions outlined in** with **the** *Local Government Act 1995*.

#### Document details

Relevant delegations	Nil.		
Risk evaluation	Low		
Strategic link	[link to Strategic Community Plan]		
Council adoption	23 June 2020	Resolution	[item no.]
Next review due	[date]		
Reviewed/modified	[date]	Resolution	[item no.]
Revision details	[description]		



# Land Acquisition and Disposal Policy



<b>Responsible Division</b>	Office of the CEO
<b>Responsible Business Unit</b>	Property and Economic Development
<b>Responsible Officer</b>	Manager Property and Economic Development
<b>Affected Business Units</b>	Whole of Organisation
<b>ECM Document Set ID</b>	

## Purpose

To establish a framework that ensures the efficient, transparent and responsible retention, development, acquisition and disposal of City of Bayswater land and property assets for the benefit for community.

## Objectives

The objectives of this policy are to:

- Ensure that required City services are provided from the most appropriate locations.
- Set out the principles and framework for the retention, development, acquisition and disposal of property.
- Enable action of strategic acquisition, development and disposal opportunities.
- Ensure effective use of the Strategic Property Reserve funds.

## Introduction

The City of Bayswater oversees the management, acquisition, and disposal of land and property to enhance the service delivery to the community and strengthen the organisation's financial performance. Maximising the social and financial returns on the City's property assets supports a reduced reliance on rate revenue, meet community needs, and expand its income potential from alternative sources.

This policy recognises the vital role of land and property assets in achieving the City's vision and fulfilling the aspirations outlined in the Strategic Community Plan.

## Policy Details

### Principles for the Management of Land and Property Assets

1. Ensure the City has access to and control of land assets to be able to deliver, now and into the future, the necessary services and facilities for the community.
2. Increase the City's revenue from property investment acquisition to reduce the burden of rates and fees and charges on landowners and residents.

3. Evaluate the disposal of properties that can no longer deliver essential services, serve an alternate function or purpose, or a generate a financial return and seek Council support for this initiative.

These principles are detailed in the below sections.

### 1. Property Classification

*Policy Statement 1: The City shall establish, maintain and integrate a comprehensive register detailing the attributes of its land assets. This register will include information on the nature of ownership, current land usage and the designated purpose of each property as specified in the Property Asset Classification Table.*

These property classifications delineate ownership nature, land use, and the intended role of each property and asset. The 'function' represents the current use, whilst the 'purpose' signifies the City's underlying reason for holding the asset, which may differ from its present utilisation.

Properties may align with multiple 'function' classifications; for instance, The RISE in Maylands encompasses 'civic', 'community', 'commercial' and 'open space' functions.

#### Property Asset Classification Table

	Classification	Description
<b>Tenure</b>	T1. Freehold	<ul style="list-style-type: none"> <li>Land owned by the City or another entity, either vacant or with built infrastructure.</li> <li>The use is subject to the zoning of the land identified in the appropriate Planning Scheme.</li> <li>The land is capable of being sold by the City for financial return if appropriate.</li> </ul>
	T2. Reserve	<ul style="list-style-type: none"> <li>State Government land that the City has care and control via a management order (vesting) for a particular purpose in the public interest.</li> <li>The land cannot be sold by the City for financial return – can be sold by the Crown where it is no longer required for a public purpose.</li> </ul>
<b>Function</b>	F1. Civic	<ul style="list-style-type: none"> <li>Properties from which services are provided directly by the City.</li> <li>Portions of the property may be hired to a third party.</li> </ul>
	F2. Community	<ul style="list-style-type: none"> <li>Properties from which community groups, sporting and recreational groups, and funded not-for-profit activities or services are provided on behalf of the City or for the broader benefit of the community.</li> <li>The property may include both freehold and Crown Land vested in the City.</li> </ul>
	F3. Commercial	<ul style="list-style-type: none"> <li>Properties from which independent commercial activities are or can be conducted.</li> <li>The property may be leased to a third party.</li> </ul>
	F4. Residential	<ul style="list-style-type: none"> <li>Properties which are primarily used to provide residential accommodation.</li> <li>The property may be leased to a third party.</li> </ul>

	Classification	Description
	F5. Open Space	<ul style="list-style-type: none"> <li>The property is held by the City for the purpose of providing parks and nature reserves or similar.</li> <li>The property may be freehold or Crown Land vested in the City.</li> <li>Portions of the property may be leased to a third party.</li> </ul>
	F6. Utility	<ul style="list-style-type: none"> <li>Properties used by the City for the provision of essential infrastructure for example; water management, road reserves, parking, telecommunications, public access, etc.</li> </ul>
<b>Purpose</b>	P1. Service	<ul style="list-style-type: none"> <li>The property is adequately delivering on its current use and held to continue to provide community benefit.</li> </ul>
	P2. Strategic	<ul style="list-style-type: none"> <li>The property may not be adequately delivering on current use but it has another future proposed use.</li> <li>The property may be part of, or have the capacity to influence, a future economic development, planning, or redevelopment projects.</li> </ul>
	P3. Investment	<ul style="list-style-type: none"> <li>The property is held for the primary purpose of generating income for the City or for its capital appreciation potential.</li> <li>The property may be leased to a third party, generally on a commercial basis.</li> <li>The property may be the subject of a partnership with government or private sector to maximise its financial return.</li> </ul>
	P4. Potential Disposal	<ul style="list-style-type: none"> <li>The property has been determined not to be suitable for an alternate purpose (service, strategic or investment).</li> <li>Further investigations, works and/or community engagement may be required prior to its disposal.</li> </ul>

## 2. Acquisition Considerations

*Policy Statement 2: The acquisition of freehold land for strategic or investment purposes shall be guided by the following considerations:*

Strategic Objectives - The acquisition of land aligns with the City's strategic objectives and plans, such as:

- aligning with the City's Strategic Community Plan, Corporate Business Plan, and Long Term Financial Plan;
- contributing to making the City more sustainable socially, environmentally and/or financially; and/or
- responding to endorsed and published City strategies or policies.

Community – The property will offer the current or future opportunities to enhance service delivery or consolidate user groups within an updated or better shared facility.

Strategic - The acquisition provides an opportunity to contribute to economic activation of the City immediately or in the future or partner with government or private industry.

Financial - There is an immediate return through an income stream from tenants and/or there is potential for long term development. The whole of life costs have been considered.



## Land Acquisition and Disposal Policy

Land Swap - The acquisition provides an opportunity to undertake a land swap with another agency in order to:

- reduce red tape associated with statutory processes;
- reduce direct and indirect costs associated with purchase;
- facilitate project delivery.

Acquisition Impacts – The acquisition considers possible foreseeable impacts including, but not limited to:

- on the existing tenants or users;
- the positive or negative implications for surrounding properties; and/or
- the City's reputation.

*Policy Statement 3: All property acquisitions must adhere to the applicable provisions of the Local Government Act 1995 and associated regulations.*

### 3. Disposal Considerations

*Policy Statement 4: The following considerations shall guide the decision-making when assessing the disposal or transfer of freehold land from the City, whether by sale or other methods:*

Strategic Objectives - The disposal of the land aligns with the City's strategic objectives and plans, such as:

- aligning with the City's Strategic Community Plan, Corporate Business Plan, and Long Term Financial Plan;
- contributing to making the City more sustainable socially, environmentally and/or financially; and/or
- responding to endorsed and published City strategies or policies.

Alternate Community Use - The property is not suitable for a current or future civic, community or open space use because of its location, size, characteristics, or surrounding land use.

Financial Outcomes – The disposal will generate funds to establish the City's alternative revenue stream, and analysis has determined that this approach is more advantageous than pursuing to an alternative development or partnership opportunity.

Disposal Impacts – The disposal considers possible foreseeable impacts such as:

- the displacement of existing tenants or users;
- the positive or negative implications for surrounding properties; and/or
- the City's reputation.

*Policy Statement 5: All property disposals are to be undertaken in accordance with the relevant provisions of the Local Government Act 1995 and associated regulation.*



## Land Acquisition and Disposal Policy

### 4. Financial

*Policy Statement 6: The proceeds of disposal by sale of property assets are to be deposited in the City's Strategic Property Reserve.*

*Policy Statement 7: The funds in the Strategic Property Reserve should be used to acquire land for strategic or investment purposes.*

*Policy Statement 8: In the first instance, the debt will be repaid using income generated, with any additional required funds sourced from alternative avenues.*

To support the principle of increasing the City's revenue and dependence on rates and fees and charges income, it essential to allocate funds for future developments, with Council support being instrumental achieving this. The utilisation of proceeds from property disposals provides advantages of profitable returns that, in turn, supports the City's service delivery and infrastructure projects.

### Related Legislation

Adopted pursuant to Part 2, Division 2, s. 2.7(2) of the *Local Government Act 1995*.

This policy has been developed in compliance with the provisions outlined in the *Local Government Act 1995*.

### Related Documentation

This policy will be supported by management practices and processes as required.

### Document details

<b>Relevant delegations</b>	Nil.		
<b>Risk evaluation</b>	[low/moderate/high/extreme]		
<b>Strategic link</b>	[link to Strategic Community Plan]		
<b>Council adoption</b>	[date]	<b>Resolution</b>	[item no.]
<b>Next review due</b>	[date]		
<b>Reviewed/modified</b>	[date]	<b>Resolution</b>	[item no.]
<b>Revision details</b>	[description]		

**10.5.1.6 Planning Policy Review: Non-Residential Uses**

<b>Responsible Branch:</b>	Property and Economic Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Current Policy [9.6.1 - 2 pages]</li> <li>2. Amended Policy with Tracked Changes [9.6.2 - 4 pages]</li> <li>3. Draft Policy [9.6.3 - 4 pages]</li> </ol>
<b>Refer:</b>	Item 10.5.1.1 OCM 11.02.2020

**SUMMARY**

Council consideration is sought in relation to the proposed modifications to the City's *Non-Residential Uses in Residential Zones Policy* (the policy).

The existing policy aims to ensure that development is consistent with and will not detract from established and future residential character and amenity; and aims to ensure that any potential amenity impacts are appropriately managed.

The existing policy is proposed to be modified to improve its effectiveness and readability and bring it in line with the City's current policy format.

**COMMITTEE RECOMMENDATION TO COUNCIL**  
**(OFFICER'S RECOMMENDATION)**

That Council:

1. **Adopts the revised *Non-Residential Uses in Residential Zones Policy* as contained in Attachment 3 to this Report for the purposes of public advertising;**
2. **Supports the City preparing a Child Care Premises Local Planning Policy for further consideration by Council.**

**BACKGROUND**

The City has many local planning policies to better guide development within the City. City officers are undertaking an ongoing review of the existing local planning policies to improve the City's policy framework and reduce red tape associated with development applications.

The existing policy guides the development of all non-residential uses that may be considered in residential zones to ensure that these uses will not unduly impact upon the amenity of the surrounding residential area.

Council at its meeting held on 11 February 2020 adopted *Non-Residential Uses in Residential Zones Policy* and revoked the *Child Day Care Centres Policy*. Following the revocation of the *Child Day Care Centres Policy*, City officers have been applying the *Non-Residential Uses in Residential Zones Policy* however there has been numerous challenges including a number of child care premises development applications, and decisions made by the City, resulting in a State Administrative Tribunal review.

**EXTERNAL CONSULTATION**

Should Council adopt the draft *Non-Residential Uses in Residential Zones Policy* for the purpose of advertising for public comment, the policy will be advertised in accordance with the



requirements of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations) for at least 21 days by way of:

- notification being published in the local newspaper(s)
- information being placed on the City's engagement website
- hard copies of the draft policy being made available for inspection at the City of Bayswater Civic Centre and libraries.

### OFFICER'S COMMENTS

The revised *Non-Residential Uses in Residential Zones Policy* is intended to ensure that non-residential development is consistent with and will not detract from established and future residential character and amenity; and to appropriately manage any potential amenity impacts on the surrounding residential area.

The following revisions are proposed to the *Non-Residential Uses in Residential Zones Policy*:

Revision	Rationale
<b>Objectives</b>	
Objective 1 to include reference to 'scale.'	This modification is recommended to ensure non-residential development in residential areas is designed to be of a scale that integrates and does not detract from the surrounding residential area.
<b>2. Operation</b>	
2. subclause (a) ... car parking difficulties....  remove 'difficulties' and replace with 'inadequacies'.	The City identified that 'difficulties' is not clear on what it constitutes and recommends the use of 'inadequacies'.  The term 'inadequacies' is recommended to reflect a statutory terminology that at a high level relates to insufficient car parking and car parking design.
2. subclause (b) ... will generally be permitted....  remove 'generally'.	This use of 'generally' results in a provision that lacks certainty and statutory weight. As a standard 7 am to 7 pm should be required within Residential zones to ensure the amenity of the Residential Area is maintained and is consistent with the <i>Environmental Protection (Noise) Regulations 1997</i> .  Variations may be considered on a case by case basis through due process.
2. subclauses (c) and (d) management plan to read as:  'Operational Management Plan.'	Including 'operational' provides clarity to the user as to the type of management plan to provide with this type of development.  Further to this, is recommended that an 'Operational Management Plan' template be prepared and included as an appendix to this policy.

Revision	Rationale
2. subclause (d) to remove:  'and any subsequent variation will require the submission of a new application for development approval.'	Amendments to management plans do not always result in the need for a new development application. This part of the provision has been recommended to be removed by Statutory Planning to align with their internal processes.
<b>3. Development Controls</b>	
3. subclause (a) include:  'and not detract from the amenity of adjoining properties.'	This modification is recommended to reinforce the objectives of the policy.
3. subclause (c) the following new provision is proposed:  'Facades fronting the street or public domain shall be designed in accordance with relevant principles of the Crime Prevention through Environmental Design (CPTED) Planning Guidelines prepared by Department of Planning, Lands and Heritage; and address matters such as personal safety, passive surveillance and vandalism minimisation.'	The inclusion of this provision is recommended to reinforce that non-residential development is to incorporate throughout their design that provides for passive surveillance, personal safety, and minimises vandalism.  Crime Prevention Through Environmental Design (CPTED) principles, prepared by the Department of Planning, Lands and Heritage, demonstrate design solutions that address these matters.
3. subclause (g) the following new provision is proposed:  'A minimum of 2 bicycle parking facilities shall be provided, and end of trip facilities are encouraged for all non-residential development.'	This new provision is recommended to encourage active forms of transport. This aligns with the City's draft Local Planning Strategy and is consistent with other statutory documents bike parking provisions identified within the Morley Activity Centre Structure Plan and Special Control Area 10.
3. subclause (h) the provision is proposed to modified to include a compulsory landscaping strip of 1.5m to all street boundaries.	This modification is recommended to reinforce the objectives of the policy and to soften the interface between non-residential development, the residential streetscape amenity, and residential land uses.
3. subclause (j) the following new provision is proposed:  'Services, air conditioners, and other service equipment should be screened from view, and located at the rear of the building where practicable.'	This modification is recommended to reinforce the objectives of the policy and to ensure that service equipment is not located to the front of the building detracting from the residential streetscape.

Revision	Rationale
<p>3. subclause (k) the following new provision is proposed:</p> <p>'Bin storage areas are to be in accordance with the following requirements:</p> <p>(i) Bin storage areas must be screened from view by a wall not less than 1.8 metres in height, constructed of brick, masonry or other approved material, and located behind the main dwelling line or primary street setback whichever the greater.</p> <p>(ii) Bin storage areas must be accessible to waste collection vehicles and not adversely affect car parking and vehicular or pedestrian access.'</p>	<p>It was evident during the review of this policy that there was no guidance around bin storage on a site for non-residential development. Guidance of this nature has been provided in other local government policies including the City of Joondalup.</p> <p>It is considered beneficial to provide this guidance to designers within the City of Bayswater.</p>
<p>3. subclause (i) the following new provision is proposed:</p> <p>(i) All lighting is to be installed in accordance with Australian Standard AS 4282 – Control of the Obtrusive Effects of Outdoor Lighting not result in negative impacts on surrounding residential properties.</p>	<p>This modification is recommended to reinforce the objectives of the policy by ensuring outdoor lighting to non-residential development does not result in negative impacts on surrounding residential properties.</p>

Minor modifications additional to the above are also proposed to the policy which improve its readability, and bring it in line with the City's current policy format.

#### Management Plans

During the review of the policy, it was identified that there would be benefit to provide the City's expectations on the information to be provided within a Management Plan. This includes the management of waste. Considering this, the City will prepare a Management Plan template to be included as an appendix to the policy should this amended policy be adopted following public consultation.

#### Child Care Centres

Child care is considered an essential community service and there is a rising demand for child care premises in both metropolitan and regional areas. As detailed above the City currently uses the Non-Residential Uses in Residential Zones Policy to assess child care applications. Based on the number of applications and feedback from applicants it is considered that providing further guidance on the design and location of child care premises within the City of Bayswater would benefit the community, designers, prospect operators and City officers.

Department of Planning, Lands and Heritage released the Draft Position Statement: Child care premises in November 2022. This position statement provides decision-makers, proponents and the community with a consistent policy approach to planning child care premises in Western Australia. This position statement will help guide the preparation of a child care premises policy

tailored to the City of Bayswater. In the event Council support the development of a policy to provide better guidance on child care premises the City will prepare the policy for mid 2025.

A copy of the revised policy, with amendments shown in 'tracked changes' is provided in **Attachment 2**.

A copy of the revised policy, with amendments included, is provided in **Attachment 3**.

## LEGISLATIVE COMPLIANCE

Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* sets out the procedure for amending a local planning policy, including the requirement to give local public notice of a decision to amend a local planning policy, unless, in the opinion of the local government, the amendment is a minor amendment.

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Medium
Environment	Low	Low
Governance and Compliance	Low	Medium
Strategic Risk	SR01 - Inability to plan, provide and support socially connected, healthy and safe neighbourhoods.	

## FINANCIAL IMPLICATIONS

The following financial implications are applicable:

**Item 1:** Advertise the draft policy.

**Asset Category:** N/A

**Source of Funds:** Municipal

**LTFP Impacts:** Not itemised in the LTFP

**Notes:** Nil

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$600	-	-	-	-	-	\$14,000

## STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031 (as amended), the following applies:

**Theme:** Environment and Liveability

**Goal E1:** Maintain the identity and heritage of our neighbourhoods while supporting an increase in high quality density around transport nodes.

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.  
Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

The draft *Non-Residential Uses in Residential Zones Policy* will assist in achieving these aspirations, as it will ensure that these uses are of a scale and character that reflect their surroundings and do not unduly impact upon the amenity expected by neighbouring residents. In addition, the clearly stated requirements for development proposals would ensure that they are assessed in a more consistent manner.

## **CONCLUSION**

That the Council adopts the proposed draft *Non-Residential Uses in Residential Zones Policy* for purposes of public advertising.



# Non-Residential Uses in Residential Zones

Responsible Division	Community and Development
Responsible Business Unit/s	Development Approvals
Responsible Officer	Manager Development Approvals
Affected Business Unit/s	Development Approvals

## Purpose

This policy is intended to guide the development of those non-residential uses that may be considered in the City of Bayswater's residential zones.

## Objectives

The objectives of this policy are to:

1. Ensure that development is consistent with, and will not detract from residential character and amenity.
2. Ensure that any potential undue amenity impacts are appropriately managed.

## Introduction

The City of Bayswater's town planning scheme includes a number of non-residential uses that may be considered in residential zones.

The primary purpose of the City's residential zones is to accommodate residential uses; therefore, non-residential uses will only be considered favourably where it can be adequately demonstrated that they will not unduly impact upon the amenity of the surrounding residential area.

## Scope

This policy is applicable to any non-residential use in a residential zone within the City of Bayswater.

## Requirements

### Location

1. Non-residential uses in residential zones shall be located adjacent to established commercial, industrial or mixed-use zones and facing the same street as those land uses, to act as a transition between them and surrounding residential areas.
2. Proposals to locate non-residential uses in residential zones on local access roads, in culs-de-sac and/or situated in isolation between residential uses will generally not be supported.
3. Non-residential uses shall be restricted to lots, buildings or parts of a building that have direct frontage to a street or public right-of-way, i.e. not accessed via a battle-axe or shared driveway.
4. Notwithstanding the above, specific locational requirements will not be applied to:
  - (a) The extension of an existing, approved non-residential use
  - (b) Car park (only when in association with a Display Home Centre or Home Store)

- (c) Display Home Centre
- (d) Home Store
- (e) Public Utility
- (f) Radio Equipment.

## Operation

1. A non-residential use in a residential zone shall not unduly impact upon local amenity through traffic generation, car parking difficulties, or emissions including, but not limited to noise, odour or waste.
2. Non-residential uses in residential zones will generally be permitted to operate between the hours of 7:00 a.m. and 7:00 p.m. and not on Sundays or public holidays.
3. Proposals are to be accompanied by a management plan, detailing how the use will be operated and what measures will be taken to minimise undue amenity impacts on adjoining residential uses.
4. Any approved development is to be operated in accordance with the management plan and any subsequent variation will require the submission of a new application for development approval.

## Development

1. The development is to be of a scale and form that is consistent with the surrounding residential area, taking into account the requirements of the town planning scheme and the Residential Design Codes of Western Australia (as amended).
2. Car parking is to be contained entirely within the site, ideally located to the rear of the building and arranged in such a way that all vehicles can leave the site in a forward gear.
3. Only one crossover will be permitted per lot.
4. The public road verge is not to be developed or relied upon for car parking.
5. Landscaping is to be used to enhance the streetscape, especially where car parking is proposed within the street setback area.
6. A single sign of up to 0.2m<sup>2</sup> in area will be permitted. Larger signs may be considered where it can be adequately demonstrated that there will be no detrimental impact on residential character or amenity.

## Advertising development applications

Applications for non-residential uses may be advertised for public comment at the discretion of the City of Bayswater.

## Related legislation

This policy is adopted under all Local Planning Schemes in force within the City of Bayswater, in accordance with Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Relevant Delegations	TP-D01
Council Adoption	11 February 2020



# Non-Residential Uses in Residential Zones

<b>Responsible Division</b>	Office of the Chief Executive Officer
<b>Responsible Business Unit</b>	Property and Economic Development
<b>Responsible Officer</b>	Manager Property and Economic Development
<b>Affected Business Units</b>	Property and Economic Development Statutory Planning and Compliance
<b>ECM Document Set ID</b>	[ECM document set ID]

## Purpose

This policy is intended to guide the development of those non-residential uses that may be considered in the City of Bayswater's residential zones.

## Objectives

The objectives of this policy are to:

1. Ensure that **non-residential** development is consistent with, and **will does** not detract from residential **scale**, character and amenity.
2. Ensure that any potential undue amenity impacts are appropriately managed.

## Introduction

The City of Bayswater's town planning scheme includes a number of non-residential uses that may be considered in residential zones.

The primary purpose of the City's residential zones is to accommodate residential uses; therefore, non-residential uses will only be considered favourably where it can be adequately demonstrated that they will not unduly impact upon the amenity of the surrounding residential area.

## Scope

This policy **applies to all is applicable to any** non-residential **development and land** use in **a**-residential zones within the City of Bayswater.



## Requirements

### 1. Location

- (a) Non-residential uses in residential zones shall be located adjacent to established commercial, industrial or mixed-use zones and facing the same street as those land uses, to act as a transition between them and surrounding residential areas.
- (b) Proposals to locate non-residential uses in residential zones on local access roads, in a cul-de-sac and/or situated in isolation between residential uses will generally not be supported.
- (c) Non-residential uses shall be restricted to lots, buildings or parts of a building that have direct frontage to a street or public right-of-way, i.e. not accessed via a battle-axe or shared driveway.
- (d) Notwithstanding the above, specific locational requirements will not be applied to:
  - i. The extension of an existing, approved non-residential use
  - ii. Car park (only when in association with a Display Home Centre or Home Store)
  - iii. Display Home Centre
  - iv. Home Store
  - v. Public Utility
  - vi. Radio Equipment.

### 2. Operation

- (a) A non-residential use in a residential zone shall not unduly impact upon local amenity through traffic generation, car parking ~~inadequacies difficulties~~, or emissions including, but not limited to noise, odour or waste.
- (b) Non-residential uses in residential zones will ~~generally~~ be permitted to operate between the hours of 7:00 a.m. and 7:00 p.m. and not on Sundays or public holidays.
- (c) ~~An Operational Management Plan shall be provided~~ ~~Proposals are to be accompanied by a management plan~~, detailing how the use will be operated and what measures will be taken to minimise undue amenity impacts on adjoining residential uses.
- (d) Any approved development is to be operated in accordance with the ~~operational~~ management plan and any subsequent variation will require the submission of a new application for development approval.

### 3. Development

- (a) The development is to be of a scale and form that is consistent with the surrounding residential area, ~~and not detract from the amenity of adjoining properties.~~
- (b) ~~The development shall be designed in accordance with taking into account the requirements of the City's Town Planning Scheme and the Residential Design Codes Volume 4 of Western Australia (as amended).~~
- (c) ~~Facades fronting the street or public domain shall be designed in accordance with relevant principles of the Crime Prevention through Environmental Design (CPTED) Planning Guidelines prepared by Department of Planning, Lands and Heritage and address matters such as personal safety, passive surveillance and vandalism minimisation.~~



## Non-Residential Uses in Residential Zones Policy

- (d) Car parking is to be contained entirely within the site, ~~designed in accordance with Australian Standards AS2890.1 and/or AS 2890.2, ideally-~~located to the rear of the building and ~~arranged in such a way that~~ designed to allow for all vehicles ~~can leave the site to enter the street~~ in a forward gear.
- (e) Only one crossover ~~will be~~ permitted per lot.
- (f) The public road verge is not to be developed or relied upon for car parking.
- (g) ~~A minimum of 2 bicycle parking facilities shall be provided, and end of trip facilities are encouraged for all non-residential development.~~
- (h) Landscaping is to be used to enhance the streetscape ~~with a minimum soft landscaping strip of 1.5 metres wide provided to all street boundaries. especially where car parking is proposed within the street setback area.~~
- (i) A single sign of up to 0.2m<sup>2</sup> in area ~~will be~~ is permitted. Larger signs may be considered where it can be adequately demonstrated that there will be no detrimental impact on residential character or amenity.
- (j) ~~Services, air conditioners, and other service equipment should be screened from view, and located at the rear of the building where practicable.~~
- (k) Bin storage areas are to be in accordance with the following requirements:
  - (i) ~~Bin storage areas must be screened from view by a wall not less than 1.8 metres in height, constructed of brick, masonry or other approved material, and located behind the main dwelling line or primary street setback whichever the greater.~~
  - (ii) ~~Bin storage areas must be accessible to waste collection vehicles and not adversely affect car parking and vehicular or pedestrian access.~~
- (l) ~~All lighting is to be installed in accordance with Australian Standard AS 4282 – Control of the Obtrusive Effects of Outdoor Lighting not result in negative impacts on surrounding residential properties.~~

### 4. Advertising development applications

- (a) Applications for non-residential uses may be advertised for public comment at the discretion of the City of Bayswater.

### Related legislation

~~This policy is adopted under~~ City of Bayswater Town Planning Scheme ~~No. 24, in accordance with~~

~~Schedule 2, Part 2, clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*~~

~~Planning and Development (Planning Codes) Regulations 2024~~

~~Residential Design Codes~~

### Related documentation

~~Department of Planning, Lands and Heritage Crime Prevention through Environmental Design Planning Guidelines~~

### Document details

<b>Relevant delegations</b>	TP-D01 Local Planning Schemes		
<b>Risk evaluation</b>	Low – Medium		
<b>Strategic link</b>	E1 and L4		
<b>Council adoption</b>	11 February 2020	<b>Resolution</b>	10.5.1.1
<b>Reviewed/modified</b>		<b>Resolution</b>	[item no.]
<b>Next review due</b>	October 2028		

# Non-Residential Uses in Residential Zones

<b>Responsible Division</b>	Office of the Chief Executive Officer
<b>Responsible Business Unit</b>	Property and Economic Development
<b>Responsible Officer</b>	Manager Property and Economic Development
<b>Affected Business Units</b>	Property and Economic Development Statutory Planning and Compliance
<b>ECM Document Set ID</b>	[ECM document set ID]

## Purpose

This policy is intended to guide the development of those non-residential uses that may be considered in the City of Bayswater's residential zones.

## Objectives

The objectives of this policy are to:

1. Ensure that non-residential development is consistent with, and does not detract from residential scale, character and amenity.
2. Ensure that any potential undue amenity impacts are appropriately managed.

## Introduction

The City of Bayswater's town planning scheme includes a number of non-residential uses that may be considered in residential zones.

The primary purpose of the City's residential zones is to accommodate residential uses; therefore, non-residential uses will only be considered favourably where it can be adequately demonstrated that they will not unduly impact upon the amenity of the surrounding residential area.

## Scope

This policy applies to all non-residential development and land use in residential zones within the City of Bayswater.



## Non-Residential Uses in Residential Zones Policy

### Requirements

#### 1. Location

- (a) Non-residential uses in residential zones shall be located adjacent to established commercial, industrial or mixed-use zones and facing the same street as those land uses, to act as a transition between them and surrounding residential areas.
- (b) Proposals to locate non-residential uses in residential zones on local access roads, in a cul-de-sac and/or situated in isolation between residential uses will generally not be supported.
- (c) Non-residential uses shall be restricted to lots, buildings or parts of a building that have direct frontage to a street or public right-of-way, i.e. not accessed via a battle-axe or shared driveway.
- (d) Notwithstanding the above, specific locational requirements will not be applied to:
  - i. The extension of an existing, approved non-residential use
  - ii. Car park (only when in association with a Display Home Centre or Home Store)
  - iii. Display Home Centre
  - iv. Home Store
  - v. Public Utility
  - vi. Radio Equipment.

#### 2. Operation

- (a) A non-residential use in a residential zone shall not unduly impact upon local amenity through traffic generation, car parking inadequacies, or emissions including, but not limited to noise, odour or waste.
- (b) Non-residential uses in residential zones will be permitted to operate between the hours of 7:00 a.m. and 7:00 p.m. and not on Sundays or public holidays.
- (c) An Operational Management Plan shall be provided, detailing how the use will be operated and what measures will be taken to minimise undue amenity impacts on adjoining residential uses.
- (d) Any approved development is to be operated in accordance with the operational management plan and any subsequent variation will require the submission of a new application for development approval.

#### 3. Development

- (a) The development is to be of a scale and form that is consistent with the surrounding residential area, and not detract from the amenity of adjoining properties.
- (b) The development shall be designed in accordance with the City's Town Planning Scheme and the Residential Design Codes.
- (c) Facades fronting the street or public domain shall be designed in accordance with relevant principles of the Crime Prevention through Environmental Design (CPTED) Planning Guidelines prepared by Department of Planning, Lands and Heritage and address matters such as personal safety, passive surveillance and vandalism minimisation.



### Non-Residential Uses in Residential Zones Policy

- (d) Car parking is to be contained entirely within the site, designed in accordance with Australian Standards AS2890.1 and/or AS 2890.2, located to the rear of the building and designed to allow for all vehicles to enter the street in a forward gear.
- (e) Only one crossover permitted per lot.
- (f) The public road verge is not to be developed or relied upon for car parking.
- (g) A minimum of 2 bicycle parking facilities shall be provided, and end of trip facilities are encouraged for all non-residential development.
- (h) Landscaping is to be used to enhance the streetscape with a minimum soft landscaping strip of 1.5 metres wide provided to all street boundaries.
- (i) A single sign of up to 0.2m<sup>2</sup> in area is permitted. Larger signs may be considered where it can be adequately demonstrated that there will be no detrimental impact on residential character or amenity.
- (j) Services, air conditioners, and other service equipment should be screened from view, and located at the rear of the building where practicable.
- (k) Bin storage areas are to be in accordance with the following requirements:
  - (i) Bin storage areas must be screened from view by a wall not less than 1.8 metres in height, constructed of brick, masonry or other approved material, and located behind the main dwelling line or primary street setback whichever the greater.
  - (ii) Bin storage areas must be accessible to waste collection vehicles and not adversely affect car parking and vehicular or pedestrian access.
- (l) All lighting is to be installed in accordance with Australian Standard AS 4282 – Control of the Obtrusive Effects of Outdoor Lighting not result in negative impacts on surrounding residential properties.

#### 4. Advertising development applications

- (a) Applications for non-residential uses may be advertised for public comment at the discretion of the City of Bayswater.

#### Related legislation

City of Bayswater Town Planning Scheme

Schedule 2, Part 2, clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*

Planning and Development (Planning Codes) Regulations 2024

Residential Design Codes

#### Related documentation

Crime Prevention through Environmental Design Planning Guidelines

#### Document details

**Relevant delegations** TP-D01 Local Planning Schemes

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**Non-Residential Uses in Residential Zones Policy**

<b>Risk evaluation</b>	Low – Medium		
<b>Strategic link</b>	E1 and L4		
<b>Council adoption</b>	11 February 2020	<b>Resolution</b>	10.5.1.1
<b>Reviewed/modified</b>		<b>Resolution</b>	[item no.]
<b>Next review due</b>	October 2028		

**10.5.1.7 Planning Policy Review: Height Restriction - Neville Street**

<b>Responsible Branch:</b>	Property and Economic Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Current Policy [9.7.1 - 2 pages]</li> <li>2. Amended Policy with Tracked Changes [9.7.2 - 3 pages]</li> <li>3. Draft Policy [9.7.3 - 3 pages]</li> </ol>
<b>Refer:</b>	Item 10.6.1.3 OCM 2.12.2020

**SUMMARY**

Council consideration is sought in relation to the proposed modifications to the City's *Height Restriction – Neville Street, Bayswater Policy* (the policy).

The existing policy limits the height of buildings on Lot 103 (Strata Lot 3), 3D, Lot 700, 5-7 and Lot 3, 9 Neville Street, Bayswater to the height limits specified in Part B Category A of Table 3 of the Residential Design Codes (R-Codes).

It is considered that the policy is still necessary, due to the absence of restrictive covenants on the affected lots. The draft modified policy will bring it in line with the current City policy format, improve readability, update the document and futureproof it insofar as possible.

**COMMITTEE RECOMMENDATION TO COUNCIL**  
**(OFFICER'S RECOMMENDATION)**

**That Council adopts the revised *Height Restriction – Neville Street, Bayswater Policy* as contained in Attachment 3 to this Report.**

**BACKGROUND**

The City has many local planning policies to better guide development within the City. City officers are undertaking an ongoing review of the existing local planning policies to improve the City's policy framework and reduce red tape associated with development applications.

The existing policy was adopted by Council on 22 May 2001. The policy has subsequently been modified in 2004, 2016, and 2020.

The review found that the content of the *Height Restriction - Neville Street, Bayswater Policy* remains current to ensure the properties subject to this policy do not undertake second storey additions that restrict views of the Swan River for surrounding properties; however, it requires updating to reflect the current City of Bayswater policy format and remove outdated references.





Figure 1 below. Properties subject the policy view facing south towards Riverside Gardens Regional Reserve



Figure 2 below. Properties subject the policy and properties beyond facing north.





Imaginary Google Earth 23 February 2022.

### EXTERNAL CONSULTATION

No consultation has yet occurred with the public or other agencies on this matter. The proposed revisions to the *Height Restriction - Neville Street, Bayswater Policy* is considered minor administrative changes and do not materially change the guidance provided by the policy, therefore no advertising is required.

### OFFICER'S COMMENTS

The *Height Restriction - Neville Street, Bayswater Policy* was implemented to limit the height of buildings on Lot 103 (Strata Lot 3), 3D, Lot 700, 5-7 and Lot 3, 9 Neville Street, Bayswater, to create a transition from the surrounding residential area in the north to the adjacent Parks and Recreation reserve (Riverside Gardens) to the south.

The draft modified *Height Restriction - Neville Street, Bayswater Policy*, as contained in **Attachment 2** to this report, updates the existing policy in accordance with the current City of Bayswater policy format. The purpose, objectives, introduction, scope, and requirements all remain the same.

#### Removal of Clause 2:

Clause 2 states:

*Excessive filling of the site is not considered appropriate.*

This provision is general in nature and lacks statutory weight with not specifically stating height restricts of site fill on a subject site. Further to this, the City's Retaining Walls Policy adequately considers site fill across the City and is relevant also to the context of the properties subject to this policy, Height Restriction - Neville Street, Bayswater Policy. Therefore, it is recommended that the above clause is removed.

#### Residential Design Codes

The existing policy has been reviewed against the requirements of the Residential Design Codes Volume 1 (R-Codes V1). Part 4 of the R-Codes requires WAPC approval for any intended continuation of an existing policy that varies the deemed-to-comply requirements set out in Part

C of the R-Codes. The lots subject to this policy are zoned Medium to High Density Residential with a density code R25. The development of these lots is subject to Part B R-Code requirements. WAPC approval is therefore not required for the continuation of this policy.

A copy of the revised policy, with amendments shown in 'tracked changes' is provided in **Attachment 2**.

A copy of the revised policy, with amendments included, is provided in **Attachment 3**.

## LEGISLATIVE COMPLIANCE

Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* sets out the procedure for amending a local planning policy, including the requirement to give local public notice of a decision to amend a local planning policy, unless, in the opinion of the local government, the amendment is a minor amendment.

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Medium
Strategic Risk	SR01 - Inability to plan, provide and support socially connected, healthy and safe neighbourhoods.	

## FINANCIAL IMPLICATIONS

Nil.

## STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031 (as amended), the following applies:

Theme: Environment and Liveability

Goal E1: Maintain the identity and heritage of our neighbourhoods while supporting an increase in high quality density around transport nodes.

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

The proposed draft modified policy will assist with the delivery of a quality built environment. The draft policy will maintain the restriction on the height of buildings to ensure that the scale of buildings transitions from the residential area to the north to the adjacent Parks and Recreation reserve to the south.

## CONCLUSION

That the Council adopts the revised *Height Restriction - Neville Street, Bayswater Policy*.



# Height Restriction - Neville Street, Bayswater Policy

Responsible Division	Community and Development
Responsible Business Unit/s	Development Approvals
Responsible Officer	Manager Development Approvals
Affected Business Unit/s	Development Approvals

## Purpose

The purpose of this policy is to ensure that development on a portion of the identified lots adjacent to the Regional Reserve are limited to a single storey, so that the scale of development creates a transition from the residential area to the north to the adjacent Parks and Recreation Reserve to the south.

## Objectives

The objectives of this policy are to:

1. Ensure that the scale of development is in keeping with the established local development context.
2. Ensure that development does not unduly impact upon local amenity.

## Introduction

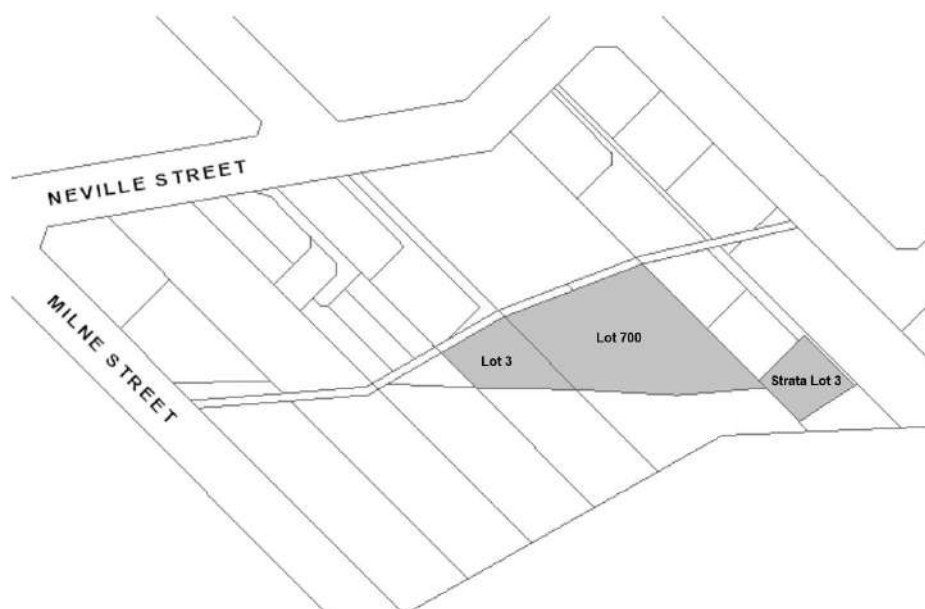
The Residential Design Codes allows a local planning policy to contain provisions that amend or replace the deemed-to-comply provisions set out in the Codes. As it is considered necessary to restrict building height on the identified lots, this policy contains a requirement that varies the relevant building height provisions of the Residential Design Codes.

## Scope

This policy applies to the development of all buildings on:

- Strata Lot 3, No. 3D Neville Street, Bayswater;
- Lot 700, Units 11 to 15, Nos. 5 to 7 Neville Street, Bayswater; and
- Lot 3, No. 9 Neville Street, Bayswater;

as shown on the below map:



## Requirements

1. All residential development on the lots identified in the scope and the plan above, shall be restricted to Category A (single storey) dwellings as specified in Table 3 of the Residential Design Codes.
2. Excessive filling of the site is not considered appropriate.

## Related legislation

This policy is adopted under City of Bayswater Town Planning Scheme No. 24, in accordance with Schedule 2, Part 2, clause 4 of the Planning and Development (Local Planning Schemes) Regulations 2015.

Relevant Delegations	TP-D01
Council Adoption	22 May 2001
Reviewed / Modified	22 June 2004
Reviewed / Modified	1 March 2016
Reviewed / Modified	8 December 2020



# Height Restriction – Neville Street, Bayswater Policy

<b>Responsible Division</b>	Community and Development Office of the CEO
<b>Responsible Business Unit</b>	Development Approvals Property and Economic Development
<b>Responsible Officer</b>	Manager Development Approvals Manager Property and Economic Development
<b>Affected Business Units</b>	Development Approvals Statutory Planning and Compliance Property and Economic Development
<b>ECM Document Set ID</b>	[ECM document set ID]

## Purpose

The purpose of this policy is to ensure that development on a portion of the identified lots adjacent to the Regional Reserve are limited to a single storey, so that the scale of development creates a transition from the residential area to the north to the adjacent Parks and Recreation Reserve to the south.

## Objectives

The objectives of this policy are to:

1. Ensure that the scale of development is in keeping with the established local development context.
2. Ensure that development does not unduly impact upon local amenity.

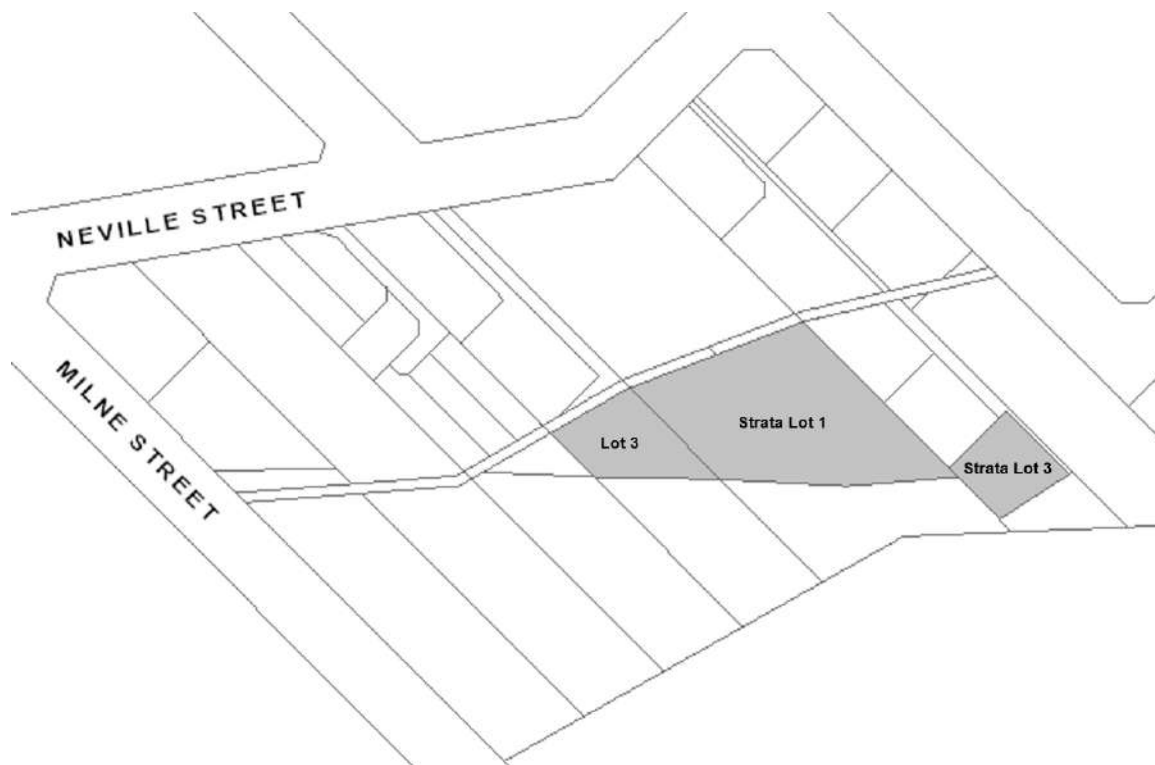
## Introduction

The Residential Design Codes allows a local planning policy to contain provisions that amend or replace the deemed-to-comply provisions set out in the Codes. As it is considered necessary to restrict building height on the identified lots, this policy contains a requirement that varies the relevant building height provisions of the Residential Design Codes.

## Scope

This policy applies to the development of all buildings on:

- Strata Lot 3, No. 3D Neville Street, Bayswater;
- Lot 700, Units 11 to 15, Nos. 5 to 7 Neville Street, Bayswater; and
- Lot 3, No. 9 Neville Street, Bayswater; as shown on the below map:



### Requirements

1. All residential development on the lots identified in the scope and the plan above, shall be restricted to Category A (single storey) dwellings as specified in **Part B** Table 3 of the Residential Design Codes.
- ~~2. Excessive filling of the site is not considered appropriate.~~

### Related legislation

~~This policy is adopted under~~ City of Bayswater Town Planning Scheme No. 24, ~~in accordance with~~

Schedule 2, Part 2, clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

*Planning and Development (Planning Codes) Regulations 2024*

*Residential Design Codes*

### Document details

**Relevant delegations** TP-D01

**Risk evaluation** Low

<b>Strategic link</b>	SR01		
<b>Council adoption</b>	22 May 2001	<b>Resolution</b>	
<b>Reviewed/modified</b>	22 June 2004	<b>Resolution</b>	
<b>Reviewed/modified</b>	1 March 2016	<b>Resolution</b>	
<b>Reviewed/modified</b>	8 December 2020	<b>Resolution</b>	10.6.1.3
<b>Reviewed/modified</b>	November 2024	<b>Resolution</b>	[item no.]
<b>Next review due</b>	XXX 2029		





# Height Restriction – Neville Street, Bayswater Policy

<b>Responsible Division</b>	Office of the CEO
<b>Responsible Business Unit</b>	Property and Economic Development
<b>Responsible Officer</b>	Manager Property and Economic Development
<b>Affected Business Units</b>	Statutory Planning and Compliance Property and Economic Development
<b>ECM Document Set ID</b>	[ECM document set ID]

## Purpose

The purpose of this policy is to ensure that development on a portion of the identified lots adjacent to the Regional Reserve are limited to a single storey, so that the scale of development creates a transition from the residential area to the north to the adjacent Parks and Recreation Reserve to the south.

## Objectives

The objectives of this policy are to:

1. Ensure that the scale of development is in keeping with the established local development context.
2. Ensure that development does not unduly impact upon local amenity.

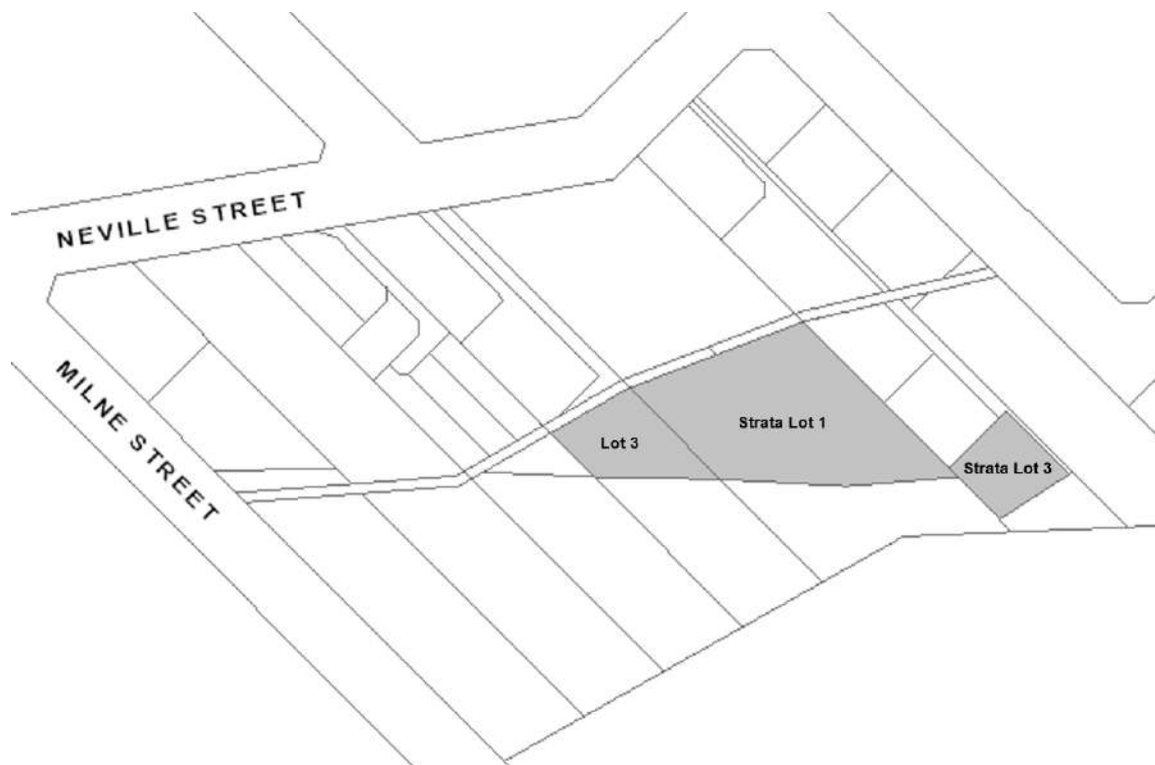
## Introduction

The Residential Design Codes allows a local planning policy to contain provisions that amend or replace the deemed-to-comply provisions set out in the Codes. As it is considered necessary to restrict building height on the identified lots, this policy contains a requirement that varies the relevant building height provisions of the Residential Design Codes.

## Scope

This policy applies to the development of all buildings on:

- Strata Lot 3, No. 3D Neville Street, Bayswater;
- Lot 700, Units 11 to 15, Nos. 5 to 7 Neville Street, Bayswater; and
- Lot 3, No. 9 Neville Street, Bayswater; as shown on the below map:



### Requirements

1. All residential development on the lots identified in the scope and the plan above, shall be restricted to Category A (single storey) dwellings as specified in Part B Table 3 of the Residential Design Codes.

### Related legislation

City of Bayswater Town Planning Scheme No. 24

Schedule 2, Part 2, clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*

*Planning and Development (Planning Codes) Regulations 2024*

Residential Design Codes

### Document details

**Relevant delegations** TP-D01

**Risk evaluation** Low

**Strategic link** SR01

<b>Council adoption</b>	22 May 2001	<b>Resolution</b>	
<b>Reviewed/modified</b>	22 June 2004	<b>Resolution</b>	
<b>Reviewed/modified</b>	1 March 2016	<b>Resolution</b>	
<b>Reviewed/modified</b>	8 December 2020	<b>Resolution</b>	10.6.1.3
<b>Reviewed/modified</b>	November 2024	<b>Resolution</b>	[item no.]
<b>Next review due</b>	XXX 2029		

draft

**10.5.1.8 Planning Policy Review: Temporary and Minor Development**

<b>Responsible Branch:</b>	Property and Economic Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Current Policy [9.8.1 - 4 pages]</li> <li>2. Amended Policy with tracked changes [9.8.2 - 5 pages]</li> <li>3. Draft Policy [9.8.3 - 4 pages]</li> </ol>
<b>Refer:</b>	Item 10.11 OCM 21.06.2016 Item 9.2 PRDC 28.01.2020

**SUMMARY**

Council consideration is sought in relation to the proposed modifications to the City's *Temporary and Minor Development Policy* (the policy).

The existing policy aims to streamline the development application process by identifying characteristics and types of developments which are considered minor in nature and therefore do not require development approval. The existing policy is proposed to be modified to improve its effectiveness and readability and bring it in line with the City's current policy format.

**COMMITTEE RECOMMENDATION TO COUNCIL**  
**(OFFICER'S RECOMMENDATION)**

**That Council adopts the revised *Temporary and Minor Development Policy* as contained in Attachment 3 to this Report for the purposes of public advertising.**

**BACKGROUND**

The City has many local planning policies to better guide development within the City. City officers are undertaking an ongoing review of the existing local planning policies to improve the City's policy framework and reduce red tape associated with development applications.

The existing policy was adopted by Council on 21 June 2016 and subsequently modified in 2020.

**EXTERNAL CONSULTATION**

Should Council adopt the revised *Temporary and Minor Development Policy* for the purpose of advertising for public comment, the policy will be advertised in accordance with the requirements of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations) for at least 21 days by way of:

- notification being published in the local newspaper(s)
- information being placed on the City's engagement website
- hard copies of the draft policy being made available for inspection at the City of Bayswater Civic Centre and libraries.

**OFFICER'S COMMENTS**

The revised *Temporary and Minor Development Policy* is intended to define temporary and minor developments that are exempt from requiring development approval, while also ensuring that they do not have any undue impacts upon local amenity. Such developments can be undertaken in accordance with the established planning framework and can also contribute to the vitalisation of activity centres and local neighbourhoods, by activating streetscapes and encouraging interactions between local residents.

The following revisions are proposed to the *Temporary and Minor Development Policy*:

Revision	Rationale
<b>Scope</b>	
<p>Insert the following paragraph under first paragraph:</p> <p>Temporary uses in areas not under the City's Planning control such as under the control of the Department of Biodiversity, Conservation and Attractions (DBCA), whilst the City doesn't require an approval, a permit may need to be obtained under separate legislation from the DBCA or relevant authority.</p>	<p>The City has received a number of enquires relating to the scope of the policy and whether it also applies to land that is under DBCA control.</p> <p>New paragraph recommended to provide clarity on this matter.</p>
<b>Definitions</b>	
<p>Insert new definition:</p> <p><b>Small in scale</b> means development that does not have an undue impact on the locality by way of environmental impacts, character of the locality, and social impacts, does not generate excessive amounts of traffic, emissions (noise), or impede on pedestrian safety.</p>	<p>During the policy review it was identified that there would be benefit in defining 'Small in scale' to provide parameters for what the City may or may not consider under this policy.</p> <p>This definition is largely based on the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Deemed Provisions clause 67 which sets out matters the City is to have due regard to during the consideration of a development application.</p>
<b>Alfresco dining on public thoroughfares</b>	
<p>Delete the following section within the policy:</p> <p>Alfresco dining on public thoroughfares</p> <p>Development approval is not required for alfresco dining areas on public thoroughfares where:</p> <ol style="list-style-type: none"> <li>1. The alfresco dining area is located adjacent to the associated business.</li> <li>2. A minimum clear footpath width of 2m is maintained for pedestrians.</li> <li>3. An alfresco dining permit has been approved under the City's Activities on Thoroughfares and Public Places and Trading Local Law.</li> </ol>	<p>Alfresco dining is considered under Part 10 - 'Outdoor eating facilities on public places' of the City's Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law and is not subject to planning legislation in public places.</p> <p>It is recommended that this section is removed to ensure there is no duplication.</p>

Revision	Rationale
<b>Solar collectors</b>	
<p>Clause 1 to insert the follow at the end of the clause:</p> <p>(irrespective of its angle to the roof provided the overall height does not exceed building height limits that apply to the site).</p>	<p>The <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Deemed Provisions clause 61 exempts solar panels on the roof of a building, however only in the instance the solar panels are parallel to the angle of the roof and the works are not located in a heritage-protected place.</p> <p>Amending clause 1 will allow for solar panels that do not run parallel to the angle of the roof, for instance solar panels that are erected on a roof that are fixed to a tilted frame / bracket, provided the overall height does not exceed building height limits that apply to the site.</p>

A copy of the revised policy, with amendments shown in 'tracked changes' is provided in **Attachment 2**.

A copy of the revised policy, with amendments included, is provided in **Attachment 3**.

### LEGISLATIVE COMPLIANCE

Schedule 2, Part 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 sets out the procedure for amending a local planning policy, including the requirement to give local public notice of a decision to amend a local planning policy, unless, in the opinion of the local government, the amendment is a minor amendment.

### RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Medium
Environment	Low	Low
Governance and Compliance	Low	Medium
Strategic Risk	SR01 - Inability to plan, provide and support socially connected, healthy and safe neighbourhoods.	

### FINANCIAL IMPLICATIONS

Nil.

### STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031 (as amended), the following applies:

Theme: Environment and Liveability

Goal E1: Maintain the identity and heritage of our neighbourhoods while supporting an increase in high quality density around transport nodes.

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.  
Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

The revised *Temporary and Minor Development Policy* will help to reduce red tape for developments which will have limited to no impact on the surrounding area. The policy would ensure that temporary and minor developments will be allowed where they will activate vacant spaces and improve streetscapes in town centres and industrial areas, while simultaneously mitigating any undue impacts on local character and amenity.

## CONCLUSION

That the Council adopts the revised *Temporary and Minor Development Policy* for purposes of advertising.

# Temporary and Minor Development Policy



Responsible Division	Community and Development
Responsible Business Unit/s	Development Approvals
Responsible Officer	Manager Development Approvals
Affected Business Unit/s	Development Approvals

## Purpose

This policy is intended to define temporary and minor developments that are exempt from requiring development approval by the City of Bayswater.

## Objectives

The objectives of this policy are to:

1. Facilitate temporary and minor developments that have no undue impact upon local character and amenity.
2. Ensure the preservation of local character and amenity.
3. Activate vacant spaces in town centres and industrial areas.
4. Improve streetscapes in town centres and industrial areas.
5. Maintain public safety.

## Introduction

Many temporary and minor developments will have no undue impact on local character or amenity and can be undertaken in accordance with the established planning framework. Temporary and minor developments can also help to vitalise activity centres and local neighbourhoods, by activating streetscapes and encouraging interactions between local residents.

The City of Bayswater considers it desirable to facilitate such developments by exempting them from requiring development approval by the City where possible.

## Scope

This policy is applicable to defined temporary and minor developments on all land within the City of Bayswater; however, it does not override the requirements of building and environmental health legislation, local laws or the City's event approval process.

## Definitions

**Temporary development** means a development that is in place for no more than 6 months cumulatively within a 12 month period. Examples of temporary developments include community markets, fairs, festivals, garage sales, pop-up shops and galleries and temporary buildings or structures, such as marquees or site offices.



**Minor development** means development that, in relative terms, will not have any material effect on the operation of a land use or on the appearance of the land or buildings on which it is installed or constructed. Examples of minor development include ancillary uses, small garden structures, solar collectors and water tanks.

## Requirements

### Development approval

Development approval is not required for any temporary or minor development, unless:

1. The development site is
  - (a) Entered on the State Register of Heritage Places under the Heritage Act 2018.
  - (b) The subject of an order under the Heritage Act 2018 Part 4 or Part 11, Division 4.
  - (c) Included on a heritage list prepared in accordance with the City of Bayswater town planning scheme(s).
  - (d) Within an area designated under the town planning scheme(s) as a heritage area.
  - (e) The subject of a heritage agreement entered into under Heritage Act 2018 section 90.
2. The development would, in the opinion of the City of Bayswater:
  - (a) Be detrimental to the streetscape or day-to-day activities of the local community.
  - (b) Unduly impact upon local amenity through traffic generation, car parking difficulties, or emissions including, but not limited to noise, odour or waste.
  - (c) Unduly impact upon pedestrian or vehicular accessibility.
  - (d) Unduly impact upon on the health and safety of the general public.

### Temporary developments

Development approval will generally not be required for temporary developments where:

1. The development will not be located in a residential zone.
2. The development will not be in place for more than 6 months cumulatively within a 12 month period.
3. The development will not operate outside of the hours of 7:00 a.m. to 10:00 p.m.
4. Any works component will be small in scale.
5. Any works component will not involve the alteration of, or addition to existing buildings.
6. The development will not compromise the safety of those using the space where it will be conducted.
7. The development will not require the placement of more than one temporary sign with a maximum area of 1.5m<sup>2</sup>.
8. The development will not involve the removal of trees.

## Minor developments

Development approval will generally not be required for minor developments where:

1. Any use component is listed as a 'P' or 'D' use in the town planning scheme and is of a minor, incidental nature when compared to the approved use of the land or buildings.
2. Any works component will be small in scale.
3. Any works component will not involve the alteration of, or addition to existing buildings.
4. The development will not compromise the safety of those using the space where it will be conducted.
5. The development will not involve the removal of trees.

## Alfresco dining on public thoroughfares

Development approval is not required for alfresco dining areas on public thoroughfares where:

1. The alfresco dining area is located adjacent to the associated business.
2. A minimum clear footpath width of 2m is maintained for pedestrians.
3. An alfresco dining permit has been approved under the City's Activities on Thoroughfares and Public Places and Trading Local Law.

## Temporary site and sales offices, sheds and sea containers on development sites

Development approval is not required to locate a temporary site or sales office, shed or sea container on a development site where:

1. The structure will be located so as not to compromise lines of sight necessary for the safe access and egress of motor vehicles to and from the site.
2. The structure will only be located on the development site while works are actively ongoing, or for a longer period as agreed in writing with the City of Bayswater.
3. The location of the structure will not involve the removal of trees.

## Signs

Development approval is not required to alter the content of existing, approved signage where:

1. The content will be consistent with the relevant provisions of any other applicable City of Bayswater local planning policies.
2. The dimensions of the sign face will not be altered.

## Solar collectors

Development approval is not required for the installation of a solar collector where:

1. The collector will be installed on the roof of a building.

## Water tanks

Development approval is not required for the installation of a water tank where:

1. The tank will not be located between any building and the primary street, unless entirely underground.
2. The tank will be set back from other boundaries in accordance with the town planning scheme or Residential Design Codes of WA, as appropriate, unless entirely underground.
3. The tank will have a maximum height of 3m, measured from natural ground level.
4. The tank will be located so that it is not directly visible from the primary street.

## Related legislation

This policy is adopted under all Local Planning Schemes in force within the City of Bayswater, in accordance with Schedule 2, Part 2, clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Relevant Delegations	TP-D01
Council Adoption	21 June 2016
Reviewed / Modified	11 February 2020



# Temporary and Minor Development Policy

<b>Responsible Division</b>	Community and Development Office of the CEO
<b>Responsible Business Unit</b>	Development Approvals Property and Economic Development
<b>Responsible Officer</b>	Manager Development Approvals Manager Property and Economic Development
<b>Affected Business Units</b>	Development Approvals Statutory Planning and Compliance Property and Economic Development
<b>ECM Document Set ID</b>	[ECM document set ID]

## Purpose

This policy is intended to define temporary and minor developments that are exempt from requiring development approval by the City of Bayswater.

## Objectives

The objectives of this policy are to:

1. Facilitate temporary and minor developments that have no undue impact upon local character and amenity.
2. Ensure the preservation of local character and amenity.
3. Activate vacant spaces in town centres and industrial areas.
4. Improve streetscapes in town centres and industrial areas.
5. Maintain public safety.

## Introduction

Many temporary and minor developments will have no undue impact on local character or amenity and can be undertaken in accordance with the established planning framework. Temporary and minor developments can also help to vitalise activity centres and local neighbourhoods, by activating streetscapes and encouraging interactions between local residents.

The City of Bayswater considers it desirable to facilitate such developments by exempting them from requiring development approval by the City where possible.

## Scope

This policy is applicable to defined temporary and minor developments on all land within the City of Bayswater; however, it does not override the requirements of building and environmental health legislation, local laws or the City's event approval process.

Temporary uses in areas not under the City's Planning control such as under the control of the Department of Biodiversity, Conservation and Attractions (DBCA), whilst the City doesn't require an approval, a permit may need to be obtained under separate legislation from the DBCA or other relevant authority.

## Definitions

**Temporary development** means a development that is in place for no more than 6 months cumulatively within a 12 month period. Examples of temporary developments include community markets, fairs, festivals, garage sales, pop-up shops and galleries and temporary buildings or structures, such as marquees or site offices.

**Minor development** means development that, in relative terms, will not have any material effect on the operation of a land use or on the appearance of the land or buildings on which it is installed or constructed. Examples of minor development include ancillary uses, small garden structures, solar collectors and water tanks.

**Small in scale** means development that does not have an undue impact on the locality by way of environmental impacts, character of the locality, and social impacts, does not generate excessive amounts of traffic, emissions (noise), or impede on pedestrian safety.

## Requirements

### Development approval

Development approval is not required for any temporary or minor development, unless:

1. The development site is:
  - a. Entered on the State Register of Heritage Places under the Heritage Act 2018.
  - b. The subject of an order under the Heritage Act 2018 Part 4 or Part 11, Division 4.
  - c. Included on a heritage list prepared in accordance with the City of Bayswater town planning scheme(s).
  - d. Within an area designated under the town planning scheme(s) as a heritage area.
  - e. The subject of a heritage agreement entered into under Heritage Act 2018 section 90.
2. The development would, in the opinion of the City of Bayswater:
  - a. Be detrimental to the streetscape or day-to-day activities of the local community.
  - b. Unduly impact upon local amenity through traffic generation, car parking difficulties, or emissions including, but not limited to noise, odour or waste.
  - c. Unduly impact upon pedestrian or vehicular accessibility.

- d. Unduly impact upon on the health and safety of the general public.

### **Temporary developments**

Development approval will generally not be required for temporary developments where:

1. The development will not be located in a residential zone.
2. The development will not be in place for more than 6 months cumulatively within a 12 month period.
3. The development will not operate outside of the hours of 7:00 a.m. to 10:00 p.m.
4. Any works component will be small in scale.
5. Any works component will not involve the alteration of, or addition to existing buildings.
6. The development will not compromise the safety of those using the space where it will be conducted.
7. The development will not require the placement of more than one temporary sign with a maximum area of 1.5m<sup>2</sup>.
8. The development will not involve the removal of trees.

### **Minor development**

Development approval will generally not be required for minor developments where:

1. Any use component is listed as a 'P' or 'D' use in the town planning scheme and is of a minor, incidental nature when compared to the approved use of the land or buildings.
2. Any works component will be small in scale.
3. Any works component will not involve the alteration of, or addition to existing buildings.
4. The development will not compromise the safety of those using the space where it will be conducted.
5. The development will not involve the removal of trees.

### **Alfresco dining on public thoroughfares**

Development approval is not required for alfresco dining areas on public thoroughfares where:

- ~~1. The alfresco dining area is located adjacent to the associated business.~~
- ~~2. A minimum clear footpath width of 2m is maintained for pedestrians.~~
- ~~6. An alfresco dining permit has been approved under the City's Activities on Thoroughfares and Public Places and Trading Local Law.~~

### **Temporary site and sales offices, sheds and sea containers on development sites**

Development approval is not required to locate a temporary site or sales office, shed or sea container on a development site where:

1. The structure will be located so as not to compromise lines of sight necessary for the safe access and egress of motor vehicles to and from the site.
2. The structure will only be located on the development site while works are actively ongoing, or for a longer period as agreed in writing with the City of Bayswater.
3. The location of the structure will not involve the removal of trees.

### Signs

Development approval is not required to alter the content of existing, approved signage where:

1. The content will be consistent with the relevant provisions of any other applicable City of Bayswater local planning policies.
2. The dimensions of the sign face will not be altered.

### Solar collectors

Development approval is not required for the installation of a solar collector where:

1. The collector will be installed on the roof of a building (irrespective of its angle to the roof provided the overall height does not exceed building height limits that apply to the site).

### Water tanks

Development approval is not required for the installation of a water tank where:

1. The tank will not be located between any building and the primary street, unless entirely underground.
2. The tank will be set back from other boundaries in accordance with the town planning scheme or Residential Design Codes of WA, as appropriate, unless entirely underground.
3. The tank will have a maximum height of 3m, measured from natural ground level.
4. The tank will be located so that it is not directly visible from the primary street.

### Related Legislation

~~This policy is adopted under all Local Planning Schemes in force within the City of Bayswater, in accordance with Schedule 2, Part 2, clause 4 of the Planning and Development (Local Planning Schemes) Regulations 2015.~~

~~Town Planning Scheme.~~

~~Residential Design Codes.~~

### Document details

Relevant delegations TP-D01

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<b>Risk evaluation</b>	Low/Medium		
<b>Strategic link</b>	Goal E1 and Goal L4		
<b>Council adoption</b>	21 June 2016	<b>Resolution</b>	10.11
<b>Reviewed/modified</b>	28 January 2020	<b>Resolution</b>	9.2
<b>Reviewed/modified</b>	December 2024	<b>Resolution</b>	[item no.]
<b>Next review due</b>	[description]		

tracked changes





# Temporary and Minor Development Policy

<b>Responsible Division</b>	Office of the CEO
<b>Responsible Business Unit</b>	Property and Economic Development
<b>Responsible Officer</b>	Manager Property and Economic Development
<b>Affected Business Units</b>	Statutory Planning and Compliance Property and Economic Development
<b>ECM Document Set ID</b>	[ECM document set ID]

## Purpose

This policy is intended to define temporary and minor developments that are exempt from requiring development approval by the City of Bayswater.

## Objectives

The objectives of this policy are to:

1. Facilitate temporary and minor developments that have no undue impact upon local character and amenity.
2. Ensure the preservation of local character and amenity.
3. Activate vacant spaces in town centres and industrial areas.
4. Improve streetscapes in town centres and industrial areas.
5. Maintain public safety.

## Introduction

Many temporary and minor developments will have no undue impact on local character or amenity and can be undertaken in accordance with the established planning framework. Temporary and minor developments can also help to vitalise activity centres and local neighbourhoods, by activating streetscapes and encouraging interactions between local residents.

The City of Bayswater considers it desirable to facilitate such developments by exempting them from requiring development approval by the City where possible.

## Scope

This policy is applicable to defined temporary and minor developments on all land within the City of Bayswater; however, it does not override the requirements of building and environmental health legislation, local laws or the City's event approval process.

Temporary uses in areas not under the City's Planning control such as under the control of the Department of Biodiversity, Conservation and Attractions (DBCA), whilst the City doesn't require an approval, a permit may need to be obtained under separate legislation from the DBCA or other relevant authority.

## Definitions

**Temporary development** means a development that is in place for no more than 6 months cumulatively within a 12 month period. Examples of temporary developments include community markets, fairs, festivals, garage sales, pop-up shops and galleries and temporary buildings or structures, such as marquees or site offices.

**Minor development** means development that, in relative terms, will not have any material effect on the operation of a land use or on the appearance of the land or buildings on which it is installed or constructed. Examples of minor development include ancillary uses, small garden structures, solar collectors and water tanks.

**Small in scale** means development that does not have an undue impact on the locality by way of environmental impacts, character of the locality, and social impacts, does not generate excessive amounts of traffic, emissions (noise), or impede on pedestrian safety.

## Requirements

### Development approval

Development approval is not required for any temporary or minor development, unless:

1. The development site is:
  - a. Entered on the State Register of Heritage Places under the Heritage Act 2018.
  - b. The subject of an order under the Heritage Act 2018 Part 4 or Part 11, Division 4.
  - c. Included on a heritage list prepared in accordance with the City of Bayswater town planning scheme(s).
  - d. Within an area designated under the town planning scheme(s) as a heritage area.
  - e. The subject of a heritage agreement entered into under Heritage Act 2018 section 90.
2. The development would, in the opinion of the City of Bayswater:
  - a. Be detrimental to the streetscape or day-to-day activities of the local community.
  - b. Unduly impact upon local amenity through traffic generation, car parking difficulties, or emissions including, but not limited to noise, odour or waste.

- c. Unduly impact upon pedestrian or vehicular accessibility.
- d. Unduly impact upon on the health and safety of the general public.

### **Temporary developments**

Development approval will generally not be required for temporary developments where:

1. The development will not be located in a residential zone.
1. The development will not be in place for more than 6 months cumulatively within a 12 month period.
2. The development will not operate outside of the hours of 7:00 a.m. to 10:00 p.m.
3. Any works component will be small in scale.
4. Any works component will not involve the alteration of, or addition to existing buildings.
2. The development will not compromise the safety of those using the space where it will be conducted.
3. The development will not require the placement of more than one temporary sign with a maximum area of 1.5m<sup>2</sup>.
4. The development will not involve the removal of trees.

### **Minor development**

Development approval will generally not be required for minor developments where:

5. Any use component is listed as a 'P' or 'D' use in the town planning scheme and is of a minor, incidental nature when compared to the approved use of the land or buildings.
6. Any works component will be small in scale.
7. Any works component will not involve the alteration of, or addition to existing buildings.
8. The development will not compromise the safety of those using the space where it will be conducted.
9. The development will not involve the removal of trees.

### **Temporary site and sales offices, sheds and sea containers on development sites**

Development approval is not required to locate a temporary site or sales office, shed or sea container on a development site where:

1. The structure will be located so as not to compromise lines of sight necessary for the safe access and egress of motor vehicles to and from the site.
2. The structure will only be located on the development site while works are actively ongoing, or for a longer period as agreed in writing with the City of Bayswater.
3. The location of the structure will not involve the removal of trees.

## Signs

Development approval is not required to alter the content of existing, approved signage where:

1. The content will be consistent with the relevant provisions of any other applicable City of Bayswater local planning policies.
2. The dimensions of the sign face will not be altered.

## Solar collectors

Development approval is not required for the installation of a solar collector where:

1. The collector will be installed on the roof of a building (irrespective of its angle to the roof provided the overall height does not exceed building height limits that apply to the site).

## Water tanks

Development approval is not required for the installation of a water tank where:

1. The tank will not be located between any building and the primary street, unless entirely underground.
2. The tank will be set back from other boundaries in accordance with the town planning scheme or Residential Design Codes, as appropriate, unless entirely underground.
3. The tank will have a maximum height of 3m, measured from natural ground level.
4. The tank will be located so that it is not directly visible from the primary street.

## Related Legislation

*Planning and Development (Local Planning Schemes) Regulations 2015.*

Town Planning Scheme.

Residential Design Codes.

## Document details

<b>Relevant delegations</b>	TP-D01		
<b>Risk evaluation</b>	Low/Medium		
<b>Strategic link</b>	Goal E1 and Goal L4		
<b>Council adoption</b>	21 June 2016	<b>Resolution</b>	10.11
<b>Reviewed/modified</b>	28 January 2020	<b>Resolution</b>	9.2
<b>Reviewed/modified</b>	December 2024	<b>Resolution</b>	[item no.]
<b>Next review due</b>	[description]		

**10.5.1.9 Planning Policy Review: Proposed Character Protection Areas Policy**

<b>Responsible Branch:</b>	Property and Economic Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Advertised Character Protection Areas Policy [9.9.1 - 22 pages]</li> <li>2. Track Change Modifications to Advertised Character Protection Areas Policy [9.9.2 - 22 pages]</li> <li>3. Draft Amended Character Protection Areas Policy [9.9.3 - 22 pages]</li> <li>4. Table of Summarised Public Advertising Submissions [9.9.4 - 13 pages]</li> </ol>
<b>Refer:</b>	Item 10.5.1.5 OCM 23.07.2024

**SUMMARY**

Council consideration is sought in relation to the final approval of the draft *Character Protection Areas Policy*.

The draft modified local planning policy was advertised for public comment from 29 August 2024 to 20 September 2024, during which time 236 people visited the policy online with 148 document downloads. Twelve formal submissions were received during the public consultation period - five submissions supporting the policy, three partially supporting the policy, and four not supporting the policy.

**COMMITTEE RECOMMENDATION TO COUNCIL**  
**(OFFICER'S RECOMMENDATION)**

**That Council adopts the revised *Character Protection Areas Policy* as contained in Attachment 3 to this Report.**

**BACKGROUND**

Council at its Ordinary Meeting held on 23 July 2024 adopted for public advertising the draft *Character Protection Areas Policy* (the policy).

The existing policy provides provisions for new development, and additions and alterations to existing buildings, located within the Character Protection Areas.

**EXTERNAL CONSULTATION**

The City advertised the draft policy in accordance with Councils' resolution for a period of 22 days from 29 August 2024 to 20 September 2024, by way of:

- notification being published in the local newspaper(s)
- notification being sent to landowners within the Character Protection Areas
- information being placed on the City's engagement website
- hard copies of the draft policy being made available for inspection at the City of Bayswater Civic Centre and libraries.

During the public consultation period, 236 people visited the policy online with 148 document downloads.

The following table provides an overview of submissions received during the public consultation period:

Support the draft Policy	Public Authority or Local Government	Lives or owns property within:			Total
		Maylands North CPA	Mount Lawley CPA	Bayswater CPA	
Yes	1	2	1	1	5
Somewhat		2	1		3
No		2	1	1	4
<b>Total</b>	<b>1</b>	<b>6</b>	<b>3</b>	<b>2</b>	<b>12</b>

Out of the 12 submissions, 11 provided comment. Submissions including summarised comments are included in **Attachment 4** and are discussed further in the subsequent section of this report.

One submission was received from the Water Corporation who stated that proposed amendments does not affect Water Corporations assets. Water Corporation had no objection to the amendments proposed.

#### OFFICER'S COMMENTS

A copy of the draft Character Protection Areas Policy is contained in **Attachment 3**.

The following table summarises modifications to the *Character Protection Areas Policy* that were recommended during the public consultation period:

Modifications supported by the City	Rationale
<b>Objectives</b>	
Objective 1 to include 'materiality':	Materiality was raised within community submission. Upon review including materiality within objective 1 was considered relevant considering the policy provisions aims for materials and colours of surrounding traditional homes to be used as a point of reference for new development.
New Objective. Objective three inserted: <i>Ensure the siting, height, scale, massing and materiality of new development including additions to existing buildings is appropriately located, scaled and designed so not to visually dominate or detract from the streetscape qualities of the areas.</i>	This new objectives was recommended within community submission.  Upon review, this new objective was considered relevant as it reinforces the intent of the policy provisions.
Objective 5 relating to carports, garages, vehicle access and carparking.	Modification recommended within community submission. Rearranging the objective improves its readability and recommended to be modified.

Modifications supported by the City		Rationale
Objective 7 relating to alterations to existing building.	Word 'restoration' deleted and replaced with 'alteration'.	Modification recommended within community submission.  Upon review, the using the wording 'alteration' is considered appropriate for the objective intent and is recommended to be modified.
Objective 8 relating to multiple dwellings to include reference of 'subdivision pattern.'		Modification recommended within community submission.  Upon review including subdivision pattern within objective 8 was considered relevant to reinforce the provisions of the policy.
Definitions		
New definition recommended:	<b>Visually Permeable</b> in reference to a wall, gate, door, screen or fence within the scope of this policy, is the vertical surface, when viewed directly from the street or other public space, has continuous vertical or horizontal gaps that in total amount to being 75% open.	Modification recommended within community submission.  Upon review including this definition provides clarity to its users when considering the design of fencing for a residential property within a CPA. This definition is consistent with the policy requirements.
Character Statements		
Character Protection Area 1: Maylands North to include:	<ul style="list-style-type: none"> <li>• Visible brick roof chimneys</li> <li>• Face brick with tuckpointing</li> <li>• Low fence heights</li> </ul>	Modification recommended within community submission.  Upon consideration of these elements and undertaking site visit, the City concurs with these elements being predominant building forms and materials of traditional character homes within the CPA.
Built Form		
Clause 2.10 Bulk, Form and Scale, subclause (b) insert the word 'visual' before amenity.		<p>The relevancy of 'amenity' of traditional character homes to this policy was questioned within a community submission.</p> <p>It is considered that the visual amenity of traditional character homes is relevant in the context of the policy by way of views of the traditional character home are to be maintained as viewed from the street and other surrounding homes. The intent of this clause is to ensure that new buildings do not take this away.</p> <p>It is therefore recommended to insert 'visual' to provide clarity on this.</p>
Carports and Garages		

Modifications supported by the City	Rationale
<p>Clause 2.16 Garages insert the following subclause under (a):</p> <p>(iv) Garage additions where there is an existing building on the subject site are not assessed under this clause. Garage additions are to be assessed under clauses 3.1, 3.3, and 3.5.</p>	<p>A possible contradiction was raised within a community submission that clause 2.16 and clause 3.1 both refer to assessment requirements for garages. This clause is recommended to be included to provide clarity on this matter.</p>
Additions and Alterations	
<p>Clause 3.1 Ground Floor Additions and/or Alterations</p> <p>Delete 'and/or alterations' from the clause title.</p>	<p>This clause only relates to Additions only therefore this modification is recommended. Alterations are assessed under subsequent clause 3.4.</p>
<p>Clause 3.1 (c); and Clause 3.2 (c) replace 'interesting parts' with 'important elements.'</p>	<p>This modification was recommended within a community submission. Upon review the City concurs with this change as it is more explicit on what it is aiming to achieve.</p>
<p>Clause 3.2 (d) Second storey to 'respect the existing building and traditional character homes within the street in relation to' and delete 'sympathetic' 'and are similar to the existing fabric, but imitation should be avoided'</p>	<p>This modification was recommended within a community submission. Upon review the City concurs with this change as it is more explicit on what it is aiming to achieve. It is also noted that the intent of second storey additions is to allow for contemporary/modern additions that are not directly visible from the street. This is the basis of introducing the 4metre setback from the primary street setback and to be located behind the roof ridgeline.</p>
<p>Alterations clarified 'external alterations' this policy does not seek to cover internal alterations.</p>	<p>This modification is recommended to provide clarity on this provision that it relates to external alterations only and does not relate to internal modifications.</p>

The following table details key concerns were raised during the public consultation period:

Concern	City response
<p>Not supportive of setback changes</p>	<p>Clause 2.7 (c) (i) introduces a new second storey setback of 4m, whereas 2m was originally required.</p> <p>The intention of this clause is for first floor development to be adequately setback to maintain the predominant single storey appearance of the streetscape.</p> <p>It is recommended that the new two storey development setback provision remains.</p>



Concern	City response
<p>Recommends design choice flexibility for security measures i.e. garage doors</p>	<p>The Department of Planning, Lands and Heritage Crime Prevention through Environmental design Planning Guidelines advocates for passive surveillance through unimpeded sightlines to and within the publicly accessible areas. This includes visually permeable fences and clear sightlines of the house from the street.</p> <p>Fences heights and design have also remained unchanged. Rather the provisions have been modified to provide ease of interpretation of the provision.</p> <p>It is acknowledged that garages provide secure place for a vehicle to be stored. The policy does not prohibit garage doors within CPAs. Design requirements for garages are provided under clause 2.16 of the policy. The setback of garages from the street has remained unchanged from the original policy.</p>
<p>Remove the policy all together</p>	<p>The review of the policy has identified concerns that if new development is to be designed in harmony with existing traditional character homes, the new development would appear as 'fake heritage' and detract from the traditional character homes.</p> <p>Reframing new development (excluding additions and alterations to traditional character homes) from 'harmony' to 'sympathetic', means a design outcome that respects the proportions and materiality, but is not meant to be identical, nor would it result in a development that intrudes on the traditional character homes presence in the streetscape.</p> <p>The review of this policy has had these considerations at the forefront with the emphasis for new development, including additions, to be 'sympathetic' to existing traditional character homes and not intrude on the existing character of the streetscape</p>
<p>Remove CPA's within 1km of train stations</p>	<p>It is noted the policy does not control density of residential lots, nor does it prohibit the development to a greater density such as apartments or grouped dwellings.</p> <p>This policy provides parameters for new development within Character Protection Areas (CPA) to ensure that new development in Character Protection Areas is sympathetic with</p>

Concern	City response
	<p>the character, rhythm, scale and visual amenity of existing residential streetscapes.</p> <p>Given that 8 out of the 12 submissions received either supported or somewhat supported the policy demonstrates that the policy is valued by the community.</p> <p>Please note the City is not considering the boundaries of CPA's as part of this review.</p>

Other modifications have been recommended within the policy that relate to improving its readability or reinforcing the intent of the policy. A draft amended policy detailing these amendments is contained in **Attachment 2**.

### Residential Design Codes

The Residential Design Codes (R-Codes) now have the status of subsidiary legislation under the Planning and Development Act 2015 and are referred to as a Planning Code. They are no longer considered a State Planning Policy. They are now referred to as the Residential Design Code Volume 1 2024 and Residential Design Code Volume 2 2024.

In accordance with clause 4.1 of the R-Codes local planning policies that include provisions that amend, replace or augment deemed-to-comply provisions of the R-Codes Part C (Single houses R50+, Grouped Dwellings R30 +, Multiple Dwellings R30- R60) require Western Australian Planning Commission (WAPC) approval in order for the provisions of the policy to amend, replace or augment R-Code Part C provisions to have effect after April 2026.

WAPC approval is required for parts of the policy that apply to:

- Maylands North R40 zoned land in relation to grouped dwelling and multiple dwelling developments.
- Mount Lawley R50 zoned land in relation to single houses, grouped dwellings and multiple dwelling developments.
- Bayswater R40 and R30 zoned land in relation to grouped dwelling and multiple dwelling developments.

If Council adopts the amended draft policy, the City will seek the approval of the WAPC for the parts of the policy that apply to the above.

In light of the above it is recommended that Council adopt the amended draft policy as contained in **Attachment 3**.

### **LEGISLATIVE COMPLIANCE**

Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* sets out the procedure for amending a local planning policy.

### **RISK MANAGEMENT CONSIDERATION**

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Medium
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Low
Strategic Risk	SR01 - Inability to plan, provide and support socially connected, healthy and safe neighbourhoods.	

## FINANCIAL IMPLICATIONS

Nil.

## STRATEGIC IMPLICATIONS

It is considered that the proposed Character Protection Areas policy provides the community guidance on designing new buildings, and additions and alterations to existing buildings within a Character Protection Area, whilst respecting the existing traditional character of the area.

In accordance with the City of Bayswater Strategic Community Plan 2021-2031 (as amended), the following applies:

Theme: Environment and Liveability

Goal E1: Maintain the identity and heritage of our neighbourhoods while supporting an increase in high quality density around transport nodes.

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.  
Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

## CONCLUSION

The proposed policy incorporates various improvements, and clarifies provisions to enhance its ease of use and effectiveness in maintaining the traditional character within the City's three character protection areas. In light of this, it is recommended that the proposed *Character Protection Areas Policy* is adopted by Council.



# Character Protection Areas Policy

<b>Responsible Division</b>	Office of the Chief Executive Officer
<b>Responsible Business Unit</b>	Property and Economic Development
<b>Responsible Officer</b>	Manager Property and Economic Development
<b>Affected Business Units</b>	Property and Economic Development Statutory Planning and Compliance
<b>ECM Document Set ID</b>	

**City of Bayswater**  
**Character Protection Areas Policy**  
**Maylands North | Mount Lawley | Bayswater**

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## Purpose

To provide parameters for new development within Character Protection Areas (CPA) to ensure that new development in Character Protection Areas is sympathetic with the character, rhythm, scale and visual amenity of existing residential streetscapes in the three Character Protection Areas.

## Objective

The objectives of this policy are to:

1. Ensure that new development is sympathetic to the unique character of the streetscape.
2. To retain the open character of streetscapes and landscaped gardens.
3. Ensure the built form of new development is sympathetic to the scale and form of traditional character homes within each of the three Character Protection Area.
4. Carports and garages are not to detract from the residential character of streetscapes and shall be designed to minimise their impact on the dwellings which they serve. Ensure vehicle access and car parking is designed to minimise its impact on the street.
5. Ensure additions are sympathetic with the original building.
6. Ensure alterations integrate harmoniously with the original building so that restoration does not detract from the existing building.
7. Ensure the built form and architectural expression of multiple dwelling developments preserves the character of the Character Protection Areas and is sympathetic to the character of traditional character homes in the street.

## Scope

This policy applies to and sets out the requirements for new residential development, including single houses, grouped dwellings, multiple dwellings and alterations and additions to single houses, grouped dwellings, and multiple dwellings, that require development approval in the following areas:

- Character Protection Area 1: Maylands North
- Character Protection Area 2: Mount Lawley
- Character Protection Area 3: Bayswater

## Background

One important way by which the local community identifies itself is its cultural heritage, mainly represented by the built environment. The local community wishes to ensure that development in certain areas is sympathetic to the local character.

The character of these residential areas can be simply expressed as their streetscape appeal; this includes front fences and gardens, the scale and form of existing buildings, roofscapes, heritage places and trees that combine to form the street's character. Three Character Protection Areas (CPA) were established and are designated specific guidelines for these areas to ensure new development is sympathetic to the local character of the respective areas.

Development applications are to take into consideration of the Character Statement for each of the three character areas.

## Definitions

For the purposes of this policy -

**Bulk** means the combined effect of the arrangement, volume, size and shape of a building or group of buildings.

**Character** is defined by the combination of the particular characteristics or qualities of a place. These include the rhythm, scale and visual amenity of dwellings which contribute to the existing streetscapes.

**Character Protection area** means a group of properties that are recognised to collectively form a streetscape with defining features and characteristics, which may include form and scale, materiality, style or repetition.

**Character statement** means a concise and distilled summary of the characteristics of the place. It is a statement summarising each aspect of character, following an assessment of character. It underpins decisions about statutory provisions.

**Context** means the specific character, quality, and physical characteristics of a building's setting.

**Form** as it relates to the form of a building, is its overall shape and volume and the arrangement of its parts.

**Mass** means the size and volume of a building.

**Predominant setback** of an existing residence comprises the setback from the street boundary of the major portion of the front façade. It excludes projecting verandahs, bay windows, garages and carports.

**Primary street setback** is the predominant streetscape pattern in the immediate locality. This is to be taken as the average setback of the two dwellings on each side of the property the subject site of the application. This average shall be measured to the predominant street setback lines of the adjacent dwellings (ie not the line of the verandahs or carports).

**Scale** means the size of a building and its proportional relationship with its surrounding dwellings in the locality.

**Streetscape** means all of the visual elements which inform the perception of a street; these include the road, front fences and gardens, existing buildings scale and form, roofscapes, trees and open spaces, that combine to form the street's character.

**Sympathetic** means a design outcome that respects its context. It would not be identical to the traditional character homes, nor would it intrude on their presence in the streetscape. It would be of a similar or lesser scale.

**Traditional Character Home** is a building used as a residence generally built before 1950 in a traditional style.

**Visual Amenity** means all those visual factors which assist in forming the character of an area and contributing to its current and likely future amenity.



### Related Legislation

- Town Planning Scheme No.24
- *Planning and Development (Local Planning Schemes) Regulations 2015*
- Residential Design Codes of Western Australia

### Document details

<b>Relevant delegations</b>	TP-D01 Local Planning Schemes		
<b>Risk evaluation</b>	Low – Moderate		
<b>Strategic link</b>	Goal E1 and Goal L4		
<b>Council adoption</b>	22 September 2015	<b>Resolution</b>	13.3.1
<b>Reviewed/modified</b>	<b>Resolution</b>		
<b>Next review due</b>			

## 1. Character Protection Areas - Character Statements

### Character Protection Area 1: Maylands North

Figure 1



Maylands North Character Protection Area (CPA) is located in the south west section of the City of Bayswater. The CPA is bound by adjacent local government boundaries to the west and south, Coode Street and Railway Parade to the east and Sussex Street to the north.

The area around Maylands was inhabited by the Wadjuk Noongar People thousands of years before the Swan River Colony established in 1829. The subdivision and settlement of Maylands began around the year of 1900 following the construction of the Ferguson Foundry (1898). The foundry supplied the water pipes required for C.Y. O'Connor's Goldfields Water Supply Scheme (gold fields pipeline) and attracted many young families to the area.

The area retains a high percentage of places that positively contribute to the streetscape. The area contains good examples of brick and timber bungalows including the architectural styles of Federation Bungalow, Federation Timber Bungalow and Federation Timber Workers Cottage.

The landform rises from a low in the east (Railway Parade) to a high in the west (Carrington and York Street).

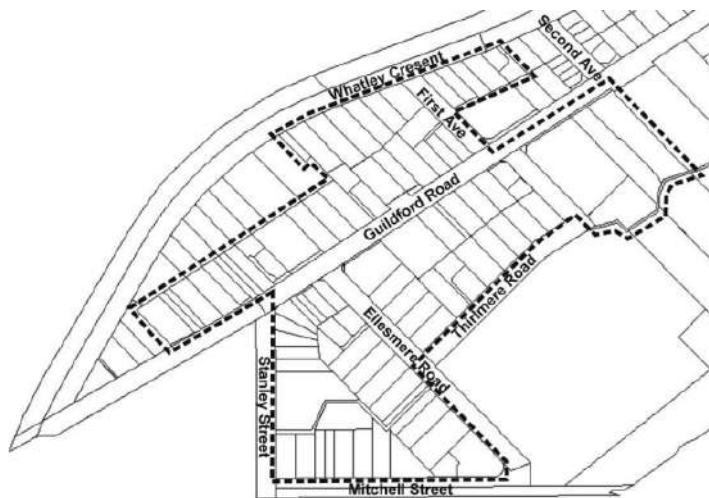
The predominant building form, materials and streetscape characteristics in the area are:

- Single storey with some two storey.
- Asymmetrical facades and single fronted facades.
- Hip and gable roof forms and tiled and corrugated steel roof cladding.
- Face brick, rendered brick and timber walls. Some masonry dwellings with limestone foundations.
- Front entry porches and verandahs, some with return verandahs.
- Timber detailing to verandahs.

- Face brick, rendered brick, brick pier and iron infill panels to fences. There are some timber and some stone fences.
- Grass to front yards with perimeter planting.
- Grass verge and mature street trees.
- Concrete and brick paved driveways to one side of the lot.

### Character Protection Area 2: Mount Lawley

Figure 2



Mount Lawley Character Protection Area (CPA) is located in the south west corner of the City of Bayswater. The CPA is bound by local government boundaries to the west and south, the railway to the north and the suburb of Maylands to the east.

The area around Mount Lawley was originally inhabited by the Wadjuk Noongar People thousands of years before the Swan River settlement established in 1829. This portion of Mount Lawley was subdivided for residential lots under the management of Robert Thompson Robinson and Samuel Copley. Robinson built his own home 'Killowen' in 1903 at the base of Ellesmere Road overlooking the Swan River which is now a hospital. The subdivision was aimed at the affluent members of the community and began development in 1910.

The seven streets in the CPA retain a high percentage of places that positively contribute to the streetscape. The area contains some good examples of brick bungalows including the architectural styles of Federation Bungalow and Federation Queen Anne Bungalow. There are a number of places with strong inter war influences including the Inter War Domestic Revival architectural style.

Guildford Road and Whatley Crescent are both high traffic volume roads that influence the character of the area. These streetscapes are predominantly open with single storey dwellings dating from the late nineteenth and early twentieth century through to more recent development. The verge and a number of front setbacks of Guildford Road are concrete or brick paved. The landmark building, Albany Bell Castle, is set well back from the Guildford Road boundary.

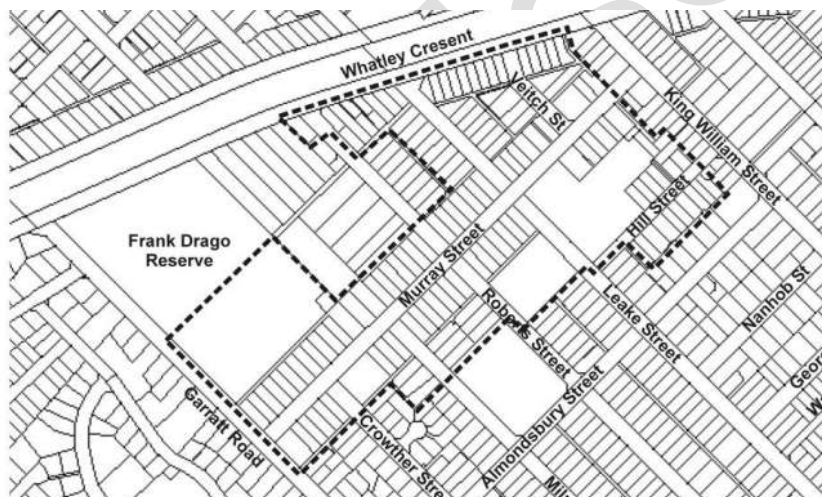
The predominant building form, materials and streetscape characteristics in the area are:

- Single storey with some two storey.
- Hip and gable tiled roof forms. There are some corrugated steel roofs, especially north of Guildford Road.
- Face brick or rendered brick walls, some with limestone foundations.
- Front entry porches and verandahs, some with return verandahs.
- Face brick, rendered brick, brick pier and iron infill panels to fences. There are some timber and some stone fences. Some higher brick and rendered brick fences to Guildford Road.
- Grass to front yards with perimeter planting.
- Grass verge and mature street trees.
- Concrete and brick paved driveways to one side of the lot.

Whatley Crescent retains grass verges, front boundary fences and perimeter planting to the front yards.

### Character Protection Area 3: Bayswater

Figure 3



Bayswater Character Protection Area (CPA) is located in the south west section of the City of Bayswater. The CPA bound by Garratt Road to the south, Whatley Crescent to the west, the rear boundary of commercial properties to King William Street to the north and a line to the east from the rear of properties to Hill Street extending to Garratt Road.

Bayswater was originally inhabited by the Wadjuk Noongar people thousands of years before the Swan River Colony was established in 1829. This area remained undeveloped until 1881 when the Perth to Guildford railway line was built. This area was largely used for gardening and farming with houses spread out over the Bayswater area. The opening of the Midland Railway Workshops fuelled greater suburban growth in Bayswater between 1904 and 1914.

The area retains a high percentage of places that positively contribute to the streetscape. The area contains some good examples of brick and timber bungalows including the architectural styles of

Federation Bungalow, Federation Timber Bungalow, Federation Timber Workers Cottage and Inter War California Bungalow.

The landform rises from a low point in the north (King William Street) to a high at Roberts Street. The predominant building form, materials and streetscape characteristics in the area are:

- Single storey with some two storey.
- Asymmetrical facades and single fronted facades.
- Hip and gable roof forms and tiled and corrugated steel roof cladding.
- Face brick, rendered brick and timber walls. Some masonry dwellings with limestone foundations.
- Front façade verandahs, some with return verandahs. Some entry porches.
- Awnings to some windows.
- Face brick, rendered brick, timber, stone, brick pier with iron or timber infill panels to fences. There are some timber post and rail with wire infill fences and some dwellings with no fence to the front boundary. Some high brick fences to Whatley Crescent.
- Grass to front yards with perimeter planting.
- Grass verge and mature street trees.
- Concrete and brick paved driveways to one side of the lot.
- Numerous dwellings have access to rear laneways.

## 2. Requirements for New Development

New buildings within a character protection area are to be sympathetic with the existing traditional character of the area and should not detract from existing character homes. A respectful design approach gives special consideration to the siting, scale, architectural style and form, materials, colours and finishes, front fences, and front gardens.

The following provisions apply to proposed single houses, grouped dwellings and subdivisions. Additions and alterations are assessed under a separate clause 3.

### Configuration

#### 2.1 Subdivision Pattern

- (a) In areas where the traditional subdivision pattern contributes to the character of the streetscape, new development should respect and respond to this pattern.
- (b) To ensure existing arrangement of lots, particularly the length of street frontages is maintained.
- (c) Amalgamation will not be supported in CPAs.

#### 2.2 Building Orientation

- (a) Building orientation shall be consistent with the existing street pattern (that is at right angles to the street).

### Streetscapes

#### 2.3 Open Streetscapes

- (a) Dwellings shall interact with the public domain by way of:
  - (i) Verandah or porch provided to the front of the dwelling that faces the primary street.
  - (ii) Blank walls, heavy planting, screen walls, or garages and enclosed carports in the front setback area shall be avoided.
  - (iii) The property boundary shall be clearly demarcated by a fence or planting consistent with the existing character of the streetscape.

#### 2.4 Fences

- (a) Open Fences:
  - (i) Open fences on the front boundary shall be a maximum height of 1m above the adjoining pavement level.
- (b) Masonry Fences:
  - (i) Solid masonry fences are permitted to a maximum height of 600mm from the adjoining pavement level and shall be visually permeable above (minimum 75% open).
  - (ii) Masonry piers shall be limited to a maximum height of 1m above the adjoining pavement level and limited to a maximum width of 350mm x 350mm.

(c) Fences on Sloping Sites:

- (i) Masonry fences on sloping site shall be a maximum height of 750mm above the adjoining pavement level.
- (ii) Masonry piers shall be limited to a maximum height of 1m above the adjoining pavement level and limited to a maximum width of 350mm x 350mm.

(d) Materials:

- (i) Fibre cement and metal sheeting materials shall not be supported.

(e) Meter Boxes:

- (i) Where meter boxes are incorporated into front fences they shall not be visible directly from the street.

## 2.5 Retaining walls and Topography

- (a) New dwellings shall respond to the natural features of the site. Cutting and filling, particularly in locations directly visible from the street, shall be kept to a minimum.
- (b) Retaining walls within the front setback area are to be stepped vertically if they are more than 0.5m high to reduce their visual impact.

## 2.6 Landscaping

(a) Existing Mature Trees

- (i) Existing mature trees on the site shall be retained wherever possible.

(b) Landscaping of Front Gardens

- (i) Landscape plans are to include soft landscaping in the front setback areas to maintain the landscape character of front gardens in the locality.

## Street setback

### 2.7 Street Setbacks

(a) Primary Street Setback

- (i) Buildings (excluding carports, unenclosed porches, balconies, and verandahs) shall be set back from the primary street boundary at the average calculated setback of the two dwellings on each side of the subject site.
- (ii) The average calculated setback is measured from the primary street boundary to the predominant street setback lines of the two dwellings on each side of the subject site (ie not to the line of the verandahs, porches or carports) (See [Figure 5](#)).

(b) Open Entry Porches and Verandahs

- (i) Open entry porches and verandahs directly visible from the street shall be limited to single storey structures and shall be a maximum height of 3.5m.
- (ii) Entry porches and verandahs can protrude 2.5m into the primary front setback provided it is reflective of existing porches and verandahs in the immediate locality (ie occurs in at least



two dwellings of the two either side of the subject site and the three across the street) and will not dominate the appearance of the dwelling (See [Figure 5](#)).

(iii) Entry porches and verandahs shall be open on three or more sides.

(c) Upper Floors

(i) Upper floors shall be setback a minimum of 4m from the primary street setback line of the proposed dwelling (See [Figure 6](#)).

(d) Balconies

(i) Open upper floor balconies shall be setback behind primary street setback line, are not to dominate the street elevation of the dwelling and be limited to 40% of the width of the subject site (See [Figure 6](#)).

(ii) Balconies shall incorporate architectural detailing as outlined in clause 2.13.

## 2.8 Location of Entries

(a) Front doors shall face the street. Entry doors located at the side of the dwelling may be considered only where the entry arrangements are clear and accessed via a porch or verandah easily visible from the street.

## 2.9 Boundary Walls

(a) Boundary walls shall be setback a minimum of 1m behind the primary street setback line or the front wall of the dwelling where this is setback beyond the primary street setback line.

## Built form

### 2.10 Bulk, Form and Scale

(a) Development directly visible from the street shall have a continuation of plate height and be of similar built form proportions to traditional character homes within the CPA.

(b) Building height and bulk shall be distributed appropriately on the development site to protect the amenity of traditional character homes on adjoining lots and maintain the visual integrity of the streetscape.

(c) Development shall be of high quality design, and be articulated to breakdown their perceived bulk and establish a scale appropriate to existing dwellings in the locality.

(d) The visual bulk of two storey buildings should be minimised through articulation of larger wall lengths, and the stepping back of upper storey walls from the ground floor elevation.

### 2.11 Roof Pitch and Form

(a) Hipped or gabled roof forms are preferred roof forms.

(b) The scale of roof elements should be comparable with the scale of existing roofs in the locality.

(c) Gabled or hipped roof forms consisting of elements which break up the scale of roofs should be provided. Roof elements should be consistent with the Character Protection Area and may include overhanging eaves, cover over entrances, detailing to eaves and canopies over windows.



(d) Other roof forms shall only be considered where it can be demonstrated that the roof form proposed will not detract from the established streetscape.

## **2.12 Materials**

(a) Dwellings are to recognise the characteristic materials, textures and colours used in the surrounding traditional character homes within the CPA. These should be re-interpreted and incorporated as part of the new development.

(b) Materials and colours of surrounding buildings should not be simply copied but used as a point of reference. Modern materials can be used if their proportions and details are sympathetic to and do not detract from the surrounding traditional character buildings. Colour, texture and tonal contrast can be unifying elements.

(c) A limited palette of materials shall be used to provide visual interest and articulate the building form.

(d) The outcome of the total composition shall make a positive contribution to the existing streetscape.

## **2.13 Detailing**

(a) Detailing should comprise the direct and simple expression of architectural elements and be provided to the front and side elevations of the building. Detailing of existing traditional homes should not be copied in new development, rather be used as a point of reference. Detailing of new development shall not result in a development that intrudes on adjoining traditional character homes nor dominate the streetscape.

(b) The relationships of solids to voids shall reflect the immediate locality and detailing shall be used to provide identity and highlight important components such as entrances, chimneys, balconies, and to screen service areas.

# **Carparking and vehicle access**

## **2.14 Access and car parking**

(a) Vehicle parking shall be located at the rear of the property and accessed via a right of way where a right of way is present and rights of access exist.

(b) Where no right of way is available, access to vehicle parking shall be taken from the secondary street. Where a secondary street is not available, access to vehicle parking may be permitted from the primary street.

(i) Where driveways to primary or secondary street are permitted, they are to be provided as follows:

- Single garages and carports are to be accessed from a single crossover to the street with a maximum width of 3.0m.
- Double garages and carports are to be accessed from a single crossover to the street of a width of 4.8m.

(d) Grouped dwelling vehicle access shall meet the following:

- (i) The alignment of access ways should be varied to avoid the 'gun barrel' effect.
- (ii) Parking areas shall be located within developments and not in the front setback area.
- (iii) Parking areas shall be screened from the street by buildings or landscaping.
- (iv) Parking provision for more than six bays shall be broken up with trees, buildings, or different surface treatments.

## **Carport and Garages**

### **2.15 Carports**

- (a) Where access off a right of way is not possible carports:
  - (i) May be located within the street setback area provided they are open on all sides (except where they adjoin the dwelling) and shall be of simple and unobtrusive design to ensure they do not obscure the view of the existing dwelling from the street.
  - (ii) Carports proposed as part of a new dwelling are encouraged to be incorporated under the roof of the proposed dwelling at the same setback as the new dwelling.
  - (iii) Carport additions shall be independent of the existing dwelling.
  - (iv) Where the primary street frontage of a lot is 12m or less only single width carports shall be permitted.
  - (v) Roofs to carports shall be 'light weight' in nature incorporating:
    - flat or skillion (with low pitch) roof forms so as to not obscure the view of the existing dwelling from the street.
    - The fascia of the carport shall match the line of the fascia of the existing dwelling verandah.
    - Posts to the carports shall be a maximum width of 90mm\*90mm.
  - (vi) A pitch or gable roof form to carports may be considered on a case by case basis and shall be:
    - Unobtrusive in design and not obscure the view of the existing dwelling from the street
    - Infill panels or closing in of gable ends are not permitted. Roof pitches are to match the existing dwelling.
    - While the underside of roofs may be lined, flat ceilings are not permitted.
  - (vii) Roller doors, tilt doors, and solid gates are ~~will not be~~ permitted for any carports located within the street setback area.
  - (viii) Materials and colours are to be compatible with the dwelling and not detract from the appearance for the dwelling.

### **2.16 Garages**

- (a) Where access off a right of way is not possible garages:
  - (i) Shall be integrated into the development and Garages shall be setback a minimum of 1m behind the line of the primary setback line of the dwelling (excludes verandahs and entry porches).
  - (ii) The form and materials of garages shall meet the 'Built Form' requirements of the Policy (clause 2.10 – 2.13).

- (iii) If a garage is provided no carport shall be permitted in the front setback area.

## **Fixtures and facilities**

### **2.17 Air Conditioning Equipment and Plant, Satellite Dishes and Solar Panels**

- (a) Air conditioning equipment, plant and satellite dishes shall be located in positions where they are not directly visible from the street.
- (b) Solar panels are permitted. However where practicable they shall be located in positions which minimise any undue impact on the streetscape.

## **Relationship with the R-Codes**

### **2.18 Relationship with the R-Codes**

- (a) Residential Design Codes Volume 1 (R-Codes V1) apply. Where there is a contradiction between this Policy and the R-Codes V1, the provisions within this Policy prevails.

## **3. Requirements for Additions and Alterations to Existing Dwellings**

When altering or adding to a place with existing traditional character, the goal is for an outcome that does not reduce the character of the place, rather enhances it.

## **Additions and Alterations**

### **3.1 Ground Floor Additions and/or Alterations**

- (a) Ground floor additions to an existing dwelling, including garages, shall be setback a minimum of 2m from the primary setback line (excluding unenclosed carports, porches and verandahs).
- (b) The use of links, courtyards and breezeways are encouraged for additions to traditional character homes. These minimise the impacts on the existing dwelling and provide improved internal and external living conditions (See Figure 7); alternatively additions which are contiguous with the existing dwelling should seek to minimise the impact on the existing dwelling (See Figure 7).
- (c) Additions shall not detract from the interesting parts of the existing building, its setting, the balance of composition and relationship with its surrounding streetscape.
- (d) Additions shall be sympathetic of its siting, bulk, form, scale, character, colour, texture and material; are similar to the existing fabric, but imitation should be avoided; and not intrude on existing traditional character homes in the immediate locality.
- (f) Unenclosed carports, porches and verandahs shall meet clauses 2.7 (b) – Open Entry porches and 2.15 – Carports.

### 3.2 Second Storey Additions

(a) Second storey additions shall be setback:

- a minimum 4 metres from the primary street setback as determined under clause 2.7(a); and
- be located behind the roof ridgeline of the roof of the existing dwelling (See Figure 8).

(b) Two storey extensions at the front of the existing dwelling that dominate the streetscape will not be supported (See Figure 8).

(c) Second storey additions shall not detract from the interesting parts of the existing building, its setting, the balance of composition and relationship with its surrounding streetscape.

(d) Additions shall be sympathetic of its siting, bulk, form, scale, character, colour, texture and material; are similar to the existing fabric, but imitation should be avoided; and not intrude on existing traditional character homes in the immediate locality.

(e) Alterations shall integrate harmoniously with the original building so that restoration does not detract from the existing building.

### 3.3 Additions not Visible from the Street

(a) Additions not directly visible from the street may have a different character to the architectural style of the existing dwelling, including contemporary design, but shall be sympathetic to the form, scale, and bulk of the existing dwelling and development, and not intrude on existing traditional character homes in the immediate locality. Suitability of this clause is to be considered on a case by case basis as determined by the City.

### 3.4 Alterations

(a) Alterations shall integrate harmoniously with the original building so that restoration does not detract from the existing building.

### 3.5 The following additional clauses apply to additions to existing dwellings:

2.2 - Building Orientation

2.3 – Open Streetscapes

2.4 – Fences

2.5 – Retaining walls

2.6 – Landscaping

2.8 – Location of Entries

2.9 – Boundary walls

2.10 – Bulk, form and scale

2.11 – Roof pitch and form

2.12 – Materials

2.13 – Detailing

2.14 – Access and car parking

2.15 – Carports

2.16 – Garages

2.17 – Air Conditioning Equipment and Plant,  
Satellite Dishes and Solar Panels

Where there is an inconsistency, the provisions of clause 3 prevail.

### 3.6 Relationship with the R-Codes

(a) Residential Design Codes Volume 1 (R-Codes V1) apply. Where there is a contradiction between this Policy and the R-Codes V1, this Policy prevails.

## 4. Requirements for Multiple Dwellings

If multiple dwellings are permitted within the CPA the following provisions shall apply.

New buildings within a character protection area are to respect and complement the character of the area. A respectful design approach gives special consideration to the siting, scale, architectural style and form, materials and finishes of the proposed development in relation to the CPA, and does not intrude on existing traditional character homes within the streetscape. New infill development are to respond sympathetically to the character values of the CPA.

### Street Setback

#### 4.1 Street Setback

- (a) Buildings shall be set back from the primary street boundary at the average calculated setback of the two dwellings on each side of the subject site.
- (b) The average calculated setback is measured from the primary street boundary to the predominant street setback lines of the two dwellings on each side of the subject site (ie not to the line of the verandahs, porches or carports) (See Figure 5).

### Built Form

#### 4.2 Built Form

- (a) The built form of multiple dwellings shall be articulated into perceptually differentiated components which reflect the scale of adjoining dwellings. That is walls, openings and roof planes are to be modulated in response to the scale of neighbouring buildings. Such forms are to have a vertical emphasis.
- (b) The ground floor of the development shall have a clear and direct relationship to the existing ground or street plane and entrances shall generally face the street.
- (c) Entries located at the side of the development shall be considered only where the entry arrangements are highly legible and accessed via a defined porch or verandah directly visible from the street.
- (d) Materials and details shall comply with clause 2.12 and 2.13 of this policy.

#### 4.3 Roofs

- (a) Roof form and skyline shall be articulated by ridge and parapet lines, roof slopes, and punctuated by party walls, chimneys, skylights or other elements to break down the scale and the perceived height of the building. Roof forms facing the street shall be sympathetic to existing roofs in the immediate vicinity.

### Carparking and vehicle access

#### 4.4 Access and car parking

(a) Multiple dwellings shall meet the following:

- (i) The alignment of access ways should be varied to avoid the 'gun barrel' effect.
- (ii) Parking areas shall be located within developments and not in the front setback area.
- (iii) Parking areas shall be screened from the street by buildings or landscaping.
- (iv) Parking provision for more than six bays shall be broken up with trees, buildings, or different surface treatments.

## **Landscaping**

### **4.5 Landscaping**

- (a) Landscaping in the front setback area shall include soft landscaping to maintain the landscape character of front gardens in the area. These areas shall generally retain existing ground levels within the front setback area.
- (b) New fences, garden walls, planting and landscape elements shall reflect the scale of such elements in the immediate area.

## **Fixtures and facilities**

### **4.6 Air Conditioning Equipment and Plant, Satellite Dishes and Solar Panels**

- (a) Air conditioning equipment, plant, satellite dishes and water tanks shall be located they are not directly visible from the street or shall be adequately screened.

## **Relationship with the R-Codes**

### **4.7 Relationship with the R-Codes**

- (a) Residential Design Codes Volume 2 – Apartments (R-Codes V2) apply. Where there is a contradiction between this Policy and the R-Codes V2, this policy prevails.

## **5 Application for Development Approval**

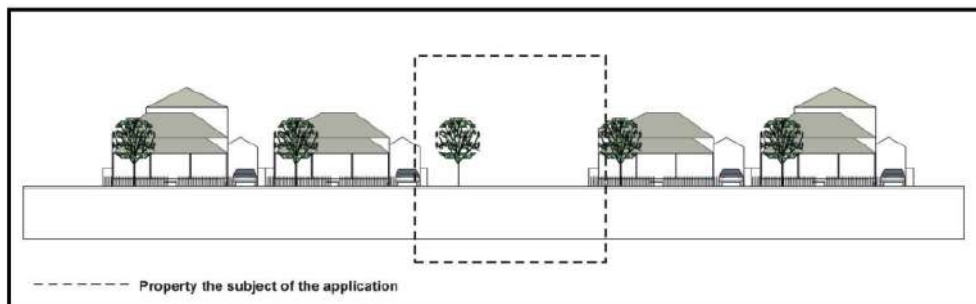
### **Application for Development Approval Requirements**

#### **5.1 Application Requirements**

An application for planning approval for development of a lot within the Character Protection Areas is to be accompanied by the following information in addition to that required by the Town Planning Scheme:

- (a) Colour photographs of the elevations of the existing dwelling and development on the two adjoining properties on either side of the subject property.
- (b) A streetscape elevation of the proposed development which includes development on the two adjoining properties on either side of the subject property at a scale not less than 1:100 (See Figure 4).

**Figure 4: Streetscape Elevation**



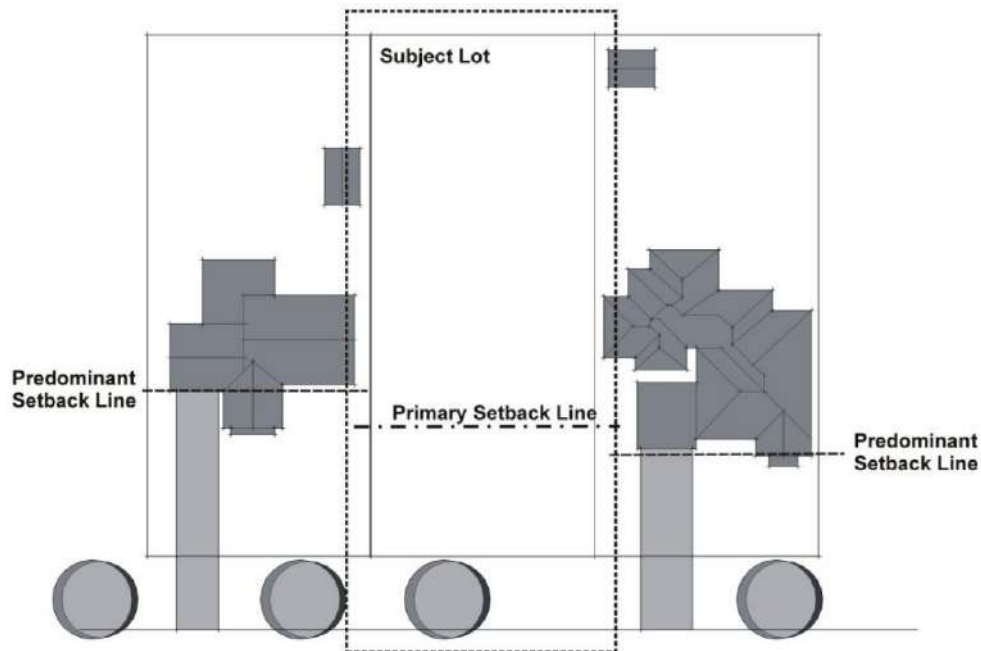
- (c) A schedule of finishes of all materials which could be seen directly from the street. This includes front and side elevations of the proposed and existing development.
- (d) A landscape plan of the front garden area proposed indicating proposed fencing and identifying both materials (paving) and plant species. The landscape plan shall be provided in accordance with the City's Landscaping Guidelines.

## **5.2 Advertising of Applications**

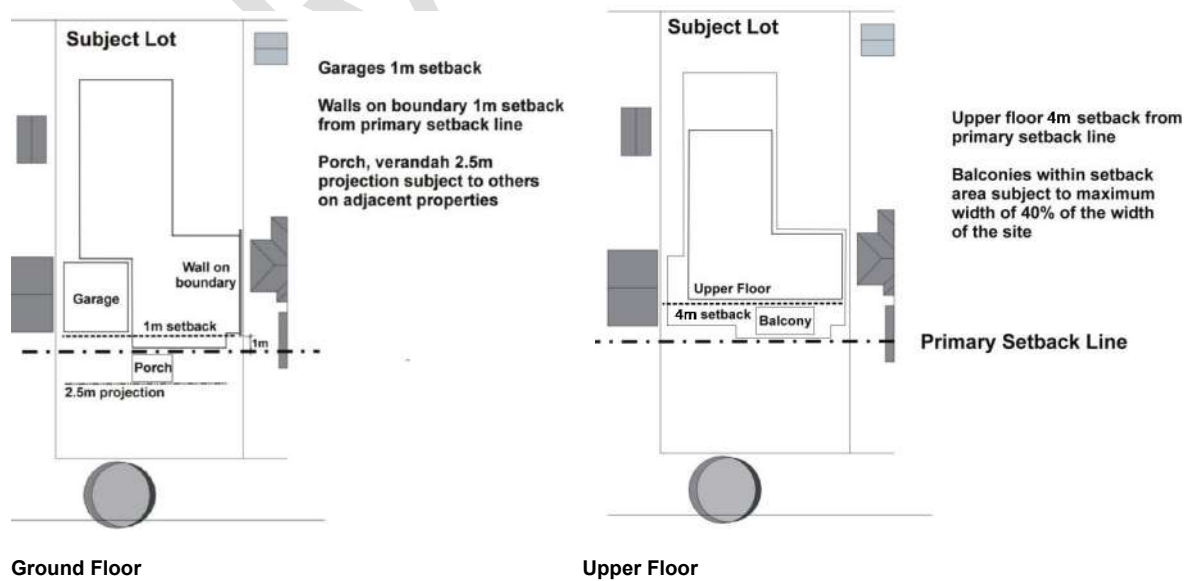
- (a) Where an application is made for planning approval to carry out development which does not comply with the relevant provisions of the Character Protection Area policy the City may advertise the application in accordance with the consultation provisions of the Residential Design Codes.

## Figures

**Figure 5** – Calculating the Primary Street Setback Line

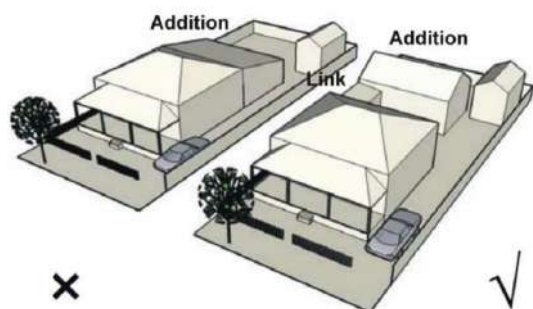


**Figure 6** – Calculating front setbacks

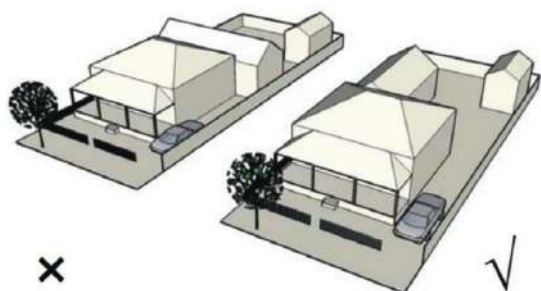




**Figure 7** – Ground floor alterations and additions



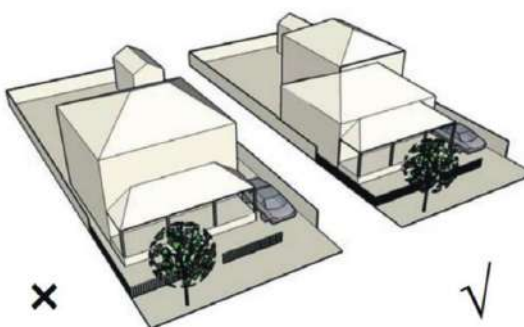
The use of links, courtyards and breezeways are encouraged. These minimise the impacts on the existing residence and provide improved internal and external living conditions.



Alternatively contiguous extensions should seek to minimise the impact on existing residence.

**Figure 8** – Upper floor alterations and additions

Two storey extensions should be placed behind the ridgeline of the existing residence.



Two storey extensions at the front will dominate the streetscape and will not be supported.





# Character Protection Areas Policy

<b>Responsible Division</b>	Office of the Chief Executive Officer
<b>Responsible Business Unit</b>	Property and Economic Development
<b>Responsible Officer</b>	Manager Property and Economic Development
<b>Affected Business Units</b>	Property and Economic Development Statutory Planning and Compliance
<b>ECM Document Set ID</b>	

**City of Bayswater**  
**Character Protection Areas Policy**  
**Maylands North | Mount Lawley | Bayswater**

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## Purpose

To provide parameters for new development within Character Protection Areas (CPA) to ensure that new development in Character Protection Areas is sympathetic with the character, rhythm, scale and visual amenity of existing residential streetscapes in the three Character Protection Areas.

## Objective

The objectives of this policy are to:

1. Ensure that new development is sympathetic to the unique character **and materiality** of the streetscape.
2. To retain the open character of streetscapes and landscaped gardens.
3. **Ensure the siting, height, scale, massing and materiality of new development including additions to existing buildings is appropriately located, scaled and designed so not to visually dominate or detract from the streetscape qualities of the areas.**
4. ~~3.~~ Ensure the built form of new development is sympathetic to the scale and form of traditional character homes within each of the three Character Protection Area.
5. ~~4.~~ Carports, **and** garages, **vehicle access and carparking are do not dominate to detract from the residential character of streetscapes or adversely impact the unique character or presentation of and shall be designed to minimise their impact on** the dwellings which they serve. **Ensure vehicle access and car parking is designed to minimise its impact on the street.**
6. ~~5.~~ Ensure additions are sympathetic with the original building.
7. ~~6.~~ Ensure alterations integrate harmoniously with the original building so that **alterations restoration** does not detract from the existing building.
8. ~~7.~~ Ensure the built form and architectural expression of multiple dwelling developments preserves the character **and subdivision pattern** of the Character Protection Areas and is sympathetic to the character of traditional character homes in the street.

## Scope

This policy **guides proposals and assists in the assessment of applies to and sets out the requirements for** new residential development **and alterations and additions to, including** single houses, grouped dwellings, multiple dwellings; **and alterations and additions to single houses, grouped dwellings, and multiple dwellings,** that require development approval in the following areas:

- Character Protection Area 1: Maylands North
- Character Protection Area 2: Mount Lawley
- Character Protection Area 3: Bayswater

## Background

One important way by which the local community identifies itself is its cultural heritage, mainly represented by the built environment. The local community wishes to ensure that development in certain areas is sympathetic to the local character.

The character of these residential areas can be simply expressed as their streetscape appeal; this includes front fences and gardens, the scale and form of existing buildings, roofscapes, heritage places and trees that combine to form the street's character. Three Character Protection Areas (CPA) were established and

are designated specific guidelines for these areas to ensure new development is sympathetic to the local character of the respective areas.

Development applications ~~must consider are to take into consideration of~~ the Character Statement for ~~the relevant CPA and comply with the policy each of the three character areas~~

## Definitions

For the purposes of this policy -

**Bulk** means the combined effect of the arrangement, volume, size and shape of a building or group of buildings.

**Character** is defined by the combination of the particular characteristics or qualities of a place. These include the rhythm, scale and visual amenity of dwellings which contribute to the existing streetscapes.

**Character Protection area** means a group of properties that are recognised to collectively form a streetscape with defining features and characteristics, which may include form and scale, materiality, style or repetition.

**Character statement** means a concise and distilled summary of the characteristics of the place. It is a statement summarising each aspect of character, following an assessment of character. It underpins decisions about statutory provisions.

**Context** means the specific character, quality, and physical characteristics of a building's setting.

**Form** as it relates to the form of a building, is its overall shape and volume and the arrangement of its parts.

**Mass** means the size and volume of a building.

**Predominant setback** of an existing residence comprises the setback from the street boundary of the major portion of the front façade. It excludes projecting verandahs, bay windows, garages and carports.

**Primary street setback** is the predominant streetscape pattern in the immediate locality. This is to be taken as the average setback of the two dwellings on each side of the property the subject site of the application. This average shall be measured to the predominant street setback lines of the adjacent dwellings (ie not the line of the verandahs or carports).

**Scale** means the size of a building and its proportional relationship with its surrounding dwellings in the locality.

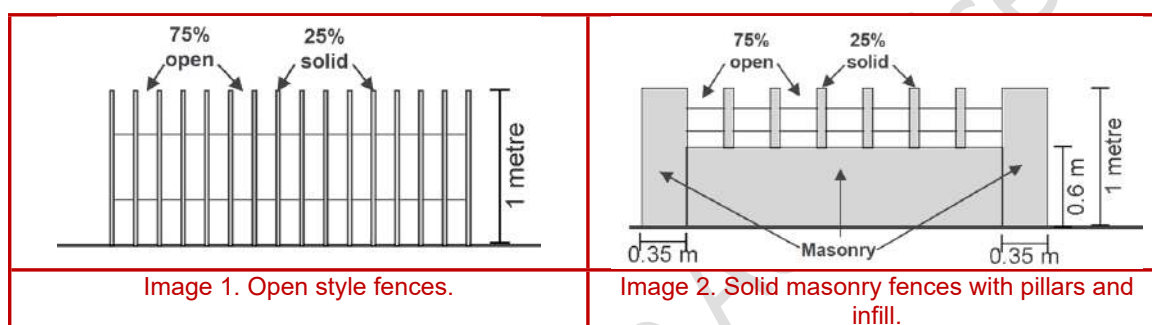
**Streetscape** means all of the visual elements which inform the perception of a street; these include the road, front fences and gardens, existing buildings scale and form, roofscapes, trees and open spaces, that combine to form the street's character.

**Sympathetic** means a design outcome that respects its context. It would not be identical to the traditional character homes, nor would it intrude on their presence in the streetscape. It would be of a similar or lesser scale.

**Traditional Character Home** is a building used as a residence generally built before 1950 in a traditional style.

**Visual Amenity** means all those visual factors which assist in forming the character of an area and contributing to its current and likely future amenity.

**Visually Permeable** in reference to a wall, gate, door, screen or fence within the scope of this policy, is the vertical surface, when viewed directly from the street or other public space, has continuous vertical or horizontal gaps that in total result in being 75% open.



## Related Legislation

- Town Planning Scheme No.24
- *Planning and Development (Local Planning Schemes) Regulations 2015*
- Residential Design Codes of Western Australia

## Document details

**Relevant delegations** TP-D01 Local Planning Schemes

**Risk evaluation** Low – Moderate

**Strategic link** Goal E1 and Goal L4

**Council adoption** 22 September 2015

**Resolution** 13.3.1

**Reviewed/modified**

**Resolution**

**Next review due**

## 1. Character Protection Areas - Character Statements

### Character Protection Area 1: Maylands North

Figure 1



Maylands North Character Protection Area (CPA) is located in the south west section of the City of Bayswater. The CPA is bound by adjacent local government boundaries to the west and south, Coode Street and Railway Parade to the east and Sussex Street to the north.

The area around Maylands was inhabited by the Wadjuk Noongar People thousands of years before the Swan River Colony established in 1829. The subdivision and settlement of Maylands began around the year of 1900 following the construction of the Ferguson Foundry (1898). The foundry supplied the water pipes required for C.Y. O'Connor's Goldfields Water Supply Scheme (gold fields pipeline) and attracted many young families to the area.

The area retains a high percentage of places that positively contribute to the streetscape. The area contains good examples of brick and timber bungalows including the architectural styles of Federation Bungalow, Federation Timber Bungalow and Federation Timber Workers Cottage.

The landform rises from a low in the east (Railway Parade) to a high in the west (Carrington and York Street).

The predominant building form, materials and streetscape characteristics in the area are:

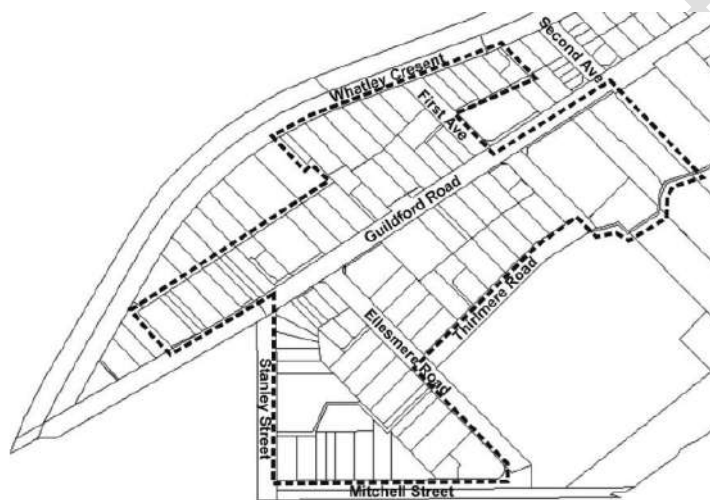
- Single storey with some two storey.
- Asymmetrical facades and single fronted facades.
- Hip and gable roof forms and tiled and corrugated steel roof cladding.
- Visible brick roof chimneys.



- Face brick **with tuckpointing**, rendered brick and timber walls. Some masonry dwellings with limestone foundations.
- Front entry porches and verandahs, some with return verandahs.
- Timber detailing to verandahs.
- **Low fence heights with** Face brick, rendered brick, brick pier and iron infill panels to fences. There are some timber and some stone fences.
- Grass to front yards with perimeter planting.
- Grass verge and mature street trees.
- Concrete and brick paved driveways to one side of the lot.

### Character Protection Area 2: Mount Lawley

Figure 2



Mount Lawley Character Protection Area (CPA) is located in the south west corner of the City of Bayswater. The CPA is bound by local government boundaries to the west and south, the railway to the north and the suburb of Maylands to the east.

The area around Mount Lawley was originally inhabited by the Wadjuk Noongar People thousands of years before the Swan River settlement established in 1829. This portion of Mount Lawley was subdivided for residential lots under the management of Robert Thompson Robinson and Samuel Copley. Robinson built his own home 'Killowen' in 1903 at the base of Ellesmere Road overlooking the Swan River which is now a hospital. The subdivision was aimed at the affluent members of the community and began development in 1910.

The seven streets in the CPA retain a high percentage of places that positively contribute to the streetscape. The area contains some good examples of brick bungalows including the architectural styles of Federation Bungalow and Federation Queen Anne Bungalow. There are a number of places with strong inter war influences including the Inter War Domestic Revival architectural style.

Guildford Road and Whatley Crescent are both high traffic volume roads that influence the character of the area. These streetscapes are predominantly open with single storey dwellings dating from the late

nineteenth and early twentieth century through to more recent development. The verge and a number of front setbacks of Guildford Road are concrete or brick paved. The landmark building, Albany Bell Castle, is set well back from the Guildford Road boundary.

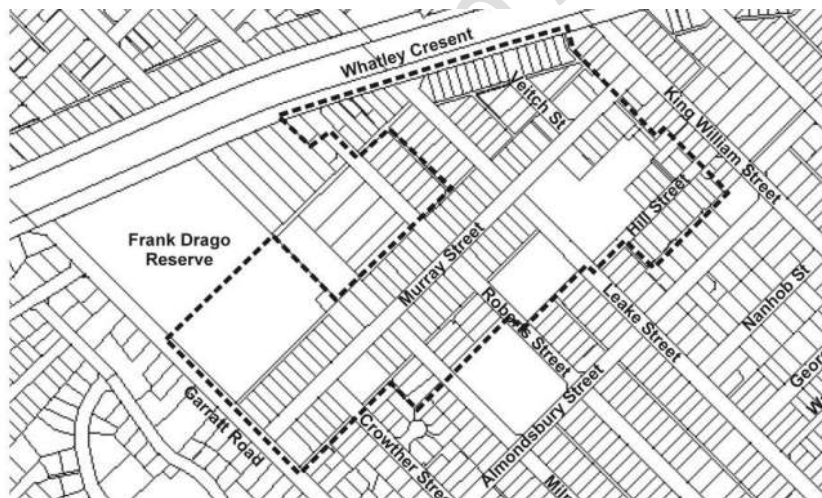
The predominant building form, materials and streetscape characteristics in the area are:

- Single storey with some two storey.
- Hip and gable tiled roof forms. There are some corrugated steel roofs, especially north of Guildford Road.
- Face brick or rendered brick walls, some with limestone foundations.
- Front entry porches and verandahs, some with return verandahs.
- Face brick, rendered brick, brick pier and iron infill panels to fences. There are some timber and some stone fences. Some higher brick and rendered brick fences to Guildford Road.
- Grass to front yards with perimeter planting.
- Grass verge and mature street trees.
- Concrete and brick paved driveways to one side of the lot.

Whatley Crescent retains grass verges, front boundary fences and perimeter planting to the front yards.

### Character Protection Area 3: Bayswater

Figure 3



Bayswater Character Protection Area (CPA) is located in the south west section of the City of Bayswater. The CPA bound by Garratt Road to the south, Whatley Crescent to the west, the rear boundary of commercial properties to King William Street to the north and a line to the east from the rear of properties to Hill Street extending to Garratt Road.

Bayswater was originally inhabited by the Wadjuk Noongar people thousands of years before the Swan River Colony was established in 1829. This area remained undeveloped until 1881 when the Perth to Guildford railway line was built. This area was largely used for gardening and farming with houses spread

out over the Bayswater area. The opening of the Midland Railway Workshops fuelled greater suburban growth in Bayswater between 1904 and 1914.

The area retains a high percentage of places that positively contribute to the streetscape. The area contains some good examples of brick and timber bungalows including the architectural styles of Federation Bungalow, Federation Timber Bungalow, Federation Timber Workers Cottage and Inter War California Bungalow.

The landform rises from a low point in the north (King William Street) to a high at Roberts Street. The predominant building form, materials and streetscape characteristics in the area are:

- Single storey with some two storey.
- Asymmetrical facades and single fronted facades.
- Hip and gable roof forms and tiled and corrugated steel roof cladding.
- Face brick, rendered brick and timber walls. Some masonry dwellings with limestone foundations.
- Front façade verandahs, some with return verandahs. Some entry porches.
- Awnings to some windows.
- Face brick, rendered brick, timber, stone, brick pier with iron or timber infill panels to fences. There are some timber post and rail with wire infill fences and some dwellings with no fence to the front boundary. Some high brick fences to Whatley Crescent.
- Grass to front yards with perimeter planting.
- Grass verge and mature street trees.
- Concrete and brick paved driveways to one side of the lot.
- Numerous dwellings have access to rear laneways.

## 2. Requirements for New Development

New buildings within a character protection area are to be sympathetic with the existing traditional character of the area and should not detract from existing traditional character homes. A respectful design approach gives special consideration to the siting, scale, architectural style and form, materials, colours and finishes, front fences, and front gardens.

The following provisions apply to proposed single houses, grouped dwellings and subdivisions. Additions and alterations are assessed under a separate clause 3.

### Configuration

#### 2.1 Subdivision Pattern

- (a) In areas where the traditional subdivision pattern contributes to the character of the streetscape, new development ~~are to should~~ respect and respond to this pattern.
- (b) ~~The existing arrangement of lots, particularly the length of street frontages, is to be maintained To ensure existing arrangement of lots, particularly the length of street frontages is maintained.~~
- (c) Amalgamation will not be supported in CPAs.

#### 2.2 Building Orientation

- (a) Building orientation shall be consistent with the existing street pattern (that is at right angles to the street).

### Streetscapes

#### 2.3 Open Streetscapes

- (a) Dwellings ~~are to shall~~ interact with the public domain ~~through by-way-of~~:
  - (i) ~~Provision of v~~Verandah or porch ~~provided~~ to the front of the dwelling that facing the primary street.
  - (ii) ~~Avoiding b~~Blank walls, heavy planting, screen walls, or garages and enclosed carports in the front setback area ~~shall be avoided~~.
  - (iii) ~~The property boundary shall be~~ Clearly ~~demarcatinged~~ the property boundary by a ~~fencing~~ or planting consistent with the existing character of the streetscape.

#### 2.4 Fences

- (a) Open Fences:
  - (i) ~~Open-f~~Fences on the front boundary shall be visually permeable (minimum 75% open) to a maximum height of 1m above the adjoining pavement level.
- (b) Masonry Fences:
  - (i) Solid masonry fences are permitted to a maximum height of 600mm from the adjoining pavement level and shall be visually permeable above (minimum 75% open).

- (ii) Masonry piers shall be limited to a maximum height of 1m above the adjoining pavement level and limited to a maximum width of 350mm x 350mm.
- (c) Fences on Sloping Sites:
  - (i) Masonry fences on sloping site shall be a maximum height of 750mm above the adjoining pavement level.
  - (ii) Masonry piers shall be limited to a maximum height of 1m above the adjoining pavement level and limited to a maximum width of 350mm x 350mm.
- (d) Materials:
  - (i) Fibre cement and metal sheeting materials ~~will shall~~ not be supported.
- (e) Meter Boxes:
  - (i) Where meter boxes are incorporated into front fences they shall not be visible directly from the street.

## 2.5 Retaining walls and Topography

- (a) New dwellings shall respond to the natural features of the site. Cutting and filling, particularly in locations directly visible from the street, shall be kept to a minimum.
- (b) Retaining walls within the front setback area are to be stepped vertically if they are more than 0.5m high to reduce their visual impact.

## 2.6 Landscaping

- (a) Existing Mature Trees
  - (i) Existing mature trees on the site shall be retained wherever possible.
- (b) Landscaping of Front Gardens
  - (i) Landscape plans are to include soft landscaping in the front setback areas to maintain the landscape character of front gardens in the locality.

## Street setback

### 2.7 Street Setbacks

- (a) Primary Street Setback
  - (i) Buildings (excluding carports, unenclosed porches, balconies, and verandahs) shall be set back from the primary street boundary at the average calculated setback of the two dwellings on each side of the subject site.
  - (ii) The average calculated setback is measured from the primary street boundary to the predominant street setback lines of the two dwellings on each side of the subject site (ie not to the line of the verandahs, porches or carports) (See [Figure 5](#)).
- (b) Open Entry Porches and Verandahs
  - (i) Open entry porches and verandahs directly visible from the street shall be limited to single storey structures and shall be a maximum height of 3.5m.

(ii) Entry porches and verandahs can protrude 2.5m into the primary front setback provided it is reflective of existing porches and verandahs in the immediate locality (ie occurs in at least two dwellings of the two either side of the subject site and the three across the street) and will not dominate the appearance of the dwelling (See [Figure 5](#)).

(iii) Entry porches and verandahs shall be open on three or more sides.

(c) Upper Floors

(i) Upper floors shall be setback a minimum of 4m from the primary street setback line of the proposed dwelling (See [Figure 6](#)).

(d) Balconies

(i) Open upper floor balconies shall be setback behind primary street setback line, are not to dominate the street elevation of the dwelling and be limited to 40% of the width of the subject site (See [Figure 6](#)).

(ii) Balconies shall incorporate architectural detailing as outlined in clause 2.13.

## 2.8 Location of Entries

(a) Front doors shall face the street. Entry doors located at the side of the dwelling may be considered only where the entry arrangements are clear and accessed via a porch or verandah easily visible from the street.

## 2.9 Boundary Walls

(a) Boundary walls shall be setback a minimum of 1m behind the primary street setback line or the front wall of the dwelling where this is setback beyond the primary street setback line.

## Built form

### 2.10 Bulk, Form and Scale

(a) Development directly visible from the street shall have a continuation of plate height and be of similar built form proportions to traditional character homes within the CPA.

(b) Building height and bulk shall be distributed appropriately on the development site to protect the **visual** amenity of traditional character homes on adjoining lots and maintain the visual integrity of the streetscape.

(c) Development shall be of high quality design, and be articulated to breakdown their perceived bulk and establish a scale appropriate to existing dwellings in the locality.

(d) The visual bulk of two storey buildings should be minimised through articulation of larger wall lengths, and the stepping back of upper storey walls from the ground floor elevation.

### 2.11 Roof Pitch and Form

(a) Hipped or gabled roof forms are preferred roof forms.

(b) The scale of roof elements should be comparable with the scale of existing roofs in the locality.

(c) Gabled or hipped roof forms consisting of elements which break up the scale of roofs **should are to** be provided. Roof elements should be consistent with the Character Protection Area and may include overhanging eaves, cover over entrances, detailing to eaves and canopies over windows.



(d) Other roof forms shall only be considered where it can be demonstrated that the roof form proposed will not detract from the established streetscape.

## 2.12 Materials

(a) Dwellings are to recognise the characteristic materials, textures and colours used in the surrounding traditional character homes within the CPA. These should be re-interpreted and incorporated as part of the new development.

(b) Materials and colours of surrounding **traditional character homes buildings** should not be simply copied but used as a point of reference. Modern materials can be used if their proportions and details are sympathetic to and do not detract from the surrounding traditional character buildings. Colour, texture and tonal contrast can be unifying elements.

(c) A limited palette of materials shall be used to provide visual interest and articulate the building form.

(d) The outcome of the total composition shall make a positive contribution to the existing streetscape.

## 2.13 Detailing

(a) Detailing should comprise the direct and simple expression of architectural elements and be provided to the front and side elevations of the building.

(b) **New development is to use D**detailing of existing traditional homes **should not be copied in new development, rather be used** as a point of reference.

(c) Detailing of new development shall not result in a development that intrudes on adjoining traditional character homes nor dominate the streetscape.

(d) The relationships of solids to voids shall reflect the immediate locality and detailing shall be used to provide identity and highlight important components such as entrances, chimneys, balconies, and to screen service areas.

## Carparking and vehicle access

### 2.14 Access and car parking

(a) Vehicle parking shall be located at the rear of the property and accessed via a right of way where a right of way is present and rights of access exist.

(b) Where no right of way is available, access to vehicle parking shall be taken from the secondary street. Where a secondary street is not available, access to vehicle parking may be permitted from the primary street.

(i) Where driveways to primary or secondary street are permitted, they are to be provided as follows:

- Single garages and carports are to be accessed from a single crossover to the street with a maximum width of 3.0m.
- Double garages and carports are to be accessed from a single crossover to the street of a width of 4.8m.

(d) Grouped dwelling vehicle access shall meet the following:

(i) The alignment of access ways should be varied to avoid the 'gun barrel' effect.

- (ii) Parking areas shall be located within developments and not in the front setback area.
- (iii) Parking areas shall be screened from the street by buildings or landscaping.
- (iv) Parking provision for more than six bays shall be broken up with trees, buildings, or different surface treatments.

## **Carport and Garages**

### **2.15 Carports**

- (a) Where access off a right of way is not possible carports:
  - (i) May be located within the street setback area provided they are open on all sides (except where they adjoin the dwelling) and shall be of simple and unobtrusive design to ensure they do not obscure the view of the existing dwelling from the street.
  - (ii) Carports proposed as part of a new dwelling are encouraged to be incorporated under the roof of the proposed dwelling at the same setback as the new dwelling.
  - (iii) Carport additions shall be independent of the existing dwelling.
  - (iv) Where the primary street frontage of a lot is 12m or less only single width carports shall be permitted.
  - (v) Roofs to carports shall be 'light weight' in nature incorporating:
    - flat or skillion (with low pitch) roof forms so as to not obscure the view of the existing dwelling from the street.
    - The fascia of the carport shall match the line of the fascia of the existing dwelling verandah.
    - Posts to the carports shall be a maximum width of 90mm\*90mm.
  - (vi) A pitch or gable roof form to carports may be considered on a case by case basis and shall be:
    - Unobtrusive in design and not obscure the view of the existing dwelling from the street.
    - Infill panels or closing in of gable ends are not permitted. Roof pitches are to match the existing dwelling.
    - While the underside of roofs may be lined, flat ceilings are not permitted.
  - (vii) Roller doors, tilt doors, and solid gates are not permitted for any carports located within the street setback area.
  - (viii) Materials and colours are to be compatible with the dwelling and not detract from the appearance for the dwelling.

### **2.16 Garages**

- (a) Where access off a right of way is not possible garages:
  - (i) Shall be integrated into the development and **Garages shall** be setback a minimum of 1m behind the line of the primary setback line of the dwelling (excludes verandahs and entry porches).
  - (ii) The form and materials of garages shall meet the 'Built Form' requirements of the Policy (clause 2.10 – 2.13).
  - (iii) If a garage is provided no carport shall be permitted in the front setback area.



(iv) Garage additions where there is an existing building on the subject site are not assessed under this clause. Garage additions are to be assessed under clauses 3.1, 3.3, and 3.5.

## Fixtures and facilities

### 2.17 Air Conditioning Equipment and Plant, Satellite Dishes and Solar Panels

- (a) Air conditioning equipment, plant and satellite dishes shall be located in positions where they are not directly visible from the street.
- (b) Solar panels are permitted. However where practicable they shall be located in positions which minimise any undue impact on the streetscape.

## Relationship with the R-Codes

### 2.18 Relationship with the R-Codes

- (a) Residential Design Codes Volume 1 (R-Codes V1) apply. Where there is a contradiction between this Policy and the R-Codes V1, the provisions within this Policy prevail.

## 3. Requirements for Additions and Alterations to Existing Dwellings

When altering or adding to a place with existing traditional character, the goal is for an outcome that does not reduce the character of the place, rather enhances it.

## Additions and Alterations

### 3.1 Ground Floor Additions and/or Alterations

- (a) Ground floor additions to an existing dwelling, including garages additions, shall be setback a minimum of 2m from the primary setback line (excluding unenclosed carports, porches and verandahs).
- (b) The use of links, courtyards and breezeways are encouraged for additions to traditional character homes. These minimise the impacts on the existing dwelling and provide improved internal and external living conditions (See Figure 7); alternatively additions which are contiguous with the existing dwelling should seek to minimise the impact on the existing dwelling (See Figure 7).
- (c) Additions shall not detract from the important elements interesting-parts of the existing building, its setting, the balance of composition and relationship with its surrounding streetscape.
- (d) Additions shall be sympathetic of its siting, bulk, form, scale, character, colour, texture and material; are similar to the existing fabric, but imitation should be avoided; and not intrude on existing traditional character homes in the immediate locality.
- (e) Unenclosed carports, porches and verandahs shall meet clauses 2.7 (b) – Open Entry porches and 2.15 – Carports.

### 3.2 Second Storey Additions

- (a) Second storey additions shall be setback:

- a minimum 4 metres from the primary street setback as determined under clause 2.7(a); and
  - be located behind the roof ridgeline of the existing dwelling (See Figure 8).
- (b) Two storey extensions at the front of the existing dwelling that dominate the streetscape will not be supported (See Figure 8).
- (c) Second storey additions shall not detract from the **important elements interesting parts** of the existing building, its setting, the balance of composition and relationship with its surrounding streetscape.
- (d) **New Second storey** additions shall **respect the existing building and traditional character homes within the street in relation to be sympathetic of it's the** siting, bulk, form, scale, character, colour, texture and material; and are similar to the existing fabric, but imitation should be avoided.

### 3.3 Additions not Visible from the Street

(a) Additions not directly visible from the street may have a different character to the architectural style of the existing dwelling, including contemporary design, but shall be sympathetic to the form, scale, and bulk of the existing dwelling and development, and not intrude on existing traditional character homes in the immediate locality. Suitability of this clause is to be considered on a case by case basis as determined by the City.

### 3.4 Alterations

(a) **External** Alterations shall integrate harmoniously with the original building so that **alterations restoration** does not detract from the existing building.

### 3.5 The following additional clauses apply to additions to existing dwellings:

- |  |                               |
|--|-------------------------------|
| 2.2 - Building Orientation   | 2.3 – Open Streetscapes       |
| 2.4 – Fences   | 2.5 – Retaining walls         |
| 2.6 – Landscaping  | 2.8 – Location of Entries     |
| 2.9 – Boundary walls   | 2.10 – Bulk, form and scale   |
| 2.11 – Roof pitch and form   | 2.12 – Materials              |
| 2.13 – Detailing   | 2.14 – Access and car parking |
| 2.15 – Carports  | 2.16 – Garages                |
| 2.17 – Air Conditioning Equipment and Plant, Satellite Dishes and Solar Panels |                               |

Where there is an inconsistency, the provisions of clause 3 prevail.

### 3.6 Relationship with the R-Codes

(a) Residential Design Codes Volume 1 (R-Codes V1) apply. Where there is a contradiction between this Policy and the R-Codes V1, this Policy prevails.

## 4. Requirements for Multiple Dwellings

If multiple dwellings are permitted within the CPA the following provisions shall apply.

New buildings within a character protection area are to respect and complement the character of the area. A respectful design approach gives special consideration to the siting, scale, architectural style and form, materials and finishes of the proposed development in relation to the CPA, and does not intrude on existing traditional character homes within the streetscape. New infill development are to respond sympathetically to the character values of the CPA.

## **Street Setback**

### **4.1 Street Setback**

- (a) Buildings shall be set back from the primary street boundary at the average calculated setback of the two dwellings on each side of the subject site.
- (b) The average calculated setback is measured from the primary street boundary to the predominant street setback lines of the two dwellings on each side of the subject site (ie not to the line of the verandahs, porches or carports) (See Figure 5).

## **Built Form**

### **4.2 Built Form**

- (a) The built form of multiple dwellings shall be articulated into perceptually differentiated components which reflect the scale of adjoining dwellings. That is walls, openings and roof planes are to be modulated in response to the scale of neighbouring buildings. Such forms are to have a vertical emphasis.
- (b) The ground floor of the development shall have a clear and direct relationship to the existing ground or street plane and entrances shall generally face the street.
- (c) Entries located at the side of the development shall be considered only where the entry arrangements are highly legible and accessed via a defined porch or verandah directly visible from the street.
- (d) Materials and details shall comply with clause 2.12 and 2.13 of this policy.

### **4.3 Roofs**

- (a) Roof form and skyline shall be articulated by ridge and parapet lines, roof slopes, and punctuated by party walls, chimneys, skylights or other elements to break down the scale and the perceived height of the building. Roof forms facing the street shall be sympathetic to existing roofs in the immediate vicinity.

## **Carparking and vehicle access**

### **4.4 Access and car parking**

- (a) Multiple dwellings shall meet the following:
  - (i) The alignment of access ways should be varied to avoid the 'gun barrel' effect.
  - (ii) Parking areas shall be located within developments and not in the front setback area.
  - (iii) Parking areas shall be screened from the street by buildings or landscaping.

- (iv) Parking provision for more than six bays shall be broken up with trees, buildings, or different surface treatments.

## Landscaping

### 4.5 Landscaping

- (a) Landscaping in the front setback area shall include soft landscaping to maintain the landscape character of front gardens in the area. These areas shall generally retain existing ground levels within the front setback area.
- (b) New fences, garden walls, planting and landscape elements shall reflect the scale of such elements in the immediate area.

## Fixtures and facilities

### 4.6 Air Conditioning Equipment and Plant, Satellite Dishes and Solar Panels

- (a) Air conditioning equipment, plant, satellite dishes and water tanks shall be located **where** they are not directly visible from the street or shall be adequately screened.

## Relationship with the R-Codes

### 4.7 Relationship with the R-Codes

- (a) Residential Design Codes Volume 2 – Apartments (R-Codes V2) apply. Where there is a contradiction between this Policy and the R-Codes V2, this policy prevails.

## 5 Application for Development Approval

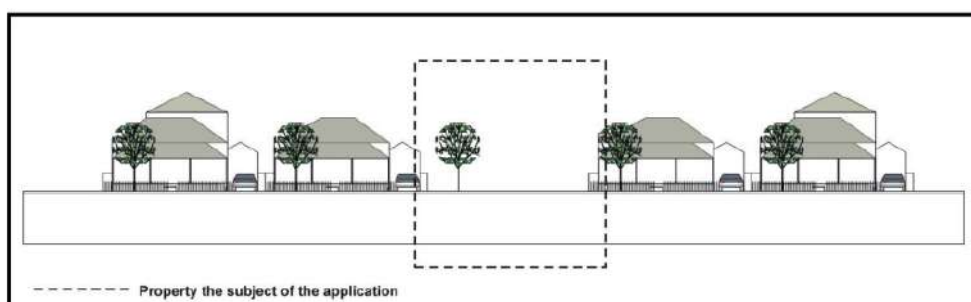
### Application for Development Approval Requirements

#### 5.1 Application Requirements

An application for planning approval for development of a lot within the Character Protection Areas is to be accompanied by the following information in addition to that required by the Town Planning Scheme:

- (a) Colour photographs of the elevations of the existing dwelling and development on the two adjoining properties on either side of the subject property.
- (b) A streetscape elevation of the proposed development which includes development on the two adjoining properties on either side of the subject property at a scale not less than 1:100 (See Figure 4).

**Figure 4: Streetscape Elevation**



(c) A schedule of finishes of all materials which could be seen directly from the street. This includes front and side elevations of the proposed and existing development.

(d) A landscape plan of the front garden area proposed indicating proposed fencing and identifying both materials (paving) and plant species. The landscape plan shall be provided in accordance with the City's Landscaping Guidelines.

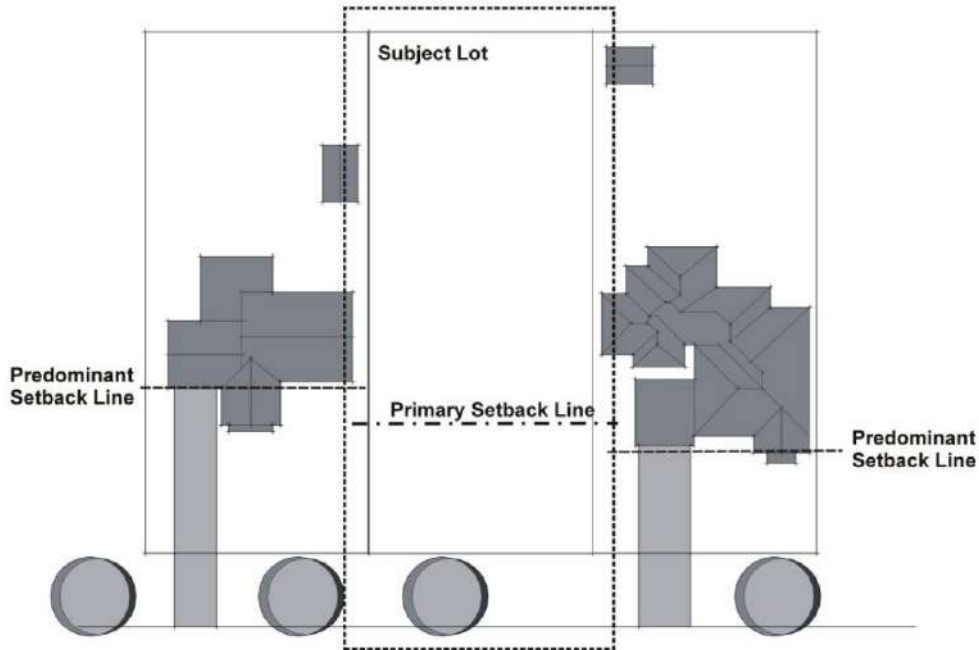
## **5.2 Advertising of Applications**

(a) Where an application is made for planning approval to carry out development which does not comply with the relevant provisions of the Character Protection Area policy the City may advertise the application in accordance with the consultation provisions of the Residential Design Codes.

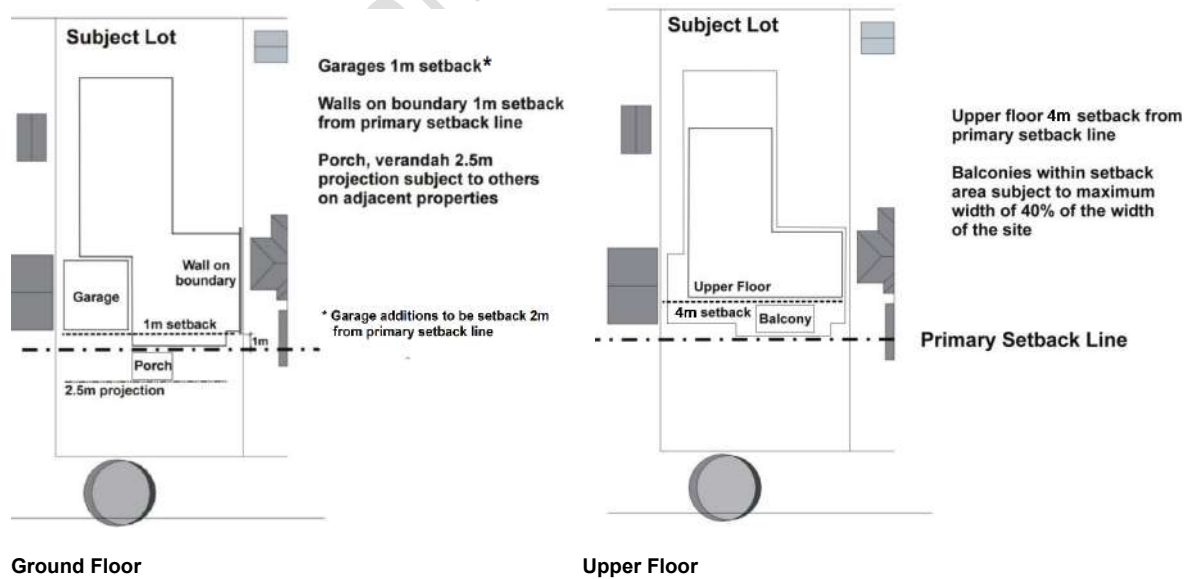
Track Changes to Advertised

## Figures

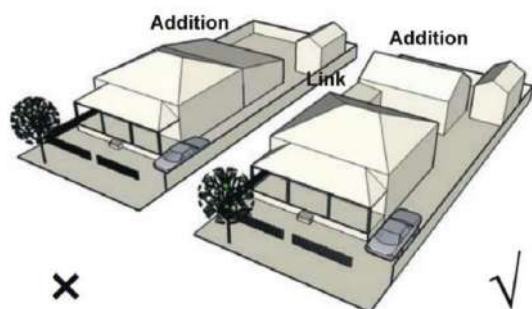
**Figure 5** – Calculating the Primary Street Setback Line



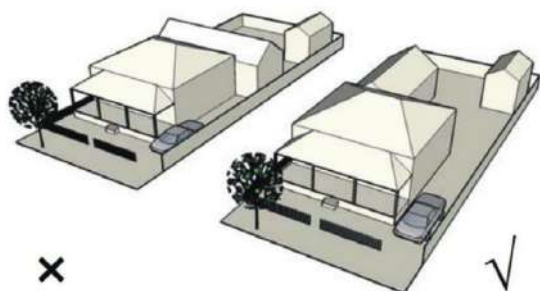
**Figure 6** – Calculating front setbacks



**Figure 7** – Ground floor alterations and additions



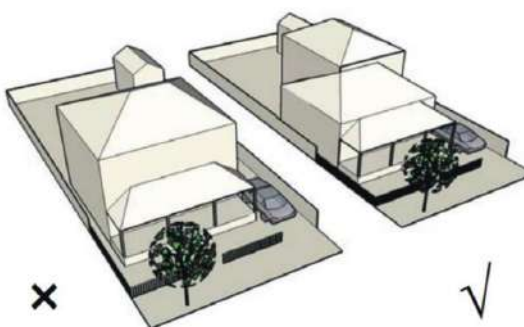
The use of links, courtyards and breezeways are encouraged. These minimise the impacts on the existing residence and provide improved internal and external living conditions.



Alternatively contiguous extensions should seek to minimise the impact on existing residence.

**Figure 8** – Upper floor alterations and additions

Two storey extensions should be placed behind the ridgeline of the existing residence.



Two storey extensions at the front will dominate the streetscape and will not be supported.





# Character Protection Areas Policy

<b>Responsible Division</b>	Office of the Chief Executive Officer
<b>Responsible Business Unit</b>	Property and Economic Development
<b>Responsible Officer</b>	Manager Property and Economic Development
<b>Affected Business Units</b>	Property and Economic Development Statutory Planning and Compliance
<b>ECM Document Set ID</b>	

**City of Bayswater**  
**Character Protection Areas Policy**  
**Maylands North | Mount Lawley | Bayswater**



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## Purpose

To provide parameters for new development within Character Protection Areas (CPA) to ensure that new development in Character Protection Areas is sympathetic with the character, rhythm, scale and visual amenity of existing residential streetscapes in the three Character Protection Areas.

## Objective

The objectives of this policy are to:

1. Ensure that new development is sympathetic to the unique character and materiality of the streetscape.
2. To retain the open character of streetscapes and landscaped gardens.
3. Ensure the siting, height, scale, massing and materiality of new development including additions to existing buildings is appropriately located, scaled and designed so not to visually dominate or detract from the streetscape qualities of the areas.
4. Ensure the built form of new development is sympathetic to the scale and form of traditional character homes within each of the three Character Protection Area.
5. Carports, garages, vehicle access and carparking do not dominate the streetscapes or adversely impact the unique character or presentation of the dwellings which they serve.
6. Ensure additions are sympathetic with the original building.
7. Ensure alterations integrate harmoniously with the original building so that alterations do not detract from the existing building.
8. Ensure the built form and architectural expression of multiple dwelling developments preserves the character and subdivision pattern of the Character Protection Areas and is sympathetic to the character of traditional character homes in the street.

## Scope

This policy guides proposals and assists in the assessment of new residential development and alterations and additions to single houses, grouped dwellings, multiple dwellings; that require development approval in the following areas:

- Character Protection Area 1: Maylands North
- Character Protection Area 2: Mount Lawley
- Character Protection Area 3: Bayswater

## Background

One important way by which the local community identifies itself is its cultural heritage, mainly represented by the built environment. The local community wishes to ensure that development in certain areas is sympathetic to the local character.

The character of these residential areas can be simply expressed as their streetscape appeal; this includes front fences and gardens, the scale and form of existing buildings, roofscapes, heritage places and trees that combine to form the street's character. Three Character Protection Areas (CPA) were established and are designated specific guidelines for these areas to ensure new development is sympathetic to the local character of the respective areas.

Development applications must consider the Character Statement for the relevant CPA and comply with the policy.

## Definitions

For the purposes of this policy -

**Bulk** means the combined effect of the arrangement, volume, size and shape of a building or group of buildings.

**Character** is defined by the combination of the particular characteristics or qualities of a place. These include the rhythm, scale and visual amenity of dwellings which contribute to the existing streetscapes.

**Character Protection area** means a group of properties that are recognised to collectively form a streetscape with defining features and characteristics, which may include form and scale, materiality, style or repetition.

**Character statement** means a concise and distilled summary of the characteristics of the place. It is a statement summarising each aspect of character, following an assessment of character. It underpins decisions about statutory provisions.

**Context** means the specific character, quality, and physical characteristics of a building's setting.

**Form** as it relates to the form of a building, is its overall shape and volume and the arrangement of its parts.

**Mass** means the size and volume of a building.

**Predominant setback** of an existing residence comprises the setback from the street boundary of the major portion of the front façade. It excludes projecting verandahs, bay windows, garages and carports.

**Primary street setback** is the predominant streetscape pattern in the immediate locality. This is to be taken as the average setback of the two dwellings on each side of the property the subject site. This average shall be measured to the predominant street setback lines of the adjacent dwellings (ie not the line of the verandahs or carports).

**Scale** means the size of a building and its proportional relationship with its surrounding dwellings in the locality.

**Streetscape** means all of the visual elements which inform the perception of a street; these include the road, front fences and gardens, existing buildings scale and form, roofscapes, trees and open spaces, that combine to form the street's character.

**Sympathetic** means a design outcome that respects its context. It would not be identical to the traditional character homes, nor would it intrude on their presence in the streetscape. It would be of a similar or lesser scale.

**Traditional Character Home** is a building used as a residence generally built before 1950 in a traditional style.

**Visual Amenity** means all those visual factors which assist in forming the character of an area and contributing to its current and likely future amenity.

**Visually Permeable** in reference to a wall, gate, door, screen or fence within the scope of this policy, is the vertical surface, when viewed directly from the street or other public space, has continuous vertical or horizontal gaps that in total result in being 75% open.

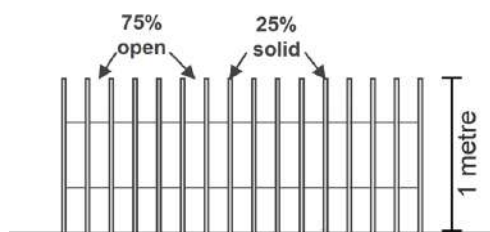


Image 1. Open style fences.

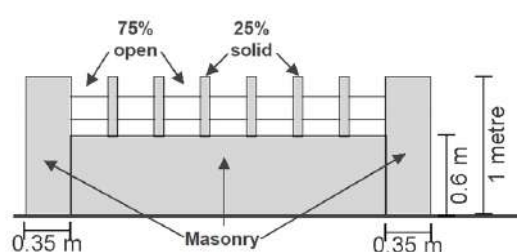


Image 2. Solid masonry fences with pillars and infill.

## Related Legislation

- Town Planning Scheme No.24
- *Planning and Development (Local Planning Schemes) Regulations 2015*
- Residential Design Codes of Western Australia

## Document details

**Relevant delegations** TP-D01 Local Planning Schemes

**Risk evaluation** Low – Moderate

**Strategic link** Goal E1 and Goal L4

**Council adoption** 22 September 2015

**Resolution** 13.3.1

**Reviewed/modified**

**Resolution**

**Next review due**

## 1. Character Protection Areas - Character Statements

## Character Protection Area 1: Maylands North

Figure 1



Maylands North Character Protection Area (CPA) is located in the south west section of the City of Bayswater. The CPA is bound by adjacent local government boundaries to the west and south, Coode Street and Railway Parade to the east and Sussex Street to the north.

The area around Maylands was inhabited by the Wadjuk Noongar People thousands of years before the Swan River Colony established in 1829. The subdivision and settlement of Maylands began around the year of 1900 following the construction of the Ferguson Foundry (1898). The foundry supplied the water pipes required for C.Y. O'Connor's Goldfields Water Supply Scheme (gold fields pipeline) and attracted many young families to the area.

The area retains a high percentage of places that positively contribute to the streetscape. The area contains good examples of brick and timber bungalows including the architectural styles of Federation Bungalow, Federation Timber Bungalow and Federation Timber Workers Cottage.

The landform rises from a low in the east (Railway Parade) to a high in the west (Carrington and York Street).

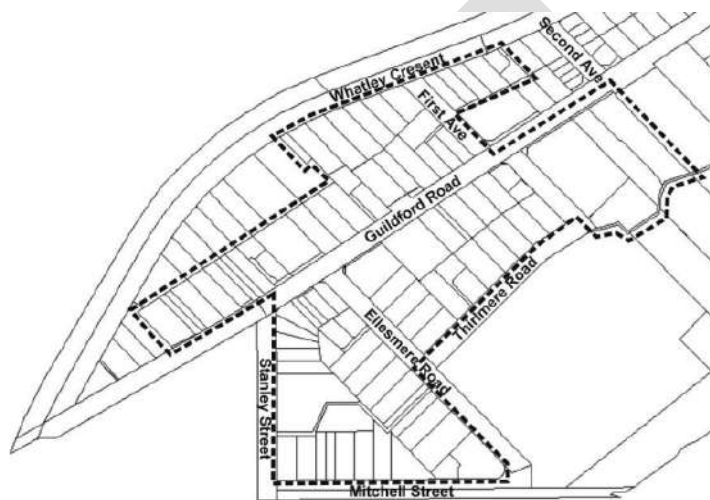
The predominant building form, materials and streetscape characteristics in the area are:

- Single storey with some two storey.
- Asymmetrical facades and single fronted facades.
- Hip and gable roof forms and tiled and corrugated steel roof cladding.
- Visible brick roof chimneys.

- Face brick with tuckpointing, rendered brick and timber walls. Some masonry dwellings with limestone foundations.
- Front entry porches and verandahs, some with return verandahs.
- Timber detailing to verandahs.
- Low fence heights with face brick, rendered brick, brick pier and iron infill panels to fences. There are some timber and some stone fences.
- Grass to front yards with perimeter planting.
- Grass verge and mature street trees.
- Concrete and brick paved driveways to one side of the lot.

### Character Protection Area 2: Mount Lawley

Figure 2



Mount Lawley Character Protection Area (CPA) is located in the south west corner of the City of Bayswater. The CPA is bound by local government boundaries to the west and south, the railway to the north and the suburb of Maylands to the east.

The area around Mount Lawley was originally inhabited by the Wadjuk Noongar People thousands of years before the Swan River settlement established in 1829. This portion of Mount Lawley was subdivided for residential lots under the management of Robert Thompson Robinson and Samuel Copley. Robinson built his own home 'Killowen' in 1903 at the base of Ellesmere Road overlooking the Swan River which is now a hospital. The subdivision was aimed at the affluent members of the community and began development in 1910.

The seven streets in the CPA retain a high percentage of places that positively contribute to the streetscape. The area contains some good examples of brick bungalows including the architectural styles of Federation Bungalow and Federation Queen Anne Bungalow. There are a number of places with strong inter war influences including the Inter War Domestic Revival architectural style.

Guildford Road and Whatley Crescent are both high traffic volume roads that influence the character of the area. These streetscapes are predominantly open with single storey dwellings dating from the late



nineteenth and early twentieth century through to more recent development. The verge and a number of front setbacks of Guildford Road are concrete or brick paved. The landmark building, Albany Bell Castle, is set well back from the Guildford Road boundary.

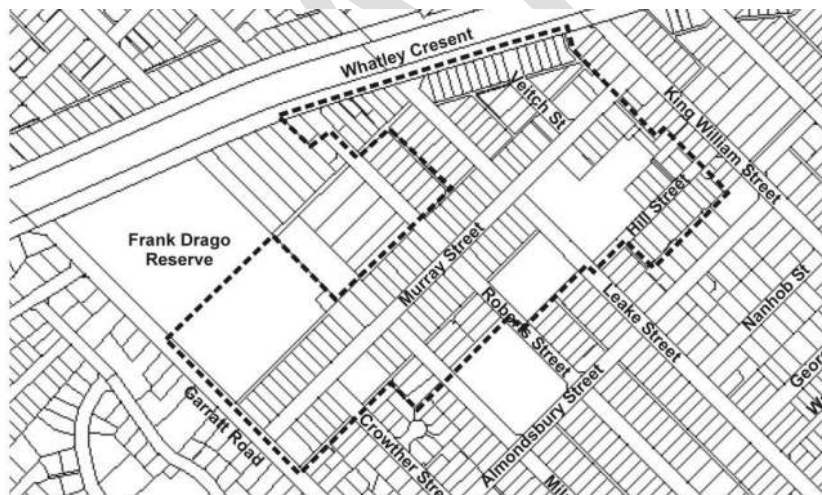
The predominant building form, materials and streetscape characteristics in the area are:

- Single storey with some two storey.
- Hip and gable tiled roof forms. There are some corrugated steel roofs, especially north of Guildford Road.
- Face brick or rendered brick walls, some with limestone foundations.
- Front entry porches and verandahs, some with return verandahs.
- Face brick, rendered brick, brick pier and iron infill panels to fences. There are some timber and some stone fences. Some higher brick and rendered brick fences to Guildford Road.
- Grass to front yards with perimeter planting.
- Grass verge and mature street trees.
- Concrete and brick paved driveways to one side of the lot.

Whatley Crescent retains grass verges, front boundary fences and perimeter planting to the front yards.

### Character Protection Area 3: Bayswater

Figure 3



Bayswater Character Protection Area (CPA) is located in the south west section of the City of Bayswater. The CPA bound by Garratt Road to the south, Whatley Crescent to the west, the rear boundary of commercial properties to King William Street to the north and a line to the east from the rear of properties to Hill Street extending to Garratt Road.

Bayswater was originally inhabited by the Wadjuk Noongar people thousands of years before the Swan River Colony was established in 1829. This area remained undeveloped until 1881 when the Perth to Guildford railway line was built. This area was largely used for gardening and farming with houses spread



out over the Bayswater area. The opening of the Midland Railway Workshops fuelled greater suburban growth in Bayswater between 1904 and 1914.

The area retains a high percentage of places that positively contribute to the streetscape. The area contains some good examples of brick and timber bungalows including the architectural styles of Federation Bungalow, Federation Timber Bungalow, Federation Timber Workers Cottage and Inter War California Bungalow.

The landform rises from a low point in the north (King William Street) to a high at Roberts Street. The predominant building form, materials and streetscape characteristics in the area are:

- Single storey with some two storey.
- Asymmetrical facades and single fronted facades.
- Hip and gable roof forms and tiled and corrugated steel roof cladding.
- Face brick, rendered brick and timber walls. Some masonry dwellings with limestone foundations.
- Front façade verandahs, some with return verandahs. Some entry porches.
- Awnings to some windows.
- Face brick, rendered brick, timber, stone, brick pier with iron or timber infill panels to fences. There are some timber post and rail with wire infill fences and some dwellings with no fence to the front boundary. Some high brick fences to Whatley Crescent.
- Grass to front yards with perimeter planting.
- Grass verge and mature street trees.
- Concrete and brick paved driveways to one side of the lot.
- Numerous dwellings have access to rear laneways.

## 2. Requirements for New Development

New buildings within a character protection area are to be sympathetic with the existing traditional character of the area and should not detract from existing traditional character homes. A respectful design approach gives special consideration to the siting, scale, architectural style and form, materials, colours and finishes, front fences, and front gardens.

The following provisions apply to proposed single houses, grouped dwellings and subdivisions. Additions and alterations are assessed under a separate clause 3.

### Configuration

#### 2.1 Subdivision Pattern

- (a) In areas where the traditional subdivision pattern contributes to the character of the streetscape, new development are to respect and respond to this pattern.
- (b) The existing arrangement of lots, particularly the length of street frontages, is to be maintained
- (c) Amalgamation will not be supported in CPAs.

#### 2.2 Building Orientation

- (a) Building orientation shall be consistent with the existing street pattern (that is at right angles to the street).

### Streetscapes

#### 2.3 Open Streetscapes

- (a) Dwellings are to interact with the public domain through:
  - (i) Provision of verandah or porch provided to the front of the dwelling that facing the primary street.
  - (ii) Avoiding blank walls, heavy planting, screen walls, or garages and enclosed carports in the front setback area.
  - (iii) Clearly demarcating the property boundary by fencing or planting consistent with the existing character of the streetscape.

#### 2.4 Fences

- (a) Open Fences:
  - (i) Fences on the front boundary shall be visually permeable (minimum 75% open) to a maximum height of 1m above the adjoining pavement level.
- (b) Masonry Fences:
  - (i) Solid masonry fences are permitted to a maximum height of 600mm from the adjoining pavement level and shall be visually permeable above (minimum 75% open).
  - (ii) Masonry piers shall be limited to a maximum height of 1m above the adjoining pavement level and limited to a maximum width of 350mm x 350mm.

(c) Fences on Sloping Sites:

- (i) Masonry fences on sloping site shall be a maximum height of 750mm above the adjoining pavement level.
- (ii) Masonry piers shall be limited to a maximum height of 1m above the adjoining pavement level and limited to a maximum width of 350mm x 350mm.

(d) Materials:

- (i) Fibre cement and metal sheeting materials will not be supported.

(e) Meter Boxes:

- (i) Where meter boxes are incorporated into front fences they shall not be visible directly from the street.

## 2.5 Retaining walls and Topography

- (a) New dwellings shall respond to the natural features of the site. Cutting and filling, particularly in locations directly visible from the street, shall be kept to a minimum.
- (b) Retaining walls within the front setback area are to be stepped vertically if they are more than 0.5m high to reduce their visual impact.

## 2.6 Landscaping

(a) Existing Mature Trees

- (i) Existing mature trees on the site shall be retained wherever possible.

(b) Landscaping of Front Gardens

- (i) Landscape plans are to include soft landscaping in the front setback areas to maintain the landscape character of front gardens in the locality.

## Street setback

### 2.7 Street Setbacks

(a) Primary Street Setback

- (i) Buildings (excluding carports, unenclosed porches, balconies, and verandahs) shall be set back from the primary street boundary at the average calculated setback of the two dwellings on each side of the subject site.
- (ii) The average calculated setback is measured from the primary street boundary to the predominant street setback lines of the two dwellings on each side of the subject site (ie not to the line of the verandahs, porches or carports) (See [Figure 5](#)).

(b) Open Entry Porches and Verandahs

- (i) Open entry porches and verandahs directly visible from the street shall be limited to single storey structures and shall be a maximum height of 3.5m.
- (ii) Entry porches and verandahs can protrude 2.5m into the primary front setback provided it is reflective of existing porches and verandahs in the immediate locality (ie occurs in at least two dwellings of the two either side of the subject site and the three across the street) and will not dominate the appearance of the dwelling (See [Figure 5](#)).

- (iii) Entry porches and verandahs shall be open on three or more sides.
- (c) Upper Floors
  - (i) Upper floors shall be setback a minimum of 4m from the primary street setback line of the proposed dwelling (See [Figure 6](#)).
- (d) Balconies
  - (i) Open upper floor balconies shall be setback behind primary street setback line, are not to dominate the street elevation of the dwelling and be limited to 40% of the width of the subject site (See [Figure 6](#)).
  - (ii) Balconies shall incorporate architectural detailing as outlined in clause 2.13.

## **2.8 Location of Entries**

- (a) Front doors shall face the street. Entry doors located at the side of the dwelling may be considered only where the entry arrangements are clear and accessed via a porch or verandah easily visible from the street.

## **2.9 Boundary Walls**

- (a) Boundary walls shall be setback a minimum of 1m behind the primary street setback line or the front wall of the dwelling where this is setback beyond the primary street setback line.

## **Built form**

### **2.10 Bulk, Form and Scale**

- (a) Development directly visible from the street shall have a continuation of plate height and be of similar built form proportions to traditional character homes within the CPA.
- (b) Building height and bulk shall be distributed appropriately on the development site to protect the visual amenity of traditional character homes on adjoining lots and maintain the visual integrity of the streetscape.
- (c) Development shall be of high quality design, and be articulated to breakdown their perceived bulk and establish a scale appropriate to existing dwellings in the locality.
- (d) The visual bulk of two storey buildings should be minimised through articulation of larger wall lengths, and the stepping back of upper storey walls from the ground floor elevation.

### **2.11 Roof Pitch and Form**

- (a) Hipped or gabled roof forms are preferred roof forms.
- (b) The scale of roof elements should be comparable with the scale of existing roofs in the locality.
- (c) Gabled or hipped roof forms consisting of elements which break up the scale of roofs are to be provided. Roof elements should be consistent with the Character Protection Area and may include overhanging eaves, cover over entrances, detailing to eaves and canopies over windows.
- (d) Other roof forms shall only be considered where it can be demonstrated that the roof form proposed will not detract from the established streetscape.

## 2.12 Materials

- (a) Dwellings are to recognise the characteristic materials, textures and colours used in the surrounding traditional character homes within the CPA. These should be re-interpreted and incorporated as part of the new development.
- (b) Materials and colours of surrounding traditional character homes should not be simply copied but used as a point of reference. Modern materials can be used if their proportions and details are sympathetic to and do not detract from the surrounding traditional character buildings. Colour, texture and tonal contrast can be unifying elements.
- (c) A limited palette of materials shall be used to provide visual interest and articulate the building form.
- (d) The outcome of the total composition shall make a positive contribution to the existing streetscape.

## 2.13 Detailing

- (a) Detailing should comprise the direct and simple expression of architectural elements and be provided to the front and side elevations of the building.
- (b) New development is to use detailing of existing traditional homes as a point of reference.
- (c) Detailing of new development shall not result in a development that intrudes on adjoining traditional character homes nor dominate the streetscape.
- (d) The relationships of solids to voids shall reflect the immediate locality and detailing shall be used to provide identity and highlight important components such as entrances, chimneys, balconies, and to screen service areas.

## Carparking and vehicle access

### 2.14 Access and car parking

- (a) Vehicle parking shall be located at the rear of the property and accessed via a right of way where a right of way is present and rights of access exist.
- (b) Where no right of way is available, access to vehicle parking shall be taken from the secondary street. Where a secondary street is not available, access to vehicle parking may be permitted from the primary street.
  - (i) Where driveways to primary or secondary street are permitted, they are to be provided as follows:
    - Single garages and carports are to be accessed from a single crossover to the street with a maximum width of 3.0m.
    - Double garages and carports are to be accessed from a single crossover to the street of a width of 4.8m.
- (d) Grouped dwelling vehicle access shall meet the following:
  - (i) The alignment of access ways should be varied to avoid the 'gun barrel' effect.
  - (ii) Parking areas shall be located within developments and not in the front setback area.
  - (iii) Parking areas shall be screened from the street by buildings or landscaping.

- (iv) Parking provision for more than six bays shall be broken up with trees, buildings, or different surface treatments.

## **Carport and Garages**

### **2.15 Carports**

- (a) Where access off a right of way is not possible carports:
- (i) May be located within the street setback area provided they are open on all sides (except where they adjoin the dwelling) and shall be of simple and unobtrusive design to ensure they do not obscure the view of the existing dwelling from the street.
  - (ii) Carports proposed as part of a new dwelling are encouraged to be incorporated under the roof of the proposed dwelling at the same setback as the new dwelling.
  - (iii) Carport additions shall be independent of the existing dwelling.
  - (iv) Where the primary street frontage of a lot is 12m or less only single width carports shall be permitted.
  - (v) Roofs to carports shall be 'light weight' in nature incorporating:
    - flat or skillion (with low pitch) roof forms so as to not obscure the view of the existing dwelling from the street.
    - The fascia of the carport shall match the line of the fascia of the existing dwelling verandah.
    - Posts to the carports shall be a maximum width of 90mm\*90mm.
  - (vi) A pitch or gable roof form to carports may be considered on a case by case basis and shall be:
    - Unobtrusive in design and not obscure the view of the existing dwelling from the street.
    - Infill panels or closing in of gable ends are not permitted. Roof pitches are to match the existing dwelling.
    - While the underside of roofs may be lined, flat ceilings are not permitted.
  - (vii) Roller doors, tilt doors, and solid gates are not permitted for any carports located within the street setback area.
  - (viii) Materials and colours are to be compatible with the dwelling and not detract from the appearance for the dwelling.

### **2.16 Garages**

- (a) Where access off a right of way is not possible garages:
- (i) Shall be integrated into the development and be setback a minimum of 1m behind the line of the primary setback line of the dwelling (excludes verandahs and entry porches).
  - (ii) The form and materials of garages shall meet the 'Built Form' requirements of the Policy (clause 2.10 – 2.13).
  - (iii) If a garage is provided no carport shall be permitted in the front setback area.
  - (iv) Garage additions where there is an existing building on the subject site are not assessed under this clause. Garage additions are to be assessed under clauses 3.1, 3.3, and 3.5.

## Fixtures and facilities

### 2.17 Air Conditioning Equipment and Plant, Satellite Dishes and Solar Panels

- (a) Air conditioning equipment, plant and satellite dishes shall be located in positions where they are not directly visible from the street.
- (b) Solar panels are permitted. However where practicable they shall be located in positions which minimise any undue impact on the streetscape.

## Relationship with the R-Codes

### 2.18 Relationship with the R-Codes

- (a) Residential Design Codes Volume 1 (R-Codes V1) apply. Where there is a contradiction between this Policy and the R-Codes V1, the provisions within this Policy prevail.

## 3. Requirements for Additions and Alterations to Existing Dwellings

When altering or adding to a place with existing traditional character, the goal is for an outcome that does not reduce the character of the place, rather enhances it.

## Additions and Alterations

### 3.1 Ground Floor Additions

- (a) Ground floor additions to an existing dwelling, including garage additions, shall be setback a minimum of 2m from the primary setback line (excluding unenclosed carports, porches and verandahs).
- (b) The use of links, courtyards and breezeways are encouraged for additions to traditional character homes. These minimise the impacts on the existing dwelling and provide improved internal and external living conditions (See Figure 7); alternatively additions which are contiguous with the existing dwelling should seek to minimise the impact on the existing dwelling (See Figure 7).
- (c) Additions shall not detract from the important elements of the existing building, its setting, the balance of composition and relationship with its surrounding streetscape.
- (d) Additions shall be sympathetic of its siting, bulk, form, scale, character, colour, texture and material; are similar to the existing fabric, but imitation should be avoided; and not intrude on existing traditional character homes in the immediate locality.
- (e) Unenclosed carports, porches and verandahs shall meet clauses 2.7 (b) – Open Entry porches and 2.15 – Carports.

### 3.2 Second Storey Additions

(a) Second storey additions shall be setback:

- a minimum 4 metres from the primary street setback as determined under clause 2.7(a); and
- be located behind the roof ridgeline of the existing dwelling (See Figure 8).

(b) Two storey extensions at the front of the existing dwelling that dominate the streetscape will not be supported (See Figure 8).

(c) Second storey additions shall not detract from the important elements of the existing building, its setting, the balance of composition and relationship with its surrounding streetscape.

(d) Second storey additions shall respect the existing building and traditional character homes within the street in relation to the siting, bulk, form, scale, character, colour, texture and material; and are similar to the existing fabric, but imitation should be avoided.

### 3.3 Additions not Visible from the Street

(a) Additions not directly visible from the street may have a different character to the architectural style of the existing dwelling, including contemporary design, but shall be sympathetic to the form, scale, and bulk of the existing dwelling and development, and not intrude on existing traditional character homes in the immediate locality. Suitability of this clause is to be considered on a case by case basis as determined by the City.

### 3.4 Alterations

(a) External Alterations shall integrate harmoniously with the original building so that alterations do not detract from the existing building.

### 3.5 The following additional clauses apply to additions to existing dwellings:

2.2 - Building Orientation

2.3 – Open Streetscapes

2.4 – Fences

2.5 – Retaining walls

2.6 – Landscaping

2.8 – Location of Entries

2.9 – Boundary walls

2.10 – Bulk, form and scale

2.11 – Roof pitch and form

2.12 – Materials

2.13 – Detailing

2.14 – Access and car parking

2.15 – Carports

2.16 – Garages

2.17 – Air Conditioning Equipment and Plant,  
Satellite Dishes and Solar Panels

Where there is an inconsistency, the provisions of clause 3 prevail.

### 3.6 Relationship with the R-Codes

(a) Residential Design Codes Volume 1 (R-Codes V1) apply. Where there is a contradiction between this Policy and the R-Codes V1, this Policy prevails.



## 4. Requirements for Multiple Dwellings

If multiple dwellings are permitted within the CPA the following provisions shall apply.

New buildings within a character protection area are to respect and complement the character of the area. A respectful design approach gives special consideration to the siting, scale, architectural style and form, materials and finishes of the proposed development in relation to the CPA, and does not intrude on existing traditional character homes within the streetscape. New infill development are to respond sympathetically to the character values of the CPA.

### Street Setback

#### 4.1 Street Setback

- (a) Buildings shall be set back from the primary street boundary at the average calculated setback of the two dwellings on each side of the subject site.
- (b) The average calculated setback is measured from the primary street boundary to the predominant street setback lines of the two dwellings on each side of the subject site (ie not to the line of the verandahs, porches or carports) (See Figure 5).

### Built Form

#### 4.2 Built Form

- (a) The built form of multiple dwellings shall be articulated into perceptually differentiated components which reflect the scale of adjoining dwellings. That is walls, openings and roof planes are to be modulated in response to the scale of neighbouring buildings. Such forms are to have a vertical emphasis.
- (b) The ground floor of the development shall have a clear and direct relationship to the existing ground or street plane and entrances shall generally face the street.
- (c) Entries located at the side of the development shall be considered only where the entry arrangements are highly legible and accessed via a defined porch or verandah directly visible from the street.
- (d) Materials and details shall comply with clause 2.12 and 2.13 of this policy.

#### 4.3 Roofs

- (a) Roof form and skyline shall be articulated by ridge and parapet lines, roof slopes, and punctuated by party walls, chimneys, skylights or other elements to break down the scale and the perceived height of the building. Roof forms facing the street shall be sympathetic to existing roofs in the immediate vicinity.

**Carparking and vehicle access****4.4 Access and car parking**

- (a) Multiple dwellings shall meet the following:
  - (i) The alignment of access ways should be varied to avoid the 'gun barrel' effect.
  - (ii) Parking areas shall be located within developments and not in the front setback area.
  - (iii) Parking areas shall be screened from the street by buildings or landscaping.
  - (iv) Parking provision for more than six bays shall be broken up with trees, buildings, or different surface treatments.

**Landscaping****4.5 Landscaping**

- (a) Landscaping in the front setback area shall include soft landscaping to maintain the landscape character of front gardens in the area. These areas shall generally retain existing ground levels within the front setback area.
- (b) New fences, garden walls, planting and landscape elements shall reflect the scale of such elements in the immediate area.

**Fixtures and facilities****4.6 Air Conditioning Equipment and Plant, Satellite Dishes and Solar Panels**

- (a) Air conditioning equipment, plant, satellite dishes and water tanks shall be located where they are not directly visible from the street or shall be adequately screened.

**Relationship with the R-Codes****4.7 Relationship with the R-Codes**

- (a) Residential Design Codes Volume 2 – Apartments (R-Codes V2) apply. Where there is a contradiction between this Policy and the R-Codes V2, this policy prevails.

## 5 Application for Development Approval

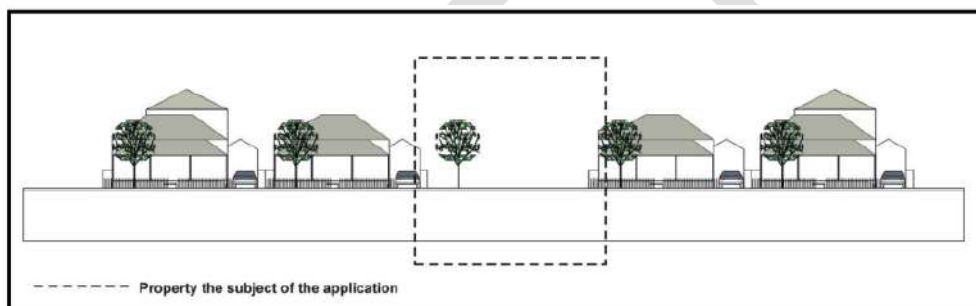
### Application for Development Approval Requirements

#### 5.1 Application Requirements

An application for planning approval for development of a lot within the Character Protection Areas is to be accompanied by the following information in addition to that required by the Town Planning Scheme:

- (a) Colour photographs of the elevations of the existing dwelling and development on the two adjoining properties on either side of the subject property.
- (b) A streetscape elevation of the proposed development which includes development on the two adjoining properties on either side of the subject property at a scale not less than 1:100 (See Figure 4).

**Figure 4: Streetscape Elevation**



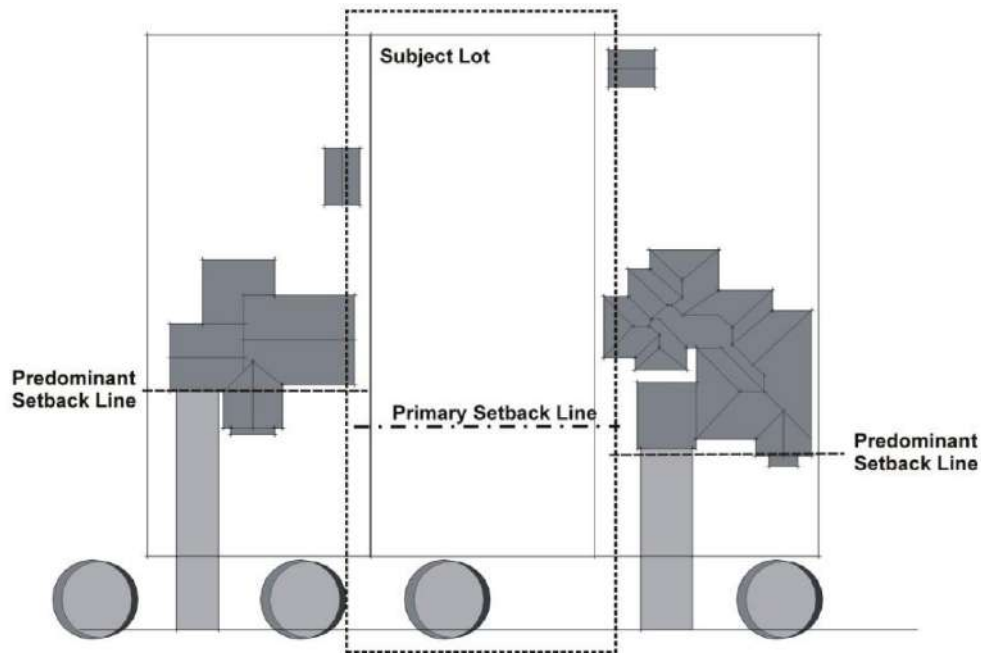
- (c) A schedule of finishes of all materials which could be seen directly from the street. This includes front and side elevations of the proposed and existing development.
- (d) A landscape plan of the front garden area proposed indicating proposed fencing and identifying both materials (paving) and plant species. The landscape plan shall be provided in accordance with the City's Landscaping Guidelines.

#### 5.2 Advertising of Applications

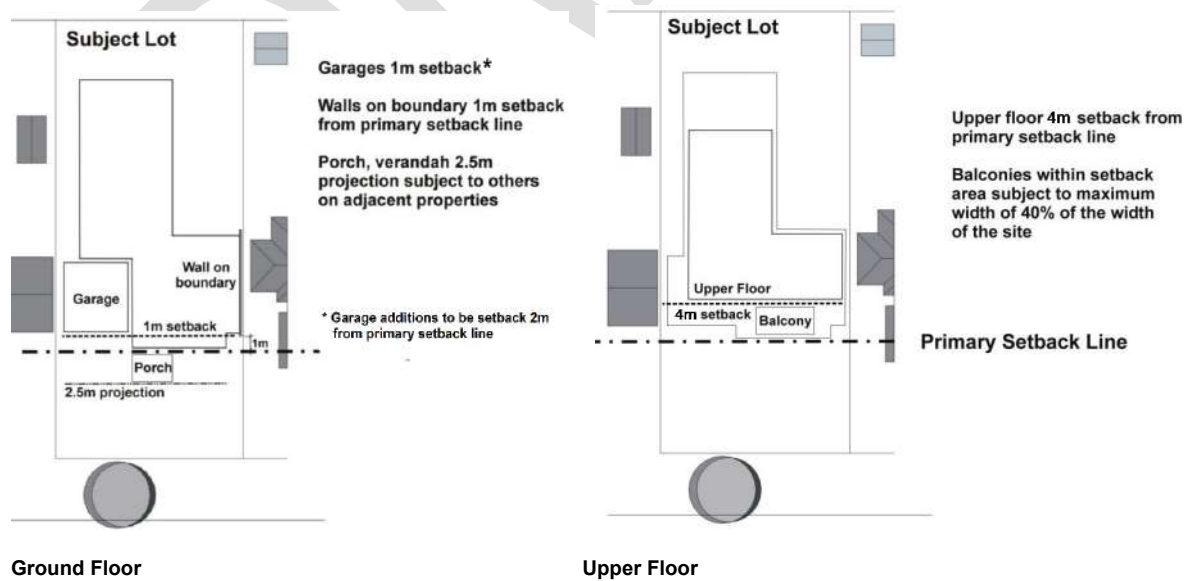
- (a) Where an application is made for planning approval to carry out development which does not comply with the relevant provisions of the Character Protection Area policy the City may advertise the application in accordance with the consultation provisions of the Residential Design Codes.

## Figures

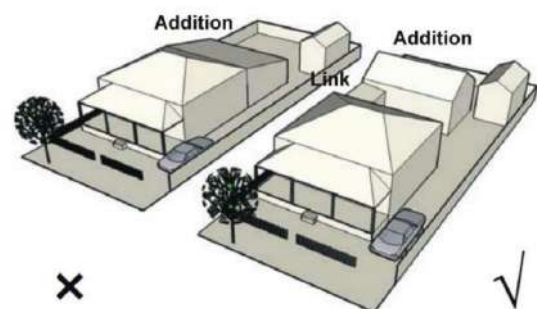
**Figure 5** – Calculating the Primary Street Setback Line



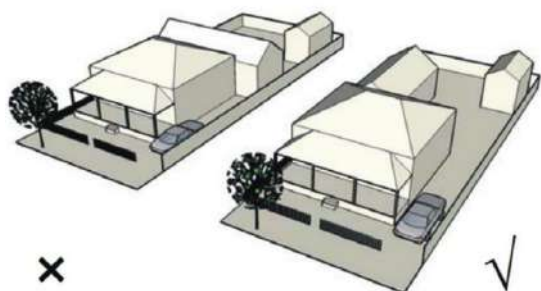
**Figure 6** – Calculating front setbacks



**Figure 7** – Ground floor alterations and additions



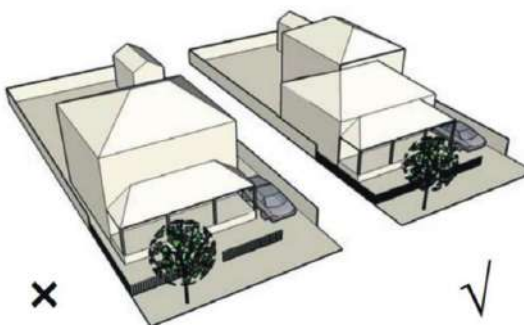
The use of links, courtyards and breezeways are encouraged. These minimise the impacts on the existing residence and provide improved internal and external living conditions.



Alternatively contiguous extensions should seek to minimise the impact on existing residence.

**Figure 8** – Upper floor alterations and additions


Two storey extensions should be placed behind the ridgeline of the existing residence.



Two storey extensions at the front will dominate the streetscape and will not be supported.



Topic Area	Summary of points raised in community submissions <i>*Comments have been summarised and grouped into topic areas for the purpose of analysis.</i>	Officer Discussion/ Response	Recommended Modifications
<b>In support of the draft policy</b>			
Water corporation assets	The proposed City of Bayswater Character Protection Amendment does not affect Water Corporations assets (Water Corporation submission).	Submission is acknowledged.	N/A
Aligns well with the preservation of CPA	It aligns well with the preservation of the character features of our neighbourhood.  It is why owner occupiers such as ourselves choose to live here.  Character features are also well sort out in the property market and maintaining this impacts on the value of your property.  The change of language means that it will be difficult for new developments to argue against this and therefore help to protect the interests of existing properties.  (Lives within Maylands North CPA)	Submission is acknowledged.	N/A
Supportive of amendments	Supportive for amendments that provide more protection for heritage sites.  Hoping that there is more opportunity for the community to work with the new owners (88-90 Guildford Road) so that the new development can be an addition to the street scape, and the residential neighbourhood.  (Lives within Mount Lawley CPA)	Submission is acknowledged.  It is noted, as part of a development application process, in accordance with the Residential Design Codes (R-Codes), where a proposal is assessed against one or more design principles of the R-Codes; and there is the potential for the amenity of an adjacent property or the street to be impacted; there may be grounds for the City undertake public consultation with affected owners and occupiers of the proposal.	N/A
N/A	No comment.  (Lives within Maylands North CPA)	N/A	N/A
Ensure heritage homes are admired and supported, not	Supportive of any move to ensure new developments, additions and alterations (eg second storeys) in CPAs to be built in a style sympathetic to the existing streetscape, without overwhelming, or mimicking the style of traditional dwellings.	Submission is acknowledged.	N/A


Topic Area	Summary of points raised in community submissions <i>*Comments have been summarised and grouped into topic areas for the purpose of analysis.</i>	Officer Discussion/ Response	Recommended Modifications
detracted by new development	<p>I am all for development, but it MUST respect our heritage - since 1830's.</p> <p>Homes are 124 years old, and need to ensure that history is able to be admired and supported, not blocked out by box dwellings with no trees or public interaction.</p> <p>(Lives within Bayswater CPA)</p>		
<b>Partially support the draft policy</b>			
Request removal of lot from CPA	<p>We fully support the goals of this policy.</p> <p>However, I would like to highlight a particular issue regarding our property, 56 Whatley Crescent, and the neighbouring plot, now home to the aged care facility. Historically, these two plots appear to have been part of a single larger property.</p> <p>Our concern is that if we eventually sell 56 Whatley, the logical buyer might be the current owners of the larger, adjacent plot. In that scenario, the division of CPA protection — with our property subject to the restrictions and the neighbouring property not — could create complications.</p> <p>To be clear, we do not oppose the policy, but we request consideration for aligning the CPA designation between these two closely linked plots. This would ensure consistency in the future, should any merger of the properties occur.</p> <p>(Investment property within Mt Lawley CPA)</p>	<p>The location is acknowledged being that is adjacent to a larger lot and it being on the edge of the Character Protection Areas boundary for Mount Lawley, location extract below.</p> <p>Given that the subject property is considered to be a Traditional Character Home, the City recommends this property to remain within the boundary of the Character Protection Area – Mount Lawley and be subject to the requirements of the CPA Policy.</p> <p>Aerial 56 Whatley Crescent, Mount Lawley:</p>  <p>Town Planning Scheme No. 24 extract of 56 Whatley Crescent relative to CPA boundary in blue:</p>	No modifications recommended in this instance.


Topic Area	Summary of points raised in community submissions <i>*Comments have been summarised and grouped into topic areas for the purpose of analysis.</i>	Officer Discussion/ Response	Recommended Modifications
		 <p>Street view of 56 Whatley Crescent, Mount Lawley:</p> 	
<p>Recommends modifications to objectives, background, 2.1, 2.10, and detailing.</p>	<p>Recommends modifications to the Objectives, Background, clause 2.1, 2.4, 2.10, and detailing.</p> <p>Full submission has been included at the end of this table (refer to full submission extract).</p> <p>(I live within, have a professional interest, work within Maylands North CPA)</p>	<p>The recommended modifications have been consideration and has informed new modifications to the Character Protection Area Policy. Please refer to the Council report for a full discussion of the amendments recommended by the City following consideration of all submissions, including this subject submission.</p> <p>With regards to the comment relating to 2.10. Clause 2.10 reads:</p> <p><i>Development directly visible from the street shall have a continuation of plate height and be of similar built form proportions to traditional character homes within the CPA.</i></p> <p>This provision applies to both infill development and additions to existing development. This new provision was recommended to provide for new development to be of similar proportions to traditional character homes in the locality to provide for homes to be of similar scale overall along the streetscape. The review of the policy identified concerns that if new development is be designed to be in harmony with existing traditional character</p>	<p>Modifications recommended.</p>



Topic Area	Summary of points raised in community submissions <i>*Comments have been summarised and grouped into topic areas for the purpose of analysis.</i>	Officer Discussion/ Response	Recommended Modifications
		<p>homes it will appear as 'fake heritage'. 'Sympathetic', means a design outcome that respects the proportions and materiality, but is not meant to be identical, nor would it result in a development that intrudes on the traditional character homes presence in the streetscape.</p> <p>With regards to the comment relating to a contradiction between clause 3.1 garage additions requiring 2m setback and 2.16 new development including garages within integrated into the development being set back 1m, this difference in setback is intentional. A setback of 2m for a garage addition is considered appropriate in the context of garage additions to traditional character homes to reduce its dominance of the street elevation and to not detract from the visual appearance of the traditional character home. If a variation is proposed for garage additions to existing dwellings that is not a traditional character home, there may be scope to consider this on its own merits this under the objectives of the policy.</p> <p>Where there are variations raised within the submission, these are acknowledged and there is scope within the policy to be considered on a case by case basis and will be required to meet the objectives of the policy.</p>	
<p>Supportive of change from harmony to synthesise</p> <p>Not supportive of setback changes.</p>	<p>Supportive of change from harmony to synthesise.</p> <p>The housing pattern within the CPAs, especially Maylands North is already punctured, and has been for decades, by low rise 3 storey apartment buildings. Construction within these areas should not be beholden to what was constructed in the 1900-20s, when the bulk of residences in parts were constructed 50 years later.</p> <p>I do not support the change in setbacks. Setbacks are costly and wasteful, and often ugly and out of character. This includes both first and subsequent storeys.</p> <p>(Lives within Maylands North CPA)</p>	<p>The intent of requiring a street setback that is the average of the properties either side is to retain the open character of streetscapes and landscaped gardens, and to ensure new development does not detract from existing traditional character homes, rather it is sympathetic to the unique character to the streetscape and existing traditional character homes.</p>	<p>No modifications recommended in this instance.</p>
Do not support the draft policy			

Topic Area	Summary of points raised in community submissions <i>*Comments have been summarised and grouped into topic areas for the purpose of analysis.</i>	Officer Discussion/ Response	Recommended Modifications
Request removal of the area bounded by Guildford Road, First Avenue and Whatley Crescent in the Mount Lawley CPA.	<p>In 2016 I opposed the introduction of the character protection policy and including the area bounded by Guildford Road, First Avenue and Whatley Crescent in the Mount Lawley Character Protection Area (CPA). There is already a Municipal Heritage Inventory &amp; Scheme List of places deemed significant and worthy of retention.</p> <p>My property is on Guildford Road, Mount Lawley, being on a primary main road, serviced by frequent bus services and Mount Lawley railway station train services there is an opportunity for greater density development along this road.</p> <p>These streets contain a mish mash of styles old and new and include some ordinary looking units, an unused car yard, a bottle shop and strata developments not in harmony with, or sympathetic, to the CPA.</p>	<p>The City is not considering the boundaries of CPA's as part of this review.</p> <p>It is noted that there are a number of Traditional Character Homes within this portion of the Mount Lawley CPA.</p>	No modifications recommended in this instance.
Not supportive of setback changes.	<p>The introduction of the setback clause in this policy in particular, restricted my ability to develop my block to its full potential. At 59, 61 and 63 Guildford Road there are three houses on large blocks with a setback of about 13 metres, most other blocks have a setback under 4 metres or are developed up to the street.</p>	<p>The intent of requiring a street setback that is the average of the properties either side is to retain the open character of streetscapes and landscaped gardens, and to ensure new development does not detract from existing traditional character homes, rather it is sympathetic to the unique character to the streetscape and existing traditional character homes.</p>	No modifications recommended in this instance.
How has demolition been allowed?	<p>How has the City of Bayswater contributed to the Mount Lawley CPA since this policy was introduced?</p> <p>The demolition of the old houses situated between 68 and 70 Guildford Road was allowed, one of which was on the heritage list, without an approved development plan and the site has sat vacant ever since.</p>	<p>This policy was considered during the design phase and assessment of the proposed development at 88 and 90 Guildford Road, Mount Lawley among other developments across the Mount Lawley CPA.</p> <p>This policy does not control demolition. Nor does it require development within a certain time period after development.</p>	N/A
How was illuminated advertisement allowed?	<p>Allowed the installation of an over illuminated advertisement sign on the corner of Ellesmere and Guildford Road, that adversely impacts residents during the hours of darkness for a business that isn't even open after hours. This section of Guildford Road is already excessively lit.</p>	<p>The City understands that the signage referenced in this submission refers to the signs in the image below. These two signs are located within the road reserve and outside the scope of this Policy.</p>	N/A

Topic Area	Summary of points raised in community submissions <i>*Comments have been summarised and grouped into topic areas for the purpose of analysis.</i>	Officer Discussion/ Response	Recommended Modifications
			
St John of God Mt Lawley Hospital to be included in CPA	Why is St John of God Mt Lawley Hospital not included within the CPA even though it dominates the landscape.	The CPA policy applies to residential development and does not apply to non-residential sites such as St John of God Hospital.	N/A
CPA policy conflicts with Main Roads and road upgrades	Has the City opposed Main Roads plans make provision for a double right-turn lane at the intersection for traffic heading north on East Parade turning into Guildford Road eastbound? This will significantly reduce traffic on First Avenue, which contains a couple of houses and a petrol station and direct it all through the middle of the Mount Lawley CPA and past the houses your amendments once again target?	Road layouts is outside the scope of this Policy.	N/A
Not supportive of setback changes.	Intention of adding a second storey extension at the front of my dwelling, to take full advantage of uninterrupted City, River, Optus Stadium and Matagraup Bridge views. There are plenty of examples of extensions, at the front of dwellings, that	It is noted the policy does not restrict development to single storey. Clause 2.7 (c) (i) introduces a new second storey setback of 4m, whereas 2m was originally required.	No modifications recommended in this instance.

Topic Area	Summary of points raised in community submissions <i>*Comments have been summarised and grouped into topic areas for the purpose of analysis.</i>	Officer Discussion/ Response	Recommended Modifications
Not supportive of air conditioning provisions	<p>have enhanced the streetscape, such as No.2 Ellesmere Road, Mount Lawley. Also, a fine example of imitation.</p> <p>I wouldn't have installed the rear patio, which council approved last year, if council had advised this amendment was coming. If I have to place extension behind the roof ridgeline, and 4m from primary setback, there would be no patio and zero views.</p>  <p>Not supportive of the new restrictions regarding installation of air conditioning equipment. I wouldn't have been able to install 2 of our 4 units last year if that was already the case.</p>	<p>The intention of this clause is for first floor development to be adequately setback to maintain the predominant single storey appearance of the streetscape.</p> <p>Clause 2.17(a) remains largely unchanged to the original policy. The original policy provision:</p> <p><i>Air conditioning equipment, and plant and satellite dishes are to be located in positions where they are not directly visible from the street.</i></p> <p>New policy provision:</p>	<p>No modifications recommended in this instance.</p>

Topic Area	Summary of points raised in community submissions <i>*Comments have been summarised and grouped into topic areas for the purpose of analysis.</i>	Officer Discussion/ Response	Recommended Modifications
Not supportive of solar panel restrictions	Not supportive of the new restrictions regarding solar panels, if I install them they will be placed in the best location to receive the most sun and best quality sunlight, regardless of whether or not they are visible from the street.	<i>Air conditioning equipment, plant and satellite dishes shall be located in positions where they are not directly visible from the street.</i>  Clause 2.17(b) remains unchanged to the original policy.  <i>Solar panels are permitted. However where practicable they shall be located in positions which minimise any undue impact on the streetscape.</i>  This provision does not prohibit the location of solar in the most optimum position for solar gain.	No modifications recommended in this instance.
Not supportive of porches and verandahs to be open	Not supportive of porches and verandah's have to be open on three or more sides. I am on a primary main road, as road noise increases I wish to retain the option to install double glazing to the verandah to reduce traffic noise.	Clause 2.7 (b) (iii) remains unchanged to the original policy.  Entry porches and verandahs shall be open on three or more sides.  Whilst the submission is acknowledged, the intent of the above is to provide for open streetscapes, this is consistent with the existing traditional character of the streetscapes.  It is noted that each application is considered on a case by case basis with consideration of location including along Primary Distributor Roads such as Guildford Road.	No modifications recommended in this instance.
Request rezoning of property if amendments go through.	If council adopts these amendments for existing properties, please consider changing the zoning of my property to commercial/business. Then it can remain as is and be used for offices, medical consulting rooms etc. like many of the heritage homes near St John of God Hospital in Subiaco, as it will no longer be suitable for development as a family home.	Rezoning properties is outside the scope of this policy review.	N/A
Recommendations outside the scope of the policy	Recommend the policy to focus on: 1. Public access to the river from Ellesmere Road, Mount Lawley 2. Can we get safer controls for vehicles turning right from Second Avenue to Whatley Crescent and pedestrians from Third Avenue bridge crossing Railway Parade? 3. Safe crossing for pedestrians crossing Whatley Crescent from Mount Lawley train station. It's very hard for adults to see cars coming over the peak of the hill let alone young children. 4. Community is waiting for the dangerous intersection of East Parade and Guildford Road that is currently operating over-	These comments are noted. They are outside the scope of this policy review.	N/A

Topic Area	Summary of points raised in community submissions <i>*Comments have been summarised and grouped into topic areas for the purpose of analysis.</i>	Officer Discussion/ Response	Recommended Modifications
	<p>capacity for its design, with hundred-metre queues at peak hour to be fixed.</p> <p>5. Block Main Roads plans for a double right-turn lane at the intersection for traffic heading north on East Parade turning into Guildford Road eastbound.</p> <p>(Live within Mount Lawley CPA)</p>		
<p>Recommends design choice flexibility for security measures ie garage doors</p>	<p>As a resident of Bayswater, I value the unique character of our community. However, the new policy fails to account for the realities of an evolving society, particularly with the increasing crime rates we are facing.</p> <p>The restrictions on installing proper security fencing and enclosed garages compromise the safety and security of our homes. In a time where break-ins and vehicle thefts are becoming more frequent, it is crucial that homeowners have the freedom to take necessary precautions to protect their families and property.</p> <p>Moreover, the role of the council should primarily focus on essential services such as roads, rates, and rubbish. Dictating specific architectural or aesthetic choices for private properties goes beyond the council's mandate and infringes on the rights of homeowners. The policy should reflect a balance between maintaining the character of the area and allowing residents to adapt their homes to current safety needs.</p> <p>I urge the council to reconsider this policy and to engage with the community in a meaningful way to develop guidelines that both respect the heritage of our area and address the legitimate concerns of homeowners. Flexibility in design choices, particularly when it comes to security measures, is essential for ensuring that our neighborhoods remain safe and livable.</p> <p>(Live within Maylands North CPA)</p>	<p>The Department of Planning, Lands and Heritage Crime Prevention through Environmental design Planning Guidelines advocates for passive surveillance through unimpeded sightlines to and within the publicly accessible areas. This includes visually permeable fences and clear sightlines of the house from the street.</p> <p>Fences heights and design have also remained unchanged. Rather the provisions have been modified to provide ease of interpretation of the provision.</p> <p>It is acknowledged that garages provide secure place for a vehicle to be stored. The policy does not prohibit garage doors within CPAs. Design requirements for garages are provided under clause 2.16 of the policy. The setback of garages from the street has remained unchanged from the original policy.</p>	N/A
<p>Remove the policy all together</p>	<p>Starting from a very weak protection policy and implementation, it is now watered down to a level you technically scrap it.</p>	<p>The review of the policy has identified concerns that if new development is to be designed in harmony with existing traditional character homes, the new development would</p>	N/A

Topic Area	Summary of points raised in community submissions <i>*Comments have been summarised and grouped into topic areas for the purpose of analysis.</i>	Officer Discussion/ Response	Recommended Modifications
	<p>As was always the case with the City of Bayswater planning attitude to heritage protection, another disgraceful amendment to the policy (which we know will be followed by no implementation / enforcement anyway).</p> <p>The name of the policy should have been "Keep the greedy architects and hopeless developers happy policy". Just let them use not fit for purpose construction materials and design features "sympathetic" to what? Absolute rubbish wording and definitions to let them get away with anything they want and destroy the character of the area.</p> <p>It provides the ability to approve anything regardless of what it looks like. Here is the start of your approval document: "It is sympathetic to a piece of shit and therefore approved"...</p> <p>Why do I waste my time on this submission... This is a feel good exercise by the City and you don't actually want to hear what the residents have to say. Otherwise you would call the people owning heritage houses and ask what we think is "keeping heritage" and how new builds and modifications best fit with the heritage houses before writing this policy.</p> <p>(Live within Maylands North CPA)</p>	<p>appear as 'fake heritage' and detract from the traditional character homes.</p> <p>Reframing new development (excluding additions and alterations to traditional character homes) from 'harmony' to 'sympathetic', means a design outcome that respects the proportions and materiality, but is not meant to be identical, nor would it result in a development that intrudes on the traditional character homes presence in the streetscape.</p> <p>The review of this policy has had these considerations at the forefront with the emphasis for new development, including additions, to be 'sympathetic' to existing traditional character homes and not intrude on the existing character of the streetscape</p>	
Remove CPA's within 1km of train stations	<p>Not in favour of CPA areas within the City of Bayswater and specifically within a 1km radius of the newly developed train station.</p> <p>Hope the state planning authority removes all statutory planning power from the LGA to enable critical density within the above radius.</p> <p>(Live within Bayswater CPA)</p>	<p>The policy does not control density of residential lots, nor does it prohibit the development to a greater density such as apartments or grouped dwellings.</p> <p>This policy provides parameters for new development within Character Protection Areas (CPA) to ensure that new development in Character Protection Areas is sympathetic with the character, rhythm, scale and visual amenity of existing residential streetscapes.</p> <p>The City is not considering the boundaries of CPA's as part of this review.</p>	N/A
<i>Comments contained in the community submissions have been summarised for the purpose of analysis.</i>			



Full submission extract 1:

Character Protection Areas Policy

**Objective:**

The objectives of this policy are to ensure that:

1. Development respects the unique streetscape characteristics of the areas, including the historic built form and materiality, open landscape character of the street and landscaped garden.
2. The siting, height, scale, massing and materiality of infill development and additions to existing buildings is appropriately located, scaled and designed so not to visually dominate or detract from the streetscape qualities of the areas.
3. Carports, garages, vehicle access and carparking do not visually dominate the streetscapes or adversely impact the heritage fabric or presentation of the dwellings which they serve.
4. Alternations respect the form and scale of the original building through subtle harmonious or distinct modern integration that enhances the character of the area.
5. Multiple dwellings respect the character and traditional subdivision pattern of the areas.

\*Note that restoration means: Returning a place to a known earlier state by removing accretions or by reassembling existing elements, without the introduction of new material.

**Background**

Last paragraph needs to be reworded. Perhaps say 'Development Applications must consider the Character Statements for the areas, and aim to comply with this Policy.'

Maybe includes a short history (including Aboriginal) of the area in the background or other into section. Noted that it's mentioned in the individual areas but an overarching paragraph here could help to set the context and also avoid repetition in the individual sections.

Could also mention here any lands that still reflects early pre-European settlement.

Is there an application section that could outline the intended use of the document – ie to guide proposals and to assist officers in assessment, and Council in determining applications?

Maylands North

- Add low or no fencing to street to list of predominant features
- Remove 'some two storey' as it's a list of predominant features
- Visible brick roof chimneys
- Face brick with tuckpointing

Mount Lawley

- The seven streets??

General

- Don't use 'shall' 'should' or 'must' instead consider 'is to be' 'are to be'
- Avoid 'ensure' in policy.
- Eg.



- 2.1.(a) In areas where the traditional subdivision pattern contributes to the character of the streetscape, new development are to respect and respond to this pattern
- (b) The existing arrangement of lots, particularly the length of street frontages is to be maintained.

Make clear statements outline expectations. Eg:

Dwellings are to interact with the public domain through:

- (1) Provision of verandah or porch to the street facing elevation
- (2) Avoiding blank walls, heavy plantings.
- (3) Clearly demarcating property boundary with fencing or planting

#### 2.4 Fences

- better describe open fence and orientation/permeable expectations
- fibre cement and metal sheeting materials will not be supported.

#### 2.10

Does 2.10 (a) relate to visual development. Does this relate to additions to existing buildings or infill development, or both. This seems at odds with the general intent of the revised policy to avoid mimicking and allow for new architectural expression that respects heritage.

There will be instances where an addition to side is setback but visible from the street and is recessive and not dominating. Equally a new build could have higher plate height to adjacent traditional buildings but be designed in a respectful way. These would be acceptable variations to this policy.

Could refocus this to something along the lines of 'Visible new development is to be designed to be sympathetic to the rhythm and fenestration of adjacent heritage facades.'

2.10 (b) The issue of amenity to adjacent lots is not a heritage issue and should be addressed in other planning policy.

Bulk and height issues should relate to how they dominate the affected building and the neighbouring properties in terms of their streetscape presentation. Could say something about setting back upper storey additions/levels from the street to maintain the single storey streetscape.

Roof - Hipped or gabled roof forms are preferred for the visually dominate roofs only.

Perhaps consider being more flexible here to allow for new architectural expression. We won't want everything to match and we want to encourage new high quality architecture.

The City of Perth's William Street guidelines include three approaches to new built form which can be applied to any aspect of development within a heritage area:

- Subtle architectural style using simple forms and limited material palette;
- Distinct architectural approach that enhances the existing character of the place;
- Design principles that derive from the architectural language of the existing heritage fabric without imitation

Detailing:

- Should not be copied for existing or new homes. We want to avoid what has happened in Stirling where we have lots of new homes with traditional feature. The City of Vincent has plenty of good examples of high quality new architectural design in a heritage context.

Garages

- Consider allowing garages to be in line of the building line if they do not dominate the streetscape or detract from the presentation of the dwelling.
- Existing garage may not be adequate or appropriate located thus requiring a carport.
- Carport should be allowed if garage meets policy requirements.

Ground Floor additions and alterations

- Garages to be set 2m from primary setback? Above notes 1m.
- Interesting parts of places?
- Visible should not dominate the building or the streetscape or require demolition of a substantial amount of original fabric.
- Additions should enable the important characteristic of a place, such as its roof form and architectural detailing and composition to remain visually prominent.

Avoid 'interesting parts' instead say important elements that make a positive contribution to the place/area.

Second story additions –

- Perhaps say respectful rather than sympathetic.
- New single storey additions to be similar to the existing fabric?? Not necessarily. New materials can be acceptable.

Alterations – this sentence below does not make sense. See above meaning of restoration.

(a) Alterations shall integrate harmoniously with the original building so that restoration does not detract from the existing building

- does this relate to external and internal alterations?

Perhaps could mention in this section:

- Removal of intrusive elements that detract from streetscape
- Retention of original fabric
- Reinstatement and restoration of missing heritage elements
- Retention of original floor layout and timber floors

General approach to alterations is same as additions – retain as much fabric as possible and ensure change does not mimic, dominate or visually detract from the place or area.

**10.5.1.10 Policy Review: Construction Materials**

<b>Responsible Branch:</b>	Property and Economic Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	1. Construction Materials Policy [9.10.1 - 2 pages]
<b>Refer:</b>	Item 13.1.4: OCM 22.09.2020

**SUMMARY**

Council consideration is sought in relation to the proposed revocation of the *Construction Materials Policy*.

**COMMITTEE RECOMMENDATION TO COUNCIL**  
**(OFFICER'S RECOMMENDATION)**

**That Council revokes the *Construction Materials Policy* as contained in Attachment 1 to this Report.**

**BACKGROUND**

The City has a large number of local planning policies to guide better development within the City. City officers review existing local planning policies in accordance with the adopted policy review schedule, or as otherwise determined due to identified operational issues or legislative changes. This process updates and improves the City's policy framework and reduces red tape associated with applications for Development Approval.

Part of this review process is to revoke those local planning policies which are no longer considered relevant.

Part V(56) of Shire of Bayswater *Town Planning Scheme No.13* (District Zoning Scheme), gazetted 17 November 1972, included the following provisions regarding the "General Appearance of Buildings":

*No person shall construct:*

- (a) *A building which has an exterior design that is out of harmony with existing buildings; or*
- (b) *An ugly building that may destroy local amenities.*

Further, the development control table of TPS 13 required almost all types of development within the Shire to be constructed of brick, stone or concrete.

These requirements were clarified and refined in *Town Planning Scheme No.21*, gazetted 16 September 1988, with clause 4.4.8 of TPS 21 applying to residential development only and containing identical wording to that currently in clause 8.5.6 of Town Planning Scheme No.24 (TPS 24). Currently, clause 8.5.6 of TPS 24 requires the following:

*The ground level of all buildings, other than outbuildings, shall be constructed from brick, stone or concrete. Ground and first floor levels may be constructed of lighter framed materials if the materials, design and anticipated final appearance of these structures is approved by the Council.*

Clause 8.5.6 of TPS 24 applies to residential development only, and is read to require that where an applicant proposes a building material on the ground floor that is not brick, stone or concrete, then an application for Development Approval is required. The City's *Construction Materials Policy* was first adopted in 2008 to provide guidance on the use of alternative construction

materials which were becoming more prevalent across the City at that time for reasons such as sustainability and affordability. The policy was amended by its last review and Council, at its Ordinary Meeting held on 22 September 2020, adopted the amended *Construction Materials Policy*, as advertised, without modification.

## EXTERNAL CONSULTATION

No consultation has occurred with the public or other agencies on this matter.

## OFFICER'S COMMENTS

### Exemptions and Delegation for Single Dwellings

Clause 61 of Schedule 2 Part 7 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Deemed Provisions) stipulates that the erection of, or alterations or additions to, a single house on a lot is exempt from requiring Development Approval, where:

- (a) the R-Codes apply to the works
- (b) the works comply with the deemed-to-comply provisions of the R-Codes
- (c) the works are not located in a heritage-protected place.

Division 2A of Part 10 of the *Deemed Provisions* sets out that all prescribed single house development must be determined by the Chief Executive Officer or an authorised employee, and can not be determined by Council, except development in a heritage-protected place.

The R-Codes Vol.1 and Vol.2 do not control for construction materials, therefore any instruments within the local planning framework which control for this cannot supersede the above exemptions, as they are not variations to the R-Codes. This means that, where a single dwelling meets the deemed-to-comply requirements of the R-Codes, it is exempt from requiring Development Approval regardless of the construction materials proposed, despite the inclusion of clause 8.5.6 in TPS 24.

### Grouped Dwellings and Apartments

Grouped dwelling and apartment developments are not subject to the same Deemed Provisions exemptions and delegations that single dwellings are, and therefore require Development Approval in all instances. However it is considered that the wording of clause 8.5.6 provides sufficient flexibility for the City to give appropriate consideration to grouped dwelling and apartment applications which propose alternative construction materials, namely:

*“Ground and first floor levels may be constructed of lighter framed materials if the materials, design and anticipated final appearance of these structures is approved by the Council.”*

All applications, regardless of clause 8.5.6, are required to be assessed against the requirements of all other relevant State and local planning instruments, including the R-Codes and the City's *Character Protection Areas Policy*, which provide sufficient controls for residential development. More significant proposals are also required to undergo review by the City's Design Review Panel.

Whilst the City has previously maintained clause 8.5.6 in TPS 24 and the *Construction Materials Policy*, progressive amendments to the National Construction Code and State planning framework over that time have diminished the utility and enforceability of clause 8.5.6, and the rationale for maintaining the *Construction Materials Policy* as a consequence.

It is not considered appropriate to impose additional controls on built form outcomes which may limit innovation, design, affordability and sustainability outcomes. As a local planning policy the *Construction Materials Policy* has no impact on other legislation, and all residential development is required to meet the requirements of the National Construction Code.

## LEGISLATIVE COMPLIANCE

Schedule 2 Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* sets out the procedure for the revocation of a local planning policy, including the requirement to give public notice of a decision to revoke a policy.

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Medium
Strategic Risk	SR07 - Unethical or inadequate governance and/or decision-making.	

## FINANCIAL IMPLICATIONS

Nil.

## STRATEGIC IMPLICATIONS

The City's neighbourhoods contain a diversity of housing types, architectural styles and construction materials, many of which are not consistent with the requirements of clause 8.5.6 of TPS 24 and the *Construction Materials Policy*. Blanket planning controls regarding materiality of built form are not consistent with the current planning framework, nor likely to result in context-sensitive outcomes.

In accordance with the City of Bayswater Strategic Community Plan 2021-2031 (as amended), the following applies:

Theme: Environment and Liveability

Goal E1: Maintain the identity and heritage of our neighbourhoods while supporting an increase in high quality density around transport nodes.

## CONCLUSION

The City's *Construction Materials Policy* provides limited guidance to the application of discretion related to clause 8.5.6 of TPS 24 which, in the case of single dwellings, is considered not legally enforceable and for other residential development provides sufficient flexibility for the City to consider alternative proposals on their merits. Clause 8.5.6 appears to have been carried forward from 1970s planning scheme provisions and, whilst the scheme clause is not subject of this report, the *Construction Materials Policy* only exists as a 'work-around' to facilitate residential construction materials not covered by the clause. However, due to amendments to the State planning framework including single dwelling exemptions, delegation of authority and the R-Codes, it is considered that the policy no longer has a valid planning rationale.

In light of the above, it is recommended that Council revoke the *Construction Materials Policy*.

# Construction Materials Policy



Responsible Division	Community and Development
Responsible Business Unit/s	Development Approvals
Responsible Officer	Manager Development Approvals
Affected Business Unit/s	Development Approvals

## Purpose

The purpose of this policy is to provide guidance on the use of building materials other than brick, stone or concrete.

## Objectives

The objectives of this policy are to:

1. Facilitate the use of alternative building materials.
2. Ensure that buildings are finished to a high standard.
3. Ensure that development is consistent with, and will not detract from established and future residential character and amenity.

## Introduction

The City's town planning scheme requires the ground floor level of all residential buildings, other than outbuildings, to be constructed of brick, stone or concrete. Where a proposal has included the use of materials other than brick, stone or concrete for the ground floor, the application requires development approval. However, the use of building materials other than brick, stone or concrete is becoming more common due to the increasing need to build environmentally sustainable and affordable houses and buildings. The Building Code of Australia (BCA) requires housing to be designed to energy efficiency requirements and this has required home designs focusing on energy efficiency and led to the introduction of new building materials.

## Scope

This policy applies to the erection of all buildings, other than outbuildings, in Residential zones within the City of Bayswater.

## Requirements

1. The use of alternative building materials is permitted provided that they:
  - (a) Are finished to a high standard
  - (b) Enhance the character of the streetscape and the amenity of the locality.

2. Alternative building materials that can be considered for approval on all floors include, but are not limited to:
- (a) Cast fibreglass reinforced panels (such as Rapid Wall)
  - (b) Aerated, reinforced concrete panels
  - (c) Fibre cement / compressed sheeting
  - (d) Colorbond, aluminium and zincalume sheeting
  - (e) Weatherboard / linearboard.

## Related legislation

This policy is adopted under City of Bayswater Town Planning Scheme No. 24, in accordance with Schedule 2, Part 2, clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Relevant Delegations	TP-D01
Council Adoption	25 November 2008
Reviewed / Modified	1 March 2016
Reviewed / Modified	22 September 2020

**10.5.1.11 Policy Review: Attendance at Events**

<b>Responsible Branch:</b>	Governance and Strategy
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	<b><i>ABSOLUTE MAJORITY REQUIRED</i></b>
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Current Policy [9.11.1 - 3 pages]</li> <li>2. Amended Policy with tracked changes [9.11.2 - 5 pages]</li> <li>3. Draft Policy [9.11.3 - 5 pages]</li> </ol>
<b>Refer:</b>	Item 10.6.1.1: OCM 8.12.2020 Item 10.6.2.2: OCM 7.12.2021

**SUMMARY**

For Council to consider a revised *Attendance at Events Policy*.

**OFFICER'S RECOMMENDATION**

That Council adopts the revised *Attendance at Events Policy* as contained in Attachment 3 to this Report.

***ABSOLUTE MAJORITY REQUIRED***

**COMMITTEE RECOMMENDATION TO COUNCIL**

That Council adopts the revised *Attendance at Events Policy* as contained in Attachment 3 to this Report, subject to the following amendments:

1. Clause 1(a)(ii) - the word "or" is inserted prior to the words "where the ticket is offered";
2. Clause 3(a) - the words "Mayor or CEO (as the case requires)" are removed;
3. Clause 3(b) - the words "Mayor (or in some cases the CEO) in accordance with clause 10 below" are removed and replaced with "by Council";
4. Clause 6(a) - the words "financial and proximity" are inserted prior to the words "interest"; and
5. Clause 6(a) - the second sentence, the words "any gift received that is" are removed and replaced with "Attendance at an event, where the ticket is".

***ABSOLUTE MAJORITY REQUIRED***

**BACKGROUND**

On 20 October 2019, the *Local Government Legislative Amendment Act 2019* came into operation which introduced various changes to the *Local Government Act 1995* (the Act). One of the changes made to the Act was the requirement for local governments to adopt an Attendance at Events Policy (s 5.90A).

The new requirements within the Act state that an Attendance at Events Policy must deal with matters relating to the attendance of elected members and the Chief Executive Officer at events, including:

- (a) the provision of tickets to events
- (b) payments in respect of attendance
- (c) approval of attendance by the local government and criteria for approval
- (d) any other prescribed matter (currently none are stipulated in the *Local Government (Administration) Regulations 1996*).



Council adopted its inaugural *Attendance at Events Policy* (the policy) at its meeting held on 8 December 2020, which was developed based on the model provided by the Department of Local Government, Sport and Cultural Industries within its *Operational Guideline: Attendance at Events Policy* (December 2019). The policy was last reviewed by Council at its meeting held on 7 December 2021, where it was resolved that the policy be retained in its original form.

## EXTERNAL CONSULTATION

No consultation has yet occurred with the public or other agencies on this matter.

## OFFICER'S COMMENTS

Due to the nature of a local government's business, elected members and the CEO deal regularly with third parties and from time to time may be offered tickets to attend events. The City acknowledges the acceptance of tickets, and therefore attendance at events, can provide opportunity to work and network with stakeholders to legitimately further the interests of the City or the Bayswater community.

To ensure the City is carrying out its functions impartially, elected members and the CEO must be able to demonstrate they are not improperly influenced by third parties through the acceptance of tickets to events. It is therefore important for the City to manage any real or perceived conflicts of interest in terms of decision-making undertaken by elected members (when meeting as a Council) or the CEO, when tickets are accepted and used.

It is clear one objective of the legislative requirements for a local government to have an attendance at events policy, is to ensure that there is greater transparency related to events attended by elected members and the CEO, including the approval process for attendance at those events. Another clear objective is to enable elected members and the CEO to participate in Council decision-making processes where their participation would, or might, otherwise be prohibited or restricted as a result of attending an event in respect of they would be taken to have received a 'gift' (such as the value of any ticket to attend and the value of any hospitality provided at the event).

Section 5.62(1B) of the Act (relating to closely associated persons) states a gift is an excluded gift:

- “(a) if:
- (i) *the gift is a ticket to, or otherwise relates to the relevant person's attendance at, an event as defined in section 5.90A(1); and*
  - (ii) *the local government approves, in accordance with the local government's policy under section 5.90A, the relevant person's attendance at the event;*
- or
- (b) *if the gift is in a class of gifts prescribed for the purposes of this subsection.”*

To ensure the policy is contemporary for the City's business and activities, the following main amendments to the City's existing policy are suggested, as shown in tracked changes version of the policy contained in **Attachment 2** (Minor drafting changes and improvements are also suggested although not detailed in depth within the table below):

Revision	Rationale
<b>Purpose:</b> Better clarify the policy's purpose as well as the gift disclosure provisions.	To further clarify the purpose and benefits to the community in attending events as well as the gift disclosure requirements.
<b>Policy Statement:</b> Include a new section on pre-approved	In fulfilling an elected member's civic role (or that of the CEO) it is considered there would

Revision	Rationale
events and the circumstances that apply.	<p>be certain circumstances where attendance at an event should be classed as a pre-approved event (and therefore not needing approval of Council - such as where the elected member or CEO is attending an event in an official capacity, such as:</p> <ul style="list-style-type: none"> <li>I. performing a speaking role or some other welcoming role;</li> <li>II. participating as a member of a discussion panel or judging panel;</li> <li>III. presenting at the event as part of the event program;</li> <li>IV. representing the City of Bayswater at a sponsorship acknowledgement event or award ceremony, where the primary purpose of attendance is not for the entertainment of the individual elected member or CEO, but enable the elected member and/or CEO to fulfil their role, and for the City to exercise its rights and benefits, as a sponsor;</li> <li>V. presenting awards or prizes to others on behalf of the City; and</li> <li>VI. attending an exhibition or display where the City, its programs or services are being showcased at the event.</li> </ul> <p>It is also considered there are certain organisations and associations that would be appropriate for elected members and the CEO to attend if a ticket is offered by them, such as:</p> <ul style="list-style-type: none"> <li>I. the Western Australian Local Government Association;</li> <li>II. the Australian Local Government Association;</li> <li>III. Local Government Professionals;</li> <li>IV. a department or statutory body of the WA Public Service;</li> <li>V. a government department of another State, a Territory or Commonwealth;</li> <li>VI. a State or Federal Member of Parliament, other than for party political events or fundraisers;</li> <li>VII. a local government or regional local government;</li> <li>VIII. major professional or industry</li> </ul>

Revision	Rationale
	<p>association(s) relevant to local government activities;</p> <p>IX. a civic/cultural/community organisation;</p> <p>X. educational institutions; or</p> <p>XI. a not-for profit organisation.</p>
<p><b>Policy Statement</b></p> <p>Other Events</p> <p>Revise clause to include provision on approval process and record in certain registers.</p>	<p>To better clarify the approval process for attending events that are not pre-approved under the policy. Furthermore there is better clarity in regard to what needs to be disclosed in the City's Attendance at Events Register, considering the disclosure requirements in the Gifts Register and Interests Register.</p>
<p><b>Policy Statement</b></p> <p>Approval of Attendance by Mayor</p> <p>Insert a secondary approval process by the CEO where the Mayor may be asked to attend an event.</p>	<p>To provide better clarity around approval processes that are in line with the approval processes of other local governments.</p>
<p><b>Policy Statement</b></p> <p>Disclosure requirement relating to tickets</p> <p>Insert a new section around the disclosure provisions at meetings and where a ticket considered a gift is to be included in the City's gift register.</p>	<p>To provide better clarity around the gift and disclosure provisions within the legislation that related to tickets, when they are considered a gift.</p>

### LEGISLATIVE COMPLIANCE

- Section 5.90A of the *Local Government Act 1995*.
- Section 5.62(1B) of the *Local Government Act 1995*.
- *Local Government (Administration) Regulations 1996*.

### RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Low
Strategic Risk	SR07 - Unethical or inadequate governance and/or decision-making.	

**FINANCIAL IMPLICATIONS**

There are no financial implications associated with this report

**STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

**CONCLUSION**

The City's policy provides a framework for the acceptance of tickets to events by elected members and the Chief Executive Officer and to actively consider the purpose of, and benefits to, the community in attending. It also details what disclosure requirements are needed when attending events by elected members and the Chief Executive Officer and a range of other governance arrangements when attending events.

It is recommended that Council adopt the revised policy.

# Attendance at Events Policy



<b>Responsible Division</b>	Office of the CEO
<b>Responsible Business Unit/s</b>	Office of the CEO, Governance
<b>Responsible Officer</b>	Chief Executive Officer
<b>Affected Business Unit/s</b>	All Business Units
<b>Document Ref</b>	3579617

## Purpose

The purpose of this Policy is to provide a clear framework and guidelines for the acceptance of tickets or invitations by Elected Members and the Chief Executive Officer ('CEO') to attend events or functions. This will policy will ensure that the City of Bayswater ('the City') both meets community expectations and meets the legislative requirements under section 5.90A of the Local Government Act 1995 (WA) which requires all Local Governments to prepare and adopt an Attendance at Events Policy.

## Policy Statement

### 1. Invitations

- a) All invitations or offers of tickets for an Elected Member or CEO to attend an event should be in writing and addressed to the Council.
- b) Any invitation or offer of tickets not addressed to the Council is not captured by this Policy and must be disclosed in accordance with the gift and interest provisions in the Act.
- c) A list of events and attendees authorised by the City in advance of the event will be maintained in a Register available on the City's website.

### 2. Approval of Attendance by Council

- a) In making a decision on attendance at an event, the Council will consider:
  - i) Who is providing the invitation or ticket to the event;
  - ii) The location of the event in relation to the City (within the district or out of the district);
  - iii) The role of the Elected Member or CEO when attending the event (for example as participant, observer presenter etc) and the value of their contribution;
  - iv) Whether the event is sponsored by the City;
  - v) The benefit of Local Government representation at the event;
  - vi) The number of invitations/tickets received; and
  - vii) The cost to attend the event, including the cost of the ticket (or estimated value of the event per invitation) and any other expenses such as travel and accommodation.
- b) Decisions to attend events in accordance with this policy will be made by simple majority or by the Mayor in accordance with clause 3 below.

### 3. Approval of Attendance by Mayor

- a) Where an invitation has been received and a response is required prior to the next Ordinary Council Meeting, the Mayor will be authorised to approve attendance.
- b) In approving attendance, the Mayor will consider the following:
  - i) Who is providing the invitation or ticket to the event;
  - ii) The location of the event in relation to the City (within the district or out of the district);
  - iii) The role of the Elected Member or CEO when attending the event (for example as participant, observer presenter etc) and the value of their contribution;
  - iv) Whether the event is sponsored by the City;
  - v) The benefit of City representation at the event;
  - vi) The number of invitations/tickets received; and
  - vii) The cost to attend the event, including the cost of the ticket (or estimated value of the event per invitation) and any other expenses such as travel and accommodation.
- c) All approvals made by the Mayor will be reported to the subsequent Ordinary Meeting along with the assessment made in accordance with the above criteria.

### 4. Payments in respect of attendance

- a) Where an invitation or ticket to an event is provided free of charge, the City may contribute to appropriate expenses for attendance, such as travel and accommodation, for events outside the district if Council determines attendance to be of public value.
- b) For any events where a member of the public is required to pay, unless previously approved and listed in the Register available on the City's website, Council will determine whether it is in the best interests of the City for an Elected Member or the CEO to attend on behalf of the City.
- c) If Council determines that an Elected Member or CEO should attend a paid event, the City will pay the cost of attendance and reasonable expenses, such as travel and accommodation,
- d) Where partners of an authorised City representative attend an event, any tickets for that person, if paid for by the City, must be reimbursed by the City representative unless expressly authorised by Council.

## Definitions

**Elected Members** includes the Mayor and all Councillors

**Event** is defined as a:

- Concert;
- Conference (that is not included in the *Elected Members Attendance at Conferences, Seminars, Training and Professional Development Policy*, or in the case of the Chief Executive Officer, the *Senior and Executive Staff attendance at Conferences, Seminars and Training*)
- Function; or
- Sporting Event.

## Related Legislation

*Local Government Act 1995 (WA) s 5.90A*

## Related Documentation

*Nil*

<b>Relevant Delegations</b>	Nil.
<b>Risk Evaluation</b>	Nil.
<b>Council Adoption</b>	8 December 2020
<b>Review/Modified</b>	7 December 2021
<b>Review/Modified</b>	
<b>Review/Modified</b>	



# Attendance at Events Policy

<b>Responsible Division</b>	Office of the CEO
<b>Responsible Business Unit/s</b>	<u>Office of the CEO, Governance and Strategy</u>
<b>Responsible Officer</b>	Chief Executive Officer
<b>Affected Business Unit/s</b>	All Business Units
<b>Document Ref</b>	3579617

## Purpose

The purpose of this Policy is to provide a clear framework and guidelines for the acceptance of tickets or invitations by Elected Members and the Chief Executive Officer ('CEO') to attend events or functions and to actively consider the purpose of, and benefits to, the community in attending. It also details what disclosure requirements are needed when attending events by Elected Members and the CEO and a range of other governance arrangements when attending events.

This policy will ensure that the City of Bayswater ('the City') both meets community expectations and meets the legislative requirements under section 5.90A of the *Local Government Act 1995 (WA)* which requires all Local Governments to prepare and adopt an Attendance at Events Policy.

## Policy Statement

### 1. Pre-approved events

- a) The acceptance and subsequent use of a ticket by an Elected Member or CEO for an event within the Perth Metropolitan Area is deemed a pre-approved event under the following circumstances:
  - i) Where the Elected Member or CEO is attending an event in an official capacity, such as:
    - I. performing a speaking role or some other welcoming role;
    - II. participating as a member of a discussion panel or judging panel;
    - III. presenting at the event as part of the event program;
    - IV. representing the City of Bayswater at a sponsorship acknowledgement event or award ceremony, where the primary purpose of attendance is not for the entertainment of the individual Elected Member or CEO, but enable the Elected Member and/or CEO to fulfil their role, and for the City to exercise its rights and benefits, as a sponsor;
    - V. presenting awards or prizes to others on behalf of the City; and



- VI. attending an exhibition or display where the City, its programs or services are being showcased at the event;
- ii) Where the ticket is offered by:
  - I. the Western Australian Local Government Association;
  - II. the Australian Local Government Association;
  - III. Local Government Professionals;
  - IV. a department or statutory body of the WA Public Service;
  - V. a government department of another State, a Territory or Commonwealth;
  - VI. a State or Federal Member of Parliament, other than for party political events or fundraisers;
  - VII. a local government or regional local government;
  - VIII. major professional or industry association(s) relevant to local government activities;
  - IX. a civic/cultural/community organisation;
  - X. educational institutions; or
  - XI. a not-for profit organisation.

## **24. Invitations~~Other Events~~**

- a) All invitations or offers of tickets for an Elected Member or CEO to attend an event ~~that is not a pre-approved event as per clause 1~~, should be in writing and addressed to the ~~Council~~City, a relevant Elected Member or the CEO.
- a)b) Approval of attendance will be undertaken by Council, under clause 3, or the Mayor / CEO under clause 4.
- b) ~~Any invitation or offer of tickets not addressed to the Council is not captured by this Policy and must be disclosed in accordance with the gift and interest provisions in the Act.~~
- c) A list of events and attendees authorised by the City in advance of the event (other than a pre-approved event) will be maintained in a Register available on the City's website. This register is in addition to any declarations made in the gifts register or interests register required under clause 6 of this policy.

## **32. Approval of Attendance by Council**

- a) In making a decision on attendance at an event, ~~the Council~~, Mayor or CEO (as the case requires) will consider:
  - i) Who is providing the invitation or ticket to the event;
  - ii) The location of the event in relation to the City (within the district or out of the district);
  - iii) The role of the Elected Member or CEO when attending the event (for example as participant, observer presenter etc) and the value of their contribution;

- iv) Whether the event is sponsored by the City;
  - v) The benefit of Local Government representation at the event;
  - vi) The number of invitations/tickets received; and
  - vii) The cost to attend the event, including the cost of the ticket (or estimated value of the event per invitation) and any other expenses such as travel and accommodation.
- b) Decisions to attend events in accordance with this policy will be made by simple majority or by the Mayor (or in some cases the CEO) in accordance with clause 43 below.

#### **43. Approval of Attendance by Mayor or CEO**

- a) Where an invitation has been received and a response is required prior to the next Ordinary Council Meeting, the Mayor will be authorised to approve attendance. Where the invitation is for the Mayor to attend, the CEO will be authorised to approve attendance.
- b) In approving attendance, the Mayor, or the CEO (as the case requires), will consider the following:
- i) Who is providing the invitation or ticket to the event;
  - ii) The location of the event in relation to the City (within the district or out of the district);
  - iii) The role of the Elected Member or CEO when attending the event (for example as participant, observer presenter etc) and the value of their contribution;
  - iv) Whether the event is sponsored by the City;
  - v) The benefit of City representation at the event;
  - vi) The number of invitations/tickets received; and
  - vii) The cost to attend the event, including the cost of the ticket (or estimated value of the event per invitation) and any other expenses such as travel and accommodation.
- c) All approvals made by the Mayor (or the CEO) will be reported to the subsequent Ordinary Meeting along with the assessment made in accordance with the above criteria.

#### **54. Payments in respect of attendance**

- a) Where an invitation or ticket to an event is provided free of charge, the City may contribute to appropriate expenses for attendance, such as travel and accommodation, for events outside the district if Council determines attendance to be of public value.
- b) For any events where a member of the public is required to pay, unless previously approved and listed in the Register available on the City's website, Council will determine whether it is in the best interests of the City for an Elected Member or the CEO to attend on behalf of the City.
- c) If Council determines that an Elected Member or CEO should attend a paid event, the City will pay the cost of attendance and reasonable expenses, such as travel and accommodation.
- d) Where partners of an authorised City representative attend an event, any tickets for that person, if paid for by the City, must be reimbursed by the City representative unless expressly authorised by Council.

## 6. Disclosure requirements relating to Tickets

- a) Attendance at an event in accordance with this policy will exclude the ticket holder from the requirement to disclose an interest if the ticket is above \$300 and the donor has a matter before Council. Any gift received that is less than \$300 (either one gift or cumulative over 12 months from the same donor) also does not need to be disclosed as an interest.
- b) Where an Elected Member or CEO accepts a ticket, and the ticket falls under the definition of a gift, details of the ticket is to be disclosed and published in the City's gift register in accordance with the sections 5.87A–5.87C of the *Local Government Act 1995*.

## Definitions

**Elected Members** includes the Mayor, Deputy Mayor and ~~all~~ Councillors.

**Event** ~~as per the definition in the *Local Government Act 1995* is defined as a~~ includes the following:

- a Concert;
- a Conference (that is not included in the *Elected Members Attendance at Conferences, Seminars, Training and Professional Development Policy*, or in the case of the Chief Executive Officer, the *Senior and Executive Staff attendance at Conferences, Seminars and Training*)
- a Function; or
- a Sporting Event.

**Gift** has the meaning given to it under the *Local Government Act 1995*.

Note: Section 5.57 of the Act states the following:

**gift means:**

- a. a conferral of a financial benefit (including a disposition of property) made by 1 person in favour of another person unless adequate consideration in money or money's worth passes from the person in whose favour the conferral is made to the person who makes the conferral; or
- b. a travel contribution.

For the purposes of the above definition:

- travel includes accommodation incidental to a journey;
- travel contribution means a financial or other contribution made by 1 person to travel undertaken by another person

**Ticket** includes an admission ticket to an event, or an invitation to attend an event, or a complimentary registration to an event, that is offered by a third party.

## Related Legislation

*Local Government Act 1995 (WA) s 5.90A*

*Local Government (Administration) Regulations 1996.*



Attendance at Events Policy

Related Documentation

Nil

Relevant Delegations	Nil.
Risk Evaluation	Moderate
Council Adoption	8 December 2020
Review/Modified	7 December 2021
Review/Modified	
Review/Modified	

# Attendance at Events Policy

<b>Responsible Division</b>	Office of the CEO
<b>Responsible Business Unit/s</b>	Governance and Strategy
<b>Responsible Officer</b>	Chief Executive Officer
<b>Affected Business Unit/s</b>	All Business Units
<b>Document Ref</b>	3579617

## Purpose

The purpose of this Policy is to provide a clear framework and guidelines for the acceptance of tickets or invitations by Elected Members and the Chief Executive Officer ('CEO') to attend events or functions and to actively consider the purpose of, and benefits to, the community in attending. It also details what disclosure requirements are needed when attending events by Elected Members and the CEO and a range of other governance arrangements when attending events.

This will policy will ensure that the City of Bayswater ('the City') both meets community expectations and meets the legislative requirements under section 5.90A of the *Local Government Act 1995* which requires all local governments to prepare and adopt an Attendance at Events Policy.

## Policy Statement

### 1. Pre-approved events

- a) The acceptance and subsequent use of a ticket by an Elected Member or CEO for an event within the Perth Metropolitan Area is deemed a pre-approved event under the following circumstances:
  - i) Where the Elected Member or CEO is attending an event in an official capacity, such as:
    - I. performing a speaking role or some other welcoming role;
    - II. participating as a member of a discussion panel or judging panel;
    - III. presenting at the event as part of the event program;
    - IV. representing the City of Bayswater at a sponsorship acknowledgement event or award ceremony, where the primary purpose of attendance is not for the entertainment of the individual Elected Member or CEO, but enable the Elected Member and/or CEO to fulfil their role, and for the City to exercise its rights and benefits, as a sponsor;
    - V. presenting awards or prizes to others on behalf of the City; and
    - VI. attending an exhibition or display where the City, its programs or services are being showcased at the event;
  - ii) Where the ticket is offered by:

- I. the Western Australian Local Government Association;
- II. the Australian Local Government Association;
- III. Local Government Professionals;
- IV. a department or statutory body of the WA Public Service;
- V. a government department of another State, a Territory or Commonwealth;
- VI. a State or Federal Member of Parliament, other than for party political events or fundraisers;
- VII. a local government or regional local government;
- VIII. major professional or industry association(s) relevant to local government activities;
- IX. a civic/cultural/community organisation;
- X. educational institutions; or
- XI. a not-for profit organisation.

## **2. Other Events**

- a) All invitations or offers of tickets for an Elected Member or CEO to attend an event that is not a pre-approved event as per clause 1, should be in writing and addressed to the City, a relevant Elected Member or the CEO.
- b) Approval of attendance will be undertaken by Council, under clause 3, or the Mayor / CEO under clause 4.
- c) A list of events and attendees authorised by the City in advance of the event (other than a pre-approved event) will be maintained in a Register available on the City's website. This register is in addition to any declarations made in the gifts register or interests register required under clause 6 of this policy.

## **3. Approval of Attendance by Council**

- a) In making a decision on attendance at an event, Council, Mayor or CEO (as the case requires) will consider:
  - i) Who is providing the invitation or ticket to the event;
  - ii) The location of the event in relation to the City (within the district or out of the district);
  - iii) The role of the Elected Member or CEO when attending the event (for example as participant, observer presenter etc) and the value of their contribution;
  - iv) Whether the event is sponsored by the City;
  - v) The benefit of Local Government representation at the event;
  - vi) The number of invitations/tickets received; and
  - vii) The cost to attend the event, including the cost of the ticket (or estimated value of the event per invitation) and any other expenses such as travel and accommodation.

- b) Decisions to attend events in accordance with this policy will be made by simple majority or by the Mayor (or in some cases the CEO) in accordance with clause 4 below.

#### **4. Approval of Attendance by Mayor or CEO**

- a) Where an invitation has been received and a response is required prior to the next Ordinary Council Meeting, the Mayor will be authorised to approve attendance. Where the invitation is for the Mayor to attend, the CEO will be authorised to approve attendance.
- b) In approving attendance, the Mayor, or the CEO (as the case requires), will consider the following:
  - i) Who is providing the invitation or ticket to the event;
  - ii) The location of the event in relation to the City (within the district or out of the district);
  - iii) The role of the Elected Member or CEO when attending the event (for example as participant, observer presenter etc) and the value of their contribution;
  - iv) Whether the event is sponsored by the City;
  - v) The benefit of City representation at the event;
  - vi) The number of invitations/tickets received; and
  - vii) The cost to attend the event, including the cost of the ticket (or estimated value of the event per invitation) and any other expenses such as travel and accommodation.
- c) All approvals made by the Mayor (or the CEO) will be reported to the subsequent Ordinary Meeting along with the assessment made in accordance with the above criteria.

#### **5. Payments in respect of attendance**

- a) Where an invitation or ticket to an event is provided free of charge, the City may contribute to appropriate expenses for attendance, such as travel and accommodation, for events outside the district if Council determines attendance to be of public value.
- b) For any events where a member of the public is required to pay, unless previously approved and listed in the Register available on the City's website, Council will determine whether it is in the best interests of the City for an Elected Member or the CEO to attend on behalf of the City.
- c) If Council determines that an Elected Member or CEO should attend a paid event, the City will pay the cost of attendance and reasonable expenses, such as travel and accommodation.
- d) Where partners of an authorised City representative attend an event, any tickets for that person, if paid for by the City, must be reimbursed by the City representative unless expressly authorised by Council.

#### **6. Disclosure requirements relating to Tickets**

- a) Attendance at an event in accordance with this policy will exclude the ticket holder from the requirement to disclose an interest if the ticket is above \$300 and the donor has a matter before Council. Any gift received that is less than \$300 (either one gift or cumulative over 12 months from the same donor) also does not need to be disclosed as an interest.

- b) Where an Elected Member or CEO accepts a ticket, and the ticket falls under the definition of a gift, details of the ticket is to be disclosed and published in the City's gift register in accordance with the sections 5.87A–5.87C of the *Local Government Act 1995*.

## Definitions

**Elected Member** includes the Mayor, Deputy Mayor and Councillors.

**Event** as per the definition in the *Local Government Act 1995* includes the following:

- a Concert;
- a Conference (that is not included in the *Elected Members Attendance at Conferences, Seminars, Training and Professional Development Policy*, or in the case of the Chief Executive Officer, the *Senior and Executive Staff attendance at Conferences, Seminars and Training*)
- a Function; or
- a Sporting Event.

**Gift** has the meaning given to it under the *Local Government Act 1995*.

*Note: Section 5.57 of the Act states the following:*

**gift** means:

- a. a conferral of a financial benefit (including a disposition of property) made by 1 person in favour of another person unless adequate consideration in money or money's worth passes from the person in whose favour the conferral is made to the person who makes the conferral; or
- b. a travel contribution.

*For the purposes of the above definition:*

- travel includes accommodation incidental to a journey;
- travel contribution means a financial or other contribution made by 1 person to travel undertaken by another person

**Ticket** includes an admission ticket to an event, or an invitation to attend an event, or a complimentary registration to an event, that is offered by a third party.

## Related Legislation

*Local Government Act 1995 (WA) s 5.90A*

*Local Government (Administration) Regulations 1996.*

## Related Documentation

*Nil*

**Relevant Delegations** Nil.

**Risk Evaluation** Moderate





**Attendance at Events Policy**

<b>Council Adoption</b>	8 December 2020
<b>Review/Modified</b>	7 December 2021
<b>Review/Modified</b>	
<b>Review/Modified</b>	

draft

**10.5.2 Audit and Risk Management Committee - 16 December 2024****10.5.2.1 City of Bayswater Annual Report and Annual Financial Report 2023/24**

<b>Responsible Branch:</b>	Governance and Strategy and Financial Services
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	<b><i>ABSOLUTE MAJORITY REQUIRED</i></b>
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Draft City of Bayswater Annual Report 2023-2024 [10.5.2.1.1 - 112 pages]</li> <li>2. Annual Financial Report 30 June 2024 [10.5.2.1.2 - 66 pages]</li> <li>3. CONFIDENTIAL REDACTED - Annual Management Letter 2023/24 [10.5.2.1.3 - 6 pages]</li> </ol>

***Confidential Attachment in accordance with Section 5.23(2) of the Local Government Act 1995 (WA):***

- (f) *a matter that if disclosed, could be reasonably expected to —*  
(ii) *endanger the security of the local government's property;*

**SUMMARY**

Local governments are required to prepare an annual report for each financial year. The Annual Report consists of two parts. The first part of the report summarises activities and achievements from the financial year. The second part of the report is the financial report and a report from the Office of the Auditor General.

The report, along with the financial statements is submitted to Council for consideration and adoption.

Once adopted the Annual Report is to be presented to the Electors of the district at an Annual Meeting of Electors held within 8 weeks of the Council adoption. The date proposed for consideration by the Council is Wednesday 12 March 2025.

**ADDITIONAL INFORMATION**

When this item was considered by the Audit and Risk Management Committee on 16 December 2024, the designed version of the Annual Report for the year ended 30 June 2024 was not yet available, so the undesigned version was presented to the Committee in **Attachment 1**. As the designed version is now available, **Attachment 1** has been updated to the designed version for Council's consideration.

**Recommendation Implications**

In light of the above, the officers recommendation remains unchanged.

**COMMITTEE RECOMMENDATION TO COUNCIL**  
**OFFICER'S RECOMMENDATION**

**That Council:**

1. **Accepts the Annual Report for the year ended 30 June 2024 in Attachment 1;**
2. **Accepts the Annual Financial Report for the year ended 30 June 2024, including the Independent Auditor's Report in Attachment 2;**
3. **Notes the 2023/24 Annual Audit Management Letter including management comment as contained in the Confidential Attachment 3 to this report.**

4. **Authorises the CEO to approve any minor changes that may be required to the Annual Report and the Annual Financial Report for 2023/24 before the document is collated and finalised for printing;**
5. **Requests that the Chief Executive Officer convenes the Annual Meeting of Electors for 7:00pm on Wednesday 12 March 2025 to be held at the City of Bayswater Civic Centre and gives public notice in accordance with the *Local Government Act 1995*.**

## **BACKGROUND**

The *Local Government Act 1995* (the Act) requires every local government to prepare and adopt an Annual Report for each financial year and to adopt it prior to 31 December of the following financial year, subject to the completion of an independent audit. If the auditor's report is not available in time to be accepted by 31 December, the annual report must be accepted no later than two months after the auditor's report becomes available.

The Office of the Auditor General's report on the City's Annual Financial Report for 2023/24 was received on 2 December 2024.

Prior to consideration by Council, the Annual Financial Report must be considered by the Audit and Risk Management Committee. The Annual Report and the Annual Financial Report for 2023/24 will be presented to the Audit and Risk Management Committee at a meeting scheduled for 16 December 2024, and the Ordinary Council Meeting scheduled for 28 January 2025.

The Annual Report, including the auditor's report and the audited financial report, must be published on the City's website within 14 days after the Annual Report has been accepted by the Council.

The Act also requires that a general meeting of electors of the district is to be held once every financial year and that the general meeting is held on a day selected by the local government, no more than 56 days after the local government accepts the Annual Report. At least 14 days local public notice is required of the date, time, place and purpose of the Annual Meeting of Electors. This means that the general meeting of electors cannot be held before 11 February 2025 and cannot be held later than 23 March 2025.

## **EXTERNAL CONSULTATION**

No consultation has occurred with the public or other agencies on this matter.

The Annual Report 2023/24, once adopted by the Council, will be made available on the City's website and hard copies will be available at the City's Libraries and Civic Centre, and upon request.

## **OFFICER'S COMMENTS**

The Annual Report 2023/24 is made up of two key sections. The first part of the report summarises activities and achievements from the financial year. The second part of the report is the Annual Financial Report and a report from the Office of the Auditor General.

### **Annual Report 2023/24**

The Annual Report provides the community with an overview of the City's programs, services and initiatives delivered during the 2023/24 financial year. The content for the first part of the annual report (the performance commentary) is provided in **Attachment 1**.

The Annual Report is used to inform the community and key stakeholders on activities and achievements for the financial year and forms a reference document for future years.

The Act and associated regulations specify the contents required to be included in the Annual Report. The commentary for the 2023/24 report is considered to meet the relevant requirements of the Act and Regulations.

The Annual Report for 2023/24 includes:

- **Our City:** A snapshot of the City's history, demographics and key statistics.
- **A Year in Review:** A report from the Mayor and CEO, performance snapshot and key financial results.
- **Our Council:** Details of Wards, Elected Members, Elected Members meeting attendance and diversity statistics.
- **Delivering Our Services:** Highlights stakeholder engagement, organisational structure and workforce.
- **Corporate Governance:** Overview of the City's Integrated Planning and Reporting Framework, Strategic Community Plan 2021-2031 and Corporate Business Plan 2023/24 - 2026/27.
- **Sustainability Statement:** Summary of the City's efforts and achievements focusing on Social, Environmental and Economic sustainability.
- **Service Performance:** Progress and achievements for all services under each Key Result Area, Community, Environment and Liveability, Vibrancy and Leadership and Governance.
- **Disclosures:** Comprehensive statutory reporting, including financial disclosures and compliance requirements.

#### Australasian Reporting Awards (ARA)

This year the City will submit our 2023/24 Annual Report to the Australasian Reporting Awards for their 2025 award consideration. The Australasian Reporting Awards (ARA) were established in 1950 to enhance the quality of annual reporting and raise public awareness of organisational purposes and achievements. Open to organisations in the Asia Pacific region, the ARA is administered by a non-profit group of volunteer professionals from various sectors. The awards benchmark annual reports against world best practice, focusing on the quality and completeness of reporting. Notably, many local governments, including the City of Stirling, City of Swan, and City of Joondalup, participate annually.

We plan to enter our 2023/24 Annual Report for the following 3 Awards:

- General Award
- Best First Time Entry Award
- Best Cover Design Award

The General Award evaluates the overall standard of the report against ARA criteria and is not a competition. Reports may receive a Gold, Silver, Bronze, or No Award based on how well they meet these criteria.

By participating, we will also be eligible for the Best of Industry Sector Awards, competing in the Public Administration – Local industry sector. As this will be our first submission, we also qualify for consideration for the Best First Time Entry Award.

Additionally, we plan to submit our report for the Best Cover Design Award, which celebrates creativity and design by recognising reports with impactful covers that convey the organisation's identity. Finally, we intend to secure a feedback session with an ARA adjudicator to gain valuable

insights and feedback for future improvements. The results are expected to be announced in April 2025.

### **Annual Financial Report 2023/24 and Independent Auditor's Report**

The Annual Report also contains the Annual Financial Report of the City for 2023/24. This includes the Statements of Comprehensive Income, Statement of Financial Position, Statement of Changes in Equity, Statement of Cash Flows, Statement of Financial Activity and notes to and forming part of the accounts. The Annual Financial Report has been audited by the Office of the Auditor General. The contents for the second part of the annual report (the Annual Financial Report and the Independent Auditor's report) are provided in **Attachment 2**.

For the financial year ended 30 June 2024, the City recorded a net result for the period of \$7,473,963 compared to the adopted budget surplus of \$6,543,217 (refer to the Statement of Comprehensive Income). The unbudgeted decrement of the revaluation outcome for the City's land and buildings of \$283,534 is the contributing factor to the total comprehensive income for the period of \$7,190,429.

The key factors contributed to the variances are summarised below:

#### ***Operating revenue***

For the year operating revenue was \$99,540,239 compared to the budget of \$95,302,106 resulting in an increase of \$4,238,133 (4.45%). This is mainly due to:

- Revenue from recreation services was higher than anticipated in areas such as park reserves and facility hire, Bayswater Waves' entrance and health club membership fees (following the completion of refurbishment of the facility) and increased participation in golf courses due to increased utilisation of the facilities.
- Interest earnings were higher than anticipated due to the Reserve Bank's higher cash rate that reflected in the City's investment returns.
- Other revenue was also higher than anticipated due to the various unexpected reimbursement income and insurance claims.

#### ***Operating expenses***

For the year operating expenses were \$96,847,971 compared to the budget of \$99,033,873 resulting in a decrease of \$2,185,902 (2.21%).

The majority of the decrease is largely due to:

- The delay of the Western Power underground power project at the beginning of the year had caused a significant underspend compared to budget.
- The delay of various projects relating to building, engineering, sustainable environment and digital solutions services also caused project expenditure lower than budget largely due to the availability of contractors resulting in project scheduling issues.
- Waste Services expenditure was also lower than anticipated due to the pending review of Baywaste Transfer Station.

The adjustments on asset revaluation and asset disposals that impacted on the net result related to Discontinued Operations which recognised a net expenditure of \$2.02M. This relates to the aged care divestment project and a fair value assessment was required as at 30 June 2024 resulting in a net book loss (i.e. an increment on revaluation of assets held for sale offset by a loss on asset disposals).

## Audit Findings

The 2023/24 audits identified four key areas needing improvement. The details of these items, including Management's responses are outlined in **Confidential Attachment 3**. The City has responded accordingly and completed one of the four recommendations. The uncompleted recommendations will be recorded in the audit log and will be followed up and reported quarterly to the Audit and Risk Management Committee.

The Annual Report must be considered by the Council no later than 2 months after the auditor's report becomes available. The Auditor's report was received on 2 December 2024. The Audit and Risk Management Committee will consider the report at a meeting scheduled for 16 December 2024, and the Council will consider the report at its 28 January 2025 Ordinary Council Meeting.

## Annual Meeting of Electors

The Annual Meeting of Electors must be held within 56 days (8 weeks) of the Council adoption of the Annual Report 2023/24.

If the Council adopts the Annual Report 2023/24 at its Ordinary Council Meeting held 28 January 2025, the meeting of Electors must be held prior to 25 March 2025.

It is recommended that the Annual Meeting of Electors be convened for 7:00pm, Wednesday 12 March 2025, to be held in the City of Bayswater Civic Centre.

Public notice for this meeting must be given no later than 26 February 2025.

## LEGISLATIVE COMPLIANCE

### *Local Government Act 1995*

- Section 5.53 Annual reports
- Section 5.54 Acceptance of annual reports
- Section 5.55 Notice of annual reports
- Section 5.55A Publication of annual reports
- Section 5.27 Electors' general meetings
- Section 5.29 Convening electors' meetings Local Government (Administration) Regulations 1996
- Part 3 – Electors' meetings
- Part 5 – Annual reports and planning Local Government (Audit) Regulations 1996
- Regulation 9 – Performance of audit
- Regulation 10 – Report by auditor
- Regulation 16 – Functions of audit committee

## RISK MANAGEMENT CONSIDERATION

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Low
Environment	Low	Low

Governance and Compliance	Low	Medium
Strategic Risk	SR07 - Unethical or inadequate governance and/or decision-making.	

### FINANCIAL IMPLICATIONS

The following financial implications are applicable:

- The cost of printing 50 copies of the Annual Report has been estimated to cost at \$1,850.00 this price is inclusive of GST.
- The indicative fee for the audit of the annual financial statements (which includes the Information Systems and grant acquittal audits) provide by the Office of the Auditor General is \$160,900 (excluding GST).

### STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L2: Plan and deliver projects and services in a sustainable way.  
Work together to deliver the best outcomes for the community by managing our resources in a financially sustainable way.

### CONCLUSION

The Annual Report 2023/24 has been prepared to highlight the City's achievements and performance from the last financial year and ensure legislative compliance.

It is recommended that the Annual Report and Annual Financial Report for the year ended 30 June 2024, including the Independent Auditor's Report be accepted by Council, the Annual Audit Management Letters be noted. and Annual General Meeting of Electors be held on Wednesday, 12 March 2025.

City of  
**Bayswater**

# Annual Report

## 2023/24





## Acknowledgement of Country

Ngalla City of Bayswater kaatanginy baalapa Noongar Boodja baaranginy, Wadjuk moort Noongar moort, boordiar's koorra koorra, boordiar's ye yay ba boordiar's boordawyn wah.

The City of Bayswater acknowledges the Traditional Custodians of the land, the Whadjuk people of the Noongar Nation, and pays its respects to Elders past, present and emerging.

## Accessibility

This publication can be found on the City's website. It is available in alternative formats on request, including hard copy in large print or standard print, and electronic format.

我们可以根据要求以其他格式提供此信息。

Possiamo fornire queste informazione in altri formati su richiesta.

Chúng tôi có thể cung cấp thông tin này ở các định dạng khác theo yêu cầu.

The free Translating and Interpreting Service can assist non-English speakers to communicate with the City of Bayswater. To find out more, visit [www.tisnational.gov.au](http://www.tisnational.gov.au) or call **131 450**.

TIS National 为英语不流利人士提供免费口译服务, 帮助他们跟贝斯沃特市沟通。如需了解更多有关信息, 请浏览他们的网站 [www.tisnational.gov.au](http://www.tisnational.gov.au) 或致电 **131 450**。

Il servizio gratuito di traduzione e interpretazione (TIS National) può aiutare chi non parla inglese a comunicare con la città di Bayswater. Per saperne di più, visita il loro sito web [www.tisnational.gov.au](http://www.tisnational.gov.au) o chiama il **131 450**.

Dịch vụ Biên dịch và Thông dịch (TIS National) miễn phí có thể hỗ trợ những người không nói tiếng Anh giao tiếp với Thành phố Bayswater. Để tìm hiểu thêm, hãy truy cập trang web của họ [www.tisnational.gov.au](http://www.tisnational.gov.au) hoặc gọi **131 450**.

### Cover artwork

The cover artwork for the City of Bayswater Annual Report 2023/24 highlights the vibrant spirit and natural beauty of our City.

It features a young woman admiring a mural in the laneway off Whatley Crescent between King William and Hamilton Streets in Bayswater.

Created by internationally renowned local artist Graeme Miles Richards, the mural captures the unique charm and lively character of the City through its rich colours and dynamic composition.

Overlaid in navy is an illustration depicting the City's stretch of the Derbarl Yerrigan (Swan River), a defining natural feature along which our residents live, work and play.

## City of Bayswater Annual Report for 2023/24

We are pleased to present the City of Bayswater Annual Report for 2023/24. This report highlights the financial and operational performance of the City over the past financial year, detailing our achievements against the 2023/24 Budget and tracking progress within our four-year Corporate Business Plan. It provides a snapshot of our performance and outlines our future plans, emphasising our commitment to the sustainability of our organisation, the City, and the broader community we serve.

## Readership

This report aims to provide crucial information to a wide range of stakeholders, including City of Bayswater residents and ratepayers, local businesses, non-government organisations, partners, and various government departments and agencies.





Our vision

An inclusive community, building a sustainable and thriving City.

By 2031, the City of Bayswater will be a thriving, sustainable and sought-after location for residents and businesses.

Our values

Accountability

We do what we say we will do, the right way and on time. Working together, we take responsibility and pride in delivering quality service in an efficient way.



Excellence

We are a 'can do' organisation where we are responsive, efficient, professional, friendly and positive, continually striving for service excellence.



Innovation

We challenge the status quo through embracing change and thinking outside the box to broaden our horizons.



Respect

We respect and care, promoting a positive, safe and inclusive workplace where people contribute and feel part of a team, valued, listened to and acknowledged.



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## Our City



## A culturally diverse and vibrant community

The City of Bayswater features a culturally rich and vibrant community, flourishing in four bustling town centres and encompassing more than 380 hectares of lush open spaces and a 10-kilometre expanse along the scenic Swan River.

Situated just 6km north-east of Perth's CBD, the City offers easy access to major transport routes and significant destinations, including Perth International Airport. Our City is renowned for delivering valued services to the community, emphasising sustainability and environmental stewardship, enhancing town centres, fostering community engagement, and providing abundant opportunities for residents to thrive in this urban setting.

























The City supports the community with three libraries, two community centres, three recreation centres – including aquatic facilities at Bayswater Waves, which offers three pools and Maylands Waterland. We support more than 150 local sporting clubs, manage 180 parks, ovals and open spaces, as well as 107 play areas. We oversee a local road network extending 460 kilometres, as well as more than 300 kilometres of footpaths.

The City is a vibrant and multicultural community, with 38% of our residents born overseas and 32% speaking a language other than English at home. We proudly celebrate the diverse cultures and backgrounds that enrich our City and contribute to its dynamic character. The City is experiencing significant growth, with our population of 74,283 projected to reach 100,000 by 2050. This growth not only brings increased diversity, but presents new opportunities for development and community engagement, positioning Bayswater as a thriving and inclusive place in which to live, work and visit.

The City of Bayswater has benefited significantly from the State Government's substantial investment in road and rail infrastructure, particularly through the METRONET project. The completion of the new Bayswater Train Station in 2024, now the second largest in Western Australia, has solidified Bayswater's position as a central hub for public transport. Serving as a key interchange, the station connects the broader Perth region, including the new Morley-Ellenbrook and Airport Lines to the existing Midland Line, providing residents and visitors with fast, reliable access across the City and beyond. This not only enhances connectivity for our community but stimulates local business opportunities by bringing a steady flow of commuters through our City.

Additionally, new train stations are under construction in Noranda and Morley, further enhancing our public transport network. In 2021, the State Government transferred planning control of the area surrounding Bayswater Train Station to DevelopmentWA. This strategic move has enabled the City to attract investment and support the revitalisation of our town centre, fostering economic growth and enhancing the overall urban environment.

City of Bayswater quick stats

74,283		69,283		38	
2023 Estimated residential population		Population (Place of usual residence)		Median age*	
29,068		2.3		31.9%	
Total households*		Average household size (persons per dwelling)*		Medium or high-density dwellings	
35.9%		31.1%		\$1,734	
Households with children*		Renters*		Median weekly household income*	
37.7%		7,586+		25,224	
Born overseas*		GST registered businesses*		Local jobs*	
\$3.5B		17.3%		150+	
Headline gross regional product*		Manufacturing is the largest industry for economic output*		Local sporting clubs	
180+		107		460	
Parks, ovals and open spaces		Play spaces		Kms of local road network	
3		2		2	
Libraries		Aquatic facilities		Golf courses	
3		20,000+		142+	
Recreation centres		People attending events		Cafés, bars and restaurants	

Top languages		Top countries of birth	
English, Vietnamese, Mandarin, Italian, Cantonese and Filipino/Tagalog		Australia, United Kingdom, India, Vietnam, New Zealand and China	

\*Retrieved from Profile.ID as at 30 June 2024.



## Our history

### Pre-1800s

The City of Bayswater respectfully acknowledges the Whadjuk Noongar people as the Traditional Custodians of this land. The Whadjuk Noongar people have a rich history in the Bayswater area, having lived here for thousands of years. Evidence of their longstanding presence includes the remains of a campsite at nearby Upper Swan, estimated to be between 40,000 and 53,000 years old, making it one of the oldest inhabited sites on Earth.

The Noongar people were nomadic hunter-gatherers who moved with the seasons and food sources. At the time of European settlement, it is believed the Noongar people spoke 13 different dialects. The Swan River holds special significance to the Noongar people, who believe it was created by a Wagyl, a snake-like being from the Dreamtime, which meandered over the land to form the rivers.

The Noongar people traditionally occupied the entire south-west region of Western Australia, stretching from Geraldton to Esperance. Their country is divided into 14 different groups, each occupying distinct territories. The City of Bayswater stands on the land of the Whadjuk group, who continue to maintain a deep connection to this land and its waterways.

European exploration began in 1697 with Dutch explorer Willem de Vlamingh, followed by French and English explorers in the 18th and 19th centuries. The English established the Swan River Colony, drawn by the region's fertility. However, much of the land in Bayswater was initially deemed unsuitable for agriculture, leading to a period of absence until the late 19th century.

### 1800s – 1900s

The construction of the Perth to Guildford railway line in 1881 marked a turning point for Bayswater, spurring a property boom and the development of the Bayswater Estate. The discovery of gold further attracted settlers, and the area's growth continued with infrastructure developments such as the construction of Walter Road in 1887. In 1897, the Bayswater Road Board was established, giving the local community a voice in governance.

### 1900 – 1930

The early 20th century brought both challenges and growth. The impact of World War I and the Great Depression was felt deeply, but Bayswater continued to develop, particularly with the expansion of residential areas like Bedford and the emergence of industrial zones.

### 1940 – 1970

Post-World War II, Bayswater experienced rapid population growth, driven by returning soldiers and immigrants. This period saw the establishment of significant infrastructure, including the Bayswater Aquatic Centre and Mertome Retirement Village.

### 1970 – 2000

The 1970s and 1980s were marked by significant urban development, including the creation of the suburb of Noranda and the construction of the Tonkin Highway. The transformation from a shire to the City of Bayswater in 1983 reflected its growing population and evolving character. The opening of the Galleria shopping centre in 1994 further established Morley as a major commercial hub.

### 2000 – Present

Today, the City of Bayswater continues to grow and develop, with significant infill development around train stations and the Morley Activity Centre. These developments are transforming the City into a vibrant and dynamic community, poised for continued growth and prosperity.



## A Year in Review



## Message from the Mayor



I am delighted to present the City of Bayswater's Annual Report for 2023/24. This year has been one of remarkable progress and achievement, reflecting our commitment to delivering positive outcomes for our community.

This report highlights our progress in managing key projects and services aligned with our vision for a thriving, sustainable and inclusive community.

The completion of the new Bayswater Train Station is a transformative milestone for our City. As the second-largest station in Western Australia, it has elevated our City's connectivity and positioned Bayswater as a central hub. Alongside the construction of train stations in Noranda and Morley, these projects signify a new era of opportunity for our residents, businesses and visitors.

Our commitment to fostering a vibrant and diverse community continued to grow through City-led events, such as the Avon Descent Finish Line Festival, the new Feed Me Morley Food Festival and Flourish Community Arts Festival, which attracted more than 12,000 attendees to our great City.

We also prioritised the improvement and expansion of key recreational facilities. The major refurbishment of Bayswater Waves will allow community members to continue making memories at this popular venue for years to come. Upgrades to sporting facilities like the female-friendly changeroom at Upper Hillcrest Reserve and competition lighting at Halliday Park have boosted inclusivity and accessibility, ensuring our spaces and infrastructure meet the diverse needs of our community.

This year, significant achievements were also celebrated within environmental sustainability, as we delivered the largest tree-planting initiative in our history, adding more than 5,000 trees to boost our canopy and provide future shade. This was alongside launching our commercial mosquito control service, aiding neighbouring local governments to combat this issue through the innovative use of drone technology. These initiatives underscore our leadership and commitment to a greener, more sustainable future.

None of these accomplishments would have been possible without the dedication of our community, the vision of Council and the tireless work of our staff. I thank you all for your support over the last 12 months. Together, we are building a City that values sustainability, embraces diversity and provides opportunities for all.

As we look ahead, I am excited about the opportunities that lie before us. With continued collaboration and innovation, I am confident our City will thrive and remain a place we are all proud to call home.

**Filomena Piffaretti**  
Mayor



## Message from the CEO

It is my great privilege to share the City of Bayswater's Annual Report for 2023/24. This report highlights our key achievements, outlines our financial and operational performance, and reaffirms our commitment to delivering exceptional services to our community. It reflects the efforts of our staff, Executive and Council, who are committed to the prosperity of our City and the wellbeing of our residents.

This year has seen remarkable strides towards innovation and service excellence.

A key achievement has been our digital transformation project, Eden, which marks a significant step towards modernising the City's technology. This project will revolutionise our operations through upgraded software and enhanced functionality. By implementing an integrated Enterprise Resource Planning system, we will be well positioned to drive efficiencies, improve service delivery to our community and enhance the way we work moving forward.

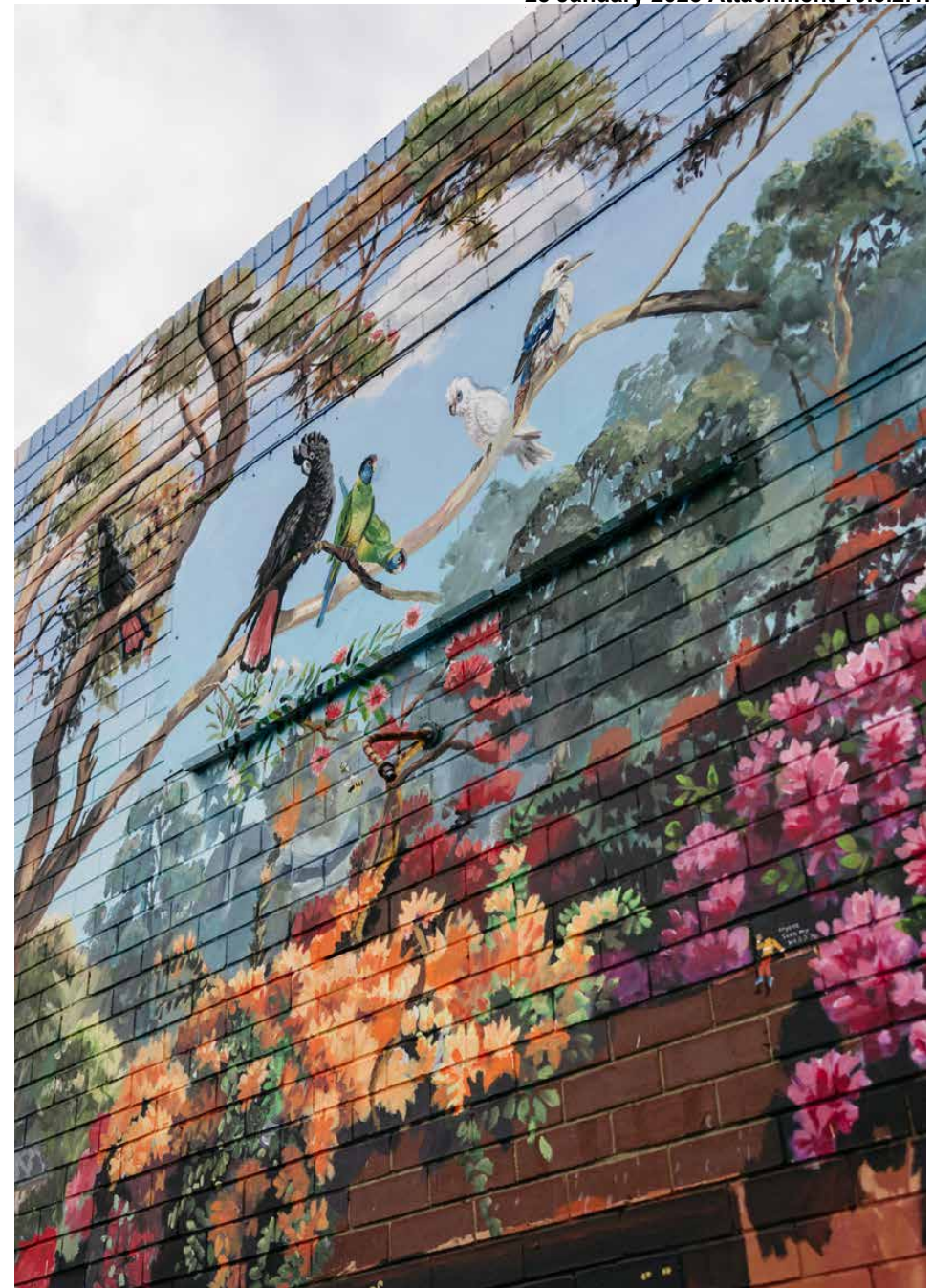
We also revolutionised our approach to asset management planning with the development of a comprehensive 10-Year Forward Capital Works Program. This major milestone establishes a more integrated and strategic approach and aligns our Long-Term Financial Plan with our business planning and budgeting processes. I am incredibly proud of this initiative, as it demonstrates our dedication to maintaining our assets and preparing for future growth. By prioritising the services and projects that matter most to our community, this program ensures we will deliver them in a structured and effective way.

Equally significant is our commitment to delivering an outstanding customer experience for our residents. This year, we adopted our first Customer Experience (CX) Roadmap, underpinned by the Australian Business Excellence Framework. This Roadmap will help guide the City as we transform into a more customer-centric organisation, enabling us to enhance accessibility, responsiveness and satisfaction in every interaction with our community.

Looking ahead, we remain committed to fostering a culture of continuous improvement, and ensuring the City is well positioned to meet future challenges. I extend my gratitude to our dedicated staff and Executive Leadership Team for their hard work and to Council for their vision and guidance. Together, we are building an organisation that not only serves our community effectively but sets a standard for excellence in local government.

I am proud to present the Annual Report 2023/24 as a record of our progress and achievements.

**Jeremy Edwards**  
Chief Executive Officer







Performance snapshot

Community					
876		4,272		11,339	
Inspected 805 food businesses and 71 public buildings					
Library Services processed 4,272 new member applications					
11,339 participations at Community Centres – a 63% increase					
173%		554		2,895	
Flourish Festival increased community participation by 173%					
Welcomed 554 new citizens through citizenship ceremonies					
Bayswater Waves membership at 2,895					
Environment and Liveability					
529		5,002		50,000	
Received 529 development applications, a 17.5% increase					
Planted 5,002 trees in the City's largest tree planting program					
Planted approximately 50,000 native plants in restoration projects					
56		10,958.46		2	
56 road resurfacing works completed					
FOGO services processed 10,958.46 tonnes of organic waste					
Installed electric vehicle chargers at 2 City sites					

Vibrancy					
13		1st		11	
Conducted a strategic review of 13 key properties					
First Pride mural commissioned for Lyric Lane, Maylands					
Installed 11 new planter boxes throughout Bayswater town centre					
119		47		4	
119 tickets sold as part of the Feed Me Morley food festival tours					
Promoted 47 Morley businesses in the Feed Me Morley food festival					
Added 4 bike racks to Eighth Avenue and Whatley Crescent					
Leadership and Governance					
49		33,100		63,342	
Facilitated 49 meetings and briefings for Council and Committees					
Managed 33,100 properties with a rate collection of 95.88%					
Engage Bayswater portal recorded 63,342 total visits					
64,812		31,444		2 million	
Handled 64,812 phone calls					
Served 31,444 walk-in customers at the Civic Centre					
Managed City's website, with 2 million page views					



Financial Results



Where your rates go

Each property in the City of Bayswater is issued an independent valuation by the State Government's land information authority, Landgate. This is called Gross Rental Value (GRV). Every year, the City sets a budget for the upcoming year. The total budget is the amount of money needed to fund the services the City provides and the infrastructure it maintains and upgrades. The budget is funded by rates collected, fees and charges, and government grants.

Roads, footpaths and drainage \$29.06M	Libraries \$2.82M
Recreation \$18.48M	Public health \$2.49M
Waste and recycling \$14.51M	Security and CCTV \$2.40M
City administration \$10.88M	Rangers and emergency management \$2.16M
Sporting facilities \$9.08M	Caring for our seniors \$1.50M
Buildings \$7.72M	Community development \$1.41M
Environmental management \$7.31M	Community events \$0.77M
Parks and open space \$7.30M	Community grants \$0.17M
Planning \$3.93M	Economic development \$0.12M



\*For accounting reasons and for ease of understanding, depreciation and asset disposals have been removed from the figures listed above. The depreciation and asset disposal figures can be found in the 2023/24 Budget. Figures are rounded to the nearest \$10,000.



Financial position

The City achieved a Net Operating Result of \$2.69 million this financial year, a significant improvement from the \$2.30 million deficit recorded in 2023.

Total Income from Continuing Operations increased from \$86.89 million in 2023 to \$99.54 million in 2024, surpassing the budgeted \$95.30 million.

Similarly, expenses were well managed, coming in below the budgeted \$99.03 million at \$96.85 million.

Net Assets grew to \$911.63 million, up from \$904.44 million in 2023, reflecting a stronger financial position despite a slight decline in Total Assets.

Total Capital Expenditure in 2024 was \$19.90 million, with \$13.26 million allocated to property, plant and equipment and \$6.65 million to infrastructure improvements.

Capital grants, subsidies and contributions

Under the *Local Government (Administration) Regulation 19BE*, the total amounts of capital grants, subsidies and contributions received and utilised for asset replacement and renewal during the fiscal years 2021/22, 2022/23, and 2023/24 were \$6,971,886, \$4,823,174, and \$2,991,009, respectively.

Summary of financial position

Income Statement	2022/23 Actual	2023/24 Budget	2023/24 Actual
Total income from continuing operations	\$86,886,362	\$95,302,106	\$99,540,239
Total expenses from continuing operations	\$89,185,708	\$99,033,873	\$96,847,971
Net operating result for the year	(\$2,299,346)	(\$3,731,767)	\$2,692,268
Capital Expenditure			
Purchase of property, plant and equipment	\$8,918,535	\$18,503,286	\$13,256,074
Purchase and construction of infrastructure	\$8,173,344	\$12,975,953	\$6,645,292
Total capital expenditure	\$17,091,879	\$31,479,239	\$19,901,366
Financial Position			
Total assets	\$970,192,569	-	\$951,593,527
Total liabilities	\$65,757,428	-	\$39,967,957
Net assets	\$904,435,141	-	\$911,625,570
Cash and investments	\$96,435,996	\$76,962,859	\$90,628,189

Major land transactions

Council endorsed the Land Acquisition and Disposal Strategy (LAADS) in 2019. The LAADS guides the management and acquisition of land the City owns, cares for and is in control of that can be leveraged for community benefit and financial return to support the services the City provides to the community.












During 2023/24, the City undertook one major land transaction defined under section 3.59 of the *Local Government Act 1995*. On 30 November 2023, as part of the second stage of the Aged Care Divestment project, the City sold a significant portion of its aged accommodation (i.e. two residential care facilities and three independent living units which had a gross value of \$26.5 million).

Any future land transactions in accordance with the LAADS will be individually assessed in accordance with the Major Land Transaction requirements under section 3.59 of the Act.



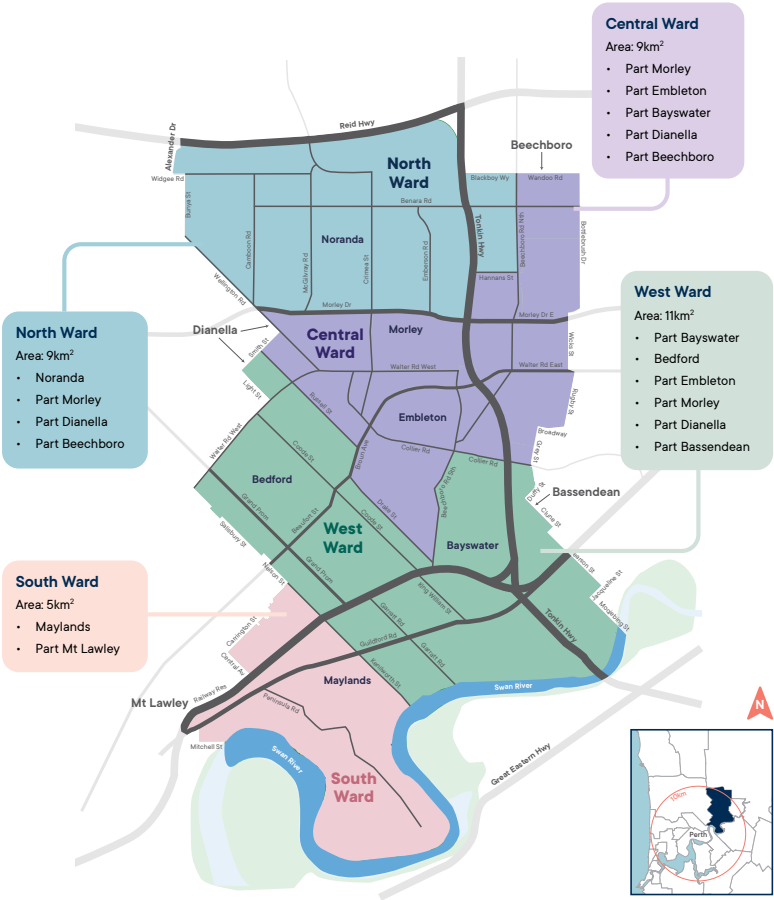
Our Council



South Ward		Central Ward		North Ward	West Ward				
	<b>Mayor</b> Filomena Piffaretti Term expires 2027 filomena.piffaretti@bayswater.wa.gov.au		<b>Deputy Mayor</b> Cr Elli Petersen-Pik Term expires 2025 elli.petersen-pik@bayswater.wa.gov.au		<b>Cr Assunta Meleca</b> Term expires 2025 assunta.meleca@bayswater.wa.gov.au		<b>Cr Josh Eveson</b> Term expires 2025 josh.eveson@bayswater.wa.gov.au		<b>Cr Dan Bull</b> Term expires 2027 dan.bull@bayswater.wa.gov.au
<div>This page reflects the City of Bayswater Council as at 30 June 2024. Deputy Mayor and South Ward Councillor Catherine Ehrhardt served from 1 July 2023 to 21 October 2023.</div>									
	<b>Cr Nat Latter</b> Term expires 2027 nat.latter@bayswater.wa.gov.au		<b>Cr Steven Ostaszewskyj</b> Term expires 2027 steven.ostaszewskyj@bayswater.wa.gov.au		<b>Cr Sally Palmer</b> Term expires 2025 sally.palmer@bayswater.wa.gov.au		<b>Cr Lorna Clarke</b> Term expires 2025 lorna.clarke@bayswater.wa.gov.au		
			<b>Cr Michelle Sutherland</b> Term expires 2027 michelle.sutherland@bayswater.wa.gov.au		<b>Cr Giorgia Johnson</b> Term expires 2025 giorgiajohnson@bayswater.wa.gov.au				

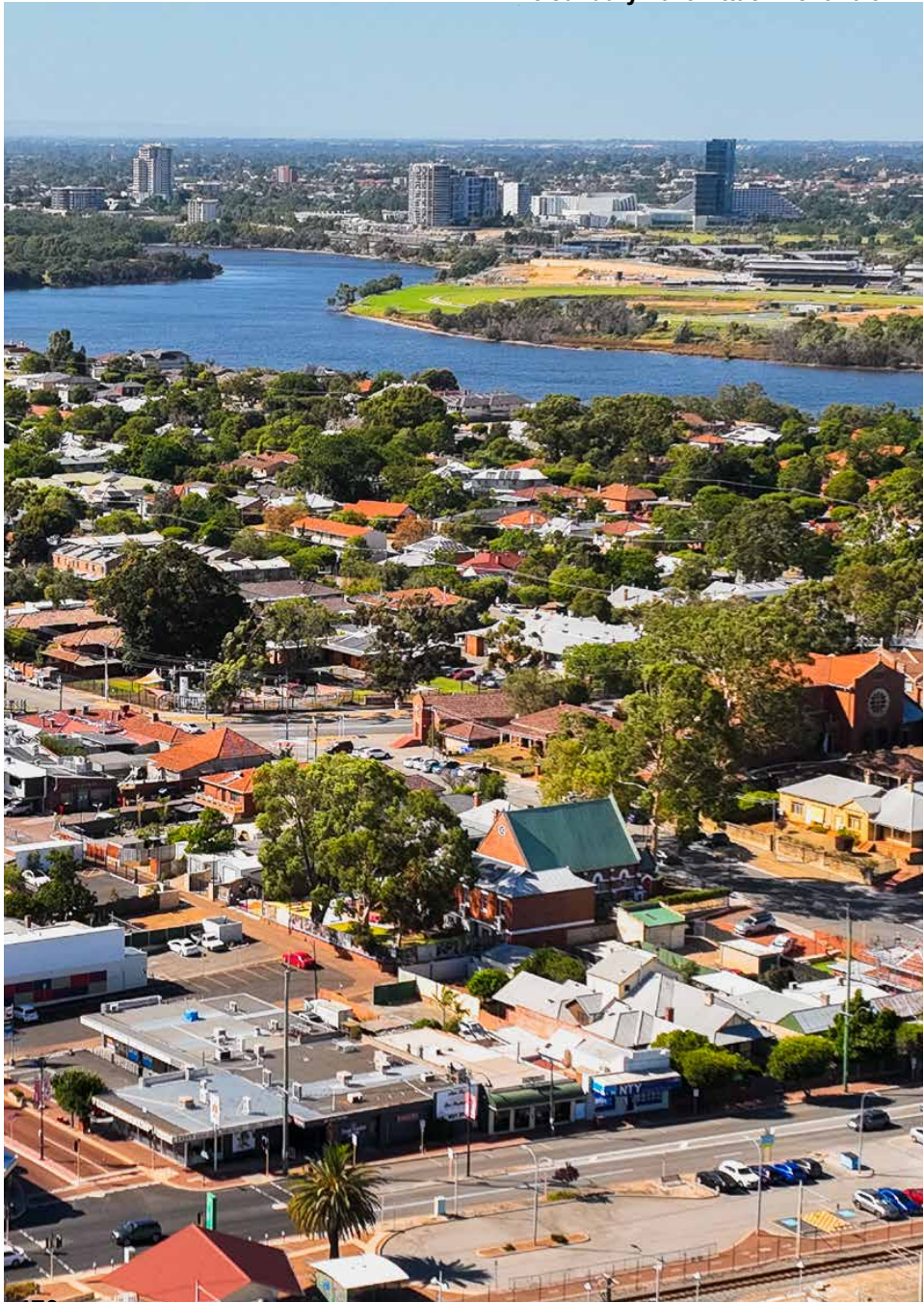


Wards



Ward boundary and representation review

In May 2023, the Local Government Advisory Board endorsed Council's review of the City's ward boundaries and Councillor representation levels. At the October 2023 Local Government Elections, the ward boundary between the North and Central Ward was adjusted, and the number of Councillor positions was reduced from 11 to 10 (with a popularly elected Mayor). Further adjustments will be made to the City's ward boundaries and Councillor representation levels at the October 2025 Local Government Elections.



## Council

### The role of Council

Council is responsible for setting the strategic direction of the City of Bayswater, informed by community aspirations and implemented by the City's administration. Council oversees the performance of the City's functions, the allocation of resources and finances, and determines the City's policies.

### The role of the Mayor and Councillors

The Mayor is responsible for providing leadership and guidance to the community, carrying out civic and ceremonial duties, speaking on behalf of the City, liaising with the CEO and presiding at meetings. The Deputy Mayor performs the functions of the Mayor when authorised to do so under section 5.34 of the *Local Government Act 1995*.

Councillors represent the interests of the ratepayers and residents of the district. They provide leadership and guidance to the community, facilitate communications between the community and Council, and participate in decision-making processes at Council and Committee meetings. While Councillors are elected to wards, they are required to consider the interests of the entire City. The Mayor also performs these roles.

### Elected Members

The City of Bayswater Council currently has 11 Elected Members, consisting of a Mayor and 10 Councillors. As part of the Local Government Elections held in October 2023, electors of the City elected a Mayor directly for the first time. The remaining 10 Councillors represent various wards of the City and elect a Deputy Mayor following the Local Government Elections.

Elected Members are elected for a four-year term of office. Local Government Ordinary Elections are held every two years, with half the Council positions open for election.

### Local Government Elections

Local Government Ordinary Elections are held every two years. The Ordinary Election held on 21 October 2023 saw a change in membership of Council, with one new Councillor elected and the first-ever popular election of the City's Mayor.

An Extraordinary Election was held for the North Ward on 25 March 2024 and one Councillor vacancy for that ward was filled.

All those registered on the state electoral roll are eligible to vote in their local government elections. Non-resident owners and occupiers can also apply for eligibility to vote. Any eligible elector can nominate to stand for election, with no requirement for a candidate to belong to a political party or other organisation.

### Council meetings

Council meets on the fourth Tuesday of each month in the Council Chambers at the City of Bayswater Civic Centre. These meetings are open to the public, except when Council is considering confidential items. Members of the public have an opportunity to ask questions.

An agenda briefing forum is held the week prior to Council meetings, where Elected Members can seek further information and ask questions about items on the agenda. Members of the public are also welcome to attend these meetings and make deputations.

### Committees

Council has several Committees in place that assist Council by providing advice and recommendations in relation to specific matters.

All Council and Committee Meetings are conducted in accordance with the *Local Government Act 1995*, with meeting dates, times, agendas and minutes published on the City's website. Listed below are the various committees that were in place during 2023/24:

#### Aged Care Asset Divestment Committee (Disbanded June 2024)

- The Aged Care Asset Divestment Committee comprised three Elected Members and was established to:
  - Review and monitor all actions in relation to the divestment of the City's aged care assets, including negotiations with shortlisted proponents, the land valuation and disposal processes required under the *Local Government Act 1995* and related legislation and negotiations with the State Government on land leases which are central to the divestment.
  - Make recommendations to Council on actions required to progress the divestment of aged care assets while ensuring the continuity of the management agreements for the sites until such time as the divestment was achieved.

#### Aged Care Governance Committee (Disbanded June 2024)

- The purpose of the Aged Care Governance Committee was to provide financial oversight of the aged care operations and ensure the City meets its Approved Provider obligations under the *Aged Care Quality and Safety Commission Act 2018* for residential care facilities and governance obligations for the independent living units under the *Retirement Villages Act 1992*.
- The Aged Care Governance Committee comprised three Elected Members and three Juniper representatives.

### Active Transport Advisory Committee

- The purpose of the Active Transport Advisory Committee is to provide Council with advice on initiatives and programs to promote sustainable and healthy active transport options, such as:
  - Bicycles
  - Walking/running
  - Electric assisted bicycles
  - Electric scooters
  - e-Rideables e.g. Segways, electric skateboards, hover boards.
- The Active Transport Advisory Committee comprises four Elected Members and four community representatives, with all remaining Elected Members appointed as Deputy Members.

### Audit and Risk Management Committee

- The Audit and Risk Management Committee is required to be established to oversee the activities of the Council's external and internal auditors and other functions as prescribed in the *Local Government Act 1995* and *Local Government (Audit) Regulations 1996*.
- The Audit and Risk Management Committee meets at least four times per year and comprises four Elected Members and up to two external members.

### Chief Executive Officer (CEO) Review Committee

- The Chief Executive Officer Review Committee comprises three Elected Members and has been established to ensure compliance with sections 5.39 and 5.39A of the *Local Government Act 1995*, and
  - To ensure the annual review of performance is consistent with the model standards for CEO recruitment, performance and termination and the principles and standards outlined by the Department of Local Government, Sport and Cultural Industries' Operational Guidelines 'For Local Government CEO Recruitment and Selection, Performance Review and Termination'.
  - To make recommendations to Council on any proposed changes to the Chief Executive Officer's Contract of Employment or Conditions of Employment.

#### Policy Review and Development Committee

- The Policy Review and Development Committee has been established to:
  - Review City of Bayswater policies and facilitate the development of new policies for the consideration by Council as required; and
  - Make recommendations to Council on matters related to policy, policy review and policy development.
- The Policy Review and Development Committee comprises six Elected Members and meets at least quarterly at the City of Bayswater Civic Centre.

#### Reconciliation Advisory Committee

- The purpose of the Reconciliation Advisory Committee is to advise Council on the development and implementation of the Reconciliation Action Plan (RAP) for the City of Bayswater, with the aim to help the workplace to facilitate understanding, strengthen relationships and trust with Aboriginal and Torres Strait Islander Peoples; promote meaningful engagement; increase equality; and develop sustainable employment and business opportunities.
- The Reconciliation Advisory Committee meets monthly and comprises three Elected Members and up to five community members who satisfy one or more of the following criteria:
  1. Identify as a person of Aboriginal and Torres Strait Islander descent
  2. Is a Whadjuk Noongar Elder
  3. Is an Aboriginal and Torres Strait Islander business partner representative and/or
  4. Is an Aboriginal and Torres Strait Islander representative living in the City of Bayswater community.

#### Planning and Heritage Policy Review and Development Committee (Disbanded October 2023)

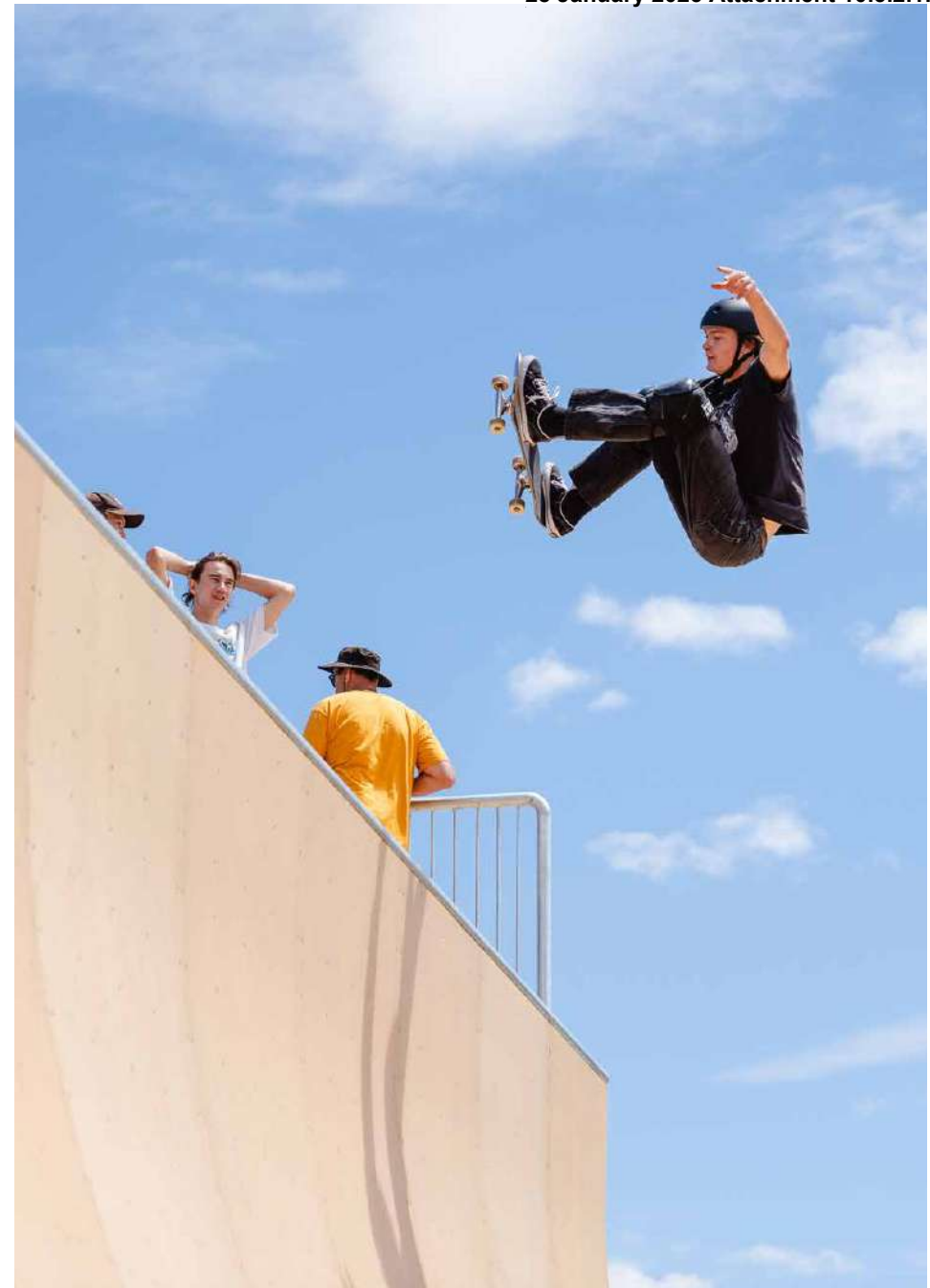
- The Planning and Heritage Policy Review and Development Committee was established to review existing planning and heritage policies and recommend amendments or the development of new policies to ensure alignment with the City's strategic objectives.
- The Committee comprised six Elected Members and met quarterly at the City of Bayswater Civic Centre.

#### Inclusion and Diversity Advisory Committee (Disbanded October 2023)

- The Inclusion and Diversity Advisory Committee was established to provide guidance and recommendations to Council on strategies and initiatives aimed at enhancing inclusion and diversity within the City of Bayswater.
- The Committee comprised five Elected Members and a maximum of six community members.

#### Skate Park Advisory Committee (Disbanded October 2023)

- The Skate Park Advisory Committee was established to provide advice and recommendations to Council on the planning, development and maintenance of skate parks and related facilities within the City of Bayswater. Support initiatives that promote safe and active use of skate parks, encouraging positive community engagement and usage of the facilities.
- The Skate Park Advisory Committee comprised five Elected Members and five industry/community representatives.





## Elected Member meeting attendance summary

		Mayor Filomena Piffaretti	Deputy Mayor – Cr Elli Petersen-Pik	Cr Assunta Meleca	Cr Steven Ostaszewskyj	Cr Josh Eveson	Cr Sally Palmer*	Cr Michelle Sutherland	Cr Nat Latter*	Cr Dan Bull	Cr Lorna Clarke	Cr Georgia Johnson	Cr Catherine Ehrhardt*
	Number of meetings	Elected 21/10/2023	Elected 16/10/2021	Elected 16/10/2021	Elected 21/10/2023	Elected 16/10/2021	Elected 15/03/2024	Elected 21/10/2023	Elected 21/10/2023	Elected 21/10/2023	Elected 16/10/2021	Elected 16/10/2021	Elected 19/10/2019
<b>Council Meetings</b>													
Ordinary Council Meeting	12**	10	12	11	12	12	7 (of 7)	9	10	12	10	12	2 (of 2)
Special Council Meeting	2	2	2	2	2	2	1 (of 1)	1	1 (of 1)	2	2	2	0 (of 1)
<b>Committee Meetings</b>													
Aged Care Asset Divestment Committee (Disbanded June 2024)	1					1				1		1	
Aged Care Governance Committee (Disbanded June 2024)	0												
Active Transport Advisory Committee***	1		1	1							1	1	
Audit and Risk Management Committee	5	3				5	1 (D)	3	1 (D)			5	
CEO Review Committee***	2	2	2		1 (of 1)							1 (of 1)	
Policy Review and Development Committee***	5	1 (of 1)	4 (of 4)	2 (of 4)	4	5			3 (of 4)		1 (D)	5	1 (of 1)
Reconciliation Advisory Committee***	3						1 (of 1)		2 (of 2)	3	1	1 (of 1)	
Planning and Heritage Policy Review and Development Committee (Disbanded October 2023)	1	1		1		1						1	1
Inclusion and Diversity Advisory Committee (Disbanded October 2023)	1	1		1		1						1	1
Skate Park Advisory Committee (Disbanded October 2023)	1				1	1	1	1					1
<b>Briefings and Workshops</b>													
Briefings	15	14	10	9	10	15	7 (of 7)	9	10 (of 10)	8	5	14	4 (of 4)
Workshops	4	3	4	3	4	4	2 (of 2)		4	4	3	4	N/A

\*Not an Elected Member during certain parts of the reporting period.

\*\*Please note, the Council meeting of 30 April 2024 was adjourned to 6 May 2024. This has been counted as two meetings for the purposes of these statistics, as the attendance at those meetings was different.

\*\*\*(D) refers to a member who was deputising.

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## Elected Member diversity statistics

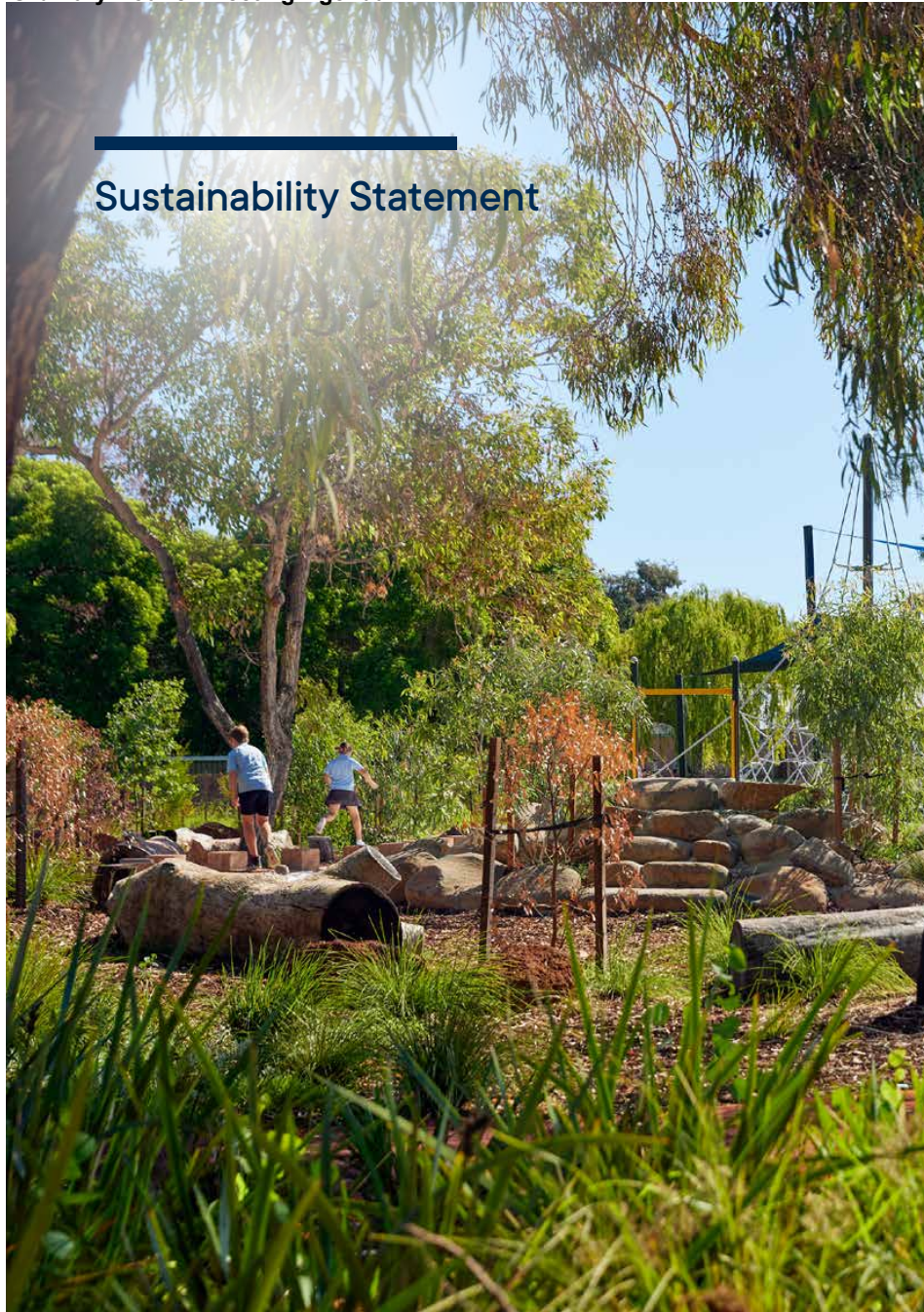
Elected Member Profiles		Number of Elected Members
<b>Gender</b>	Male	4
	Female	6
	Other	1
	Did not disclose	1
<b>Age</b>	18 - 24	0
	25 - 34	0
	35 - 44	5
	45 - 54	5
	55 - 64	1
	65 +	0
	Did not disclose	1
<b>Country of Birth</b>	Australia	9
	Israel	1
	United Kingdom	1
	Did not disclose	1
<b>Linguistic Background</b> Councillors could report more than one linguistic background	English	8
	Italian	1
	German	1
	Hebrew	1
	Did not disclose	3
<b>Identify as Aboriginal or Torres Strait Islander</b>	Yes	0
	No	11
	Did not disclose	1

Following the October 2023 Local Government Elections, the City of Bayswater Council reduced its number of Elected Members from 12 to 11. The table above, however, reflects the diversity statistics for the 12 Elected Members who served on Council prior to the election.





## Sustainability Statement



### Social sustainability

The City of Bayswater is committed to building a cohesive and inclusive community, celebrating its diverse population. This commitment is reflected in the Cultural Plan 2019–2024, which provides a strategic framework for arts and culture within the city. The plan guides the development and provision of cultural projects, services and facilities, setting priorities for grant funding, partnerships and investments. Complementing this is the Community Recreation Plan 2020–2032, which ensures residents have access to a variety of recreational opportunities. These initiatives support active lifestyles and enhance the overall quality of life in the community.

Community celebrations and inclusivity are central to the City's social sustainability efforts. Annual events like Harmony Week, PrideFEST and NAIDOC Week celebrate diversity and encourage inclusivity among all ages, cultures and abilities. The Reconciliation Action Plan

further underscores the City's commitment to building stronger relationships with First Nations peoples, outlining specific actions to achieve meaningful reconciliation.

The City also prioritises support for vulnerable groups through targeted initiatives. The Access and Inclusion Plan 2020–2024 and the Local Homelessness Strategy 2021–2025 guide efforts to improve accessibility, with support to individuals with disabilities and those experiencing homelessness. Additionally, the Community Grants Program provides funding to local organisations and community groups, fostering events and projects that enhance social wellbeing and cultural vibrancy. Through these comprehensive efforts, the City strives to create an inclusive and supportive environment for all residents.



## Environmental sustainability

The City of Bayswater is dedicated to environmental and community wellbeing. This commitment is embodied in the Environment and Liveability Framework 2021–2045, which addresses both immediate and long-term environmental challenges associated with urbanisation. The framework integrates community engagement and innovative strategies to create a sustainable urban landscape, supporting ecological health and enhancing the quality of life for residents. By focusing on sustainable practices, the City aims to ensure a vibrant and liveable environment for future generations.

A key initiative under this commitment is the Urban Forest Strategy 2017, which aims to develop a diverse and resilient urban forest. The strategy emphasises increasing the diversity and health of urban trees, improving both the environmental quality and liveability of the City. This initiative is complemented by the Emission Reduction and Renewable Energy Plan

2021–2040, which builds on the City's efforts in energy efficiency and renewable energy adoption. The plan provides a structured approach for reducing emissions and increasing the use of renewable energy sources, setting clear guidelines for achieving these goals.

Furthermore, the City prioritises the protection of natural habitats through the Local Biodiversity Strategy 2020–2030 and the Foreshore Area 10-Year Priority Plan 2019. These plans focus on enhancing and safeguarding the City's biodiversity and foreshore areas along the Swan River. Together, they promote the sustainable management of these valuable environmental assets, ensuring their preservation and resilience. Through these comprehensive strategies, the City is committed to fostering a sustainable and ecologically rich environment.

## Economic sustainability

The City of Bayswater is committed to fostering a dynamic and sustainable local economy through several key initiatives. Town centre revitalisation efforts involve close collaboration with community groups, businesses, residents, landowners and business organisations. This collaboration results in place activation initiatives, such as events, streetscape improvements, greening projects, heritage and cultural initiatives, and public art, all guided by Town Centre Activation Plans.

The Interim Economic Development Strategy 2022 focuses on attracting new development and supporting local businesses, particularly around the Morley Activity Centre. Key objectives include attracting investment, encouraging property development and enhancing local business and lifestyle opportunities. This year, the City has focused

on encouraging an increase in the Live Local, Work Local and Consume Local initiative, as well as connecting local students with local businesses to strengthen the local workforce and foster community ties. Additionally, the City's Destination Marketing Strategy 2021–2025 provides a blueprint for promoting the City's three town centres – Maylands, Bayswater and Morley – to attract visitors, boost tourism and foster community engagement.

Finally, the Long-Term Financial Plan ensures the economic resilience and sustainability of the City by guiding investments and resource management. These combined efforts reflect the City's commitment to creating a sustainable, inclusive and economically vibrant community.





## Delivering Our Services



## Our stakeholders and engagement

At the City of Bayswater, we engage with a diverse group of stakeholders through various channels, tailored to their specific needs and concerns.

Community and stakeholder engagement is a critical component of our project management system, ensuring the community is kept informed about all aspects of project delivery. This approach allows us to address the issues that matter most to our stakeholders.

We have identified our stakeholders and their importance to us in the table overleaf, outlining our commitment to transparent and inclusive communication.

#### Our stakeholders

Stakeholder group	Why they are important to us	Why we are important to them	Engagement methods
<b>Residents and ratepayers</b>	Core beneficiaries of City services; provide feedback and support	Depend on the City for essential services, infrastructure and community wellbeing	Public consultations, surveys, newsletters, website, public meetings
<b>Local businesses</b>	Drive economic growth and employment; enhance community vibrancy	Benefit from City support and infrastructure improvements that boost business prospects	Business forums, workshops, direct outreach, newsletters
<b>Community and interest groups</b>	Represent diverse community interests and needs; advocate for social issues	Collaborate with the City on projects and initiatives that enhance community life	Regular meetings, participatory events, advisory committees
<b>State and Federal Governments</b>	Provide policy direction, funding, and regulatory framework	Need local implementation of state and national policies; require local feedback	Formal reports, submissions, partnerships, meetings
<b>Investors</b>	Provide capital and financial support for City development projects and infrastructure	Rely on the City for a stable and attractive investment environment with transparent governance	Financial reports, investor briefings, project updates, public-private partnership opportunities, direct outreach and regular meetings
<b>City staff and volunteers</b>	Essential for service delivery and program implementation; community engagement support	Rely on the City for employment, training and opportunities to contribute to the community	Internal communications, training, meetings, volunteer coordination
<b>Educational institutions</b>	Contribute to community education and development	Depend on City partnerships and support for educational programs and facilities	Partnerships, educational programs, joint initiatives
<b>Non-profit organisations</b>	Partner in service delivery; support community welfare and development	Need City support for program funding, collaboration and resource sharing	Collaboration on projects, grants, information sharing
<b>Media</b>	Disseminate information; shape public perception	Rely on the City for accurate and timely information about services and initiatives	Press releases, media briefings, social media, public announcements



#### How we engage with our community

The City of Bayswater values open communication and active participation from the public in its governance. We believe sharing information, consulting and encouraging community participation are essential for effective decision-making. The City is dedicated to engaging residents and other stakeholders during the development of policies and plans that impact community services. More information on our engagement activities can be found on our website.

#### Connect with the City

To stay informed with the latest news, residents can visit our website and subscribe to our e-newsletters. We also actively connect with the community through social media platforms, including Facebook, LinkedIn and Instagram.

#### Get involved

Our community consultations have highlighted a desire for active involvement in Council decision-making and long-term planning. The City of Bayswater is committed to improving communication and consultation processes to better engage with residents.

#### Make a submission

Residents can participate in various engagement opportunities, such as attending community consultation sessions, information meetings or participating in surveys and focus groups on specific projects. Additionally, the public can make submissions on major projects or plans that are open for consultation or advertised throughout the year on Engage Bayswater: [engage.bayswater.wa.gov.au](https://engage.bayswater.wa.gov.au).

#### Join a City group or committee

Working groups and committees bring together community members who contribute their knowledge and expertise, providing valuable input that helps shape Council decisions and recommendations. These groups also serve as a platform for communicating community concerns directly to Council. Keep an eye on the City's news for updates on when expressions of interest are invited, offering opportunities for residents to join and participate in these groups.

#### Contact an Elected Member

Our Elected Members are elected representatives who advocate for the interests of residents in matters relevant to the City. They are accessible for discussing any thoughts, issues or concerns you may have. For more details on how you can get involved and make your voice heard, visit [bayswater.wa.gov.au/city-and-council/council/elected-members](https://bayswater.wa.gov.au/city-and-council/council/elected-members).





Organisational structure

The City continues to deliver its programs and services through a dedicated workforce.

The chart below outlines the directorates and branches, illustrating the organisation and workforce structure as at the end of the 2023/24 financial year.

City of Bayswater organisational structure

Chief Executive Officer			
Office of the CEO	Infrastructure and Assets	Community Services	Corporate Services
Governance and Strategy	Transport and Buildings	Community Development	Financial Services
Property and Economic Development	Parks and Environment	Rangers and Security	Digital Solutions and Services
	Project Services	Environmental Health and Statutory Building	People, Culture and Safety
	Assets	Statutory Planning and Compliance	Communications, Engagement and Customer Relations
	Infrastructure Planning	Recreation Services	

Our People

Workforce overview

The City continually strives to be an employer of choice, attracting a diverse workforce that is reflective of our community.

The largest age demographic at the City is 51–60 years of age at 23%, closely followed by 31–40 years of age at 22%. The average length of service of a City employee is 5.85 years.

The City’s workforce numbers adapt to support our commitment to service provisions for the community, based on the Integrated Planning and Reporting Framework which includes:

- Strategic Community Plan
- Corporate Business Plan
- Asset Management Plan
- Long-Term Financial Plan
- Workforce Plan, and
- Annual Service Plans

Employee profile and recruitment

The City endeavours to provide an inclusive work environment that attracts and retains a diverse workforce. The City is cognisant the private sector and mining industry are often able to provide attractive packages to attract and retain employees, however the City continues to work towards offering competitive salaries and attractive employee benefits that include:

- Generous superannuation contributions up to 21%\*
- Additional two days of leave per year plus Annual Leave loading
- Flexible work arrangements
- Free aquatic and gym membership
- Training and development opportunities
- Employee health and wellbeing program
- Free onsite parking
- Employee Assistance Program
- Corporate health insurance discounts
- Culture of Care Program

*\*The City will provide additional contributions, based on voluntary contributions made by the employee. The City will match the contribution made by an employee to a maximum of 5%.*

Skilled employees are attracted through various methods, which include advertising through relevant industry groups, online recruitment sites, agencies, local government network groups and industry-specific sites.

The City continues to work towards initiatives for attracting young people to work for the City, such as apprenticeships, traineeships, work placements (from TAFE and universities) and supporting work experience opportunities from high schools within the City of Bayswater.



Diversity and inclusion

The City is committed to promoting equity, diversity and inclusion in its workforce, in a culture that appreciates and respects the social and cultural backgrounds of all employees. We strive to be inclusive, celebrate what makes us different and find joy in our uniqueness and the strengths that can be harnessed through diversity.

The City’s commitment to a diverse and inclusive workforce includes a Workforce Diversity and Inclusion Plan and the creation of a Diversity and Inclusion Committee, represented by employees across the organisation. The committee meets regularly to collaborate and agree on actions to make the workforce more inclusive for employees represented in the following areas – people with disability, people of diverse sexualities and genders, women, culturally and linguistically diverse people, Aboriginal and Torres Strait Islander peoples, and youth.

Of the City employees who have disclosed how they identify, approximately 55% are female, 44% are male and just under 1% are non-binary.

While just over 3% of City employees have disclosed that they have a disability, the City has developed partnerships with organisations such as ‘My Place’ to initiate temporary work placements for people with a disability, where they are supported by a line leader and an external support person where required.

Just over 23% of City employees have reported being born outside Australia, and approximately 9% have disclosed that English is their second language. Less than 1% of City employees have reported that they are of Aboriginal or Torres Strait Islander descent, which is comparable to our community at 1.6% (ABS Census 2021).

Workplace culture

The City's current Corporate Values were developed in 2018 following the facilitation of a series of employee workshops. Accountability, Respect, Excellence and Innovation have been at the heart of our behaviours towards our colleagues, our work and the community. They support us in making the right decisions and set the tone for the City's culture.

Recently, the Executive Leadership Team undertook a review of our Corporate Values based on feedback received via the 2024 Employee Culture Survey and has proposed new values based on employee suggestions and to further support the workplace environment. Employees have since been asked to provide feedback on the proposed new values, and the Executive Leadership Team is soon to release the new-look Corporate Values that will continue to guide the organisation into the future.

The City's employee Code of Conduct (the Code) provides employees with clear guidelines for the standards of professional conduct expected of them in carrying out their functions and responsibilities. The Code also expresses the City's commitment to high standards of integrity and ethical behaviour, which helps guide our workplace culture.

The City conducts annual confidential Culture Surveys to enable employees to have their say and provide feedback on areas that are tracking well and areas for improvement. This provides City leaders with insight into where focus should be directed and the opportunity to celebrate our achievements.

97% of employees in the 2023 Culture Survey rated the City as a positive place to work, with other positive outcomes highlighting:

- employees enjoy the work they do
- the work they do is interesting, engaging and meaningful, and
- the person they report to demonstrates the City's Corporate Values.

The Executive Leadership Team will continue to work towards a number of other actions identified from the 2023 Culture Survey to continue to improve workplace culture within the organisation.

The City encourages and supports team-building initiatives across the organisation and recently supported a team from Bayswater to enter the state Local Government Professionals Management Challenge. This saw the team engage in team-building exercises, pre-challenge tasks and participation on Challenge Day, where the City went head-to-head with other local governments in a series of simulated tasks designed to get the teams problem solving and using creativity to work through realistic workplace scenarios.

The City also encourages cross-functional team participation via a variety of events held over the year, relevant to our Fit4Life Health and Wellbeing Program and Diversity and Inclusion Committee initiatives. These have included:

- Harmony Day celebrations which included opportunities for staff to share their cultural stories and food
- IDAHOBIT Day celebration providing support for international day against LGBTQIA+ discrimination
- Creation of a Serenity Room for staff usage
- Inclusive customer engagement training for staff
- Menopause information workshop
- R U OK? Day promotion and activities
- Mental Health First Aid training for staff.



Employee development and learning

The City provides financial and study leave assistance for employees to promote future career progression and to ensure continued service delivery to the community, particularly in job areas where it is difficult to attract qualified candidates.

Provision of study assistance to City employees continues to support the 2021 Employee Culture Survey feedback of employees wanting more opportunities for career development.

Internal opportunities are also provided to employees to enhance career progression, which have included 17 promotional appointments, 55 temporary higher duties appointments and approximately 50 temporary secondments either within an employee's service area or cross functionally over the 23/24 financial year. This has allowed service delivery to be maintained and provided an opportunity for employees to further develop their skills and knowledge.

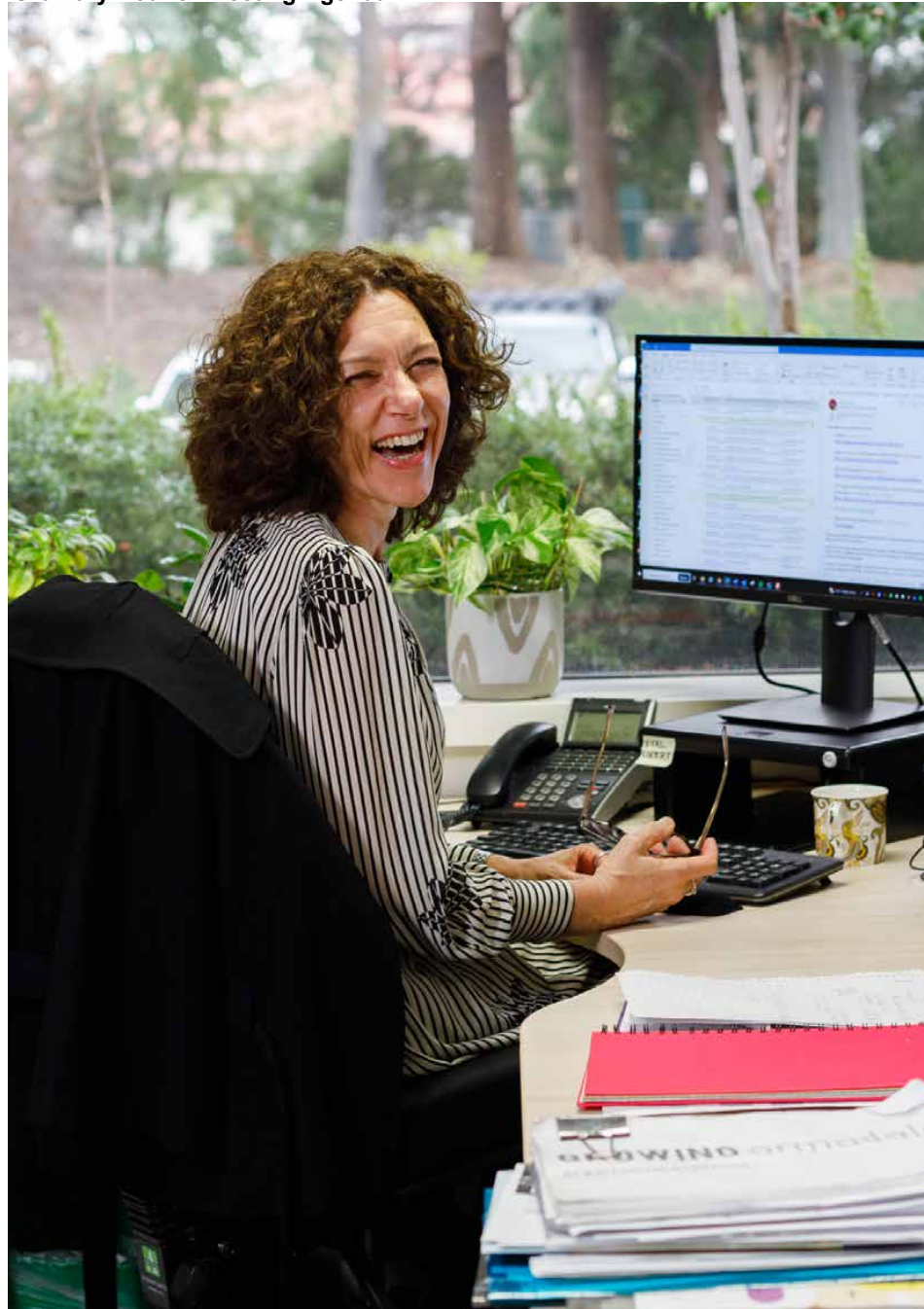
Recognition and achievements

The City has long supported and acknowledged achievements of our employees in line with the Corporate Values. AREI (Accountability, Respect, Excellent and Innovation) Awards have enabled colleagues and line leaders to nominate employees who have displayed behaviours in line with the Corporate Values. Monthly winners were celebrated through acknowledgement of their accomplishments across the City.

Dedicated service awards have been presented annually at the City's Christmas function to acknowledge employee service to the City.

The City is soon to release its new Reward and Recognition Program, which will celebrate employee achievements through quarterly and annual award events.





## Employee wellbeing and work-life balance

The City of Bayswater is striving to create a place where all employees feel connected, cared for and supported.

With the Executive Leadership Team driving this initiative, we have focused over the past 12 months on implementing programs and measures through the Fit4Life Health and Wellbeing Program to foster a Culture of Care within the organisation.

A new Fit4Life Health and Wellbeing Strategy was adopted, aimed at creating a positive and supportive work environment that promotes the overall wellness of employees in the four pillars of integrated wellbeing (mental, physical, social and financial wellbeing).

Over the course of the year, the following programs, events and initiatives were undertaken:

- Endorsement of management practices to improve employee health and wellbeing
- Mental Health Week Program to encourage employees to prioritise their mental health, engage in self-care activities and learn about the resources available to support their mental health and general wellbeing
- Three additional days of Christmas leave
- Menopause Awareness Sessions
- Retirement Planning Workshops (Financial and Lifestyle)
- Flu Vaccinations
- Skin Cancer Screening
- Inclusion Solutions where staff explore the positive impact of social inclusion in the workplace and community
- Wear It Purple Day Lunch and Learn, and IDAHOBIT Day activities to support the City's LGBTQIA+ community
- A World of Ability: Stories and Cinema, an event celebrating International Day of People with Disability, where Paralympian Brad Scott shared his experiences as an athlete living with cerebral palsy
- Family and Domestic Violence (FDV) Lunch and Learn event where staff learned how to identify early warning signs of FDV and respond appropriately

- Early Intervention Program which offers employees physiotherapy and return to work support for work- and non-work-related injuries
- Partnership with Telus Health to offer employees support with mental health, fitness and nutrition
- Opportunities for ELT to regularly work at outstations with their employees.

The City has also expanded and improved the following initiatives for all staff, as part of the Culture of Care program:

- Flexible working arrangements
- Free gym and pool membership
- Discounts and waivers on health insurance
- Access to novated leasing options
- A dedicated Serenity Room as a contemplation and quiet space.

Over the past 12 months, the City has been implementing a Culture of Care through:

- For all natural disasters/bushfires etc., we have been able to identify employees that have been impacted/potentially impacted, and members of ELT have been making contact with their employees to check in and offer support.
- Care Packages have been created for employees that are facing difficulties. The care package has typically included Employee Assistance Program (EAP) support, a card from ELT and either a gift package or a gift card up to the value of \$200.

Employees and their immediate family members are provided with mental health support through our EAP Program with Relationships Australia, as well as through Aware Superannuation, and flexible working arrangements are promoted to allow flexibility where possible, in how and when work is done.

The City will be expanding the implementation of its Culture of Care and will be formalising this in the coming year.



## Workplace health and safety

The City is committed to the physical and psychological health, safety and wellbeing of its workers.

The City's Executive Leadership Team actively supports this commitment through contributing to, and endorsing, the WHS Action Plan and WHS Management Practices and systems, participating in workplace inspections and prioritising WHS in all decision making.

The main focus of the Executive Leadership Team is for all workers to go home safe and healthy at the end of each day so they can enjoy their lives outside work, and this message is reinforced through the Work Health and Safety Management Plan 2022 – 2026.

The City places a high priority on health, safety and wellbeing in the workplace, ensuring WHS is integral to all business planning and decision making.

The City is soon to release new Corporate Values, which includes Safety as a Corporate Value.

In relation to injury management, the City has a documented injury management system in accordance with the *Workers' Compensation and Injury Management Act 1981* and this is available to all workers through the Baynet platform. The City confirms that return-to-work programs are developed in accordance with this Act.

The City was audited under the Worksafe Plan in 2021 and received a compliance rating of 74%. The next audit is due to be undertaken in 2025.

Key Workplace Health and Safety Initiatives and Improvements over the 2023/2024 financial year include:

- Development and release of a new WHS Management Plan and Management Practice, confirming the City's commitment to work health and safety
- Following a workshop with ELT, a WHS Action Plan 2022–2026 was developed and is being implemented
- Release of OLIVE 'Our Life is Valued Everyday' branding
- Establishment of Designated Work Groups (DWGs)
- Appointment of 14 new Health and Safety Representatives across the City's Designated Work Groups
- Establishment of new Workplace Inspection Program, Schedule and Checklists. This includes the introduction of the CEO, Directors and Managers undertaking inspections at City of Bayswater workplaces
- Development of a new Psychosocial Hazard Strategy
- Development of new Management Practices, Risk Assessment and Incident Investigation templates for Aggressive Behaviours and Psychosocial Hazards
- Drug and Alcohol Testing Program introduced
- New Information Package released for employees in relation to Random Drug and Alcohol Testing
- Updated Terms of Reference for the WHS Committee
- Development of a new Job Dictionary template, with development of new Job Dictionaries
- Investigations are being conducted on all serious incidents and incidents resulting in a worker's compensation claim
- Increased consultation and communication through the Engage Bayswater portal 'OLIVE', release of Safety Alerts and information through the CEO Catchup emails
- Increased business partnering and WHS attendance at business unit monthly meetings.

## Workplace health and safety statistics

Measures	Results - Base year*	Results - Prior year	Results - Current reporting year	Targets	Comments about targets
<b>Number of fatalities</b>	0	0	0	0	Target has been met
<b>Lost time injury and disease incidence rate</b>	2.60	2.28	2.78	0 or 10% reduction in incidence rate	From 2021/22 to 2022/23, there has been a 12% reduction in incidence rate. There has been a slight increase in the 2023/24 financial year
<b>Lost time injury severity rate</b>	33.33	25	20	0 or 10% reduction in severity rate	There has been a 20% reduction in the severity rate between the 2023/24 and 2022/23 financial years
<b>Percentage of injured workers returned to work within 13 weeks</b>	77.77%	62.5%	72.72%	Greater than or equal to 70%	Aside from the 2022/23 financial year, this target has been met
<b>Percentage of injured workers returned to work within 26 weeks</b>	88.88%	75%	90.90%	Greater than or equal to 80%	Aside from the 2022/23 financial year, this target has been met
<b>Percentage of managers trained in work health and safety injury management responsibilities, including refresher training within 3 years</b>	80%	80%	80%	Greater than or equal to 80%	Refresher training for all Line Leaders will be undertaken in the 2024/25 financial year

\* The performance reporting examines a three-year trend and, as such, the comparison base year is to be two years prior to the current reporting year.

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### Future workforce planning

The City continues to plan for its future workforce by aligning staffing requirements with Council commitments to the community and organisational requirements, including future planned projects. Trained and skilled staff will continue to be sourced, and turnover rates monitored (the turnover rate for the City was 24% for the 2022/2023 financial year, comparable to the industry average of 27%). Due to a strong economy and low unemployment rate, the City will continue to find ways to attract and retain quality employees by way of:

- Continuing to create and maintain a diverse and inclusive culture
- Providing training and development opportunities for employees to meet the future needs of the City
- Continuing to review salaries and benefits
- Attracting and retaining youth to the City to ensure future succession planning opportunities, and
- Prioritising digital upgrades across the City to prepare for future service delivery requirements and streamlining of current processes to ensure employees are equipped with the right technology to do their job.





## Corporate Governance

### Codes of Conduct

The *Local Government (Model Code of Conduct) Regulations 2021* forms the basis of the City of Bayswater Code of Conduct for Council Members, Committee Members and Candidates. This Code of Conduct sets out the standards for the behaviour and conduct of Elected Members, committee members and candidates. Each local government must adopt a Code of Conduct that reflects the model.

Similarly, the employee Code of Conduct sets a high bar for the conduct of City employees. The standards set by this Code of Conduct are high and are reinforced by the Executive Leadership Team. The City's employee Code of Conduct provides employees with clear guidelines for the standards of professional conduct expected of them in carrying out their functions and responsibilities. The Code also expresses the City's commitment to high standards of integrity and ethical behaviour, which helps guide our workplace culture.

## Policies

Section 2.7(2)(b) of the *Local Government Act 1995* states that Council is responsible for determining the City's policies. Policies form part of the decision-making framework and guide Elected Members, employees and the community on what is advisable or permissible when dealing with certain matters.

The following new policies were developed during 2023/24:

- Elected Members Entitlements
- Fraud, Corruption and Integrity
- Integrated Planning and Reporting
- Media and Communications
- Payments to Independent Members of Committees and Advisory Groups
- People, Culture and Safety
- Social Media

The following policies were reviewed and/or updated during 2023/24:

- Bedford North Design Guidelines
- Car Parking Dispensation
- Cash Backed Reserves
- CCTV Management
- Code of Conduct Complaints Management
- Communications and Social Media (repealed)
- Complaint Management
- Cyber Security
- Dinghy Management
- Drugs and Alcohol (repealed)
- Elected Members Access to Civic Centre (repealed)
- Elected Members Allowances (repealed)
- Elected Members Attendance at Conferences, Seminars and Professional Development (Repealed)
- Elected Members Contact with Developers
- Elected Members Issue of Stationery and Equipment (repealed)
- Elected Members Request for Information
- Equal Opportunity (repealed)
- Fraud and Corruption (repealed)
- Grants Program Policy
- Heritage Fee Refund and Development

- Honorary Freeman of the City
- ICT Business Continuity
- Infringement Management (repealed)
- Investment
- Loan Borrowing
- Naming of Buildings and Infrastructure
- Occupational Health and Safety (repealed)
- Payment in Lieu of Parking
- Payments (repealed)
- Pedestrian Accessway Closures (repealed)
- Public Interest Disclosure (repealed)
- Rates and Charges Collection
- Rates Exemption
- Requested Management of Vegetation within Public Reserves
- Requirements to Hold a Current Public Liability Insurance Policy (repealed)
- Retirement of Elected Members (repealed)
- Senior and Executive Staff Attendance at Conferences, Seminars and Training
- Use of City Information Resources
- Use of City of Bayswater Logo (repealed)
- Volunteer
- Urban Tree Planting and Maintenance





## Delegated authority

The *Local Government Act 1995* allows for both Council and the Chief Executive Officer to delegate authority to perform functions and duties on their behalf. Delegations form part of the City's decision making and allows Council to focus on policy development, strategic direction setting and overseeing the allocation of the City's resources.

A requirement of the *Local Government Act 1995* is for the City to undertake an annual review of its delegations to ensure they continue to be appropriate. A report on the review was presented to Council on 25 June 2024.

## Integrity

The City has a zero-tolerance attitude towards fraud, misconduct and corruption. The City's Codes of Conduct guide Elected Members and employees to determine the appropriate and acceptable ethical standards of behaviour in various circumstances. All reports of misconduct are investigated fully and treated with the utmost confidentiality. The City will endeavour to protect persons making appropriate disclosures from reprisal when reporting misconduct.

## Fraud and misconduct

In 2023/24, the City updated its Fraud, Corruption and Integrity Policy and developed the Integrity Framework. In December 2023, the City recognised International Anti-Corruption Day, and undertook programs and information conversations with employees on anti-corruption initiatives and how to report fraudulent and corrupt conduct.

## Public interest disclosures

The *Public Interest Disclosures Act 2003* allows people to make disclosures about wrongdoing in public authorities, which includes local governments. Anyone who believes on reasonable grounds that there has been past, present or proposed future improper conduct by the City in the exercise of its public functions can make a disclosure. The City has dedicated Public Interest Disclosure Officers and has information available on the City's website on how disclosures can be made and the process to follow.

No public interest disclosures were reported to the City during the reporting period.

## Risk management

Risk management is a fundamental element of sound corporate governance. The City is committed to embedding risk management practices across the organisation to support the delivery of the City's Strategic Community Plan and Corporate Business Plan.

The City has a Risk Management Framework and monitors all areas within the organisation to improve its risk management practices. The framework is aligned with the Australian/New Zealand Standard (AS/NZ) ISO 31000 and provides the foundations and principles for managing risks across the City.

In 2023/24, the City achieved the following:

- Reviewed the City's Strategic Risk Register, risk appetite and risk appetite statements
- Continued operational risk reviews, aligning operational risks to services
- Enhanced the risk reporting process to the Executive Leadership Team and the Audit and Risk Management Committee
- Continued to embed the integration of risk management into the service planning process
- Completed a desktop review of the City's business continuity plans.

In addition to the above, the City participated in the JLT Public Sector National Local Government Vulnerability Program. The program enables local governments to benchmark, monitor and measure the build of 'resilience' against the National Disaster Resilience Strategy, National Action Priorities. The outcome of the program assists the City in mitigating the impacts of natural disasters in preparedness, response and recovery, helping build our community's resilience into the future.

## Compliance Audit Return

The Compliance Audit Return is an annual audit of statutory compliance conducted by the Department of Local Government, Sport and Cultural Industries in accordance with regulation 14 of the *Local Government (Audit) Regulations 1996*.

The completed return must be reviewed by the Audit and Risk Management Committee and the results submitted and adopted by Council prior to submission to the Department by 31 March each year.

On 26 March 2024, Council adopted its Compliance Audit Return for the 2023 calendar year. There were no items of non-compliance identified in the 2023 Compliance Audit Return.

## Internal audit

The purpose of the City's internal audit function is to provide independent, objective assurance and consulting activity designed to add value and improve the City's operations. It helps the City to accomplish our objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes. The City utilises an outsourced with in-house management approach to internal audits.

Council approved a three-year rolling Internal Audit Plan including the Annual Internal Audit Program which guides the work of the Internal Auditor.

Comprehensive quarterly reporting on the status of the Annual Internal Audit Program and the activities of the internal audit function for the quarter are received by the Audit and Risk Management Committee. The City's Audit and Risk Management Committee consists of the Mayor, three Councillors and two external independent members. The City's external independent members in 2023/24 were Mr Andrew Cox and Ms Shona Zulsdorf.

During 2023/24, the Audit and Risk Management Committee (ARMC) and subsequently Council, received reports on:

- Appointment of ARMC External Persons
- Office of the Auditor General (OAG) Information Systems Audit
- Compliance and Enforcement Audit
- Parks and Gardens Audit
- Compliance Audit Return
- Internal Audit Log Review
- Quarterly reporting updates for services, projects, strategy and plan actions, risk management and KPIs
- Strategic Risk Register
- Risk Appetite
- Financial Reporting
- Updates on Project Eden



## Integrated Planning and Reporting

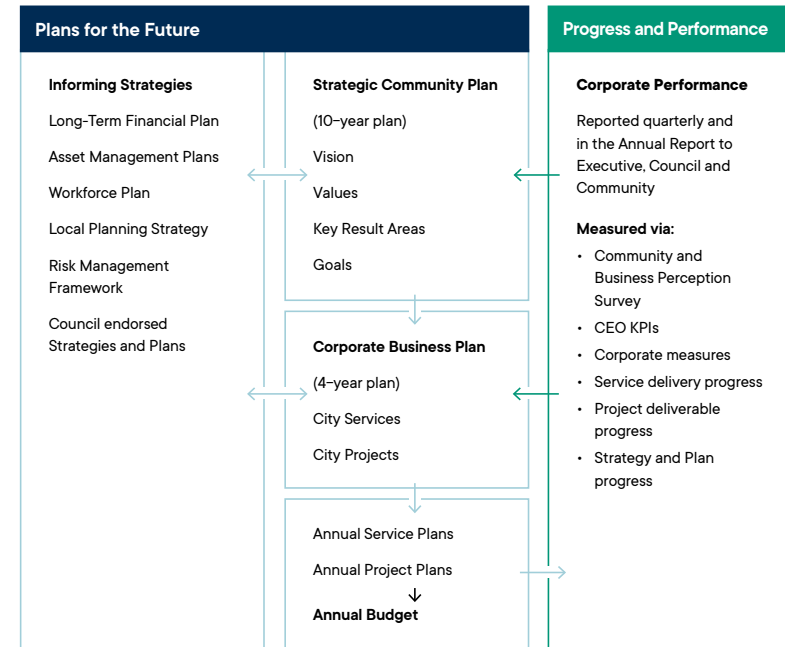
Integrated Planning and Reporting (IPR) was introduced by the WA State Government to put in place a realistic, integrated and accountable system of longer-term strategic planning and management, and to enable local governments to deliver their strategic and organisational objectives.

Integrated Planning and Reporting requires local governments to:

- Engage the community, understand the context and establish the community's long-term vision, aspirations and goals
- Develop realistic and integrated strategic, corporate and operational plans that:
  - Are consistent with the community's long-term vision
  - Are based on an accurate and clear understanding of the local government's resources, and service delivery capabilities
  - Establish the long-term allocation of resources, and 'drive' the annual budget
- Put in place a linked strategic performance management system to provide accountability, support decision-making and inform ongoing improvement.

The *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996* establish the key components of IPR and require local governments to prepare a 'Plan for the Future' consisting of a 10-year visioning Strategic Community Plan (SCP) and a four-year Corporate Business Plan (CBP) with integrated financial, asset and workforce plans. The legislation also requires the Corporate Business Plan, as the 'driver' of the annual budget, to be reviewed every year and the Strategic Community Plan to be reviewed at least every four years. Figure 1 illustrates the Integrated Planning and Reporting Framework (IPRF).

Figure 1: Integrated Planning and Reporting Framework (IPRF)



The diagram reflects how the City's plans link and roll down and how achievement rolls up, with success at each level ultimately enabling progress towards community outcomes, and the objectives and vision of the Strategic Community Plan.

Strategic Community Plan

The Strategic Community Plan 2021–2031 outlines the vision and goals of both the community and Council, guiding the City’s strategic direction and priorities over the coming years.

An inclusive community, building a sustainable and thriving city.

By 2031, the City of Bayswater will be a thriving, sustainable and sought-after location for residents and businesses.

The City of Bayswater is a destination. It is not an area people pass through, it is somewhere people want to live, visit, linger and enjoy.

Community	Environment and Liveability	Vibrancy	Leadership and Governance
<p>We have created inclusive neighbourhoods where people of all ages and abilities can gather, experience and live.</p> <p>Our suburbs are unified by a strong sense of community that celebrates our multicultural society, rich in artistic talent.</p> <p>The area is teeming with quality outdoor spaces, encouraging us to make the most of this garden city oasis.</p>	<p>With carefully planned developments to preserve the heritage and character of the area, we will have successfully increased density and created local jobs.</p> <p>The City will be renowned for environmental sustainability and preservation.</p> <p>Development is no longer separate from green strategies, they work in harmony to build our climate change resilience, while protecting our biodiversity.</p> <p>Links between the natural and built environment are clear and indivisible.</p>	<p>Our vibrant and pedestrian-friendly town centres are connected with sound public transport options, cycleways and shaded footpaths.</p> <p>Our town centres are brimming with activity, filled with people enjoying street art, attending festivals or making the most of the many bars, restaurants and cafés.</p>	<p>The City of Bayswater will be a place that provides strong leadership, values customer service and makes well-informed decisions based on community input.</p> <p>Decision-making will be open and transparent, and ensure the responsible and efficient use of City resources.</p> <p>The City will deliver and advocate for community outcomes through partnerships, engagement and good communication.</p>



Community goals

- C1 Create safe and inviting places for people to come together.
- C2 Celebrate multiculturalism, arts and culture by supporting local events and initiatives.
- C3 Maximise the use of the City’s facilities and parks by all sections of the community.
- C4 Empower the community by helping them develop social connections.



Vibrancy goals

- V1 Plan for increased business opportunities around transport nodes.
- V2 Encourage economic development across the City, and provide increased opportunities for people to live and work locally by facilitating new investment in the City.
- V3 Activate the City’s town and neighbourhood centres.
- V4 Support businesses across the City to grow and thrive.



Environment and Liveability goals

- E1 Maintain the identity and heritage of our neighbourhoods while supporting an increase in high-quality density around transport nodes.
- E2 Remain focused on greening the City’s suburbs and streetscapes, and increasing the tree canopy.
- E3 Improve the City’s walking and cycling network, and create safer streets.
- E4 Lessen the City’s impact on the environment through its buildings, infrastructure, services and targets, such as zero emissions by 2040, and empower the community to live sustainably.
- E5 Protect and enhance the City’s natural environment and biodiversity, and encourage the community to participate in its protection.



Leadership and Governance goals

- G1 Engage the community in a meaningful way.
- G2 Plan and deliver projects and services in a sustainable way.
- G3 Provide good customer service.
- G4 Communicate in a clear and transparent way.

The major review of the Strategic Community Plan commenced in March 2024. Phase One of the review, the ‘Shape Baysie’ campaign, explored the community’s vision and priorities for the next decade. The Strategic Community Plan review will progress during 2024/25.



Corporate Business Plan

The Corporate Business Plan operationalises the goals of our Strategic Community Plan, detailing a four-year program of services, projects and resources needed for their delivery.

The City's Corporate Business Plan 2023/24 – 2026/27 details the ongoing services and projects planned to be undertaken by the City. The table overleaf highlights the key themes, services and projects that have significantly contributed to the goals of our vision areas. While all City services work together to support the City's vision, these specific initiatives will be delivered to the community over the next four years and reviewed annually.

During 2023/24, we modified our Corporate Business Plan to ensure it remains responsive to evolving community needs and priorities. The plan is amended and updated annually, allowing us to adapt to changes and continue aligning our efforts with the City's strategic goals.

Community		
<b>Services:</b> <ul style="list-style-type: none"><li>Aged Persons Homes</li><li>Community and Events</li><li>Community Care and Aged Services</li><li>Community Development</li><li>Community Safety</li><li>Environmental Health</li><li>Golf Courses</li><li>Library Services</li><li>Recreation Development</li><li>Recreation Facilities</li></ul>	<b>Operating Projects:</b> <ul style="list-style-type: none"><li>Flourish - City of Bayswater Community Arts Festival</li><li>Hillcrest Reserve Needs Assessment</li><li>Project Management Framework Review</li><li>Renew Access and Inclusion Plan</li><li>Renew Cultural Plan</li><li>Renew Youth Action Plan</li><li>Review Homelessness Strategy</li><li>Unearthing the Truth</li></ul>	<b>Capital Projects:</b> <ul style="list-style-type: none"><li>Additional Parking Morley Sport and Recreation Centre</li><li>Bayswater Waves Upgrade and Renewal Program</li><li>City-wide Play Space Redevelopments</li><li>Community Capital Requests</li><li>Gibbney Multi-court Resurfacing</li><li>Maylands Peninsula Golf Course - Renew Depot</li><li>Maylands Peninsula Golf Course Upgrade</li><li>Maylands Waterland Parking</li><li>Recreational Park Sport Asset Renewals</li><li>Sports Lighting Renewals</li></ul>
Environment and Liveability		
<b>Services:</b> <ul style="list-style-type: none"><li>Asset Management and Mapping</li><li>Building Approvals</li><li>Building Services</li><li>Environmental Sustainability</li><li>Parks and Gardens</li><li>Planning Approvals</li><li>Property (Community)</li><li>Strategic Land-Use Planning</li><li>Transport Infrastructure and Operations</li><li>Waste Management</li></ul>	<b>Operating Projects:</b> <ul style="list-style-type: none"><li>Carbon Reporting Platform</li><li>Fox Control Strategy</li><li>Lightning Swamp Rehabilitation</li><li>Local Planning Strategy (current review)</li><li>Maylands Underground Power (Western Power and State Government)</li><li>Morley Station Precinct</li><li>Plants to Residents</li><li>Review Asset Management Plans</li><li>Targeted Underground Power Structure Plan</li></ul>	<b>Capital Projects:</b> <ul style="list-style-type: none"><li>Berringa Park - Limestone Path Install</li><li>Bowden Street Water Sensitive Urban Design</li><li>Building Capital Works Program</li><li>Car park Capital Program</li><li>Drainage Capital Program</li><li>Drainage for Liveability Detailed Design Rudloc Reserve</li><li>Emission Reduction and Renewable Energy Delivery</li><li>Footpaths and Cycleways Capital Program</li><li>Low-Cost Urban Road Safety Program (LCURS)</li><li>Maylands Lakes - Water Quality Improvements</li><li>Natural Environment Improvement Foreshore River Restoration</li><li>Other Transport Infrastructure - Bus Shelters</li><li>Parks and Garden Critical Assets Review and Upgrade</li><li>Riverside Gardens Urban Forest</li><li>Road Capital Program - Arterial Roads, Base Road Grants, MRRG Roads, R2R Roads and Traffic Management</li><li>Street Lighting Capital Program</li></ul>



Vibrancy		
<b>Services:</b> <ul style="list-style-type: none"><li>Commercial Activities</li><li>Economic Development</li><li>Place Management and Town Centre Activation</li><li>State Projects</li></ul>	<b>Operating Projects:</b> <ul style="list-style-type: none"><li>Les Hansman Redevelopment - Planning</li></ul>	<b>Capital Projects:</b> <ul style="list-style-type: none"><li>Les Hansman Car Park - land purchase</li><li>Town Centres – City-led Place Activation</li></ul>

Leadership and Governance		
<b>Services:</b> <ul style="list-style-type: none"><li>Communications and Marketing</li><li>Community Engagement</li><li>Customer Service</li><li>Depot Administration</li><li>Directorate Administration</li><li>Financial Services</li><li>Governance and Council Support</li><li>Information Services</li><li>Organisational Planning and Development</li><li>People, Culture and Safety</li><li>Plant, Fleet and Equipment</li><li>Procurement</li><li>Records Management</li><li>Risk Management and Audit</li></ul>	<b>Operating Projects:</b> <ul style="list-style-type: none"><li>2023 Ordinary Elections</li><li>Business Survey</li><li>Community Perceptions Survey</li><li>Service Reviews</li><li>Strategic Community Plan – Community Engagement</li></ul>	<b>Capital Projects:</b> <ul style="list-style-type: none"><li>Enterprise Resource Planning (ERP) Implementation</li><li>Information Services Renewal and Upgrade</li><li>Plant, Fleet and Equipment Capital Program</li></ul>

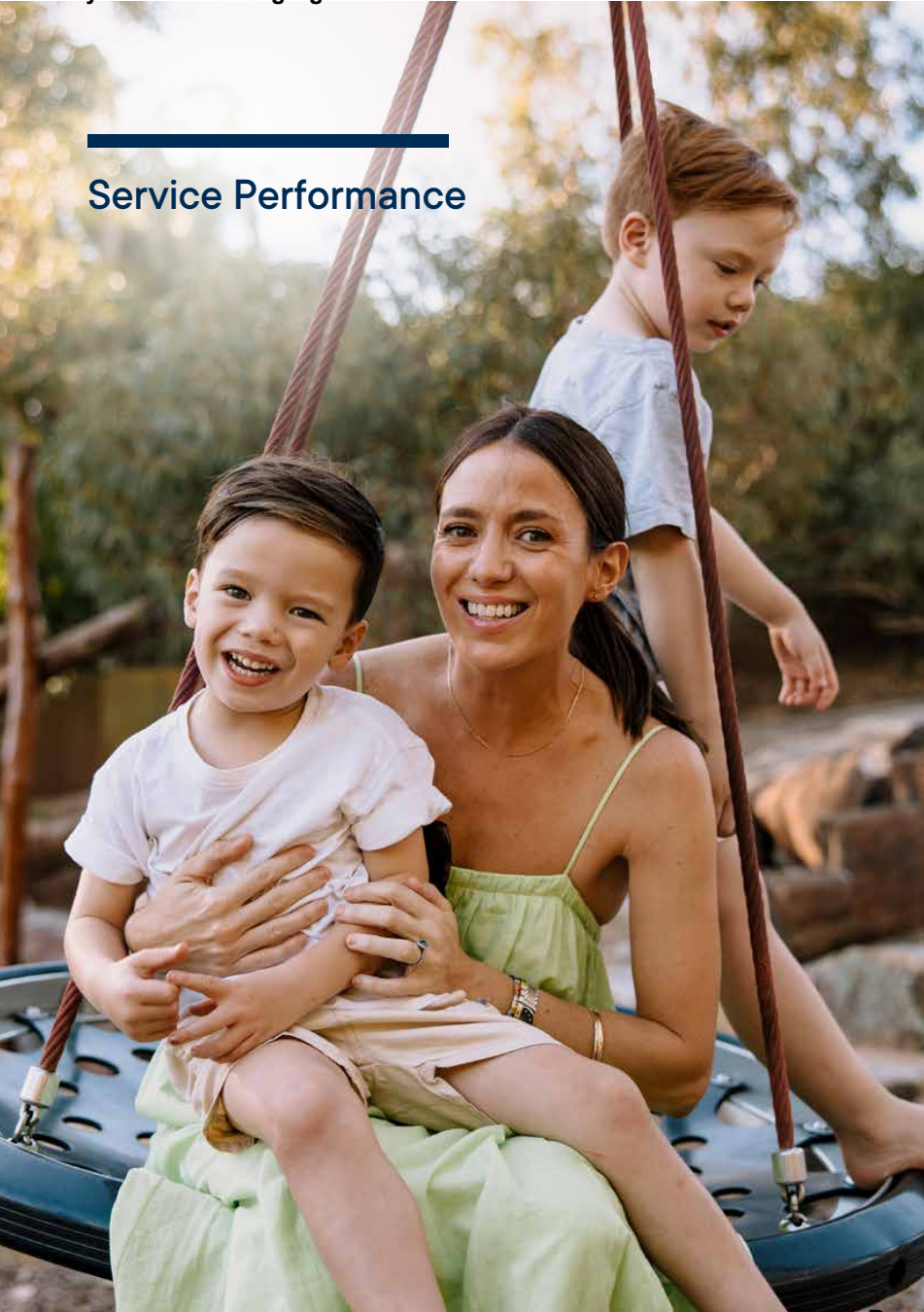


How we monitor progress

The City of Bayswater closely monitors its strategic and operational performance to ensure we deliver on our commitments to the community. Our progress is measured through a robust performance management framework, which aligns our strategic objectives with key deliverables across various service areas. To track our effectiveness in delivering services, managing projects and achieving desired outcomes, regular quarterly progress reports are provided to Council, detailing performance in operational areas, financial management and project delivery, allowing us to address any emerging issues and stay aligned with community priorities.

Our performance is also shared with the community through this Annual Report, which offers a comprehensive overview of the City's achievements and areas for improvement over the past year. By reporting transparently on our progress, we ensure residents are informed about how we are meeting our goals and making a positive impact. This commitment to regular monitoring and reporting helps us maintain accountability, adapt to challenges and continuously improve our service delivery to the community.





## Service Performance

## Community

### Overview

#### Services and plans that supported this vision

Services	Strategies and Plans
<ul style="list-style-type: none"><li>• Aged Persons Homes</li><li>• Community and Events</li><li>• Community Care and Aged Services</li><li>• Community Development</li><li>• Community Safety</li><li>• Environmental Health</li><li>• Golf Courses</li><li>• Library Services</li><li>• Recreation Development</li><li>• Recreation Facilities</li></ul>	<ul style="list-style-type: none"><li>• Access and Inclusion Plan 2020-2024</li><li>• Age Friendly Strategy 2021-2025</li><li>• CCTV Strategy 2018-2028</li><li>• Community Recreation Plan 2022-2032</li><li>• Cultural Plan 2019-2024</li><li>• Local Homelessness Strategy 2021-2025</li><li>• Play Space Strategy 2019-2029</li><li>• Public Health and Wellbeing Plan 2019-2024</li><li>• Reconciliation Action Plan 2021-2023</li><li>• The Platform Youth Action Plan 2019-2023</li></ul>

### Fostering an inclusive and vibrant community

The City of Bayswater is committed to fostering a vibrant, inclusive and supportive community that aligns with its vision to enhance the quality of life for all residents.

By actively supporting vulnerable groups, promoting youth engagement and addressing key issues like homelessness, the City strengthens social cohesion and community capacity. Highlights include the successful operation of community centres, the expansion of volunteer programs and the delivery of diverse events that engage thousands of residents. Investments in upgraded recreational facilities, enhanced library services and robust community safety initiatives ensure accessible and welcoming spaces for all. Through strategic planning and collaboration with community groups and stakeholders, the City is dedicated to achieving its goal of building a connected, resilient and thriving community.



## Service delivery and performance highlights

### Aged Persons Homes

The Aged Persons Homes service is responsible for the financial and operational oversight of the City's aged care sites until they are divested as per Council's decision in 2022. This includes the management of residential care facilities and independent living units, ensuring high standards of care and compliance with regulatory requirements.

#### Progress in aged care asset divestment

In 2023/24, the divestment of the City's aged care assets was a significant focus. By the end of November 2023, the divestment was finalised. The process included successful negotiations and contract finalisation, ensuring a smooth transition of management. The divestment dialogue for Mertome Gardens is actively progressing under the Property and Economic Development portfolio. Ongoing discussions with the State Government and the current lessee are in place to ensure a seamless transition. This includes managing operational matters and advocacy efforts at the State Government level.

#### Ongoing operations

Service delivery continued as planned, with all milestones being met and no significant deviations or issues reported. The lease with Juniper for the aged care facilities is secured until 2032, providing stability and an opportunity for future divestment as noted in the Long-Term Financial Plan (LTFP).

### Key 2023/24 statistics

<b>\$51,988</b> Approved event applications and grants totalling \$51,988	<b>42%</b> 42% increase in library digital loans to 72,051	<b>12,800</b> Delivered 5 City events engaging 12,800 community members
<b>975</b> The RISE grew membership to 975	<b>34,302</b> Rangers and Security handled 34,302 calls	<b>2,061</b> Responded to 2,061 health-related enquiries (noise, pest control)





## Community and Events

Community and Events is dedicated to managing City-led community events and supporting the planning and delivery of diverse and engaging community-led events that cater to all residents. We believe that events play a crucial role in bringing people together, celebrating cultural diversity and enhancing the overall quality of life in our City. By working closely with local groups, organisations and sponsors, we aim to support a wide range of activities that reflect the rich cultural tapestry of Bayswater.

### Engaging City-led events and programs

In 2023/24, the City successfully delivered a variety of free City-led events, engaging 12,800 community members across five major events. Notable highlights included the Avon Descent Finish Line Festival, Community Art Awards and Exhibition, Flourish Community Arts Festival, Carols by Candlelight and the Community BBQ Breakfast and Citizenship Celebration. The Flourish model was particularly successful, expanding community content and involvement by 173% in participation and engagement. These events not only provided entertainment and cultural enrichment but fostered a strong sense of community and the development of cultural arts.

City-led events and programs:

- Avon Descent Finish Line Festival – 5,000+ in attendance
- Community Art Awards and Exhibition, and Flourish Community Arts Festival – 2,500+ in attendance
- Carols by Candlelight – Approximately 500 in attendance
- City of Bayswater Community Concert – 1,000+ in attendance
- Community BBQ Breakfast and Citizenship Celebration (citizenship ceremony and Community Citizenship of the Year Awards)
- Annual Christmas Food Appeal
- Education scholarships
- ANZAC Day ceremonies
- North of Perth Music Festival

### Expanding community-led events

In total, there were 39 external event applications approved, and the City provided 13 Community Event Grants, totalling \$51,988. The City utilised an automated grants portal to streamline the community grant process. This support enabled local groups to host a diverse array of events, boosting participation and community engagement.

### Citizenship ceremonies

Monthly citizenship ceremonies continued to be a cornerstone of community engagement, welcoming 554 new citizens in 2023/24. These ceremonies celebrated new members of the community and reinforced the City's commitment to inclusivity and diversity.

### Strategic planning and future growth

The City engaged with communities to develop an events strategy, which will be incorporated into a proposed Social Strategy. This strategic approach aims to further enhance the planning and delivery of both City-led and community-led events in the future.

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## Community Care and Aged Services

Community Care and Aged Services is dedicated to supporting aged and vulnerable residents. Through programs and connections offered at the Morley and Bayswater Community Centres, as well as collaborative partnerships, we strive to enhance the quality of life for our community members ensuring they have access to necessary services and opportunities for engagement.

### Successful operation of community centres

In 2023/24, the Morley and Bayswater Community Centres operated smoothly, coordinated by program officers with volunteer support. Key deliverables included information about financial services, transportation, aged care packages, as well as exercise physiology, and regular fitness and craft sessions across two centres. The centres facilitated 26 programs per week during this period, as well as monthly bus outings and special one-off events for members.

### Community participation in full swing

The year saw a significant increase in community participation, with 11,339 program participations recorded across both centres, marking a 63% rise from the previous year. Volunteers and Ambassadors played a crucial role in supporting services, including podiatry and hairdressing, ensuring the centres remained a vital resource for the community.

### Advancing our Age Friendly Strategy

Key priorities of the Age Friendly Strategy were delivered, including an expression of interest for transportation options to the centres, raising awareness of elder abuse and showcasing resident stories through a McCusker intern project. The strategy also included updating website and service directory information to better serve our older residents.

### Strengthening volunteer programs

Volunteer programs were strengthened through risk assessments, ongoing engagement, training and support. The Volunteer Recognition Luncheon celebrated the contributions of our volunteers, ensuring they feel valued and supported in their roles. Additionally, an expression of interest for new members of the Ambassador program was launched, with applications for grants to further support volunteer activities.







Community Development

The City's Community Development branch is dedicated to fostering a vibrant, inclusive and supportive community. Our mission is to facilitate, educate and enable community capacity building, with a particular focus on supporting vulnerable community members. By connecting and engaging with our local communities, we strive to enhance social cohesion and improve the quality of life for all residents.

Advancing inclusivity and diversity initiatives

The City made significant strides in enhancing community engagement, inclusivity and support for vulnerable populations. Our commitment to fostering inclusivity was evident through the successful establishment and operation of several key advisory groups. The Inclusion and Diversity Advisory Group (IDAG), Disability Advisory Group (DAG) and Reconciliation Advisory Committee (RAC) played pivotal roles in shaping policies and initiatives that reflect the diverse needs of our community. The IDAG and DAG met quarterly, while the RAC convened monthly, providing valuable input and guidance on a range of issues. Notably, the IDAG evolved from a minor committee to a more prominent advisory group, reflecting its increased importance and impact.

Empowering youth through engagement and leadership

Our Youth Services continued to thrive, with the Youth Advisory Council (YAC) holding 11 meetings throughout the year. These sessions facilitated robust youth engagement and leadership development, ensuring young voices were heard and considered in our decision-making processes. The completion of the Youth Action Plan engagement marked a significant milestone, with the resulting data set being used to develop themes and priorities for future youth initiatives.

Tackling homelessness head on

Addressing homelessness remained a top priority, with ongoing efforts to coordinate connections for those experiencing homelessness through the City's Libraries, Ranger Services and Nyoongar Outreach Services. The Review Homelessness Strategy project, which aims to enhance the implementation of priority actions and better support those experiencing homelessness in our community through collaborative efforts, continues its progression into the 2024/25 financial year.

Boosting community initiatives with grants

The Community Grants program continued to provide essential financial support to various local projects and organisations, including the Better Bayswater Grant, School Wellbeing (Chaplaincy) Grants and grant funding towards Pride events. These grants fostered social cohesion and wellbeing, enabling community-led initiatives to flourish.



## Community Safety

The Community Safety service is dedicated to delivering a 24/7 service that fosters a strong sense of safety and ensures the City is a secure and welcoming place for all. Through a comprehensive approach that includes compliance, enforcement, emergency management and security services, the team works to mitigate hazards and enhance community safety.

### Emergency management excellence

In 2023/24, the City successfully met all legislative requirements for emergency management. The Local Emergency Management Committee (LEMC) convened quarterly, with key activities including a presentation on flood risk and an annual exercise to test emergency preparedness. The City continued its collaborative efforts with the Metropolitan North Emergency Recovery Group, ensuring resources and strategies are in place to effectively manage emergency situations.

### Proactive Community Rangers

Community Rangers played a crucial role in maintaining public order and safety, with a 99% increase in impounded shopping trolleys, rising from 206 to 410. This proactive approach helped address safety risks and improved the overall safety of public spaces. The year also saw a significant increase in

animal management activities, with 1,707 new animal registrations processed. While there was a notable rise of 109% in reported dog attacks, the City responded effectively by increasing prosecutions by 33%, maintaining a 100% success rate. The Rangers' efforts were recognised as they were named Runner Up WA Ranger Team of the Year for 2023, highlighting their dedication and impact which demonstrate the City's commitment to ensuring public safety and responsible pet ownership.

### Enhanced parking enforcement

Parking enforcement saw a significant uptick in activity, with parking complaints increasing by 83%, leading to a substantial rise in warnings and infringements issued. The City responded to these challenges by issuing 248% more warnings and a 93% increase in parking infringements, ensuring compliance and improving parking management across the City.

### Efficient administration and call centre operations

The Rangers and Security administration and call centre teams managed 34,302 incoming calls throughout the year. Despite the high demand, the team efficiently processed over 4,000 electronic content management (ECM) requests and managed an 18% increase in appeals, demonstrating their capacity to handle growing administrative pressures.

### Strategic crime prevention initiatives

Crime prevention remained a key focus, with the City holding monthly formal meetings with Bayswater and Morley Police to address crime hotspots and develop targeted patrol strategies. The City's CCTV network, consisting of 270 fixed cameras equipped with Automated Number Plate Recognition (ANPR) technology, played a vital role in assisting police investigations. The City also invested in CCTV improvements and utilised AI-enabled portable CCTV to enhance crime prevention efforts. Staff conducted visible patrols, delivered security presentations and collaborated with various agencies to reduce crime in high-risk areas like the Maylands retail precinct.

Security patrols were a critical component of the City's community safety strategy. Patrol officers engaged daily with rough sleepers, checking on their welfare and connecting them with support services. This ongoing effort reflects the City's commitment to ensuring the safety and wellbeing of all community members, particularly the most vulnerable.

### Building a safer community

The Community Safety service has made substantial strides in enhancing the safety and security of the City in 2023/24. Through proactive enforcement, strategic partnerships and a commitment to continuous improvement, the service has successfully managed increasing demands and challenges, contributing to a safer and more welcoming community for all.

Environmental Health

The Environmental Health service is committed to maintaining high public health standards within the City. By administering state and local legislation and codes of practice, the team ensures public health is monitored and managed effectively, meeting all prescribed legislative requirements.

Ensuring safe and compliant operations

In 2023/24, the Environmental Health team played a critical role in safeguarding the community by conducting thorough inspections of food-related businesses and public buildings. A total of 805 food businesses and 71 public buildings were inspected to ensure compliance with relevant legislative requirements. To further support food businesses, the team continued to offer free online food handler training, helping them meet their statutory obligations and maintain high food safety standards.

The team also responded to a wide range of environmental health-related matters, including noise complaints, pest control issues, property conditions and unauthorised discharges. In total, 2,061 health-related enquiries were received, with the majority concerning pest control (1,196 enquiries) and noise (283 enquiries).

Innovative environmental health initiatives – Maylands Lakes

This year saw the trial of a new midge control technique at Lake Brearley, where raking was used to disrupt the midge breeding cycle. Additionally, in partnership with the Bayswater Men's Shed, the City began constructing 16 new solar-powered midge traps for the lakes, enhancing the City's ongoing efforts to manage midge populations effectively. The City has actively kept the community informed about its efforts to manage Maylands Lakes through regular updates on its Engage Bayswater website.

The City also launched its commercial mosquito control operations, entering into Service Level Agreements with the City of Perth and Town of Bassendean. All required mosquito control works were completed within the City of Bayswater and the partnering local governments. The team's innovative use of drone technology for mosquito control was showcased at the Contiguous Local Authorities Group (CLAG) Forum, generating interest from other local governments.

Promoting health and wellbeing

In addition to regulatory activities, the Environmental Health team collaborated with various community organisations to deliver programs aimed at improving community health and wellbeing. Initiatives such as Healthy at Home, Food Sensations for Children, Parents and Bubs, and Yoga by the River continued to be well received, with most sessions fully booked. The team also began working with a community member to increase the focus on men's health, further diversifying the range of health promotion activities offered.

Continuing our commitment

The City's Public Health and Wellbeing Plan has been extended until 31 December 2025 following Council endorsement. This extension will allow the City to continue delivering its public health and wellbeing programs while aligning its new plan with the upcoming state Public Health Plan, required under the final stage of the new *Public Health Act 2016*. The current plan's actions continue to progress, ensuring the City remains proactive in addressing public health challenges and aligning its strategies with state-level priorities.

The Environmental Health service has demonstrated its commitment to protecting public health and promoting wellbeing across the City in 2023/24. Through diligent inspections, innovative control measures and community-focused health programs, the team has contributed significantly to maintaining a safe, healthy and vibrant community. As the City continues to grow and evolve, the Environmental Health service will remain a key player in ensuring the health and safety of all residents.



Golf courses

The City's public golf courses, Maylands Peninsula and Embleton, provide sustainable and accessible recreational spaces, balancing commercial operations with subsidised services to maximise community health, social outcomes and City financial benefits. Managed by TenGolf Pty Ltd under contract, both courses have performed exceptionally well during 2023/24, exceeding income and user targets.

Maylands Peninsula and Embleton Golf Courses

Both Maylands Peninsula and Embleton Golf Courses experienced successful years under the management of TenGolf Pty Ltd, surpassing income and attendance targets. Maylands Peninsula Golf Course attracted 82,780 attendees, a 3.4% increase from the previous year, solidifying its status as a popular destination for golfers of all levels. Minor safety upgrades and a new cloud-based management software have been implemented, while the upgrade project is tentatively scheduled for 2024/25, pending discussions on the

Green Keepers Depot. Embleton Golf Course also excelled, with 32,389 patrons visiting, reflecting a 1.5% increase in attendance, reinforcing its role as a key recreational facility contributing to community health and wellbeing.

Overall, the City's golf courses continue to be valuable assets, offering residents and visitors alike opportunities to engage in healthy outdoor activities while supporting the City's financial and social objectives.

Golf Course	Annual Attendance		YoY % change	Monthly Average
	2022/23	2023/24		2023/24
Maylands (incl Driving Range)	80,051	82,780	3.4%	6,898
Embleton	32,389	32,873	1.5%	2,739





Library Services

The City’s Library Services is dedicated to fostering vibrant, inclusive spaces that promote community harmony, lifelong learning and creativity. With three branch libraries located in Morley, Bayswater and Maylands, our libraries serve as essential hubs that cater to the diverse needs of our community by offering access to a vast array of information, resources and services. Beyond our physical spaces, we extend our reach through innovative programs and services, ensuring all community members, including homebound residents and digital resource users, can access the resources they need. Our commitment to leveraging technology enhances the user experience, making our collections easily accessible, while our dedicated staff provide high-quality services and programs that support the community’s educational, cultural and recreational needs.

Increasing engagement and expanding access

In the 2023/24 financial year, the City’s libraries continued to see significant growth in engagement and access across various service areas. Customer visits increased by 6.5% on last year to 231,530, reflecting the libraries’ role as welcoming community spaces with an average of 4,631 visits per week and 19,294 visits per month. The total number of loans reached 363,815, with a notable increase of 42% in digital item loans, which grew to 72,051, highlighting the growing demand for online resources. Physical item loans also remained strong at 291,764, demonstrating the ongoing value of traditional library collections.

Supporting digital and physical connectivity

The libraries continued to support digital inclusion and access to technology, with 22,980 Wi-Fi sessions and 24,070 public computer sessions recorded throughout the year. These services are essential for community members who rely on the library for internet access, whether for education, job seeking or staying connected. Additionally, 8,576 home deliveries were made to members, providing a critical link for those unable to visit the library, and 4,272 new member applications were processed, welcoming more residents to benefit from our services.

Programs for all ages

Our City’s libraries delivered a wide range of programs designed for adults, young people and outreach services. Services for adults offered 674 sessions with a total attendance of 5,306, providing valuable opportunities for lifelong learning and community engagement. Programs for young people were particularly successful, with 745 sessions attracting 20,306 attendees – an increase in attendance numbers of 31% on last year – fostering early literacy and a love of reading among children and teens. Although outreach sessions decreased to 49, they still connected with 1,288 participants, ensuring library services reach those who may not be able to visit our branches in person.

Library Services statistics

Measures	2021/22	2022/23	2023/24
Customer visits	202,191	217,368	231,530
Average per week	4,044	4,347	4,631
Average per month	16,849	18,114	19,294
Total loans	298,532	350,699	363,815
Physical items	254,230	299,928	291,764
Digital items	44,302	50,771	72,051
Number of adult sessions	357	1,302	674
Total adult attendance	2,102	4,232	5,306
Number of youth sessions	619	705	745
Total youth attendance	15,066	15,476	20,306
Wi-Fi sessions	19,128	19,408	22,980
Home deliveries to members	8,011	8,870	8,576
Public computer sessions	26,330	25,724	24,070
New member applications processed	3,366	4,177	4,272
Animal registrations processed	1,127	1,220	884
Tip passes processed	2,364	2,596	2,837
FOGO liner rolls issued	6,025	7,150	7,201
Rates payments	23	-	270

Recreation Facilities

The Recreation Facilities service is dedicated to providing sustainable and accessible recreational spaces and activities that balance commercial operations with subsidised services to maximise community health and social outcomes. Our facilities, including Bayswater Waves, The RISE, Maylands Waterland, and Morley Sport and Recreation Centre, serve as vital community hubs, offering a wide range of programs and activities that enhance the quality of life for our residents.

Bayswater Waves makes a splash with final refurbishments

Bayswater Waves completed a major refurbishment, marking the final stage of an eight-year upgrade program. The enhancements included retiling the wave pool, remodelling the foyer, expanding the group fitness room and renewing the gym equipment. The grand reopening in February 2024 was a significant milestone, celebrated by both VIPs and the public.

Despite industry-wide staffing challenges affecting program delivery, Bayswater Waves maintained strong usage, with a facility membership of 2,895 and 2,502 enrolments in the Swim School. The facility experienced challenges with anti-social behaviour; however, through strengthened partnerships with local police and targeted staff training, these situations were handled effectively, ensuring a safe and welcoming environment for all patrons with minimal disruption.

Adapting to new peaks in recreation at The RISE

The RISE saw continued growth in both facility utilisation and membership in 2023/24, particularly in the health club, which benefitted from reciprocal membership rights with Bayswater Waves and Morley Sport and Recreation Centre. As community preferences shifted towards less formal recreational activities, The RISE adapted by discontinuing some structured sports competitions in favour of social and flexible programs, such as Pickleball, which has become increasingly popular. Despite challenges with anti-social behaviour, the facility remained a central hub for community engagement and fitness, with a growing membership base of 975.

Maylands Waterland

The Maylands Waterland recreation space remained a beloved attraction through its operating season from October to April. The facility experienced strong visitation, particularly during the January school holidays and weekends in February. Strong emphasis has been placed on improving parking and waste management during peak times. The community kitchenette was a particularly popular feature, booked out for most of the season. Maylands Waterland continues to draw both local residents and visitors from outside the City, reinforcing its status as a key recreation asset.

New era for Morley Sport and Recreation Centre

In November 2024, the City assumed operational control of Morley Sport and Recreation Centre following the departure of the previous operator, BlueFit. The transition was managed with minimal disruption to the community, with the newly constructed Peter Campbell Sporting Arena becoming a focal point for local sports. The arena, featuring two basketball courts and a 450-seat stadium, re-established the centre as the home of the East Perth Eagles NBL1 team. Membership initially declined due to the re-signing process but recovered by the end of the period, with a membership base of 347. Community feedback has been positive, and the City is committed to further enhancing the facility to meet the needs of its users.

Building resilience and community through recreation

Across all facilities, the Recreation Facilities service has demonstrated resilience in the face of challenges, maintaining strong community ties and ensuring that our spaces remain vibrant and welcoming. As we look to the future, these facilities will continue to evolve, supporting the health and wellbeing of all residents.

## Recreation Development

The Recreation Development service is committed to planning, delivering and managing community recreation infrastructure and assets within public open spaces. Guided by strategic direction, industry trends, community expectations and available resources, we strive to create vibrant, accessible and sustainable recreational spaces that cater to the diverse needs of our community.

### Sporting infrastructure upgrades

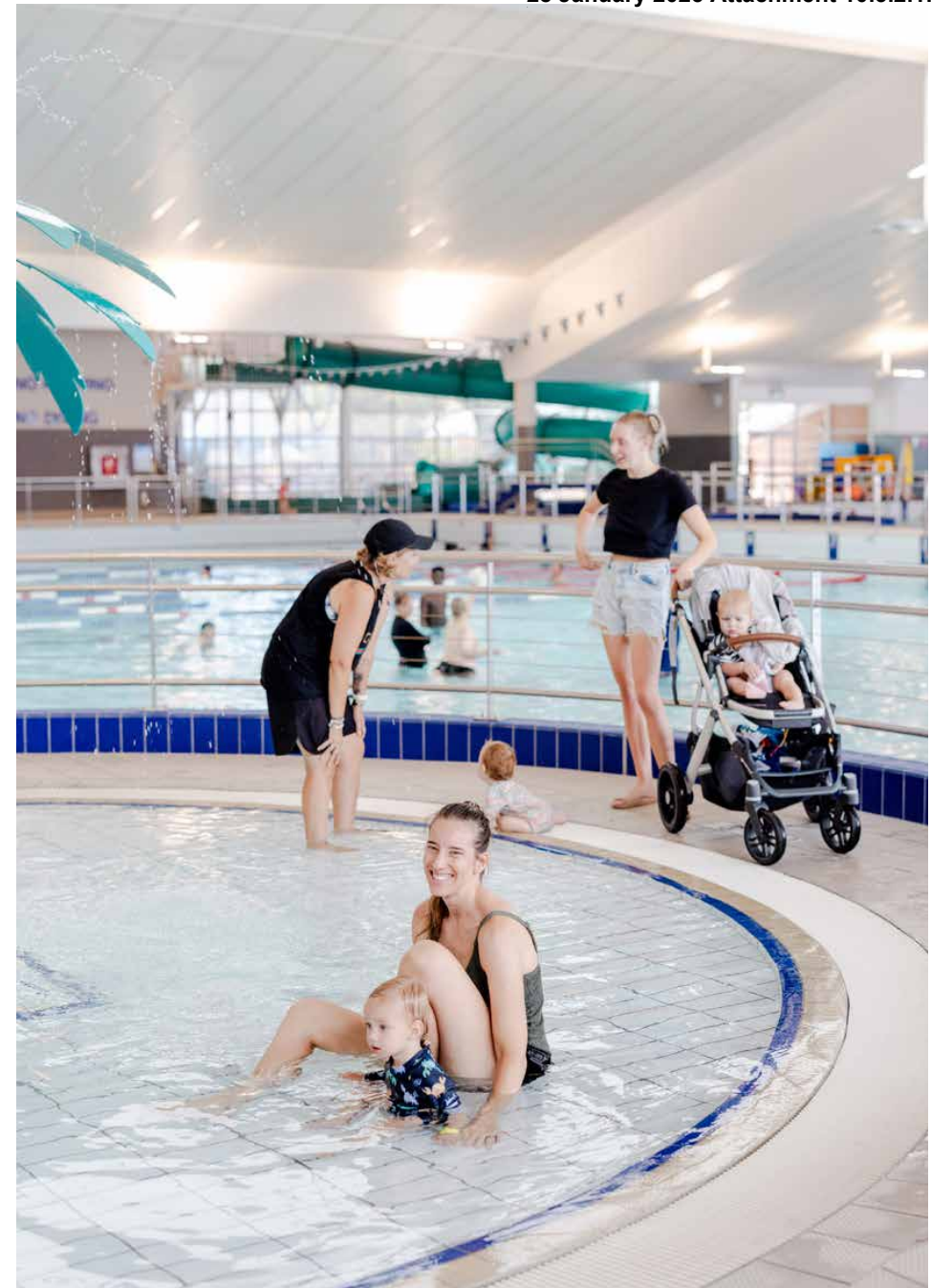
In 2023/24, significant upgrades were made to sporting infrastructure across the City's parks and reserves. A new female-friendly changeroom is progressing at Upper Hillcrest Reserve in partnership with the Bayswater Football Club, WA Football Commission and the Department of Local Government, Sport and Cultural Industries' Community Sporting and Recreation Facilities Fund. This addition will not only support the growth of the Bayswater Football Club, but significantly increase female membership, promoting inclusivity in local sports.

Competition lighting installation has commenced at Halliday Park in Bayswater and is currently in progress. Its completion will enable night fixtures and training sessions. This enhancement will allow for increased nighttime play, expanding opportunities for community members to participate in sports outside regular daylight hours. The upgrade will greatly benefit local teams, making the park a more functional and versatile space for sports and recreation.

Additionally, a replacement batting practice cage was installed at Crimea Park in collaboration with the Morley Eagles Baseball Club. This upgrade has provided a safe and compliant facility for baseball training, ensuring the club's activities continue to thrive in a well-equipped environment.

### Advancing recreation strategies

The Recreation Development service's efforts are closely aligned with key strategic documents, including the Play Space Strategy and the Community Recreation Plan 2022-2032. The Play Space Strategy guides the planning, design and management of play spaces across the City, ensuring they are responsive to community demand and offer diverse play experiences for all. Meanwhile, the Community Recreation Plan outlines a 10-year vision for enhancing recreation opportunities, ensuring consistency in facility management, and integrating projects into the City's budgets and Long-Term Financial Plan. These strategies are crucial in shaping our approach to developing multifunctional, accessible and sustainable recreation facilities.







The year ahead

Importance of the Corporate Business Plan

The Corporate Business Plan (CBP) outlines the City's strategic priorities and guides our operations and services over the coming years. By aligning our resources and efforts with the CBP, we aim to enhance the quality of life for all residents and ensure our community remains inclusive, vibrant and connected.

Planned services and key metrics

The Community Key Result Area focuses on fostering inclusive neighbourhoods and celebrating our multicultural society. Some key services planned for the 2024/25 financial year include:

- **Community Development:** Providing vital services such as Access and Inclusion, Youth Services, Community Grants, and support for the Homelessness Consortium.
- **Community Care and Aged Services:** Offering programs like Active Ageing and the Age Friendly Ambassador Program.
- **Library Services:** Operating three branches and enhancing customer experiences, with a focus on literacy and cultural engagement.
- **Recreation Services:** Managing facilities like Bayswater Waves and Maylands Waterland to promote active lifestyles.

- **Ranger and Security Services:** Enforcing local laws, managing animal control, parking enforcement, and delivering crime prevention initiatives, as well as operate community security patrols to enhance safety, reduce anti-social behaviour and improve public order.

Financial provisions for Community services

For the 2024/25 fiscal year, the City has provisioned substantial funding for community-related services:

- **Total Community Services Cost:** Approximately \$20.7 million in net costs.
- **Significant Revenue Generation:** Expected revenues include \$1.2 million from Community Development, \$1.8 million from Golf Courses and over \$7.1 million from Recreation Services.



Notable projects and programs

Several key projects and programs are planned to enhance community engagement and services:

- **Homelessness Consortium (\$60,000 annually):** A partnership initiative aligned with WA's 10-Year Strategy on Homelessness, focusing on integrating outreach services and strategic advocacy.
- **Local and Signature Arts and Events:** With allocations of \$74,000 and \$226,000 respectively, these programs aim to celebrate multiculturalism and foster social connections through community-led initiatives.
- **Recreation Centres Renewal and Upgrade (\$1,211,000):** Investment in the renewal and upgrade of Bayswater Waves, Morley Sport and Recreation Centre, and The RISE to ensure they remain accessible and fit for community use.
- **Building and Parks Programs:** Significant investments in maintaining and enhancing community facilities, including \$2,387,000 for building renewals and \$891,000 for parks and playgrounds.

Performance measures

To track the impact and success of our community initiatives, the following key performance indicators will be monitored:

- Total number of and dollar value of Community Event Grants issued.
- Percentage of Bayswater residents registered as library and recreation centre members.
- Usage rates of City facilities, including sports courts and meeting rooms.
- Number of resolved graffiti incidents and customer requests related to Rangers and Security matters.



## Environment and Liveability

### Overview

#### Services and plans that supported this vision

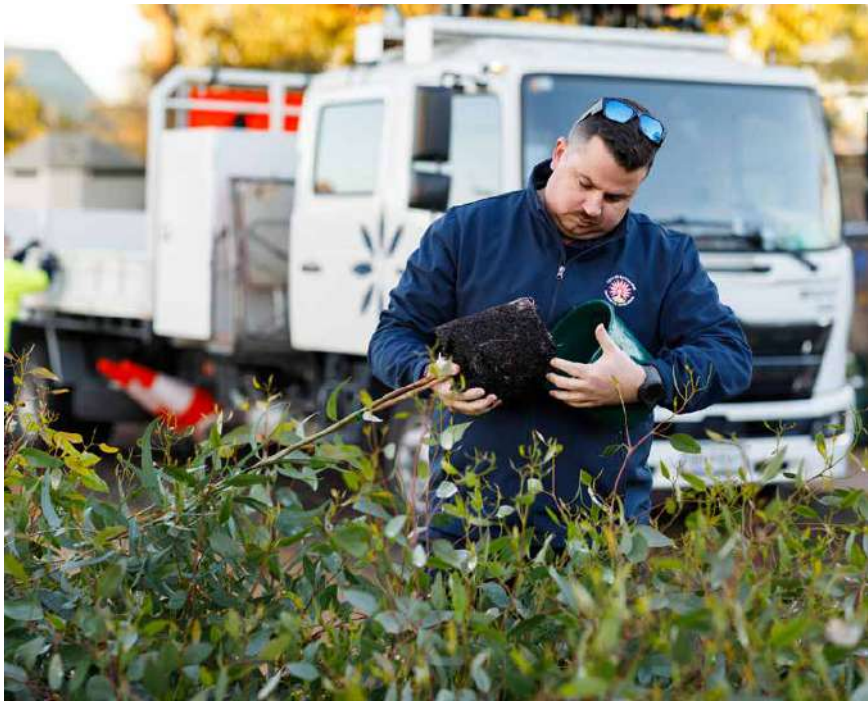
Services	Strategies and Plans
<ul style="list-style-type: none"><li>• Asset Management and Mapping</li><li>• Building Approvals</li><li>• Building Services</li><li>• Environmental Sustainability</li><li>• Parks and Gardens</li><li>• Planning Approvals</li><li>• Property (Community)</li><li>• Strategic Land-Use Planning</li><li>• Transport Infrastructure and Operations</li><li>• Waste Management</li></ul>	<ul style="list-style-type: none"><li>• Emission Reduction and Renewable Energy Plan 2021–2040</li><li>• Environmental Liveability Framework 2021–2045</li><li>• Foreshore Area 10 Year Priority Plan</li><li>• Local Biodiversity Strategy (2008)</li><li>• Morley Activity Centre Plan</li><li>• Urban Forest Strategy 2021</li><li>• Waterwise Bayswater Strategy 2020–2030</li></ul>

### Creating a sustainable and liveable environment

The City is dedicated to creating a sustainable and liveable environment that supports the wellbeing of its residents and natural ecosystems.

By prioritising environmental stewardship, enhancing green spaces and implementing strategic planning initiatives, the City ensures its infrastructure and services are aligned with sustainability goals. Key achievements include the expansion of the City's urban canopy through its largest tree planting program, advancements in water quality monitoring and the enhancement of natural areas. The successful management of City assets, waste reduction initiatives and upgrades to community facilities further contribute to a resilient and vibrant environment. Through strategic partnerships and a commitment to sustainability, the City continues to build a greener and more liveable future for all.





Key 2023/24 statistics

26		23		150	
Completed 26 building capital projects					
Hosted 23 community waste education events and workshops					
Managed 150 hectares of natural areas					
300		10,313.45		39	
Conducted water quality monitoring at 32 sites, collecting 300 samples					
Collected and processed 10,313.45 tonnes of general waste					
Released the Local Planning Strategy, receiving 39 submissions					

Service delivery and performance highlights

Asset Management and Mapping

The Asset Management and Mapping service provides essential asset management and spatial information management services that support organisational decision-making. This service is crucial for administering the land and property system, surveying systems and real-time emergency management system, all of which contribute to the City's vision of environmental sustainability and liveability.

Strategic planning and policy development

In 2023/24, the Asset Management team successfully developed and finalised the Forward Capital Works Program (FCWP) after multiple workshops and Council briefings. This program, supported by the Asset Management Plans (AMPs) endorsed in July 2023, plays a critical role in aligning the City's Long-Term Financial Plan (LTFP) with its Business Planning and Budgeting process. Additionally, the Asset Management Policy has undergone a comprehensive review and is scheduled for final adoption in July 2024. Continuous improvements have been made to the asset handover and capitalisation process, enhancing the City's capacity to manage its assets effectively.

Enhancing spatial information management

The City's Geographic Information System (GIS) applications have successfully transitioned through Eden, the City's digital transformation project, and are now sourcing data from the new TechnologyOne system. The team has identified areas for further system development and support improvements, which will be addressed in future planning discussions. Additionally, the Mapping team has advanced environmental planning efforts by delivering tree canopy data using LIDAR technology, with support from CaptureWA, to aid in sustainability initiatives.

Streamlining land and property systems

The City's Land and Tenure database within TechnologyOne has been realigned with Western Australian best practices, ensuring the system meets state standards. Ongoing staff training in these new processes is a priority, with further improvements to be gradually implemented to enhance the accuracy and reliability of the City's land and property information.

Surveying precision and emergency preparedness

All survey equipment managed by the team is fully operational, with up-to-date licensing to support various City projects. Additionally, the team has established maintenance and support agreements to improve the reliability of the City's duress system, with regular testing in place to ensure continued safety and effectiveness in emergency situations.

Strengthening our foundations for future growth

The Asset Management and Mapping service has laid a strong foundation for the City's future by advancing key strategic initiatives and optimising asset management processes. Through the successful finalisation of the FCWP, enhanced spatial information management, and improved land and property systems, the service is ensuring the City's assets are well managed and aligned with long-term sustainability goals. These efforts will be crucial in supporting informed decision-making and maintaining the integrity of the City's infrastructure.



Building Approvals

The Building Approvals service ensures high building standards are maintained through the effective administration of state and local legislation, and codes of practice. The service provides comprehensive assessment and processing of building permits within prescribed timeframes to ensure construction and demolition activities meet all required standards.

Permits, pools and progress

During the 2023/24 financial year, the Building Approvals team successfully processed a range of building permits and conducted inspections of swimming pool safety barriers on residential properties. The City adhered to prescribed timeframes for both certified and uncertified building permits, reinforcing the integrity of construction and demolition standards.

Swimming pool barrier inspections were carried out in line with the mandated four-year inspection cycle to enhance child safety. To increase the inspection rate, the City seconded an existing employee to a temporary part-time Swimming Pool Compliance Officer position in February 2024. Additionally, the City explored new software solutions to improve the management and execution of swimming pool barrier inspections.

The City issued a total of 949 permits, comprising:

- 602 certified permits
- 209 uncertified permits
- 53 demolition works permits
- 42 building approval certificates
- 36 occupancy permits
- 7 occupancy permits for unauthorised buildings.

Moreover, 854 swimming pool barrier inspections were completed, contributing to the ongoing safety and compliance of residential properties.

Building Services

The Building Services team is responsible for managing and maintaining City-owned buildings and associated infrastructure in alignment with the City's Asset Management Plan and lease agreements. The team ensures these assets are well maintained, safe and functional, supporting the City's commitment to providing high-quality facilities for the community.

Delivery of capital projects on schedule

This year, the City undertook numerous projects to upgrade and maintain its facilities, ensuring they remain safe, accessible and functional for the community. Key completed projects include the Morley Community Centre roof replacement, the renewal of air conditioning systems at the Morley Library and Civic Centre, and security upgrades at various facilities like Ellis House and Elstead Reserve Pigeon Club. Significant investments were also made in accessibility, such as the installation of automatic doors at the Hampton Park Tennis Courts and the refurbishment of accessible bathrooms at the Bayswater Bowling and Recreation Club. Other notable upgrades included the Houghton Park Pavilion toilet enhancements, and the kitchen and flooring improvements at the Light Car Club at Moojebing Reserve. These projects, among others, reflect the City's commitment to enhancing community spaces, with a strong focus on safety, accessibility and improved amenities.

Effective contractor management and maintenance

The City's service and maintenance contractors have consistently delivered on their scope of works, with contract extensions granted as per the agreements. This year, the expiration of previous agreements led to the successful advertisement and awarding of three Requests for Tender/Request for Quotation (RFT/RFQ), including City-wide air conditioning and fire detection system servicing and maintenance.

The Building Services team also worked closely with internal and external stakeholders to address day-to-day reactive maintenance requests, ensuring prompt acknowledgment and action. All maintenance tasks were completed within budget, and larger-scale maintenance issues were identified and incorporated into the Forward Capital Works Program. The team's focus on continuous improvement was further demonstrated through staff participation in professional development workshops, including procurement and contract management, forklift training and working at height training.

Maintaining excellence in building management

The Building Services team had a successful year, delivering capital projects, enhancing service delivery, and effectively managing contracts and maintenance. By prioritising continuous improvement and professional development, the team has ensured City-owned buildings and infrastructure are well maintained and meet the needs of both the community and the organisation. As the City continues to grow, the Building Services team remains committed to maintaining high standards of excellence in building management, ensuring the City's assets are safe and functional for years to come.





## Environmental Sustainability

The Environmental Sustainability team is committed to leading and managing the City's strategic, capital and operational programs aimed at protecting, building resilience and improving the natural environment, urban form and overall sustainability for the City. The team's initiatives are designed to ensure a high quality of life for current and future residents, with a focus on environmental stewardship and sustainable practices.

### Achieving waterwise goals

Throughout 2023/24, the Environmental Sustainability team successfully delivered outcomes associated with the Waterwise Bayswater 2030 strategy. Key achievements include the comprehensive water quality monitoring program conducted across the Bayswater Brook catchment, Bennett Brook catchment, and the Town of Bassendean's drainage system. A total of 32 sites were sampled, resulting in 300 samples collected and 15 analytes assessed for water quality. The data was lodged with the Department of Water and Environmental Regulation, ensuring the City maintains its commitment to preserving water quality.

### Enhancing natural areas

The team continued its vital work in managing and restoring natural areas in line with the Environment and Liveability Strategy and the Biodiversity Strategy. This involved the active management of 48 sites, covering 150 hectares of natural areas. The team undertook extensive weed control, revegetation efforts and management of introduced animals, contributing to the ecological health and sustainability of these areas. Approximately 50,000 native plants were used in restoration projects, reinforcing the City's dedication to preserving biodiversity and enhancing ecological functions.

### Advancing energy efficiency

In its pursuit of reducing the City's carbon footprint, the Environmental Sustainability team played a crucial role in ongoing participation in the WALGA Power Purchase Agreement (PPA), which incorporated 38 sites into the City's commitment to using Green Power. This initiative supports the City's emission reduction targets and contributes to a broader strategy of energy efficiency. The team also provided support for retrofitting City facilities including the Bayswater Waves facility and oversaw the installation of an electric vehicle (EV) charger at the Morley Sport and Recreational Centre, furthering the City's sustainable energy goals.

### Commitment to a sustainable future

The Environmental Sustainability team's accomplishments over the past year underscore the City's commitment to protecting the environment and enhancing sustainability for future generations. From water quality monitoring and natural area management to advancing energy efficiency and reducing emissions, the team's work is crucial in shaping a sustainable future for the City. As the City continues to grow, the Environmental Sustainability team remains dedicated to leading by example and implementing strategies that safeguard our natural environment and improve urban liveability.

## Parks and Gardens

From supporting the community by providing high-quality green spaces to protecting and enhancing the City's urban forest, our Parks and Gardens team is dedicated to enhancing our natural environment. The team's efforts ensure the City's parks, gardens and public spaces remain vibrant, accessible and sustainable, contributing to the overall wellbeing of residents and the environment.

### Delivering the City's largest tree planting program

One of the key achievements in 2023/24 was the successful delivery of the City's largest tree planting program, which saw the planting of 5,002 trees across various suburbs. This initiative plays a vital role in enhancing the City's urban forest, improving air quality and providing shade and cooling effects in public spaces. The program's success reflects the team's commitment to expanding green infrastructure and the City's urban canopy, while promoting environmental resilience.

### Upgrading parks and sports ovals

Throughout the year, the Parks and Gardens team completed significant landscaping upgrades, including the renovation of Bert Wright Park. Additionally, all sports ovals underwent renovations, and wetting agents and fertiliser programs were completed to maintain turf quality during the longer, drier summer periods. Despite the prolonged and increased hot weather events over the summer, the team worked diligently to keep the parks and gardens presentable and well maintained. Groundwater usage was carefully managed by the City during the challenging weather conditions and overall, the City managed to keep consumption within its annual allocations. Planning for mulching and winter planting of trees and plants were also conducted in preparation for the cooler months.

### Completion of critical assets review and capital upgrades

The Parks and Gardens team successfully completed the Parks and Gardens Critical Assets Review and Upgrade Capital Program. This comprehensive review identified key assets requiring upgrades, ensuring the City's green spaces are not only beautiful but resilient and equipped to meet the needs of the community.

### Seasonal planting and resilience

As the summer season came to an end, most of the City's reserves and parks bounced back, despite experiencing very little rain. The winter planting program was successfully executed, with 4,750 plants installed across all suburbs, further enhancing the biodiversity and aesthetic appeal of the City's green spaces. The ongoing tree planting program continues to contribute to the City's sustainability goals, reinforcing the importance of a robust urban forest. Through strategic planning, community engagement and a focus on sustainability, the team ensures the City's parks and gardens remain vibrant and resilient, supporting a healthy and enjoyable environment for all residents.



## Planning Approvals

The Planning Approvals service plays a crucial role in shaping the City's urban landscape by assessing and processing planning applications within legislated standards and timeframes. This year, the City experienced a notable increase in development activity, receiving 529 development applications from July 2023 to June 2024 – a 17.5% rise compared to the previous year's 450 applications. Despite the growing volume of applications, the City's Planning Officers have consistently met statutory deadlines, often delivering planning determinations ahead of schedule to keep development on track.

### Navigating challenges in a dynamic environment

The demand for housing in the City remains strong, spurred by factors such as population growth and insufficient housing. However, meeting this demand has been challenging due to supply constraints, lack of tier 1 construction companies and construction labour shortages. This has resulted in fewer medium and high density and mixed-use development proposals, limiting opportunities for more significant urban renewal projects.

### Ensuring compliance and upholding standards

The City's Development Compliance Officers have maintained a steady workload, handling a diverse range of compliance matters, including failure to provide tree protection fencing, non-compliance with conditions of development approval and unauthorised uses. This year, 495 development compliance cases were reported, up from 468 in the previous financial year. The City remains committed to upholding planning standards and ensuring development within the community adheres to approved guidelines, contributing to a well-managed and sustainable urban environment.



Planning Approvals statistics

Development Applications				
Determined Under Delegated Authority - Standard	Within 60 Days 278 (95.5%)	Over 60 Days 13 (4.5%)	Total 291	Average Clock Days 20.6
Determined Under Delegated Authority - Consultation	Within 90 Days 162 (95.9%)	Over 90 Days 7 (4.1%)	Total 169	Average Clock Days 34.2
Council Determined Development Applications	Approved 8	Refused 0	Total 8	
Subdivision Application Recommendations			Total 94	
Development WA Response Recommendations			Total 8	
Public Works Recommendations	DOF Referral 3	Other 3	Total 6	
Development Approval Exemption (DAE) Applications			Total 10	



Property (Community)

The Property (Community) service is dedicated to the responsible management and strategic oversight of land and properties owned or controlled by the City. This service plays a crucial role in ensuring these valuable assets are utilised effectively to meet community needs and enhance the overall quality of life for the community.

Enhanced service delivery and lease management

Major improvements have been made concerning on-charging processes for lessor-responsible preventative maintenance and service costs as per the agreements. These improvements not only enhanced the maintenance of leased sites but positively impacted leasing income, as lessees are responsible for the

payment of City-scheduled maintenance. All leases due for renewal were successfully renewed in line with the City's policy, with all lessees meeting renewal KPIs. This demonstrates the leaseholders' satisfaction with the City's services and their desire to continue operating within the City.

### Strategic Land-Use Planning

The development and ongoing review of the local planning framework, schemes, policies and plans are the key responsibilities of the Strategic Land-Use Planning service. This service ensures that planning practices align with both state and local requirements, providing clear and consistent parameters for Development Approvals and delivering informed planning advice to the community. Through comprehensive planning and policy development, the City is able to guide sustainable growth, preserve heritage and enhance the quality of life for all residents.

#### Shaping the future of our City's growth

Over the past year, the City has made significant strides in refining and enhancing its local planning framework. A key achievement was the adoption of the Local Planning Strategy (LPS), a critical document that will shape the future development of the City. The draft LPS was released for public comment between May and June 2023, reaching 45,956 people and garnering 39 submissions. Based on community feedback, several modifications were made to the draft, and the final version was endorsed by Council at the March 2024 Ordinary Council Meeting. The LPS has now been submitted to the Western Australian Planning Commission (WAPC) for final approval, marking a major milestone in the City's planning efforts.

#### Comprehensive policy updates

Throughout the year, the City also updated several important policies, including those related to car parking, heritage and naming, which were adopted by Council on 25 July 2023. These updates are part of the ongoing effort to ensure the City's planning framework remains robust, relevant and responsive to community needs.

#### Progress on strategic projects

The Strategic Land-Use Planning team continued to advance significant projects, including the Morley Station Precinct Structure Plan and the Maylands Brickworks initiative. The Morley Activity Centre Plan 2018, which serves as a blueprint for transforming Morley into a vibrant and well-connected metropolitan centre, has undergone various modifications to improve statutory planning provisions and transportation infrastructure. The plan will facilitate significant commercial and residential development, enhancing Morley's role as a key strategic hub.

Additionally, the Maylands Brickworks project progressed with ongoing negotiations and the preparation of advocacy documents to secure alternative funding sources. These efforts are aimed at preserving the heritage value of the site while supporting its sustainable development.

#### Advancing planning excellence

By focusing on strategic planning and community engagement, the team is ensuring the City's growth is managed effectively, supporting a vibrant and sustainable future for all residents. As the City continues to evolve, the team remains committed to advancing excellence in land-use planning, ensuring development is both thoughtful and beneficial to the community.



### Transport Infrastructure and Operations

The City's Transport Infrastructure and Operations service is dedicated to providing and maintaining high-quality road infrastructure that meets the expectations outlined in the City's Community Strategic Plan 2021-2031. Over the past year, significant strides have been made in enhancing our transport networks, ensuring our roads, footpaths and associated infrastructure support safe and accessible travel for all residents.

#### Smooth journeys ahead

This year, the City made substantial progress in its road maintenance and resurfacing efforts, completing major projects across the Noranda and Morley precincts. Notable road resurfacing works in Maylands and Mount Lawley, including key sections like Falkirk Avenue and Whatley Crescent, were successfully finished, enhancing the overall driving experience and road safety in these areas.

Accessibility was at the forefront of our initiatives with the completion of high-priority footpath and pram ramp installations. The new footpath on Mephan Street, identified through the Safe Routes to School survey, was constructed to improve safety for students and pedestrians. Additionally, key pram ramps were installed at busy intersections, including McGilvray Avenue at the Malaga Road intersection and Noranda Avenue at Camboon Road, ensuring safer and easier crossings for all.

#### Enhancing safety and convenience

To address growing community needs, the City conducted a comprehensive car park audit and began drafting designs for new parking solutions at key locations, including Morley Sport and Recreation Centre. Meanwhile, lighting upgrades were installed at strategic locations to enhance safety and accessibility, contributing to a more welcoming and secure environment across the City. The City has continued its low-cost urban road safety programs, ensuring its transport infrastructure meets the highest standards of safety and quality.

#### Summary of capital program achievements:

- **Total Capital Projects:** 62 completed
- **Roads and Pathways Capital Projects (Arterial, MRRG, Base Road, R2R, Footpaths, and Cycleways):** 56 completed
- **Street Lighting and Other Transport Infrastructure Programs:** 6 completed

Waste Management

The Waste Management team is dedicated to providing high-quality waste collection and management services to the residents and community of the City. The team's efforts are focused on maximising waste recovery to minimise landfill costs, reduce emissions and lessen the overall environmental impact of waste. Through a comprehensive approach that includes collection services, waste education, community recycling initiatives, and the maintenance of public bin infrastructure, the team plays a crucial role in supporting the City's sustainability goals.

Expanding FOGO and recycling initiatives

In 2023/24, the Waste Management team continued to advance the rollout of the Food Organics and Garden Organics (FOGO) service across the City, contributing to 10,958.46 tonnes of FOGO processed during the financial year. Ongoing support and education were provided to residents through online platforms, City events and face-to-face interactions, ensuring the community remains informed and engaged in proper waste-sorting behaviours. Additionally, the introduction and expansion of the Containers for Change program at City facilities and events have helped divert more waste from landfills while supporting local charities and organisations.

Engaging the community through education and events

The Waste Management team actively engaged the community through a robust waste education program, hosting 23 waste events and workshops throughout the year. These initiatives, which included cloth nappy workshops, bulk food shopping workshops and educational pop-ups, aimed to encourage sustainable waste practices among residents. The team developed additional resources to guide residents on responsible bulk waste disposal, prioritising digital formats to reduce paper use and promote environmental sustainability.

Effective waste collection and management

The City's waste management efforts are reflected in the significant volumes of waste collected and processed during the 2023/24 financial year. The City handled 10,313.45 tonnes of kerbside general waste from domestic and commercial sources, alongside 2,714.11 tonnes of general waste and 561.87 tonnes of green waste processed through Baywaste. Bulk verge collections contributed 3,039.34 tonnes of general waste and 776.42 tonnes of green waste. Additionally, the City managed 2,607.67 tonnes of constitute waste from park bins, multi-unit dwellings and materials recovery facility residuals.

Waste Management statistics

Category	Tonnage (2023/24 FY)
General waste (domestic and commercial)	10,313.45
Baywaste general waste	2,714.11
Baywaste green waste	561.87
Bulk verge general waste	3,039.34
Bulk verge green waste	776.42
Constitute waste (park bins/MUDs/MRF residual)	2,607.67
FOGO processing	10,958.46

Commitment to sustainability

The Waste Management team's achievements over the past year highlight the City's commitment to sustainability and reducing environmental impact. By expanding FOGO services, promoting recycling initiatives and providing ongoing education, the team ensures waste management practices continue to evolve and improve. As the City moves forward, the Waste Management team remains focused on enhancing service delivery, supporting environmental sustainability, and fostering a cleaner, greener community for all.







# The year ahead

## Importance of the Corporate Business Plan

The Corporate Business Plan (CBP) is essential in guiding our efforts to balance development with environmental sustainability. By integrating green strategies with urban planning, we aim to enhance our community's resilience to climate change, protect biodiversity and maintain the character of our City. This plan ensures our initiatives support a sustainable future where the natural and built environments are harmoniously connected.

### Planned services and key metrics

The Environment and Liveability Key Result Area emphasises sustainable development and the preservation of our natural environment. Key services planned for the 2024/25 financial year include:

- **Parks and Gardens:** This service is dedicated to maintaining and enhancing the City's parks, landscapes and natural spaces, ensuring they are accessible, attractive and environmentally sustainable.
- **Planning and Building Approvals:** Responsible for assessing development and building applications, including statutory building inspections and

compliance checks, highlighting their importance in regulating and guiding sustainable urban growth.

- **Transport Infrastructure and Operations:** Manages the City's roads, drainage, footpaths and lighting, ensuring safe and accessible transport networks.
- **Environmental Sustainability:** Focuses on catchment management, natural area management and biodiversity protection. These services are essential for maintaining the City's ecological health.
- **Waste Management:** Provides comprehensive waste collection and management services, including recycling and bulk waste programs.

### Financial provisions for Environment and Liveability services

For the 2024/25 fiscal year, the City has committed substantial funding to ensure that services under the Environment and Liveability Key Result Area are well supported:

- **Total Environment and Liveability Services Cost:** Approximately \$41.6 million in net costs across all services.
- **Total Revenue Generation:** Approximately \$16.1 million in total revenue across all services, with key revenue streams including \$531,690 from Transport Infrastructure and \$14 million from Waste Management.

### Notable projects and programs

To support our commitment to sustainability and improved liveability, several key projects and programs are planned:

- **Morley Station Precinct Structure Plan (\$200,000):** Development of a comprehensive structure plan to guide future growth and ensure sustainable development in the Morley Station area.
- **Biodiversity Management (\$100,000):** Ongoing efforts to preserve biodiversity through proactive management of native flora and fauna, including pest control and community education on responsible pet ownership.
- **Maylands Lakes Environment Restoration (\$170,000):** A targeted initiative to improve water quality and ecological health in Maylands Lakes through ongoing scientific advisory support and trialling of water quality improvement treatments.
- **Pathways Extension and Upgrade (\$1,328,000):** Investment in expanding and enhancing the City's pathway network to improve accessibility and encourage active transportation, aligning with our sustainability goals.



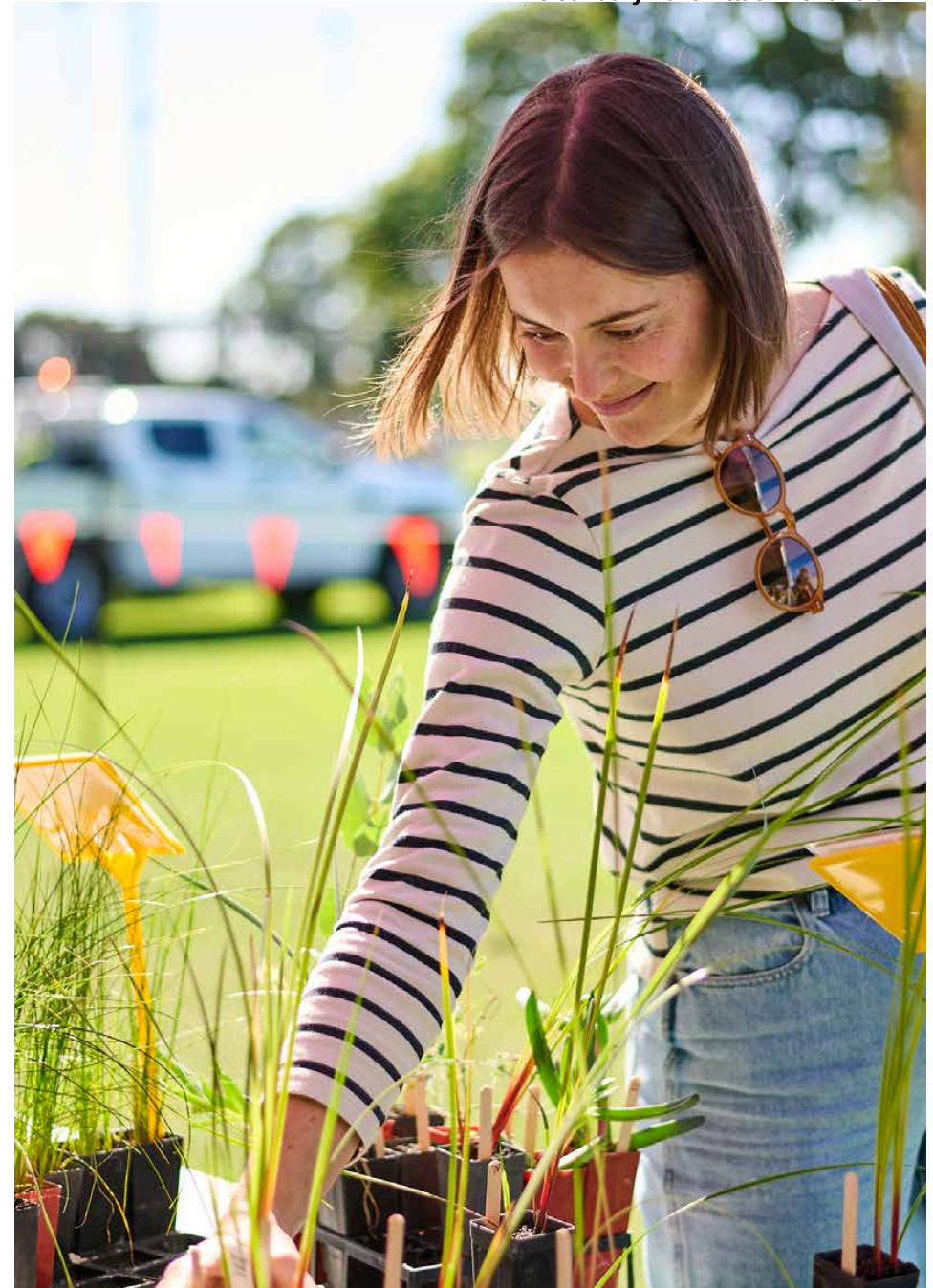


- **Urban Forest Development at Riverside Gardens (\$1,650,000):** In partnership with Greening Australia, this project aims to transform grassland areas into natural habitats, contributing to the City's tree canopy and biodiversity targets.
- **Street Lighting Renewal and Upgrade (\$303,000):** Transitioning to energy-efficient LED lighting to reduce the City's carbon footprint and enhance public safety.

#### Performance measures

To track the impact and success of our environmental and liveability initiatives, the following key performance indicators will be monitored:

- Annual City carbon footprint.
- Number of native plants and trees installed, contributing to biodiversity and urban cooling.
- Percentage of tree canopy coverage measured every three years to assess progress towards canopy targets.
- Percentage of groundwater allocation used, ensuring sustainable water management.
- Compliance rates for building and planning approvals within statutory timelines.
- Waste recovery rate, including recycling and FOGO initiatives, reflecting our commitment to reducing landfill and promoting sustainable waste management practices.







## Vibrancy

### Overview

#### Services and plans that supported this vision

Services	Strategies and Plans
<ul style="list-style-type: none"><li>Commercial Activities</li><li>Economic Development</li><li>Place Management and Town Centre Activation</li><li>State Projects</li></ul>	<ul style="list-style-type: none"><li>Car Parking Management Plans for Morley Activity Centre</li><li>Destination Marketing Strategy 2021-2025</li><li>Interim Economic Development Strategy</li><li>Town Centre Activation Plans ('PAPS')</li><li>Town Centre Parking Management Plans for Maylands</li></ul>

### Fostering lively and sustainable town centres and urban spaces

The City is committed to cultivating vibrant and lively town centres that are pedestrian-friendly and brimming with activity.

Through strategic economic development, place management and commercial activities, the City ensures its town centres are dynamic spaces filled with people enjoying festivals, street art and a diverse range of bars, restaurants and cafés. Key achievements include advocating for essential infrastructure in the Bayswater Industrial Area, revitalising town centres with art and activation projects, and hosting successful events like the Feed Me Morley Festival. The City's efforts to enhance public spaces and support local businesses through strategic planning and partnerships are driving economic growth and ensuring the City remains a vibrant, connected and desirable place to live, work and visit.



Key 2023/24 statistics

1st		45		2	
Successfully executed the City's first Feed Me Morley food festival		Purchased 45 Ninth Ave, Maylands to support town centre parking		Purchased 2 Hamilton St, Bayswater to provide additional car parking	
16		5		411	
Supported 16 businesses to help activate town centres through place making grants		Endorsed 5 key advocacy projects for the City to seek external funding		Recommended sale of 411 Guildford Rd as part of property development efforts	

Service Delivery and Performance Highlights

Commercial Activities

The Commercial Activities team is responsible for the effective management of land and property owned or controlled by the City. This includes developing commercially focused opportunities that provide sustainable and accessible community activities and facilities while balancing financial and social capital outcomes. The team's efforts are crucial in ensuring the City's assets are used in ways that benefit both the community and the City's long-term financial health.

Strategic review of key properties

In 2023/24, the City undertook a comprehensive strategic review of 13 key properties within its portfolio. The goal of this review was to identify the optimal use for these properties, ensuring they contribute to the City's financial stability and social wellbeing. Consultants were engaged to conduct the review, and the findings were presented to Council at a briefing in February 2024. This process included detailed discussions on the potential future use of these properties, and Council is currently considering the next steps.

Ongoing property management and development

Throughout the year, the Commercial Activities team focused on the ongoing management of City-owned and controlled land, with an emphasis on developing opportunities that align with the City's strategic goals. One significant outcome was the finalisation of the purchase of the car park adjoining the Les Hansman Community Centre. The car park is a strategic site for the City. It will enable the City to consider a larger-scale development of the car park and adjoining community centre site to act as a landmark development in the activity centre.

The City also recommenced the sale of 411 Guildford Road, a property identified during the strategic review. This sale is part of the broader effort to optimise the City's property portfolio, ensuring each asset contributes effectively to the City's objectives.

To support businesses within the Bayswater town centre, the City purchased the car park at 2 Hamilton Street, Bayswater. The car park will provide much-needed parking for visitors to the town centre.

Balancing financial and social outcomes

The team's work is centred on finding the right balance between financial returns and social benefits, ensuring the City's commercial activities support community needs while also contributing to the City's financial sustainability. As the City continues to develop its approach to commercial activities, the insights gained from the strategic review will play a crucial role in guiding future actions. The ongoing collaboration with Council and the focus on aligning property use with community and financial goals ensure the City's assets are managed in a way that maximises their value for both present and future generations.

Key achievements:

- **Strategic Review:** Comprehensive analysis of 13 key properties for future development.
- **Acquisitions:** Purchase of 2 Hamilton Street, Bayswater, and 45 Ninth Avenue, Maylands, to support town centre parking.
- **Landmark Opportunity:** Acquisition of a car park adjacent to the Les Hansman Community Centre for potential redevelopment.
- **Property Disposal:** Resolution to sell 411 Guildford Road, Bayswater, as part of the City's ongoing property management strategy.

## Economic Development

The Economic Development team plays a vital role in encouraging new development within the City and supporting both prospective and existing businesses. By fostering strong relationships with developers, advocating for essential infrastructure and engaging the local business community, the team is dedicated to driving economic growth and ensuring the City remains a vibrant place to live, work and invest.

### Strategic advocacy and developer attraction

In 2023/24, the Economic Development team continued to advocate for the installation of sewer infrastructure in the Bayswater Industrial Area (BIA). Recognising the critical importance of this infrastructure for economic development, the City worked closely with Water Corporation and sent letters to relevant ministers in June 2024 to reinforce the need for progress in this area. The ongoing advocacy efforts are aimed at unlocking further development opportunities in the BIA, thereby enhancing the area's economic potential.

The City also made significant strides in developer attraction, positioning Bayswater as a prime location for new developments. The City sponsored a Property Council event in August 2023, focused on the 'Cost of Construction: Rethinking Risk', which provided a platform to promote the 'Open for Business' initiative. Following the event, the team engaged in numerous discussions with developers interested in investing in the City, offering support in identifying properties and navigating the planning process.

### Supporting local businesses and future workforce

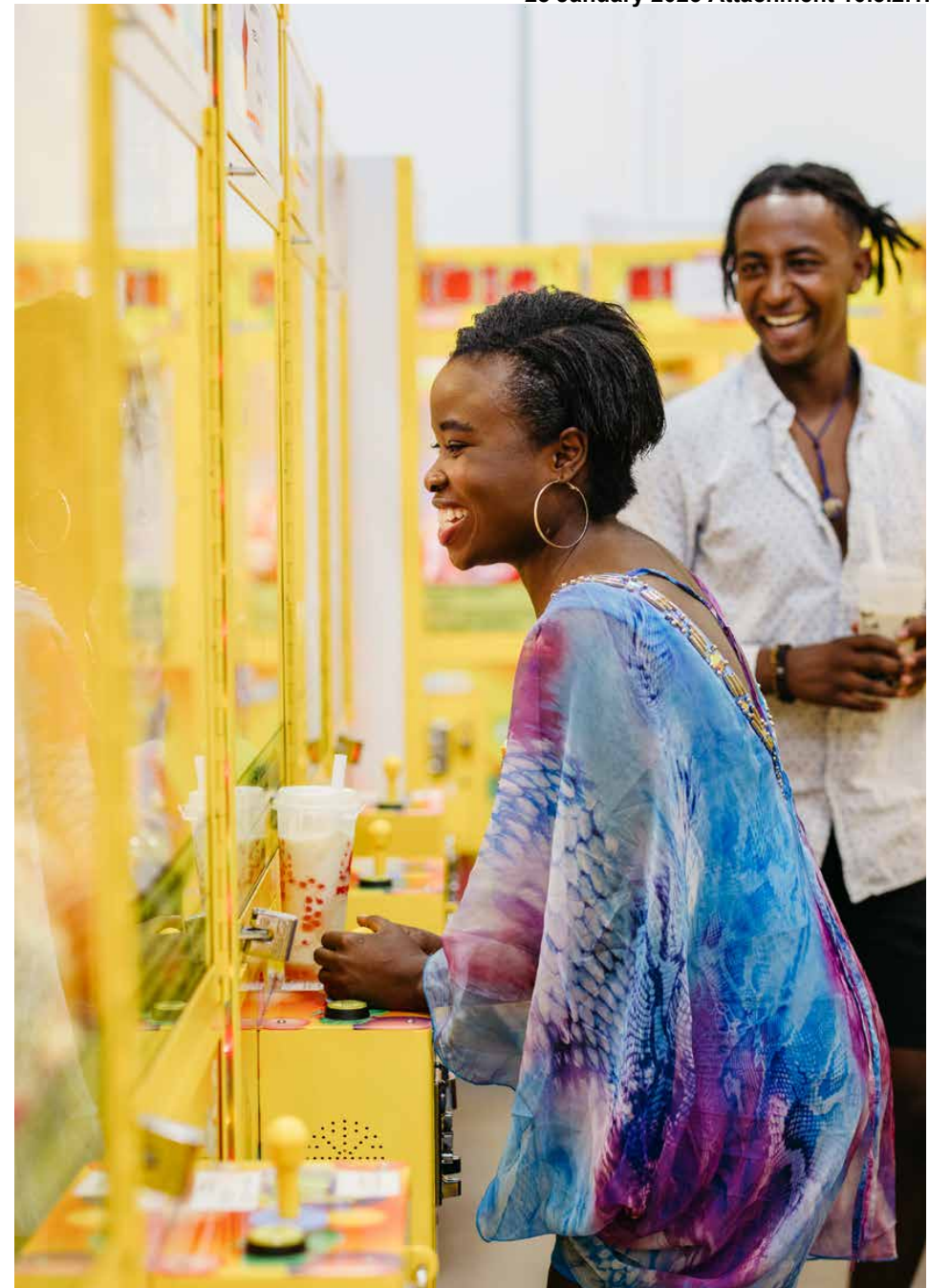
The Economic Development team collaborated with the Swan Chamber of Commerce to sponsor an event that linked local businesses with students from local schools interested in careers in trade, retail and hospitality industries. This initiative not only supported local businesses in finding future talent but also provided valuable career opportunities for young people in the community.

### Celebrating local culture with the Feed Me Morley Festival

The Feed Me Morley Festival, held in March 2024, was a highlight of the year, bringing vibrancy to the Morley town centre. The festival celebrated the area's diverse culinary offerings, encouraging residents and visitors alike to explore and enjoy the local food scene. The success of the festival underscores the City's commitment to promoting local businesses and fostering a vibrant community atmosphere.

### Economic Development Strategy and supporting economic growth

In March 2024, Council provided direction for the scope of the new Economic Development Strategy during a workshop. Following this, the City finalised the scope of work and engaged a consultant on a six-month project to collaborate with internal staff in developing the strategy. This strategic plan will guide future economic growth, ensuring the City continues to attract investment and support local businesses.







Place Management and Town Centre Activation

The Place Management and Town Centre Activation team is focused on improving the amenity, function, safety, economic effectiveness and visitation of public spaces and town centres across the City. Through collaboration with community groups and local businesses, the team works to create dynamic and welcoming environments that attract both residents and visitors.

Revitalising Bayswater town centre

In 2023/24, the City responded to the needs of local businesses by installing new planter boxes throughout the Bayswater town centre. This initiative aimed to enhance the streetscape and align with the recent updates to the area's infrastructure. The planter boxes were strategically placed to maximise their impact, contributing to a more inviting and aesthetically pleasing environment for visitors and shoppers alike.

Celebrating Morley's culinary scene

A major highlight of the year was the successful execution of the Feed Me Morley Festival, held in March 2024. This event was designed to showcase the diverse food offerings in the Morley town centre, encouraging residents and visitors to explore and enjoy the local dining scene. The City is currently reviewing the event to assess its impact and plan for future initiatives.

Art and activation in Maylands

The City continued its efforts to activate public spaces in Maylands by collaborating with local artists and businesses. A new pride mural was installed in Lyric

Lane in June 2024, adding a colourful and meaningful piece of public art to the area. Additionally, artwork was commissioned for the planter boxes along Eighth Avenue, further enhancing the streetscape. Responding to requests from local businesses, new bike racks were installed on Eighth Avenue and Whatley Crescent, improving the functionality and appeal of these popular streets.

Looking ahead

The Place Management and Town Centre Activation team's work throughout the year reflects the City's commitment to fostering vibrant, accessible and economically thriving town centres. By partnering with local businesses and community groups, the team ensures public spaces remain dynamic and engaging, supporting the City's broader goals of urban renewal and community enrichment.

State Projects

The State Projects team is dedicated to making the most of the significant state investments in Bayswater, ensuring these developments deliver the best possible outcomes for the community. This involves managing the City's response to major state projects, with a focus on enhancing infrastructure and improving overall liveability.

Milestones at Bayswater Train Station

The 2023/24 year was pivotal in the development of the Bayswater Train Station, a cornerstone of the state's infrastructure investment in the area. The station reached a significant milestone with its partial opening on 8 October 2023, bringing two elevated southern platforms into service for the Midland and Airport Lines. This event marked a key step forward, enhancing connectivity for both residents and visitors.

Progress continued with the station's full opening on 21 April 2024, which saw the final two platforms (Platforms 1 & 4) come into operation. Additionally, the new bus interchange became fully functional on 22 April, further expanding public transport options in the area. Meanwhile, construction on the Morley-Ellenbrook Line platforms and associated infrastructure, including Noranda Station, Morley Station and the Morley Station car park, remains ongoing.

Throughout the year, the City played a crucial role in supporting these developments by facilitating the construction of new roads, underground drainage and essential services around the station precinct. Key achievements included negotiating the final road surface colours, expanding paving within the station area to benefit local businesses and drafting a Memorandum of Understanding (MOU) for a Pocket Park. The City also initiated public art and landscaping projects, adding both aesthetic and functional value to the station precinct.

Infrastructure Planning for Morley and Noranda Train Stations

The State Projects team has been advocating with the Public Transport Authority to provide new public transport services to connect from Morley Train Station to Morley town centre, and to connect from Noranda Train Station to Noranda Shopping Centre. The direct bus services will provide the required connectivity from the train stations to the City's town centre activity nodes.

Enhancing urban connectivity

The efforts of the State Projects team are vital in ensuring Bayswater reaps the full benefits of state-funded infrastructure projects. By effectively managing these developments, the team is helping create a more connected, accessible and vibrant urban environment that serves the community's current and future needs.

As these state projects progress, the team remains committed to collaborating closely with state authorities, developers and the community, ensuring each project enhances the City's infrastructure, supports local businesses, and elevates the quality of life for all residents.



## The year ahead

### Importance of the Corporate Business Plan

The Corporate Business Plan (CBP) plays a pivotal role in shaping the future of our vibrant town centres, ensuring they remain bustling hubs of activity, commerce and culture. By focusing on initiatives that enhance public transport, pedestrian pathways and business development, the CBP supports the growth of lively, interconnected spaces that attract residents and visitors alike. This plan is essential in driving economic growth and fostering a sense of community through dynamic town centre activations.

#### Planned services and key metrics

The Vibrancy Key Result Area focuses on enhancing our town centres and supporting economic growth. For the 2024/25 financial year, planned services under this Key Result Area include:

- **Economic Development:** This service drives economic growth and town centre activation through business support, place management, and strategic land acquisition and disposal.
- **Infrastructure Planning:** Responsible for assessing major infrastructure projects, conducting studies and planning to ensure the development aligns with community needs and strategic goals.

#### Financial provisions for Vibrancy services

For the 2024/25 fiscal year, the City has allocated significant resources to support the services under the Vibrancy Key Result Area:

- **Total Vibrancy Services Cost:** Approximately \$509,716 in net costs across all services.
- **Revenue Generation:** Includes \$2,313,410 from Economic Development activities, highlighting the importance of strategic commercial ventures.

#### Notable projects and programs

Several key projects and programs are planned to stimulate economic growth and enhance the vibrancy of our town centres:

- **Implementation of Economic Development Activities (\$50,000 annually):** This ongoing project will execute initiatives identified in the Interim Economic Development Strategy, providing business support and promoting opportunities within the City.
- **New Economic Development Strategy (\$50,000 in 2024/25):** This project will establish a fresh strategic direction for the City's economic development over the next five years, crafted in consultation with local businesses to address their needs and priorities.
- **City-led Activation (\$60,000 annually):** Funding for City-led activations in town centres and shopping precincts, aimed at enhancing the vibrancy of these areas through events and activities developed in partnership with local businesses and community groups.
- **Profile ID Subscription (\$26,000 annually):** Subscription to a demographics and forecasting service that provides valuable data for strategic planning. This tool helps the City and community members access accurate and consistent demographic and economic data.
- **Banner Maintenance (\$10,000 annually):** Regular maintenance of town centre banners in Morley, Maylands and Bayswater to ensure a welcoming and visually appealing environment.
- **Morley and Noranda Stations:** The City will be supporting the State Government's full completion of the Morley-Ellenbrook Line including the opening of the new Morley and Noranda train stations as well as connection to the remaining Bayswater Station platforms.
- **Hotham Bridge Traffic Lights:** The City will be supporting the operation of new traffic lights on Hotham Bridge and Whatley Crescent by the State Government, providing direct vehicle access to the Maylands town centre.



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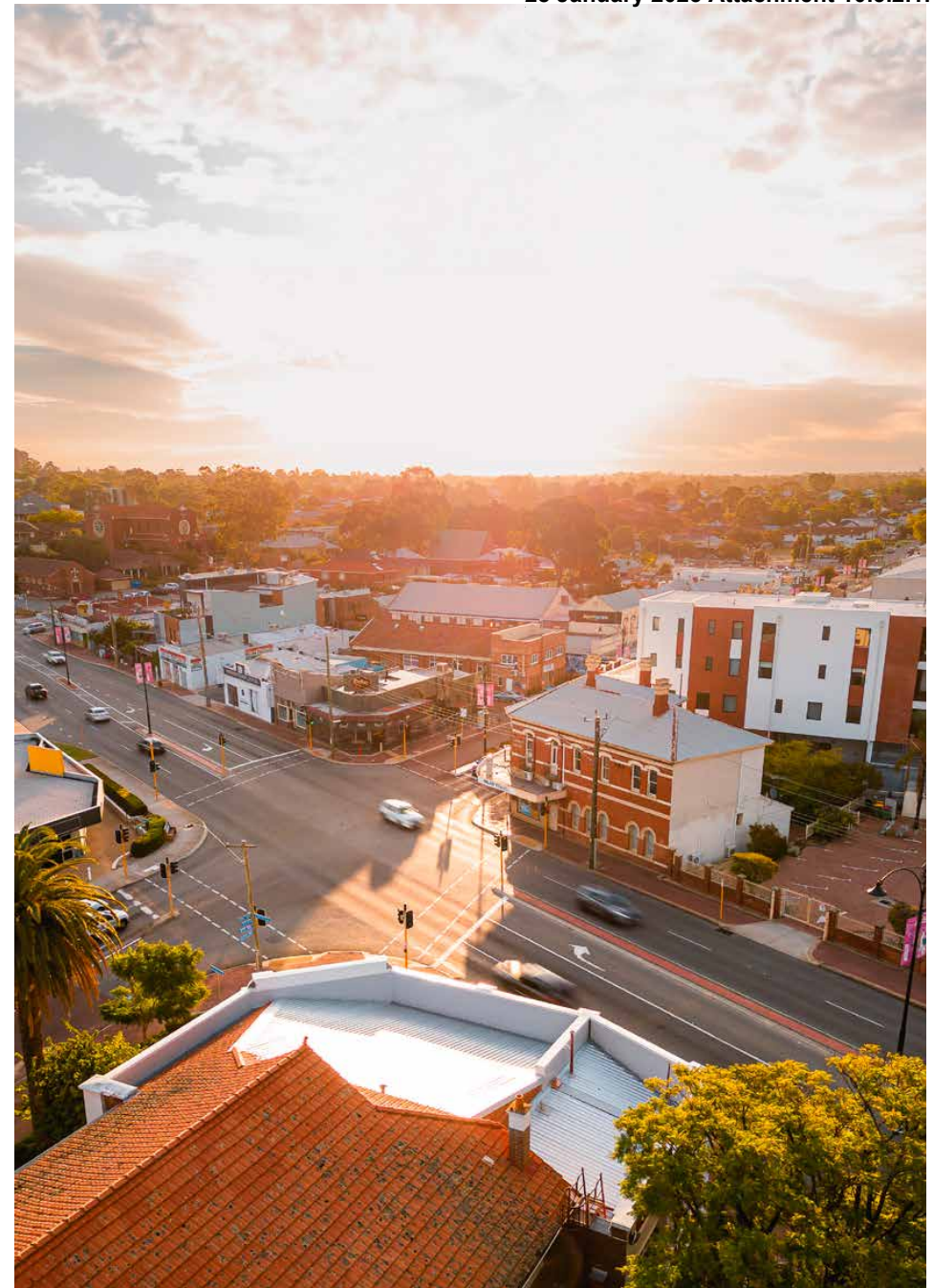


#### Performance measures

To assess the effectiveness of our initiatives under the Vibrancy Key Result Area, the following key performance indicators will be tracked:

- **Job-to-Worker Ratio:** A measure of employment opportunities relative to the number of workers in the City, indicating the economic health of our town centres.
- **Per Capita Gross Regional Product:** Reflects the economic output of the City, showcasing the impact of economic development initiatives on the local economy.
- **Total Number of Active Trading Businesses:** A key metric that tracks business activity within the City, serving as a barometer of economic vibrancy and growth.

Vibrancy





# Leadership and Governance

## Overview

### Services and plans that supported this vision

Services	Strategies and Plans
<ul style="list-style-type: none"><li>• Communications and Marketing</li><li>• Community Engagement</li><li>• Customer Service</li><li>• Depot Administration</li><li>• Directorate Administration</li><li>• Financial Services</li><li>• Governance and Council Support</li><li>• Information Services</li><li>• Organisational Planning and Development</li><li>• People, Culture and Safety</li><li>• Plant, Fleet and Equipment</li><li>• Procurement</li><li>• Records Management</li><li>• Risk Management and Audit</li></ul>	<ul style="list-style-type: none"><li>• Community Engagement Strategy</li><li>• Long-Term Financial Plan</li><li>• Strategic Community Plan</li><li>• Workforce Capability Plan</li></ul>

## Building trust through open governance and strong leadership

The City of Bayswater is committed to providing strong leadership and delivering high-quality services through open and transparent decision-making.

Under the Leadership and Governance Key Result Area, the City focuses on valuing customer service, engaging the community and ensuring the responsible use of resources. Key achievements include the development of a Customer Experience Roadmap, which outlines a clear path to enhancing service delivery, and the successful facilitation of community engagement through the Engage Bayswater portal. The City's commitment to communication and transparency is demonstrated through its robust governance practices, strategic financial management and ongoing efforts to involve residents in decision-making processes. By fostering partnerships, enhancing service standards and prioritising good governance, the City continues to advocate for and deliver outcomes that reflect the needs and aspirations of its community.





## Service Delivery and Performance Highlights

### Communications and Marketing

The Communications and Marketing team provides vital internal and external communications services for the City, including media management, issues management, brand awareness and graphic design services. The team plays a key role in managing the City's public image and ensuring information is effectively communicated to both residents and staff.

#### Promoting key initiatives and events

Throughout the 2023/24 financial year, the team was instrumental in promoting major City events and initiatives. One of the standout projects was the promotion of the City's first food festival, Feed Me Morley, which garnered significant attention and resulted in over 100 registrations for sold-out food tours. This event positioned Morley as a must-visit destination for food enthusiasts.

The team also provided high-level communications support for the Maylands Lakes Community Forum, addressing water quality issues and midge management, and played a crucial role in promoting the reopening of Bayswater Waves following a significant \$11.6 million refurbishment. The campaign secured positive coverage across various media platforms, including Channel 7 news and major newspapers.

In addition to these efforts, the Communications and Marketing team supported extensive promotion of major City events, including the Avon Descent Finish Line Festival, Flourish Community Arts Festival (with its Art Awards and Exhibition, and RISE-Up Art Market), PrideFEST, Carols by Candlelight, the City of Bayswater Community Concert – Ngala Maya (Our Place), and International Women's Day. The team also assisted in promoting community events supported by the City's Community Events Grant, helping to ensure these events were well attended and successful.

### Key 2023/24 Statistics

51%		19		17	
Delivered City's e-newsletter with average open rate of 51%		Conducted community engagement training for 19 staff		Processed 17 Freedom of Information requests	
116		85%		2	
Successfully managed 116 recruitment processes		85% of City's eligible fleet converted to hybrid (PHEV) or full electric (EV)		Completed two local law reviews	



Supporting local government elections and budget communications

The Communications and Marketing team worked closely with the Governance team to support the local government elections in October 2023 and the North Ward Extraordinary Election in March 2024. This included comprehensive promotional activities, such as social media campaigns, website updates and the design of a Candidate Information Pack, to encourage voter participation and keep the community informed.

In addition, the team developed a detailed communication plan for the 2023/24 Budget. This included producing a media release, rates brochure and various digital communications, ensuring residents were well informed about the City's financial planning and decisions.

Managing the City's digital presence

The team continued to manage the City's website, which received 2 million page views from 370,000 users over the year. A major review of the website's accessibility was conducted, resulting in several key improvements. Social media engagement also saw significant growth, with Facebook followers increasing by 1,207, Instagram by 558, and LinkedIn by 600.

The City's Bayswater Buzz e-newsletter maintained a strong performance with an average open rate of 51%, well above industry standards. Two marketing campaigns were conducted to increase subscriptions, resulting in 290 new subscribers, bringing the total to 2,210.

Strengthening internal communications and brand consistency

Internally, the Communications and Marketing team developed and implemented comprehensive communications plans to support key projects such as the City's enterprise resource planning project, Eden, and the internal launch of the Online Services portal. These efforts included producing 25 staff newsletters to keep employees informed and engaged with important initiatives. Additionally, the team conducted a branding audit across seven City facilities, leading to updates in signage and promotional materials to ensure consistency in the City's professional image across all public-facing materials. These actions were crucial in maintaining strong internal communication and a cohesive brand identity throughout the City's operations.

Communications and Marketing statistics

Activity	Measure	2023/24 Total
Website management	Total page views	2 million
	Total users	370,000
Media	Media releases prepared	73
	Media enquiries responded to	50
Social media engagement	Facebook followers	Increased by 1,207
	Facebook total	18,101
	Facebook posts	204
	Instagram followers	Increased by 558
	Instagram total	5,736
	Instagram posts	147
	LinkedIn followers	Increased by 600
	LinkedIn total	4,047
Bayswater Buzz e-newsletter	LinkedIn posts	76
	Average open rate	51%
	Subscriber increase	290 new subscribers
	Total subscribers	2,210
Internal communications	Total produced	24
	Staff newsletters produced	25
Branding	Facilities audited	7
	Design projects completed	653

Community Engagement

The Community Engagement team is dedicated to embedding a culture of engagement within the City, enhancing the organisation's capability in this vital area. The team plays a key role in directly delivering engagement initiatives, advising project teams and mentoring staff in planning and executing community engagement. This year, the team made significant strides in engaging the community, providing valuable input that shapes the City's projects and services.

Engage Bayswater: A hub for community interaction

The Engage Bayswater portal is the City's dedicated online platform for community engagement, providing residents and businesses with an accessible and interactive space to stay informed and actively participate in City initiatives. On this platform, users can explore detailed information about ongoing projects, participate in surveys, submit feedback and engage in discussions with other community members and City staff. The portal also hosts important documents and updates, ensuring the community has easy access to all relevant materials.

Participation in community engagement through the Engage Bayswater portal remained strong throughout 2023/24. The portal recorded 63,342 total visits, with 40,323 aware visitors, 18,870 informed visitors and 4,149 engaged visitors. Although registrations for Engage Bayswater were lower than the previous year, with 245 new users joining, the continued high level of activity reflects the quality of information available and effective promotion efforts. The portal continues to serve as a critical platform for keeping the community informed and involved in City initiatives.

Strategic Community Plan engagement

A major focus for the team this year was the community engagement component of the Strategic Community Plan (SCP) review. The engagement process successfully reached 2,200 individuals, gathering input from over 1,000 community members and businesses. Phase 1 included a wide range of interactions, from online submissions to in-person discussions, including three focus groups and seven business interviews. The data collected was thoroughly analysed, and detailed outcomes reports were produced to guide the development of the new SCP, ensuring it aligns with the community's vision for the future.

Supporting internal projects and building capacity

The Community Engagement team provided critical support to more than 50 City projects, advising on effective engagement strategies and ensuring community input was integrated into project outcomes. This support has been instrumental in the successful development of City services and has provided Elected Members with the confidence to make informed decisions. Additionally, the team responded to the training needs of staff, delivering IAP2 module training and Engage Bayswater hub training, further enhancing the City's engagement capabilities.

Satisfaction with engagement remains strong

The Community Engagement team's efforts have consistently upheld strong satisfaction with the City's engagement practices. By maintaining high standards and actively involving the community in decision-making processes, the team has ensured residents feel valued and heard. Throughout the year, the team demonstrated a commitment to continuous improvement, expanding the City's engagement capabilities and keeping community input at the forefront of planning and development processes. This dedication not only supports City projects but strengthens the relationship between the City and its residents, fostering a more connected and engaged community.



Community Engagement statistics

Activity	Measure	2021/22	2022/23	2023/24
Engage Bayswater Portal	Total visitors	36,200	69,300	63,342
	Aware visitors	23,200	43,300	40,323
	Informed visitors	11,200	21,400	18,870
	Engaged visitors	3,100	5,200	4,149
	Registrations	271	781	245
Staff Training	IAP2 module completed			7
	Hub training			12
Strategic Community Plan	Aware			2,200
	Submissions			1,013
	Focus groups			3
	Business interviews			7



Customer Service

The Customer Service team serves as the front line of the City, providing a first point of contact for customers engaging with the City across a wide range of business purposes. In 2023/24, the team made significant strides in enhancing service delivery, focusing on efficiency, responsiveness and the overall customer experience.

Developing the Customer Experience Roadmap

A major achievement this year was the development of a Customer Experience (CX) Roadmap, guided by the Australian Business Excellence Framework. This roadmap sets a clear purpose for the organisation and outlines key principles and actions to help the City become more customer-centric. Milestones included the adoption of the CX Roadmap, the rollout of a Communications Plan, and the initiation of a contact centre linked with advanced telephony systems. These efforts have laid the groundwork for future improvements in customer service.

Expanding knowledge and enhancing efficiency

The Customer Service team expanded its web-based knowledge management system, which now includes 2,680 pages of content, to assist in addressing public inquiries. This expansion has been instrumental in improving the efficiency of customer interactions. The team handled 64,812 phone calls during the year, with an average wait time of just 18 seconds and a call abandonment rate of 1.93%, down from the previous year. The team also served 31,444 walk-in customers at the Civic Centre, managing a wide range of services from payments to service requests and administrative tasks.

Supporting community needs

The team processed a significant volume of transactions, including 998 animal registrations and 1,834 orders and requisitions. The City also saw a 7% increase in development applications, with the team processing 1,185 applications efficiently. The processing of Electronic Advice of Sales and building plan search requests was maintained at a high standard, with 1,834 and 495 requests handled respectively. The average processing time for plan search requests was five days, highlighting the team's commitment to timely service.

Enhancing waste services and local issue reporting

The Customer Service team played a crucial role in managing waste service requests, processing 9,417 requests related to services such as FOGO bin liners and bulk waste collections. Additionally, the team supported the Snap Send Solve platform, which saw a significant 81% increase in usage, with 1,591 local issues reported by residents. This platform has become an essential tool for the community to communicate with the City.

Customer Service statistics

Measure	Annual Total	Annual Average
Registered meeting visitors	2,423	
Walk ins	31,444	
Total payments processed in ECR	6,956	
Rates payment receipted	2,709	
Animal registrations receipted	998	
Plan search requests	607	
Orders and requisitions	1,834	
Switchboard calls directly answered	64,812	
First call resolution		26%
Switchboard abandoned call rate		1.93%
Tip passes issued	7,485	
Waste requests e.g. FOGO, bin repairs	9,417	
Snap Send Solve requests	1,591	





Depot Administration

Depot Services are responsible for the overall management and operation of the depot facility. This includes effective management of depot resources and personnel, contractors and daily operations. The team oversees daily operations, staff development and financial management while ensuring a safe and positive work environment. The team provides essential administrative and technical support, maintains strong customer relationships and drives continuous improvement within the depot.

Supporting operational excellence at the depot

The team oversaw the installation of new signage across the depot, contributing to improved navigation and organisation within the facility. The team's resilience and adaptability have ensured depot operations continued to run efficiently, supporting the broader goals of the City's operational teams.



Directorate Administration

The Directorate Administration service provides crucial support to the offices of the CEO and Directors, playing an instrumental role in maintaining the smooth operation of the organisation. As a core component of the City's administrative functions, this service is responsible for optimising executive processes, enabling clear communication, and ensuring the Executive Leadership Team receives the support needed to guide the organisation effectively.

Streamlining executive services for greater efficiency

Throughout 2023/24, the City implemented a comprehensive review of executive support processes across all directorates. This initiative focused on refining the management and processing of key documents, improving workflow efficiency, and ensuring executive decisions are supported with accurate and timely information. As part of these improvements, new practices were introduced to

better coordinate administrative activities, enhance communication and provide more robust support to the Executive Leadership Team. By optimising these administrative functions, the Directorate Administration service has strengthened communication and administrative execution of the City's operations.

Financial Services

The Financial Services team provides crucial strategic and operational oversight for the City's financial processes, including budget planning, rate management and investment activities. Throughout the 2023/24 financial year, the team played a key role in maintaining fiscal responsibility and ensuring the City's long-term financial sustainability.

Ensuring financial stability and strategic oversight

One of this year's key achievements was the successful implementation of the differential rates system and the timely levy of rates in line with budget timeframes, ensuring a steady revenue flow for the City's operations and a more equitable rating system. The team successfully completed the Annual Financial Report, which was audited by the Office of the Auditor General (OAG) and received an unqualified audit opinion in December, confirming the integrity and accuracy of the City's financial statements. Additionally, the team developed a Rating Strategy and Reserve Review, both of which were presented to Council for feedback, laying the groundwork for informed decision-making in the coming years.

The Financial Services team also financially managed the underground power project, ensuring all financial aspects of this critical infrastructure project were handled efficiently. Cashflow projections were carefully monitored throughout the year, with investment activities on track to support the City's financial goals.

Key Activities and Achievements for 2023/24:

- **Introduction of Differential Rates System:** Implemented a new differential rates system for the 2024/25 financial year, enabling rates to be more equitably distributed based on land use. This limited the rate increase for residential property owners to 3.8%, aligning with CPI while ensuring continued support for essential services.
- **Compliance and Reporting:** Maintained and improved compliance with accounting standards, OAG best practice guides and other relevant legislation.
- **Accounts Management:** Managed Accounts Payable and Accounts Receivable processes to ensure smooth financial operations.
- **Expenditure Oversight:** Oversaw operational and capital expenditure, facilitating monthly financial reporting to ensure transparency and accountability.

- **External Audit Liaison:** Worked closely with the OAG to complete the external audit, which resulted in an unqualified audit opinion for the 2022/23 financial year.
- **Annual Financial Report:** Finalised the Annual Financial Report for 2022/23, confirming the City's financial position and performance.
- **Budget Preparation:** Prepared the Annual Budget for the 2024/25 financial year, which was adopted by Council.
- **Long-Term Financial Planning:** Prepared the City's Long-Term Financial Plan (LTFP), which was endorsed by Council, ensuring strategic alignment with the City's long-term goals.
- **Rating Services:** Managed rating services for the City, including the issuance of Rates Instalment Notices and Final Notices, and administered the Financial Hardship Policy.
- **Investment and Loans Management:** Administered the City's cash investments and loans, ensuring optimal financial performance and risk management.
- **Financial Advice:** Provided financial advice across the organisation, supporting various projects with expert guidance.
- **ERP Project Participation:** Continued participation in the planned upgrading of the City's Enterprise Resource Planning (ERP) project to enhance financial management systems.
- **Procurement:** Ensuring the City's tendering and procurement processes meet all regulatory and policy requirements while reflecting sector best practices.



Financial Services statistics

Measures	2021/22	2022/23	2023/24
Total number of properties	32,799	32,994	33,100
Rate revenue (i.e. rate in dollar) increases	3.3%	5.7%	4.95%
Rate collection	96.16%	95.28%	95.88%
Sundry debtor invoices	1,377	1,062	1,322
Creditor invoices	16,170	16,730	17,053
Sundry debtor collection	89%	98%	90%



Governance and Council Support

The Governance and Council Support service plays a critical role in ensuring the City operates with strong governance, effective decision-making and strict adherence to legislative requirements. Over the past year, the Governance and Council Support team provided invaluable support and guidance to the Executive, Council and City officers, helping maintain robust governance frameworks and compliance with evolving legislative standards and requirements.

Facilitating Council operations and elections

Throughout 2023/24, the team continued to manage the coordination of Council and committee meetings, agenda forums and various elected member briefings, ensuring these operations were conducted smoothly and efficiently. A key achievement was the successful implementation of the first stage of the Ward Boundary and Representation Review, aimed at enhancing fair representation across the City. Additionally, the team facilitated the ordinary election in October 2023, which included the City's first popular election of the Mayor and managed an extraordinary election for the North Ward. Legislative changes to the election process were also implemented seamlessly, demonstrating the team's commitment to upholding electoral integrity.

Enhancing compliance and governance standards

This year, the team introduced a Compliance Calendar to proactively manage internal governance activities, ensuring all tasks are completed on time and in accordance with legislative requirements. The City delivered a Compliance Audit Return with no findings, underscoring the effectiveness of its governance and compliance measures. Additionally, new meeting fees were introduced for Independent Members on Council Committees, reinforcing the City's dedication to transparency and accountability.

During 2023/24, Council continued with its policy review program, which will continue during 2024/25, to ensure the City's policy framework is sound, providing adequate guidance for Council decision-making and the City's operations.

Comprehensive local law reviews

The City conducted thorough reviews of its local laws to keep them current and responsive to community needs. Notably, the *Health Local Law 2023* was reviewed and adopted by Council in July 2023, providing the necessary statutory authority

for addressing public health matters within the City. Subsequently, the *Health Amendment Local Law 2024* was adopted in response to recommendations from the Joint Standing Committee on Delegation Legislation. In 2023/24, the City progressed possible amendments to the City's *Keeping and Control of Cats Local Law 2022* with further amendments scheduled in response to community feedback and the position of the Joint Standing Committee on Delegated Legislation. Reviews of the *Local Government Property Local Law 2016*, *Parking and Parking Facilities Local Law 2016* and *Dogs Local Law 2016* were also initiated and are set to progress later in 2024.

Ensuring transparency and access

In compliance with the *Freedom of Information Act 1992*, the City published its annual information statement, detailing the process for applying for information. During 2023/24, the City received 17 access applications, a decrease from the previous year, and conducted three external reviews and one internal review. The average processing time for these applications was 15 days, significantly under the 45-day statutory requirement, highlighting the City's commitment to transparency and prompt service.

Governance and Council Support statistics

Council and Committee Meetings	
Ordinary Council Meetings	12*
Special Council Meetings	2
Agenda Briefing Forums	11
Council briefings	15
Council workshops	4
Committee meetings	20
Local Laws Reviewed/Amended	
Completed	2
In progress	3
Freedom of Information	
Requests	17
Average processing time	15 days
Advocacy Meetings	
No. meetings attended	23**
Elected Member Training Sessions	
No. training sessions attended	9

\* Ordinary Council Meeting held on 04/05/2024 was adjourned from 30/04/2024 but counted as separate meeting due to difference in attendance.

\*\* Contributing to Advocacy Meetings. Navigating Tomorrow: Towards Global Sustainability Frameworks attended by the Mayor was hosted by EMRC Symposium not the City directly.

## Information Services

The Information Services team is dedicated to supporting the City's technological needs, ensuring all line-of-business applications, IT infrastructure and data management practices are secure, protected and highly available. Through strategic initiatives and continuous improvement, the team has positioned the City to meet both current and future technological challenges.

### Strengthening IT security and resilience

This year, the City made significant improvements to its IT security. The introduction of the Information Security Action Plan (ISAP) was a key step in identifying and addressing vulnerabilities. The team also enhanced practices like access control and event logging to protect sensitive information. A cyber security awareness program was launched to train staff, and quarterly reports now keep the Executive Leadership Team informed about potential risks and how they are being managed.

### Driving innovation in business systems

The Business Systems team supported the City's daily operations and advanced initiatives like the Eden project. The establishment of the Change Advisory Board (CAB) improved the management of system changes, ensuring decisions are made transparently and effectively. The team maintained the City's Enterprise Resource Planning system, ensuring data integrity and supporting key financial processes.

Collaborating with the Records Management team, the Business Systems team improved recordkeeping and streamlined workflows by automating processes, positioning the City for future automation and improved reporting.

### Advancing information and communication technology

After migrating the TechnologyOne applications to the cloud in March 2024, the team focused on enhancing the City's technology framework. The Architecture Review Board (ARB) was established to oversee decisions on new technological proposals. The team also played a key role in improving customer service capabilities through the AWS Connect call centre project. Efforts continue to refine the City's IT roadmap, aligning it with strategic goals.

### Project Eden: Elevating technology to the cloud

The Eden project marked a major step towards enhancing the City's digital ecosystem. After moving all TechnologyOne applications to a cloud-based platform, the team has begun upgrading to CiAnywhere, a process expected to take two to three years. This upgrade aims to enhance software functionality, improve reporting and reduce manual work. The Eden team is working closely with Finance, HR and Payroll to ensure a smooth transition, with a focus on continuously improving the City's Enterprise Resource Planning system to meet the needs of the community.





## Organisational Planning and Development

The Organisational Planning and Development team underwent a realignment and was subsequently renamed Planning, Performance and Risk. The team plays a critical role in integrating strategic and operational business planning, reporting and continuous improvement across the City. Throughout the 2023/24 financial year, the team made significant strides in developing frameworks and processes that are effective and fit-for-purpose, ensuring the City's planning and reporting systems are aligned with its strategic goals.

### Key achievements in business planning and reporting

This year, the team successfully developed a new Corporate Business Plan through a Council-led business planning process, which was adopted by Council alongside the Annual Budget. A new Integrated Planning and Reporting Framework (IPRF) Policy and Management Practice were also approved, setting the stage for more structured and effective planning. The reporting system for 2023/24 was set up to align with the new Corporate Business Plan, allowing for comprehensive reporting against Services, Projects, Risks, CEO KPIs, and Informing Strategies and Plans.

The team facilitated the delivery of quarterly performance reports to the Executive Leadership Team and the Audit and Risk Management Committee, providing key insights into the City's progress and performance. Additionally, the team scoped and began developing corporate KPIs and dashboards, aimed at promoting data-driven decision-making through enhanced visibility of key activities across the City.

### Advancing service reviews and strategic planning

In line with the City's commitment to continuous improvement, the Planning, Performance and Risk team initiated service reviews for Libraries and Community Development, with potential improvements identified and set to be presented to Executive and Council. The team also advanced the major review of the Strategic Community Plan, with a detailed project plan developed and presented to the Executive Leadership Team and Council. Community engagement on the Strategic Community Plan commenced, reflecting the City's commitment to involving residents in shaping the future direction of the community.

### Supporting the annual business planning process

The annual business planning process for 2024/25 was completed, with extensive workshops held with the Executive Leadership Team and Council to discuss the Forward Capital Works Program, Long-Term Financial Plan, Service Plans, Project Plans and Budget. This collaborative approach ensured the City's planning processes are transparent, inclusive and aligned with strategic priorities, positioning the City to effectively manage its resources and deliver quality services to the community.



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## People, Culture and Safety

The People, Culture and Safety team plays a crucial role in ensuring the City has the capacity and capability to deliver high-quality services to the community. Throughout the 2023/24 financial year, the team focused on addressing key areas such as industrial relations, recruitment, staff wellbeing and workplace safety. These efforts were aimed at fostering a positive work environment, supporting staff development, and ensuring the City's workforce is equipped to meet the needs of the community.

### Key achievements in workforce planning and employee support

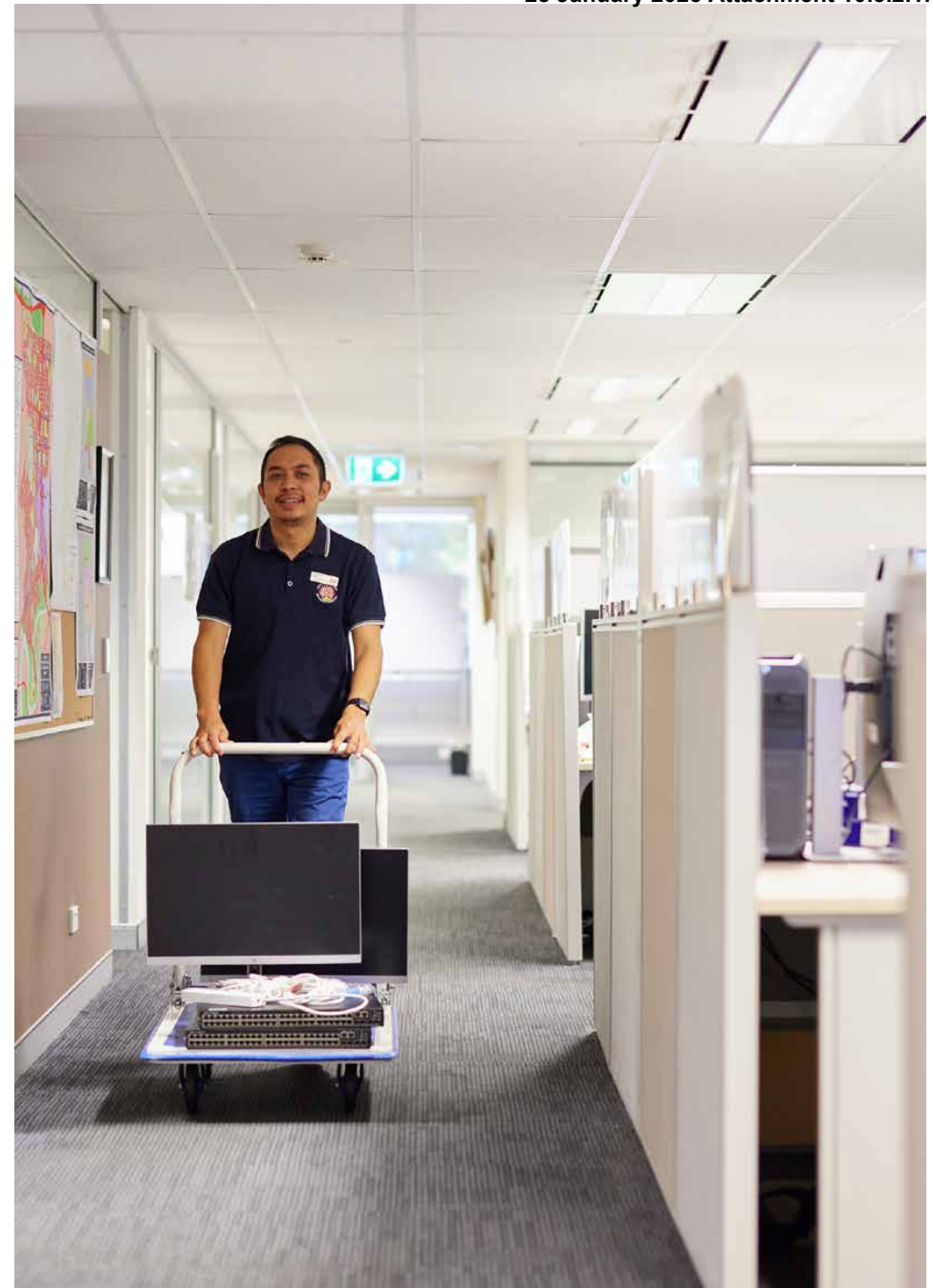
This year saw the successful negotiation of two Industrial Agreements, which addressed some concerns raised in the Culture Survey regarding salary and conditions. The team continued to work on other areas identified in the survey, further contributing to an improved workplace culture. The approval of the Workforce Plan by the Executive Leadership Team was a significant milestone, setting the foundation for strategic workforce planning and resource allocation.

Human Resources maintained its support to the organisation through business partnering arrangements, managing recruitment and employee relations services. The team also reviewed and enhanced the Reward and Recognition Program and developed an Employee Value Proposition, aimed at attracting and retaining talent within the City.

### Promoting health, safety and wellbeing

Work Health and Safety (WHS) initiatives were a key focus, with the implementation of a random drug and alcohol testing program and the introduction of various wellness activities. The development of a new WHS reporting system has also strengthened the City's ability to monitor and manage workplace safety effectively. A psychosocial review conducted with City leaders yielded largely positive results, with actionable insights for further improvement in employee wellbeing.

The Payroll team effectively managed the changes resulting from the Industrial Agreements, the managers review, and organisational realignment, ensuring all adjustments were processed smoothly. Additionally, the team provided support during traumatic situations, with positive feedback received from employees who benefited from the care and support provided by the City.





Plant, Fleet and Equipment

The Plant, Fleet and Equipment service is responsible for managing the City's fleet assets, ensuring they are maintained in accordance with asset management priorities and relevant industry standards. Throughout the year, the team successfully upheld these standards, consistently delivering reliable and well-maintained assets to support the City's operational needs. By adhering to industry best practices, the team has ensured the City's fleet remains safe, efficient and ready to serve the community.

Shifting green for the City's fleet

The City continues its efforts to integrate electric vehicles into the fleet. Community Ranger passenger vehicles were converted to Plug In Hybrid Electric Vehicles (PHEV) allowing them to run on battery. At the close of 2023/24, the City has converted over 85% of

eligible vehicles to hybrid/electric. Extended lead times from equipment manufacturers continues to be a challenge for the City but the team is working to find innovative solutions to deliver new equipment to the City.



Procurement

The Procurement team is responsible for ensuring the City's tendering and procurement processes meet all regulatory and policy requirements while reflecting sector best practices. Throughout the 2023/24 financial year, the team has focused on centralising oversight of contracting activities while empowering operational business units to manage day-to-day procurement tasks through a hybrid approach.

Deployment of Open Windows CMS

A significant achievement this year was the deployment of the Open Windows Contract Management System (CMS). This new system is designed to enable operational areas to self-manage their contract information, with continuing central oversight from the Procurement team. The team developed comprehensive user manuals and provided structured training as part of a business partnering approach, ensuring all users are equipped to handle the new system effectively. While some capacity challenges were encountered during deployment, the team worked diligently to address these and ensure smooth implementation across the organisation.

Centralised training, oversight and framework development

Throughout the year, the Procurement team has centralised training and oversight of contracting

activities, working closely with operational business units to ensure compliance with regulatory and policy requirements. This approach empowers business units to manage day-to-day procurement and contract performance while maintaining strong central oversight to support best practices.

A key achievement was the development of the Procurement and Contract Management Framework, which outlines how the City's policies, management practices and procedures collectively uphold regulatory standards and sector best practices. This framework, coupled with the successful deployment of the Open Windows CMS, reflects the team's commitment to continuous improvement and excellence in procurement, ensuring the City's tendering processes are transparent, efficient and fully compliant.

Records Management

The Records Management team plays a critical role in ensuring the City's electronic document management and recordkeeping systems are fully compliant with State Records legislation, audit recommendations and sector best practices. Throughout the 2023/24 financial year, the team made significant strides in maintaining and improving these systems to enhance efficiency, security and accessibility.

Compliance and continuous improvement

A major milestone this year was the approval of the City of Bayswater Recordkeeping Plan by the State Records Commission, confirming the City's recordkeeping systems comply with the *State Records Act 2000*. This approval is valid until 2027, reflecting the City's commitment to maintaining high standards in records management. The team also reviewed and updated online Litmos Electronic Content Management (ECM) training modules to make them more user-friendly, ensuring staff are well equipped to manage records effectively.

Streamlining document management

The Records Management team managed a high volume of records, registering 31,497 of the 55,864 emails received, and processing 2,779 pieces of incoming hard copy mail from both Australia Post and the front counter. The team maintained daily completion rates of 48% for email registrations and 100% for hard copy mail, demonstrating their efficiency in managing the City's document flow. In total, 34,582 ECM document registrations were completed during the year, supporting the City's operational needs.

In addition to daily document management, the Records Management team undertook significant records disposal activities, successfully disposing of 691 boxes of inactive records. The team also reviewed and culled 905 hard copy files in accordance with the General Disposal Authorities RD2023-005 and RD2016-002. These efforts ensured the City's records management system remains up-to-date and aligned with best practices in record retention and disposal.

Records Management statistics

Measures	Annual Total (2023/24)
Emails received	55,864
Emails registered in ECM	31,497
Incoming hard copy mail registered	
Australia Post	1,432
Front counter	1,347
Daily completion rates	
Emails	48%
Hard copy mail	100%
Total ECM document registrations	34,582
Inactive records disposed	691 boxes
Hard copy files reviewed and culled	905

Risk Management and Audit

The Risk Management and Audit team is committed to ensuring the City has robust risk management practices and procedures that are fully integrated and aligned with its strategic objectives, as well as service and project delivery. Throughout the 2023/24 financial year, the team focused on enhancing organisational improvement and building confidence through independent assurance processes, supporting the City's commitment to transparency and accountability.

Enhancing risk management practices

A key highlight of the year was the completion of comprehensive risk reviews across all branches, culminating in the adoption of the Strategic Risk Register and Appetite by Council. These tools provide a clear framework for managing risk at a strategic level, helping ensure the City's operations align with its risk tolerance and strategic priorities. The team also introduced the Integrity Framework, which was adopted by Council, reinforcing the City's commitment to ethical conduct and decision-making.

The Executive Leadership Team approved a new Insurance Management Practice, enhancing the City's approach to managing insurance-related risks. Business continuity planning was also initiated with managers, further strengthening the City's resilience and preparedness for potential disruptions.

Delivering independent assurance through audits

The team successfully completed the Annual Internal Audit Program for 2023/24. The program included the Compliance Audit Return, Parks and Gardens and Golf Course Arrangements internal audits. All audits were presented to the Audit and Risk Management Committee (ARMC), and subsequently approved by Council. These audits provide independent assurance the City is complying with relevant legislation and internal policies, supporting continuous improvement in governance and operations.

In addition to these core audits, the Internal Audit Log Review was conducted and presented to the ARMC. The City also received the audited Financial Statements for 2022/23, along with final audit management letters for both financial and ICT controls, which were presented to the ARMC and adopted by Council.

Fostering a culture of integrity and awareness

In alignment with its focus on integrity, the team marked International Anti-Corruption Day with an internal campaign titled Don't Let Your Cookie Crumble, designed to raise awareness of the importance of ethical behaviour and integrity in public service. This initiative, alongside regular updates on compliance and risk management, reflects the City's commitment to maintaining high standards of transparency and accountability.





# The year ahead

## Importance of the Corporate Business Plan

The Corporate Business Plan (CBP) is fundamental in guiding the City's commitment to strong leadership, effective governance and responsive customer service. By aligning our operations with strategic priorities, the CBP ensures decision-making is transparent, resources are used efficiently, and the City remains accountable to the community. The plan fosters collaboration, engagement and open communication, which are essential for delivering community outcomes and advocating for the needs of our residents.

### Planned services and key metrics

The Leadership and Governance Key Result Area focuses on responsible management and strong leadership. Key services planned for the 2024/25 financial year include:

- **Communications, Engagement and Customer Relations:** This service is dedicated to enhancing community engagement, managing communications and marketing efforts, and improving customer relations.
- **Financial Services:** Responsible for rating services, procurement, accounting and cash management, this service ensures the City's financial sustainability and efficient use of resources.

- **Digital Solutions and Services:** Manages the City's information technology and digital architecture, supporting innovation and operational efficiency.
- **People, Culture and Safety:** Focused on human resources, organisational development, payroll and workplace safety, this service ensures the City's workforce is supported and aligned with strategic goals.
- **Governance and Executive Services:** Provides governance, policy development, executive support and stakeholder management.
- **Planning, Performance and Risk:** Manages risk, insurance, internal audits and organisational planning, and performance and improvement projects.

### Financial provisions for Leadership and Governance services

For the 2024/25 fiscal year, the City has allocated substantial resources to ensure strong leadership and governance:

- **Total Leadership and Governance Services Cost:** Approximately \$3.2 million in net costs across all services, balanced by significant revenue generation.
- **Revenue Generation:** Primarily driven by Financial Services, contributing over \$69 million, underscoring the importance of sound financial management in supporting the City's operations.

### Notable projects and programs

To further enhance leadership, governance and operational efficiency, several key projects and programs are planned:

- **Eden Project (Digital Transformation) (\$1,258,000 in 2024/25):** A major digital transformation initiative, migrating core modules to modern platforms to improve efficiency, service delivery and digital security.

- **Information Security Action Plan – Cyber Security (\$80,000 annually):** Enhances the City's cyber security measures to protect sensitive information and maintain operational integrity.
- **Digitising Archives (\$25,000 annually):** A project to digitise 85,000 hard copy plans in compliance with the *State Records Act 2000*, improving access to historical documents and reducing physical storage needs.
- **Baynet Intranet Renewal (\$100,000 in 2024/25):** Establishes an improved City intranet that is secure, user-friendly and a reliable source of organisational information, enhancing internal communication and accessibility.
- **Strategic Community Plan Major Review (\$20,000 in 2024/25):** Development of the City's Strategic Community Plan 2025–2035, setting the vision and priorities for the next decade, ensuring alignment with community aspirations and sustainable development.
- **Targeted Underground Power Program (TUPP) (\$50,000 in 2024/25):** In partnership with Western Power, this project aims to improve the reliability and safety of electricity supply in Bayswater through the undergrounding of power lines.

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#### Performance measures

To evaluate the effectiveness of initiatives under the Leadership and Governance Key Result Area, the following key performance indicators will be tracked:

- **Financial Sustainability:** Monitored through ratios such as the current ratio, operating surplus ratio, own-revenue ratio, and debt-service ratio.
- **Annual Capital Budget Utilisation:** Measures the efficiency and effectiveness of capital expenditure against the planned budget.
- **Employee Turnover Rate:** An indicator of workforce stability and organisational health.
- **Lost Time Injury Frequency Rate (LTIFR):** Monitors workplace safety and the effectiveness of health and safety programs.
- **Digital Engagement:** Metrics include the number of visitors to the City of Bayswater website and the Engage Bayswater portal, social media follower growth, and engagement rates on digital platforms.







Disclosures

Elected Members' allowances and entitlements

Elected Members' allowances and entitlements are set by the Salaries and Allowances Tribunal. The *Salaries and Allowances Act 1995* provides that the tribunal must inquire into and determine or report on the remuneration to be paid or provided to Elected Members.

In accordance with section 5.96A of the *Local Government Act 1995* and regulations 29C(2)(f) and (6) of the *Local Government (Administration) Regulations 1996*, a report must be prepared annually on any fees, expenses or allowances paid to each Council member during a financial year. Details of the fees, expenses and allowances paid to the Mayor, Deputy Mayor and Councillors can be found on the City's website: [bayswater.wa.gov.au/online-services/forms-and-publications/registers/2024/register-of-fees,-allowances-and-expenses-2023-24](https://bayswater.wa.gov.au/online-services/forms-and-publications/registers/2024/register-of-fees,-allowances-and-expenses-2023-24)

Information on fees and allowances paid to Elected Members during 2023/24 is also provided within the table below and the General Purpose Financial Statements of this Annual Report.

Additionally, Section 5.127 of the *Local Government Legislation Amendment Act 2019*, states:

- (1) A local government must prepare a report for each financial year on the training completed by council members in the financial year.
- (2) The CEO must publish the report on the local government's official website within 1 month after the end of the financial year to which the report relates.

This information is available on the City's website: [bayswater.wa.gov.au/CityOfBayswater/media/Documents/Community/Conferences-and-Travel-Allowances-Register-September-2024.pdf](https://bayswater.wa.gov.au/CityOfBayswater/media/Documents/Community/Conferences-and-Travel-Allowances-Register-September-2024.pdf)

Register of Fees, Allowances and Expenses

Elected Member	Fees and Allowances				Expense Reimbursement				Total
	Mayoral	Deputy Mayor	Meeting Attendance	ICT	Child Care	Travel	Conference	Other	
Filomena Piffaretti	\$92,104		\$48,760	\$3,369		\$2,363	\$335	\$49	\$146,980
Elli Petersen-Pik		\$15,946	\$32,960	\$3,415					\$52,321
Catherine Ehrhardt		\$7,208	\$10,176	\$1,050		\$18	\$465	\$25	\$18,942
Dan Bull			\$32,960	\$3,415					\$36,375
Lorna Clarke			\$32,960	\$3,415	\$1,125				\$37,500
Joshua Eveson			\$32,960	\$3,415		\$38			\$36,413
Giorgia Johnson			\$32,960	\$3,415					\$36,375
Nat Latter			\$22,784	\$2,365					\$25,149
Assunta Meleca			\$32,960	\$3,415					\$36,375
Steven Ostaszewskyj			\$32,960	\$3,415					\$36,375
Sally Palmer			\$19,812	\$2,059			\$186		\$22,057
Michelle Sutherland			\$32,960	\$3,415					\$36,375

## Disclosure of Annual Remuneration

Regulation 19B in the *Local Government (Administration) Regulations 1996* requires that the Annual Report contain information on the number of employees of the local government entitled to an annual salary of \$130,000 or more, broken into \$10,000 bands.

### Disclosure of Annual Remuneration

Annual Salary (\$)	Number of Employees
130,000 – 140,000	9
140,000 – 150,000	10
150,000 – 160,000	1
160,000 – 170,000	6
170,000 – 180,000	1
180,000 – 190,000	0
190,000 – 200,000	0
200,000 – 210,000	2
210,000 – 220,000	2
220,000 – 230,000	0
230,000 – 240,000	0
240,000 – 250,000	1
300,000 – 310,000	1

The total remuneration\* package provided to the CEO for 2023/24 was \$375,957.

\*As per the Salaries and Allowances Act 1975 section 4(1) remuneration includes salary, allowances, fees, emoluments and benefits (whether in money or not).

## Register of complaints and minor breaches

In accordance with Section 5.121 and Section 5.53(2) of the *Local Government Act 1995*, the Annual Report is to disclose the number of complaints received against Elected Members each year.

The Register of Certain Complaints of Minor Breaches is maintained on the City's website: [bayswater.wa.gov.au/online-services/forms-and-publications/registers/2023/register-of-certain-complaints-of-minor-breach](https://bayswater.wa.gov.au/online-services/forms-and-publications/registers/2023/register-of-certain-complaints-of-minor-breach)

The Register provides details of minor breach complaints which the Local Government Standards Panel found to have occurred, and the actions taken.

No Minor Breaches were found to have occurred in 2023/24.

## Freedom of information

In accordance with Sections 96 and 97 of the *Freedom of Information Act 1992*, the City is required to publish an annual information statement that details the process for applying for information under the Act, as well as information the City provides outside the Act. This document is available from the City of Bayswater offices or its website.

During 2023/24, the City received 17 access applications, a decrease of nine from the previous year. Three external reviews and one internal review were conducted.

A total of \$510 was levied for processing applications. The Act requires all applications be responded to within 45 calendar days. The City's average processing time for 2023/24 was 15 days.

## Recordkeeping

The City's Information Management team manages the records of the City in accordance with the legal requirements of the *State Records Act 2000* and the City's Recordkeeping Plan.

The City's employees learn how to use the City's document management system as part of their induction via the City's e-learning system. They are also informed of the legal responsibilities required of all employees to achieve compliance. The Coordinator Information Management provides ongoing assistance and refresher training.

During this financial year, 103,304 documents were registered in the City's document management system.

## Report on the City's Access and Inclusion Plan

The City has made significant progress in enhancing accessibility and inclusion, with over 90% of actions from our Access and Inclusion Plan implemented as part of the City's ongoing service delivery. Key initiatives included developing accessible event information packages, promoting the assisted waste collection service, and embedding access information into City documentation. We also launched the Upskiller Program to support business awareness of people with disabilities and conducted audits to improve high-demand recreational areas. Efforts to enhance the pedestrian network, accessible parking and inclusive public consultations are ongoing, while remaining actions will be addressed through capital projects and priority actions during the 24/25 year. The City remains committed to fostering a more accessible and inclusive community through continuous planning and dedicated efforts.

## Statutory registers

The City maintains and regularly updates several statutory registers on its website, reflecting its ongoing commitment to accountability and transparency. These registers include the Register of Gifts and Travel Contributions, the Register of Complaints of Minor Breach, and the Register of Delegated Authority, which provide important information on various governance activities.

You can explore these registers at [bayswater.wa.gov.au/city-and-council/management-and-governance/register](https://bayswater.wa.gov.au/city-and-council/management-and-governance/register)

## National Competition Policy

The Competition Principles Agreement (CPA) is a contractual agreement between the Australian Federal Government and all state and territory governments. The CPA aims to ensure all public enterprises operate in a transparent manner and in the best interests of the public. Under the CPA, public enterprises are required to review their operations to ensure they do not have a competitive advantage or disadvantage due to their public status.

## Competitive neutrality under the CPA

Competitive neutrality addresses potential advantages or disadvantages that public enterprises may have compared with businesses operating in the private sector. The following services are provided by the City through the open tendering process, which fall within the definition of the CPA:

- Domestic waste collection including recycling, green waste and park litter bins has been contracted to Cleanaway.
- Management of the Morley Sport and Recreation Centre had been contracted to BlueFit from 1 December 2021 until the City moved the centre management in-house in November 2023.
- Management of the Embleton Public Golf Course and the Maylands Peninsula Public Golf Course was contracted to Golf Oracle from 2016 to 2022. Golf course management for both golf courses was amended via a deed of assignment from Golf Oracle Pty Ltd to TenGolf Maylands Pty Ltd, effective 1 July 2022.
- The operational management of the residential aged care facilities including the City of Bayswater Hostel, Carramar Hostel and the independent living units at Salisbury Retreat and Noranda Retreat facilities had been contracted to Juniper Aged Care until being sold to them in November 2023.



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## General Purpose Financial Statements





# City of Bayswater Financial Report for the Year Ended 30 June 2024

*Local Government Act 1995  
Local Government (Financial Management) Regulations 1996*

## Statement by Chief Executive Officer

The accompanying financial report of the City of Bayswater has been prepared in compliance with the provisions of the *Local Government Act 1995* from proper accounts and records to present fairly the financial transactions for the reporting period ended 30 June 2024 and the financial position as at 30 June 2024.

At the date of signing this statement the particulars included in the financial report are not misleading or inaccurate.

Signed on the 2<sup>nd</sup> day of December 2024



**JEREMY EDWARDS**  
**CHIEF EXECUTIVE OFFICER**



## City of Bayswater Statement of Comprehensive Income for the year ended 30 June 2024

Note	2024 Actual \$	2024 Budget \$	2023 Actual \$
<b>Revenue</b>			
Rates	2(a),31 57,472,494	57,243,401	54,272,528
Grants, subsidies and contributions	2(a) 3,618,480	3,681,756	4,531,334
Fees and charges	2(a) 25,613,204	23,622,832	24,186,224
Service charges	2(a) 6,918,720	6,951,450	0
Interest revenue	2(a) 4,282,704	2,977,187	2,831,591
Other revenue	2(a) 1,634,637	825,480	1,064,685
	99,540,239	95,302,106	86,886,362
<b>Expenses</b>			
Employee costs	2(b) (41,167,721)	(41,307,406)	(37,149,197)
Materials and contracts	(36,466,911)	(39,844,858)	(34,587,377)
Utility charges	(3,481,914)	(3,712,053)	(3,448,616)
Depreciation	(13,417,424)	(12,018,771)	(12,401,732)
Finance costs	2(b) (731,941)	(731,345)	(191,926)
Insurance	(1,094,072)	(1,144,536)	(1,046,821)
Other expenditure	2(b) (487,988)	(274,904)	(360,039)
	(96,847,971)	(99,033,873)	(89,185,708)
	2,692,268	(3,731,767)	(2,299,346)
Discontinued operations	30 (2,016,269)	858,904	2,910,565
Capital grants, subsidies and contributions	2(a) 2,991,009	9,635,418	4,823,174
Profit on asset disposals	34,048	0	116,738
Loss on asset disposals	(283,874)	(219,338)	(218,549)
Fair value adjustments to financial assets at fair value through profit or loss	4(b) 4,203	0	9,215
Fair value adjustments to investment property	12 0	0	1,150,110
Share of net profit of associates accounted for using the equity method	25(c) 4,052,578	0	1,408,561
	4,781,695	10,274,984	10,199,814
<b>Net result for the period</b>	29(b) <b>7,473,963</b>	<b>6,543,217</b>	<b>7,900,468</b>
<b>Other comprehensive income for the period</b>			
<i>Items that will not be reclassified subsequently to profit or loss</i>			
Changes in asset revaluation surplus	20 (283,534)	0	93,349,153
<b>Total other comprehensive income for the period</b>	20 <b>(283,534)</b>	<b>0</b>	<b>93,349,153</b>
<b>Total comprehensive income for the period</b>	<b>7,190,429</b>	<b>6,543,217</b>	<b>101,249,621</b>

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





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**City of Bayswater**  
Statement of Financial Position  
as at 30 June 2024

	Note	2024 \$	2023 \$
<b>Current Assets</b>			
Cash and cash equivalents	3	19,464,545	22,614,033
Trade and other receivables	5	6,460,769	4,164,394
Other financial assets	4(a)	71,163,644	73,821,963
Inventories	6	236,562	191,061
Other assets	7	8,166,805	33,235,112
<b>Total Current Assets</b>		<b>105,492,325</b>	<b>134,026,563</b>
<b>Non-Current Assets</b>			
Trade and other receivables	5	4,575,748	3,208,761
Other financial assets	4(b)	207,927	203,724
Investment in associate	25(a)	38,741,912	36,194,706
Property, plant and equipment	8(a)	562,950,355	556,067,264
Infrastructure	9(a)	229,127,609	230,063,083
Right-of-use assets	11(a)	347,967	178,574
Investment property	12	10,140,000	10,140,000
Intangible assets	13	9,684	109,894
<b>Total Non-Current Assets</b>		<b>846,101,202</b>	<b>836,166,006</b>
<b>Total Assets</b>		<b>951,593,527</b>	<b>970,192,569</b>
<b>Current Liabilities</b>			
Trade and other payables	14	11,274,914	14,079,220
Aged Persons Homes liabilities	15	35,710	22,560,747
Contract and grant liabilities	16	3,717,808	2,421,162
Deferred lease liability	17	32,969	32,969
Lease liabilities	11(b)	138,254	111,059
Borrowings	18	2,451,101	2,360,651
Employee related provisions	19	7,039,535	6,585,079
<b>Total Current Liabilities</b>		<b>24,690,291</b>	<b>48,150,887</b>
<b>Non-Current Liabilities</b>			
Deferred lease liability	17	3,057,846	3,090,815
Lease liabilities	11(b)	216,282	91,449
Borrowings	18	11,704,631	14,155,732
Employee related provisions	19	298,907	268,545
<b>Total Non-Current Liabilities</b>		<b>15,277,666</b>	<b>17,606,541</b>
<b>Total Liabilities</b>		<b>39,967,957</b>	<b>65,757,428</b>
<b>Net Assets</b>		<b>911,625,570</b>	<b>904,435,141</b>
<b>Equity</b>			
Retained surplus		254,268,182	251,178,093
Reserve accounts	34	53,350,129	48,966,255
Revaluation surplus	20	604,007,259	604,290,793
<b>Total Equity</b>		<b>911,625,570</b>	<b>904,435,141</b>

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



City of Bayswater Annual Report 2023/24

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**City of Bayswater**  
Statement of Changes in Equity  
for the year ended 30 June 2024

	Note	Retained Surplus \$	Reserves (Cash/ Financial Asset Backed) \$	Revaluation Surplus \$	Total Equity \$
<b>Balance as at 1 July 2022</b>		<b>247,634,454</b>	<b>44,149,826</b>	<b>511,401,240</b>	<b>803,185,520</b>
Comprehensive income for the period					
Net result for the period		7,900,468	0	0	7,900,468
Other comprehensive income for the period	20	0	0	93,349,153	93,349,153
Total comprehensive income for the period		7,900,468	0	93,349,153	101,249,621
Disposal writeback		459,600	0	(459,600)	0
Transfers from reserve accounts	34	1,642,536	(1,642,536)	0	0
Transfers to reserve accounts	34	(6,458,965)	6,458,965	0	0
<b>Balance as at 30 June 2023</b>		<b>251,178,093</b>	<b>48,966,255</b>	<b>604,290,793</b>	<b>904,435,141</b>
Comprehensive income for the period					
Net result for the period		7,473,963	0	0	7,473,963
Other comprehensive income for the period	20	0	0	(283,534)	(283,534)
Total comprehensive income for the period		7,473,963	0	(283,534)	7,190,429
Disposal writeback		0	0	0	0
Transfers from reserve accounts	34	6,530,385	(6,530,385)	0	0
Transfers to reserve accounts	34	(10,914,259)	10,914,259	0	0
<b>Balance as at 30 June 2024</b>		<b>254,268,182</b>	<b>53,350,129</b>	<b>604,007,259</b>	<b>911,625,570</b>

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

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**City of Bayswater**  
Statement of Cash Flows  
for the year ended 30 June 2024

		2024	2023
	Note	Actual \$	Actual \$
<b>Cash Flows from Operating Activities</b>			
<b>Receipts</b>			
Rates		57,350,345	54,221,181
Grants, subsidies and contributions		2,983,975	4,612,282
Fees and charges		25,580,235	24,153,256
Service charges		4,469,429	0
Interest revenue		4,282,704	2,831,591
Goods and services tax received		4,721,109	3,861,315
Other revenue		1,634,637	1,064,685
		101,022,434	90,744,310
<b>Payments</b>			
Employee costs		(40,709,674)	(37,147,770)
Materials and contracts		(40,864,626)	(29,777,195)
Utility charges		(3,481,914)	(3,448,616)
Finance costs		(731,941)	(191,926)
Insurance paid		(1,094,072)	(1,046,821)
Goods and services tax paid		(4,361,111)	(3,891,277)
Other expenditure		(478,652)	(301,627)
		(91,721,990)	(75,805,232)
Discontinued Operations	30	1,623,140	1,586,546
<b>Net cash provided by (used in) operating activities</b>	21(b)	10,923,584	16,525,624
<b>Cash Flows from Investing Activities</b>			
Payments for financial assets at amortised cost		2,658,319	(11,394,755)
Payments for assets held for sale		(124,983)	(360,454)
Payments for purchase of property, plant & equipment	8(a)	(13,131,091)	(8,610,293)
Payments for construction of infrastructure	9(a)	(6,645,292)	(8,173,344)
Net adjustment to intangible assets Work-In-Progress	13	0	52,212
Capital grants, subsidies and contributions		3,943,099	4,046,785
Dividend distribution to member councils		1,221,838	0
Proceeds from financial assets at amortised cost – self-supporting loans		0	1,329
Proceeds from sale of assets held for sale		121,328	0
Proceeds from sale of property, plant & equipment		396,587	1,040,970
<b>Net cash provided by (used in) investing activities</b>		(11,560,195)	(23,397,550)
<b>Cash Flows from Financing Activities</b>			
Repayment of borrowings	33(a)	(2,360,651)	(288,925)
Payments for principal portion of lease liabilities	33(d)	(152,226)	(116,063)
Proceeds from new borrowings	33(a)	0	13,340,000
<b>Net cash provided by (used in) financing activities</b>		(2,512,877)	12,935,012
<b>Net increase (decrease) in cash held</b>		(3,149,488)	6,063,085
Cash at beginning of year		22,614,033	16,550,948
<b>Cash and cash equivalents at the end of the year</b>	21(a)	19,464,545	22,614,033

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

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**City of Bayswater**  
Statement of Financial Activity  
for the year ended 30 June 2024

	Note	2024 Actual \$	2024 Budget \$	2023 Actual \$
<b>Operating Activities</b>				
<b>Revenue from operating activities</b>				
General rates	31	57,472,494	57,243,401	54,272,528
Grants, subsidies and contributions		3,618,480	3,681,756	4,531,334
Fees and charges		25,613,204	23,622,832	24,186,224
Service charges		6,918,720	6,951,450	0
Interest revenue		4,282,704	2,977,187	2,831,591
Other revenue		1,634,637	825,480	1,064,685
Profit on asset disposals		34,048	0	116,738
Fair value adjustments to financial assets at fair value through profit or loss	4(b)	4,203	0	9,215
Fair value adjustments to investment property	12	0	0	1,150,110
Share of net profit of associates accounted for using the equity method	25(c)	4,052,578	0	1,408,561
		103,631,068	95,302,106	89,570,986
<b>Expenditure from operating activities</b>				
Employee costs		(41,167,721)	(41,307,406)	(37,149,197)
Materials and contracts		(36,466,911)	(39,844,858)	(34,587,377)
Utility charges		(3,481,914)	(3,712,053)	(3,448,616)
Depreciation		(13,417,424)	(12,018,771)	(12,401,732)
Finance costs		(731,941)	(731,345)	(191,926)
Insurance		(1,094,072)	(1,144,536)	(1,046,821)
Other expenditure		(487,988)	(274,904)	(360,039)
Loss on asset disposals		(283,874)	(219,338)	(218,549)
		(97,131,845)	(99,253,211)	(89,404,257)
Discontinued Operations	30	(2,016,269)	858,904	2,910,565
Non cash amounts excluded from operating activities	32(a)	11,963,573	7,165,724	8,982,454
<b>Amount attributable to operating activities</b>		16,446,527	4,073,523	12,059,748
<b>Investing Activities</b>				
<b>Inflows from investing activities</b>				
Capital grants, subsidies and contributions		2,991,009	9,635,418	4,823,174
Proceeds from disposal of assets		396,587	243,000	1,040,970
Proceeds from financial assets at amortised cost – self-supporting loans	33(a)	0	0	1,329
Distributions from investments in associates	25(b)	1,221,838	0	0
		4,609,434	9,878,418	5,865,473
<b>Outflows from investing activities</b>				
Payments for assets held for sale		(124,983)	(1,000,000)	(360,454)
Purchase of property, plant and equipment	8(a)	(13,131,091)	(15,809,088)	(8,610,293)
Purchase and construction of infrastructure	9(a)	(6,645,292)	(12,975,953)	(8,173,344)
Net adjustment to intangible assets Work-In-Progress	13	0	0	52,212
Payments for intangible assets	13	0	(1,694,198)	0
		(19,901,366)	(31,479,239)	(17,091,879)
Non-cash amounts excluded from investing activities	32(b)	0	0	(181,818)
<b>Amount attributable to investing activities</b>		(15,291,932)	(21,600,821)	(11,408,224)
<b>Financing Activities</b>				
<b>Inflows from financing activities</b>				
Proceeds from borrowings	33(a)	0	0	13,340,000
Transfers from reserve accounts	34	6,530,385	7,617,003	1,642,536
		6,530,385	7,617,003	14,982,536
<b>Outflows from financing activities</b>				
Repayment of borrowings	33(a)	(2,360,651)	(2,360,055)	(288,925)
Payments for principal portion of lease liabilities	33(d)	(152,226)	(111,382)	(116,063)
Transfers to reserve accounts	34	(10,914,259)	(3,937,342)	(6,458,965)
		(13,427,136)	(6,408,779)	(6,863,953)
<b>Amount attributable to financing activities</b>		(6,896,751)	1,208,224	8,118,583
<b>Movement in Surplus or Deficit</b>				
<b>Surplus or deficit at the start of the financial year</b>	32(c)	21,382,863	16,319,074	12,612,756
Amount attributable to operating activities		16,446,527	4,073,523	12,059,748
Amount attributable to investing activities		(15,291,932)	(21,600,821)	(11,408,224)
Amount attributable to financing activities		(6,896,751)	1,208,224	8,118,583
<b>Surplus or deficit after imposition of general rates</b>	32(c)	15,640,707	0	21,382,863

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

## City of Bayswater

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for the year ended 30 June 2024

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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 1. Basis of Preparation

The financial report of the City of Bayswater which is a Class 1 local government comprises general purpose financials statements which have been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

#### Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996* prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero-cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the City to measure any vested improvements at zero cost.

The *Local Government (Financial Management) Regulations 1996* provide that:

- Land and buildings classified as property, plant and equipment; or
- Infrastructure; or
- Vested improvements that the local government controls;

and measured at reportable value, are only required to be revalued every five years. Revaluing these non-financial assets every five years is a departure from AASB 116 Property, Plant and Equipment, which would have required the City to assess at each reporting date whether the carrying amount of the above mentioned non-financial assets materially differs from their fair value and, if so, revalue the class of non-financial assets.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

#### Critical accounting estimates and judgements

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

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

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
  - Property, plant and equipment – note 8
  - Infrastructure – note 9
- Expected credit losses on financial assets – note 5
- Assets held for sale – note 7
- Impairment losses of non-financial assets – notes 8 and 9
- Investment property – note 12
- Estimated useful life of intangible assets – note 13
- Measurement of employee benefits – note 19

Fair value hierarchy information can be found in note 28.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 1. Basis of Preparation (Continued)

#### The local government reporting entity

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 35 of the financial report.

#### Initial application of accounting standards

During the current year, the following new or revised Australian Accounting Standards and Interpretations were applied for the first time.

- AASB 2021-2 Amendments to Australian Accounting Standards – Disclosure of Accounting Policies or Definition of Accounting Estimates

This standard resulted in terminology changes relating to material accounting policies (formerly referred to as significant accounting policies).

#### New accounting standards for application in future years

The following new accounting standards will have application to local government in future years:

- AASB 2014-10 Amendments to Australian Accounting Standards - Sale or Contribution of Assets between an Investor and its Associate or Joint Venture
- AASB 2020-1 Amendments to Australian Accounting Standards - Classification of Liabilities as Current or Non-current
- AASB 2021-7c Amendments to Australian Accounting Standards - Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections [deferred AASB 10 and AASB 128 amendments in AASB 2014-10 apply]
- AASB 2022-5 Amendments to Australian Accounting Standards - Lease Liability in a Sale and Leaseback
- AASB 2022-6 Amendments to Australian Accounting Standards - Non-current Liabilities with Covenants

These amendments are not expected to have any material impact on the financial report on initial application.

- AASB 2022-10 Amendments to Australian Accounting Standards - Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities

The amendment may result in changes to the fair value of non-financial assets. The impact is yet to be quantified.

- AASB 2023-1 Amendments to Australian Accounting Standards - Supplier Finance Arrangements

These amendments may result in additional disclosures in the case of applicable finance arrangements.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 2. Revenue and Expenses

#### (a) Revenue

#### Contract with customers

Recognition of revenue is dependent on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of Goods and Services	When obligations typically satisfied	Payment terms	Returns/ Refunds/ Warranties	Timing of revenue recognition
Grants, subsidies and contributions	<ul style="list-style-type: none"> <li>Community events, minor facilities, research, design, planning evaluation and services.</li> <li>General appropriations and contributions with no reciprocal commitment.</li> </ul>	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Output method based on project milestones and/or completion date matched to performance obligations
Fees and charges - licences, registrations, approvals	<ul style="list-style-type: none"> <li>Building, planning, development and animal management.</li> <li>Compliance safety check.</li> <li>Regulatory food, health and safety.</li> <li>Kerbside collection service.</li> <li>Gym and pool memberships.</li> <li>Library fees, reinstatements and private works.</li> <li>Fines issued for breaches of local laws.</li> </ul>	Single point in time	Full payment prior to issue	None	On payment of the licence, registration or approval
Fees and charges - waste management entry fees	<ul style="list-style-type: none"> <li>Waste treatment, recycling and disposal service at disposal sites.</li> </ul>	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	On entry to facility
Other Revenue - sale of stock	<ul style="list-style-type: none"> <li>Various kiosks and vending machines sales at the recreation facilities.</li> </ul>	Single point in time	In full in advance	Refund for faulty goods	At point of sale
Other Revenue	<ul style="list-style-type: none"> <li>Commissions on art sales.</li> <li>Insurance claims and other reimbursements.</li> </ul>	Single point in time	Monthly in arrears	None	At point of service

Consideration from contracts with customers is included in the transaction price.

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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 2. Revenue and Expenses (Continued)

#### (a) Revenue (Continued)

##### Revenue Recognition

Revenue recognised during the year under each basis of recognition by nature or types of goods or services is provided in the table below:

For the year ended 30 June 2024

Nature	Contracts with customers	Capital grant/ contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	57,472,494	0	57,472,494
Grants, subsidies and contributions	3,618,480	0	0	0	3,618,480
Fees and charges	9,679,759	0	15,933,445	0	25,613,204
Service charges	0	0	6,918,720	0	6,918,720
Interest revenue	0	0	520,325	3,762,379	4,282,704
Other revenue	1,351,324	0	0	283,313	1,634,637
Capital grants, subsidies and contributions	0	2,991,009	0	0	2,991,009
<b>Total</b>	<b>14,649,563</b>	<b>2,991,009</b>	<b>80,844,984</b>	<b>4,045,692</b>	<b>102,531,248</b>

For the year ended 30 June 2023

Nature	Contracts with customers	Capital grant/ contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	54,272,528	0	54,272,528
Grants, subsidies and contributions	4,531,334	0	0	0	4,531,334
Fees and charges	8,657,133	0	15,529,091	0	24,186,224
Interest revenue	30	0	405,047	2,426,514	2,831,591
Other revenue	739,062	0	0	325,623	1,064,685
Capital grants, subsidies and contributions	0	4,823,174	0	0	4,823,174
<b>Total</b>	<b>13,927,559</b>	<b>4,823,174</b>	<b>70,206,666</b>	<b>2,752,137</b>	<b>91,709,536</b>

	Note	2024 Actual	2023 Actual
		\$	\$
<b>Assets and services acquired below fair value</b>			
Contributed assets	9 (a)	0	181,818
		0	181,818

The City utilises volunteer services at the libraries and events. However, the volunteer services are not recognised as revenue as the fair value of the services cannot be reliably estimated.

	2024 Actual	2023 Actual
	\$	\$
<b>Interest revenue</b>		
Financial assets at amortised cost - self-supporting loans	0	30
Interest on reserve account funds	1,356,059	872,215
Rates and UGP instalment and penalty interest	520,325	405,047
General interest revenue	2,406,320	1,554,299
	4,282,704	2,831,591

The 2024 original budget estimate in relation to rates penalty interest was \$167,000.

##### Fees and charges relating to rates receivable

Charges on instalment plan	107,474	104,428
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The 2024 original budget estimate in relation to charges on instalment plan was \$105,000.

City of Bayswater Annual Report 2023/24

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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 2. Revenue and Expenses (Continued)

#### (b) Expenses

Note	2024 Actual	2023 Actual
	\$	\$
<b>Auditors remuneration</b>		
Audit of the Annual Financial Report	150,940	166,850
Internal audit	44,940	86,222
Grant acquittals	0	5,675
	195,880	258,747
<b>Employee costs</b>		
Employee benefit costs	39,716,571	35,933,391
Other employee costs	1,451,150	1,215,806
	41,167,721	37,149,197
<b>Finance costs</b>		
Interest and financial charges paid/payable for lease liabilities and financial liabilities not at fair value through profit or loss	33(a) 722,714	186,696
Lease liabilities	33(d) 9,227	5,230
	731,941	191,926
<b>Other expenditure</b>		
Impairment losses on rates and statutory receivables	82,511	78,421
Impairment losses on trade receivables	9,336	58,412
Sundry expenses	396,141	223,206
	487,988	360,039

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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 3. Cash and Cash Equivalents

Note	2024	2023
	\$	\$
Cash at bank and on hand	7,981,052	12,210,493
Term deposits	11,483,493	10,403,540
<b>Total cash and cash equivalents</b>	21(a) 19,464,545	22,614,033
Held as		
- Unrestricted cash and cash equivalents	19,464,545	22,614,033
	19,464,545	22,614,033

#### Material Accounting Policies

##### Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short-term highly-liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Term deposits are presented as cash equivalents if they have a maturity of three months or less from the date of acquisition and are repayable with 24 hours notice with no loss of interest.

##### Restricted Financial Assets

Restricted financial asset balances are not available for general use by the local government due to externally imposed restrictions.

Restrictions are specified in an agreement, contract or legislation. This applies to reserves, unspent grants, subsidies and contributions and unspent loans that have not been fully expended in the manner specified by the contributor, legislation or loan agreement and for which no liability has been recognised.

City of Bayswater Annual Report 2023/24

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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 4. Other Financial Assets

Note	2024	2023
	\$	\$
<b>(a) Current assets</b>		
Financial assets at amortised cost	71,163,644	73,821,963
	71,163,644	73,821,963
<b>Other financial assets at amortised cost</b>		
Term deposits	71,163,644	73,821,963
	71,163,644	73,821,963
Held as		
- Unrestricted other financial assets at amortised cost	14,652,483	12,984,306
- Restricted other financial assets at amortised cost	21(a) 56,511,161	60,837,657
	71,163,644	73,821,963
<b>(b) Non-current assets</b>		
Financial assets at fair value through profit or loss	207,927	203,724
	207,927	203,724
<b>Financial assets at fair value through profit or loss</b>		
Units in Local Government House Trust - opening balance	203,724	194,509
Movement attributable to fair value increment	4,203	9,215
Units in Local Government House Trust - closing balance	207,927	203,724

Fair value of financial assets at fair value through profit and loss is determined from the net asset value of the units held in the Trust at balance date as compiled by WALGA.

#### Material Accounting Policies

##### Other financial assets at amortised cost

The City classifies financial assets at amortised cost if both of the following criteria are met:

- The asset is held within a business model whose objective is to collect the contractual cashflows, and
- The contractual terms give rise to cash flows that are solely payments of principal and interest.

Fair values of financial assets at amortised cost are not materially different to their carrying amounts, since the interest receivable on those assets is either close to current market rates or the assets are of a short-term nature. Non-current financial assets at amortised cost fair values are based on discounted cash flows using a current market rates. They are classified as level 2 fair values in the fair value hierarchy (see Note 28(i) due to the observable market rates).

Interest received is presented under cashflows from operating activities in the Statement of Cash Flows where it is earned from financial assets that are held for cash management purposes.

##### Financial assets at fair value through profit and loss

The City classifies the following financial assets at fair value through profit and loss:

- Debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- Equity investments which the City has not elected to recognise as fair value gains and losses through profit or loss.

##### Impairment and risk

Information regarding impairment and exposure to risk can be found at Note 26.



## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 5. Trade and Other Receivables

Note	2024	2023
	\$	\$
<b>Current</b>		
Rates and statutory receivables	4,000,436	2,370,868
Trade receivables	1,597,368	962,566
GST receivable	470,962	830,960
Receivables for employee related provisions	392,003	0
	6,460,769	4,164,394
<b>Non-current</b>		
Rates and statutory receivables	1,824,622	792,558
Trade receivables	156,618	169,221
Deferred lease receivables - Mertome	2,594,508	2,246,982
	4,575,748	3,208,761

#### Material Accounting Policies

##### Rates and statutory receivables

Rates and statutory receivables are non-contractual receivables arising from statutory requirements and include amounts due from ratepayers for unpaid rates and service charges and other statutory charges or fines.

Rates and statutory receivables are recognised when the taxable event has occurred and can be measured reliably.

##### Trade receivables

Trade receivables are amounts receivable from contractual arrangements with customers for goods sold, services performed or grants or contributions with sufficiently specific performance obligations as part of the ordinary course of business.

##### Other receivables

Other receivables are amounts receivable from contractual arrangements with third parties other than contracts with customers including grants for the construction of recognisable non-financial assets.

##### Measurement

Trade and other receivables are recognised initially at the amount of the transaction price, unless they contain a significant financing component, and are to be recognised at fair value.

##### Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the City measures them subsequently at amortised cost using the effective interest rate method.

Due to the short-term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

##### Impairment and risk exposure

Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 26.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 6. Inventories

Note	2024	2023
	\$	\$
<b>Current</b>		
Fuel and materials	236,562	191,061
	236,562	191,061

The following movements in inventories occurred during the year:

<b>Balance at beginning of year</b>	191,061	192,963
Inventories expensed during the year	(890,946)	(799,957)
Additions to inventory	936,447	798,055
<b>Balance at end of year</b>	236,562	191,061

#### Material Accounting Policies

##### General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

### 7. Other Assets

	2024	2023
	\$	\$
<b>Other assets - current</b>		
Prepayments	693,102	514,106
Accrued income	4,783,849	3,666,726
Assets held for sale	2,689,854	29,054,280
	8,166,805	33,235,112

#### Land and buildings classified as held for sale

Assets held for sale consist of aged care assets which the City is currently working toward divesting from. Refer to Note 30 - Discontinued Operations.

#### Material Accounting Policies

##### Other Current Assets

Other non-financial assets include prepayments which represent payments in advance of receipt of goods or services or that part of expenditure made in one accounting period covering a term extending beyond that period. Accrued income which represents revenue that has been earned in the reported period but is yet to be received.

##### Assets Held for Sale

Assets are classified as held for sale where the carrying amount will be recovered through a sale rather than continuing use and the asset is available for immediate sale with a sale being highly probable.

Assets classified as held for sale are valued at the lower of the carrying amount and fair value less costs to sell.

The fair value of land and buildings was determined using the sales comparison approach using comparable properties in the area. This is a level 2 measurement as per the fair value hierarchy set out in Note 28(i).

## City of Bayswater

### Notes to and forming part of the Financial Report for the year ended 30 June 2024

#### 8. Property, Plant and Equipment (continued)

##### (b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
(i) Fair Value - as determined at the last valuation date					
Land and buildings	2	Market approach using recent observable market data for similar properties	Independent registered valuer	June 2023	Price per metre
Buildings - non-specialised	2 & 3	Market approach using recent observable data for similar properties e.g. residential properties and cost approach using depreciated replacement cost	Independent registered valuer	June 2023	Construction cost based on current tender and market rates (Level 2), residual values and critical life assessments (Level 3)

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs. The valuation techniques applied to property subject to lease was the same as that applied to property not subject to lease.

Following a change to Local Government (Financial Management) Regulation 17A, plant and equipment type assets (being plant and equipment and furniture and equipment) are to be measured under the cost model, rather than at fair value. This change was effective from 1 July 2019 and represented a change in accounting policy. Revaluations carried out previously were not reversed as it was deemed fair value approximated cost at the date of change.

(ii) Cost					
Furniture and equipment	Not applicable	Cost	Not applicable	Not applicable	
Plant and equipment	Not applicable	Cost	Not applicable	Not applicable	

## City of Bayswater

### Notes to and forming part of the Financial Report for the year ended 30 June 2024

#### 8. Property, Plant and Equipment

##### (a) Movements in Balances

Movement in the balances of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Assets not subject to operating lease			Total Property			Plant and equipment			Total
	Land	Buildings - non-specialised	Land specialised	Buildings - non-specialised	Total Property	Furniture and equipment	Plant and equipment	Buildings - work in progress	Property, plant and equipment	
<b>Balance at 1 July 2022</b>	\$ 303,816,980	\$ 145,861,041	\$ 303,816,980	\$ 145,861,041	\$ 449,678,021	\$ 2,636,845	\$ 7,782,140	\$ 0	\$ 460,097,006	
Additions*	0	2,618,407	0	2,618,407	2,618,407	525,011	1,496,956	3,969,919	8,610,293	
Disposals	(487,700)	0	(487,700)	0	(487,700)	0	(621,417)	0	(1,109,117)	
Revaluation increments / (decrements)	73,811,720	19,368,257	73,811,720	19,368,257	93,179,977	0	0	0	93,179,977	
Transferred to revaluation surplus	0	(2,900,719)	0	(2,900,719)	(2,900,719)	(1,008,617)	(801,559)	0	(4,710,895)	
<b>Balance at 30 June 2023</b>	377,141,000	164,946,986	377,141,000	164,946,986	542,087,986	2,153,239	7,856,120	3,969,919	556,067,264	
<b>Comprises:</b>										
Gross balance amount at 30 June 2023	377,141,000	258,161,098	377,141,000	258,161,098	635,302,098	9,929,753	10,119,901	3,969,919	659,321,671	
Accumulated depreciation at 30 June 2023	0	(93,214,112)	0	(93,214,112)		(7,776,514)	(2,263,781)	0	(103,254,407)	
<b>Balance at 30 June 2023</b>	377,141,000	164,946,986	377,141,000	164,946,986	542,087,986	2,153,239	7,856,120	3,969,919	556,067,264	
Additions*	4,515,000	6,308,488	4,515,000	6,308,488	10,823,488	640,263	1,667,340	0	13,131,091	
Disposals	0	0	0	0	0	(6,206)	(948,317)	0	(556,523)	
Depreciation	0	(3,924,305)	0	(3,924,305)	(3,924,305)	(920,032)	(847,140)	0	(5,691,477)	
Transfers	0	3,814,185	0	3,814,185	3,814,185	0	0	(3,814,185)	0	
<b>Balance at 30 June 2024</b>	381,656,000	171,145,354	381,656,000	171,145,354	552,801,354	1,865,264	8,128,003	155,734	562,960,355	
<b>Comprises:</b>										
Gross balance amount at 30 June 2024	381,656,000	268,283,772	381,656,000	268,283,772	649,939,772	5,701,427	10,949,288	155,734	666,746,221	
Accumulated depreciation at 30 June 2024	0	(97,138,418)	0	(97,138,418)		(3,836,163)	(2,821,285)	0	(103,795,969)	
<b>Balance at 30 June 2024</b>	381,656,000	171,145,354	381,656,000	171,145,354	552,801,354	1,865,264	8,128,003	155,734	562,960,355	

\* Asset additions included additions received at substantially less than fair value:  
During the year ended 30 June 2023 0 0 0 0 0 0 0 0 0 0 0  
During the year ended 30 June 2024 0 0 0 0 0 0 0 0 0 0 0

## City of Bayswater

### Notes to and forming part of the Financial Report for the year ended 30 June 2024

#### 9. Infrastructure (Continued)

##### (b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
<b>(i) Fair Value - as determined at the last valuation date</b>					
<b>Roads</b>	3	Cost approach using depreciated replacement cost	Management valuation	June 2022	Construction cost based on current tender and market rates (Level 2), residual values and critical life assessments (Level 3)
<b>Drainage</b>	3	Cost approach using depreciated replacement cost	Management valuation	June 2022	Construction cost based on current tender and market rates (Level 2), residual values and critical life assessments (Level 3)
<b>Footpaths</b>	3	Cost approach using depreciated replacement cost	Management valuation	June 2022	Construction cost based on current tender and market rates (Level 2), residual values and critical life assessments (Level 3)
<b>Park development</b>	3	Cost approach using depreciated replacement cost	Management valuation	June 2022	Construction cost based on current tender and market rates (Level 2), residual values and critical life assessments (Level 3)
<b>Other infrastructure</b>	3	Cost approach using depreciated replacement cost	Management valuation	June 2022	Construction cost based on current tender and market rates (Level 2), residual values and critical life assessments (Level 3)

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.

The "Critical Life" is the lowest calculated value of longevity in years between "Condition Assessed Life" and "Design Assessed Life". The Condition Assessed Life is a condition based measure of economic life in number of years remaining before intervention is required and the Design Assessed Life is designed base measure of economic life in number of years remaining before intervention is required (i.e. Design Life - Construction Date (Age)).

## City of Bayswater

### Notes to and forming part of the Financial Report for the year ended 30 June 2024

#### 9. Infrastructure

##### (a) Movements in Balances

Movement in the balances for each class of infrastructure between the beginning and end of the current financial year.

	Roads	Drainage	Footpaths	Park development	Other infrastructure	Work-in-Progress	Total Infrastructure
	\$	\$	\$	\$	\$	\$	\$
<b>Balance at 1 July 2022</b>	112,026,178	49,081,102	35,577,363	23,009,557	3,996,474	5,370,019	229,060,693
Additions*	3,073,735	8,918	1,315,573	2,989,735	1,717,916	357,047	9,462,924
Work-in-progress transfer	0	0	2,300	4,147,371	22,655	(5,280,088)	(1,107,762)
Depreciation	(3,726,277)	(333,503)	(689,599)	(1,990,129)	(633,264)	0	(7,352,772)
<b>Balance at 30 June 2023</b>	111,373,636	48,756,517	36,225,637	28,156,534	5,103,781	446,978	230,063,083
<b>Comprises:</b>							
Gross balance at 30 June 2023	212,686,005	65,864,938	51,671,012	61,103,883	9,779,066	446,978	401,551,882
Accumulated depreciation at 30 June 2023	(101,312,369)	(17,108,421)	(15,445,375)	(32,947,349)	(4,675,285)	0	(171,488,799)
<b>Balance at 30 June 2023</b>	111,373,636	48,756,517	36,225,637	28,156,534	5,103,781	446,978	230,063,083
Additions *	3,465,265	90,102	309,149	1,513,160	637,504	630,112	6,645,292
(Disposals)	0	0	0	(89,890)	0	0	(89,890)
Depreciation	(3,788,442)	(333,959)	(673,605)	(2,020,322)	(674,548)	0	(7,490,876)
<b>Balance at 30 June 2024</b>	111,050,459	48,512,660	35,861,181	27,559,482	5,066,737	1,077,080	229,127,609
<b>Comprises:</b>							
Gross balance at 30 June 2024	216,151,270	65,965,040	51,980,161	62,030,925	10,416,570	1,077,080	407,611,056
Accumulated depreciation at 30 June 2024	(105,100,811)	(17,442,380)	(16,118,980)	(34,471,443)	(5,349,833)	0	(178,483,447)
<b>Balance at 30 June 2024</b>	111,050,459	48,512,660	35,861,181	27,559,482	5,066,737	1,077,080	229,127,609

\* Asset additions included additions received at substantially less than fair value:

During the year ended 30 June 2023	0	0	0	0	181,818	0	181,818
During the year ended 30 June 2024	0	0	0	0	0	0	0

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 10. Fixed Assets

#### (a) Depreciation

##### Depreciation Rates

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Asset Class	Useful life	Asset Class	Useful life
<b>Roads and Footpaths</b>		<b>Park Development</b>	
Road Seal	15 to 30 years	Play Equipment	10 to 15 years
Pavement	99 years	Sporting Structures	5 to 50 years
Kerbing	75 years	Irrigation	8 to 25 years
Footpaths	30 to 75 years	Other Park Structures	10 to 50 years
		Lighting	10 to 30 years
<b>Drainage</b>	30 to 200 years	Park Furniture	10 to 50 years
		Signage	5 to 10 years
<b>Other Infrastructure</b>		Fencing	10 to 99 years
Bus Shelter	35 to 40 years	Synthetic Surfaces	15 years
Lighting	10 to 30 years		
Park and Street Furniture	10 to 50 years	<b>Plant and Equipment</b>	5 to 42 years
Signage	4 to 20 years		
Entry Statements	30 years	<b>Intangibles</b>	3 to 15 years
<b>Buildings</b>	10 to 150 years	<b>Furniture and Equipment</b>	3 to 10 years
<b>Right-of-use (buildings)</b>	Based on the remaining lease term	<b>Right-of-use (plant and equipment)</b>	Based on the remaining lease term

#### (b) Fully Depreciated Assets in Use

The gross carrying value of assets held by the City which are currently in use yet fully depreciated are shown in the table below.

	2024	2023
	\$	\$
Furniture and equipment	1,487,213	5,584,709
Plant and equipment	30,513	16,500
	1,517,726	5,601,209

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 10. Fixed Assets (Continued)

#### Material Accounting Policies

##### Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the City includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the City's revaluation policy, are recognised at cost and disclosed as being at reportable value.

##### Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

##### Reportable Value

In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

##### Revaluation

Land and buildings classified as property, plant and equipment, infrastructure or vested improvements that the local government controls and measured at reportable value, are only required to be revalued every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on land vested in the City.

Whilst the regulatory framework only requires a revaluation to occur every five years, it also provides for the City to revalue earlier if it chooses to do so.

For land, buildings and infrastructure, increases in the carrying amount arising on revaluation of asset classes are credited to a revaluation surplus in equity.

Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Subsequent increases are then recognised in profit or loss to the extent they reverse a net revaluation decrease previously recognised in profit or loss for the same class of asset.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 10. Fixed Assets (Continued)

#### Material Accounting Policies (continued)

##### Depreciation

The depreciable amount of all property, plant and equipment and infrastructure, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

##### Depreciation on revaluation

When an item of property, plant and equipment and infrastructure is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- (i) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset.
- (ii) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

##### Impairment

In accordance with Local Government (Financial Management) Regulations 17A(4C), the City is not required to comply with AASB 136 Impairment of Assets to determine the recoverable amount of its non-financial assets that are land or buildings classified as property, plant and equipment, infrastructure or vested improvements that the local government controls in circumstances where there has been an impairment indication of a general decrease in asset values.

In other circumstances where it has been assessed that one or more of these non-financial assets are impaired, the asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

##### Gains or losses on disposal

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the Statement of Comprehensive Income in the period in which they arise.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 11. Leases

#### (a) Right-of-Use Assets

Movement in the balance of each class of right-of-use asset between the beginning and the end of the current financial year.

Note	Right-of-use assets - land and buildings	Right-of-use assets - plant and equipment	Right-of-use assets Total
	\$	\$	\$
<b>Balance at 1 July 2022</b>	40,981	189,966	230,947
Additions	0	77,138	77,138
Depreciation	(36,934)	(92,577)	(129,511)
<b>Balance at 30 June 2023</b>	4,047	174,527	178,574
Gross balance amount at 30 June 2023	73,969	383,853	457,822
Accumulated depreciation at 30 June 2023	(69,922)	(209,326)	(279,248)
<b>Balance at 30 June 2023</b>	4,047	174,527	178,574
Additions	0	304,254	304,254
Depreciation	(4,047)	(130,814)	(134,861)
<b>Balance at 30 June 2024</b>	0	347,967	347,967
Gross balance amount at 30 June 2024	73,969	465,986	539,955
Accumulated depreciation at 30 June 2024	(73,969)	(118,019)	(191,988)
<b>Balance at 30 June 2024</b>	0	347,967	347,967

The following amounts were recognised in the statement of comprehensive income during the period in respect of leases where the entity is the lessee:

	2024 Actual	2023 Actual
	\$	\$
Depreciation on right-of-use assets	(134,861)	(129,511)
Finance charge on lease liabilities	33(d) (9,227)	(5,230)
Short-term lease payments recognised as expense	(152,512)	(99,213)
Low-value asset lease payments recognised as expense	(17,111)	(20,554)
<b>Total amount recognised in the statement of comprehensive income</b>	(313,711)	(254,508)
Total cash outflow from leases	(161,453)	(121,293)

#### (b) Lease Liabilities

	2024 Actual	2023 Actual
	\$	\$
Current	138,254	111,059
Non-current	216,282	91,449
33(d)	354,536	202,508

The City has five leases relating to gym equipment. The lease terms are varied from 1 year to 4 years. The leases have extension option of 6 months and a termination option of a range from 3 months to 6 months. The City has not revalued the right-of-use assets relating to the leased gym equipment as the difference between the fair value and carrying amount is immaterial.

#### Secured liabilities and assets pledged as security

Lease liabilities are effectively secured, as the rights to the leased assets recognised in the financial statements revert to the lessor in the event of default.

City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

11. Leases (Continued)

(b) Lease Liabilities (Continued)

Material Accounting Policies

Leases

At inception of a contract, the City assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the City uses its incremental borrowing rate.

All contracts that are classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

Details of individual lease liabilities required by regulations are provided at Note 33(d).

Right-of-use assets - measurement

Right-of-use assets are measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not recognised in the statement of financial position). The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which are reported at fair value.

Refer to Note 10 for details on the material accounting policies applying to vested improvements.

Right-of-use assets - depreciation

Right-of-use assets are depreciated over the lease term or useful life of the underlying asset, whichever is the shortest. Where a lease transfers ownership of the underlying asset, or the cost of the right-of-use asset reflects that the City anticipates to exercise a purchase option, the specific asset is depreciated over the useful life of the underlying asset.

City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

11. Leases (Continued)

(c) Lessor - Property, Plant and Equipment Subject to Lease

The table below represents a maturity analysis of the undiscounted lease payments to be received after the reporting date.

	2024 Actual	2023 Actual
	\$	\$
Less than 1 year	278,414	260,351
1 to 2 years	118,939	134,808
2 to 3 years	95,728	92,340
3 to 4 years	75,325	17,966
4 to 5 years	33,846	14,358
> 5 years	14,358	169,689
	616,610	689,512

The City leases various buildings and facilities to community and commercial groups with rentals payable monthly, quarterly or annually as specified in the lease agreement. These leases are classified as operating leases as they do not transfer substantially all of the risks and rewards incidental to the ownership of the assets. Lease payments of most of the contracts include CPI increases.

Refer to Note 12 for details of leased investment property.

Material Accounting Policies

The City as Lessor

Upon entering into each contract as a lessor, the City assesses if the lease is a finance or operating lease.

The contract is classified as a finance lease when the terms of the lease transfer substantially all the risks and rewards of ownership to the lessee. All other leases not within this definition are classified as operating leases. Rental income received from operating leases is recognised on a straight-line basis over the term of the specific lease.

Initial direct costs incurred in entering into an operating lease (e.g. legal cost, cost to setup) are included in the carrying amount of the leased asset and recognised as an expense on a straight-line basis over the lease term.

When a contract is determined to include lease and non-lease components, the City applies AASB 15 *Revenue from Contracts with Customers* to allocate the consideration under the contract to each component.



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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 12. Investment Property

	2024 Actual	2024 Budget	2023 Actual
	\$	\$	\$
<b>Non-current assets - at reportable value</b>			
Carrying balance at 1 July	10,140,000	0	8,989,890
Net gain/(loss) from fair value adjustment	0	0	1,150,110
Closing balance at 30 June	10,140,000	0	10,140,000

#### Amounts recognised in profit or loss for investment properties

Fair value gain recognised in profit or loss	0	0	1,150,110
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#### Leasing arrangements

Investment properties are leased to tenants under long-term operating leases with rentals payable monthly. Minimum lease payments receivable on leases of investment properties are as follows:

Minimum lease payments under non-cancellable operating leases of investment properties not recognised in the financial statements are receivable as follows:

	2024 Actual	2024 Budget	2023 Actual
	\$	\$	\$
Later than five years but not later than fifteen years	1,995,000	0	1,575,000
Later than fifteen years but not later than forty years	10,500,000	0	10,500,000
Later than forty years but not later than seventy years	12,600,000	0	12,600,000
Later than seventy years	10,080,000	0	10,500,000
	35,175,000	0	35,175,000

#### Long term land lease

The City has a 99-year lease in place in which the City is the lessor of the land occupied by Mertome Village. Whilst lease revenue is recognised on a straight-line basis over the life of the lease, a discount provides for no cash payments to be made or received until the cumulative lease revenue totals \$4.5m. This is estimated to take 13-15 years and is reflected in the table above.

Refer to Note 11 for details of leased property, plant and equipment not classified as investment property.

#### Material Accounting Policies

##### Investment properties

Investment properties are principally freehold buildings, held for long-term rental yields and not occupied by the City.

In accordance with Local Government (Financial Management) Regulation 17A(2), the carrying amount of non-financial assets that are investment properties, are shown at their reportable value.

Reportable value for the purposes of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date.

##### Revaluation

In accordance with the regulatory framework, investment properties are required to be revalued whenever required by AASB 140 and, in any event, every five years.

##### Fair value of investment properties

An independent valuation was performed to determine the fair value of investment properties. The main Level 3 inputs used in the valuation were discount rates, yields, expected vacancy rates and rental growth rates estimated by management based on comparable transactions and industry data.

Refer to Note 30 - Discontinued Operations.

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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 13. Intangible Assets

	2024 Actual	2023 Actual
	\$	\$
<b>Computer Software</b>		
<b>Non-current</b>		
Computer software development	1,087,058	1,087,058
Less: Accumulated amortisation	(1,077,374)	(977,164)
	9,684	109,894

Movements in balances of computer software during the financial year are shown as follows:

<b>Balance at 1 July</b>	109,894	404,324
Amortisation	(100,210)	(208,554)
Disposal	0	(33,664)
Net adjustment to Work-In-Progress	0	(52,212)
<b>Balance at 30 June</b>	9,684	109,894

#### Material Accounting Policies

##### Computer software

Costs associated with maintaining software programs are recognised as an expense as incurred. Development costs that are directly attributable to the design and testing of identifiable and unique software products controlled by the City are recognised as intangible assets where the following criteria are met:

- it is technically feasible to complete the software so that it will be available for use;
- management intends to complete the software and use or sell it;
- there is an ability to use or sell the software;
- it can be demonstrated how the software will generate probable future economic benefits;
- adequate technical, financial and other resources to complete the development and to use or sell the software are available; and
- the expenditure attributable to the software during its development can be reliably measured.

Directly attributable costs that are capitalised as part of the software include employee costs and an appropriate portion of relevant overheads.

Capitalised development costs are recorded as intangible assets and amortised from the point at which the asset is ready for use.

##### Amortisation

All intangible assets with a finite useful life, are amortised on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use.

The residual value of intangible assets is considered to be zero and the useful life and amortisation method are reviewed at the end of each financial year.

Amortisation is included within depreciation in the Statement of Comprehensive Income.

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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 14. Trade and Other Payables

	2024	2023
	\$	\$
<b>Current</b>		
Sundry creditors	6,659,577	9,799,969
Prepaid rates	1,371,709	1,281,517
Payables for employee related provisions	365,232	0
Prepaid revenue	2,878,396	2,997,734
	<u>11,274,914</u>	<u>14,079,220</u>

### Material Accounting Policies

#### Financial liabilities

Financial liabilities are initially recognised at fair value when the City becomes a party to the contractual provisions of the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and any consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

#### Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the City prior to the end of the financial year that are unpaid and arise when the City becomes obliged to make future payments in respect of the purchase of these goods and services.

The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

#### Prepaid rates

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the City recognises revenue for the prepaid rates that have not been refunded.

### 15. Aged Persons Homes Liabilities

	2024	2023
Trade creditors	35,710	379,658
Refundable contributions	0	22,181,089
	<u>35,710</u>	<u>22,560,747</u>

Refundable contributions represent bond and deposits held on behalf of residents of the City's aged care facilities. They are recorded as a liability on the basis that they must be repaid to residents on vacating. All refundable contributions were extinguished as part of the second stage of the divestment project.

Refer to Note 30 - Discontinued Operations.

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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 16. Contract and Grant Liabilities

	2024	2023
	\$	\$
<b>Current</b>		
Contract liabilities	681,080	336,524
Capital grant/contributions liabilities	1,985,355	1,084,044
Cash in Lieu - Public Open Space	1,051,373	1,000,594
	<u>3,717,808</u>	<u>2,421,162</u>

#### Reconciliation of changes in contract liabilities

Opening balance	336,524	131,417
Additions	403,551	236,928
Revenue from contracts with customers included as a contract liability at the start of the period	(58,995)	(31,821)
	<u>681,080</u>	<u>336,524</u>

The aggregate amount of the performance obligations unsatisfied (or partially unsatisfied) in relation to these contract liabilities was \$681,080 (2023: \$336,524).

The City expects to satisfy the performance obligations, from contracts with customers unsatisfied at the end of the reporting period, within the next 12 months.

#### Reconciliation of changes in capital grant/contribution liabilities

Opening balance	1,084,044	2,185,686
Additions	1,241,533	4,336,820
Revenue from capital grant/contributions held as a liability at the start of the period	(340,222)	(5,438,462)
	<u>1,985,355</u>	<u>1,084,044</u>

#### Expected satisfaction of capital grant/contribution liabilities

Less than 1 year	<u>1,985,355</u>	<u>1,084,044</u>
	1,985,355	1,084,044

Performance obligations in relation to capital grant/contribution liabilities are satisfied as project milestones are met or completion of construction or acquisition of the asset.

### Material Accounting Policies

#### Contract Liabilities

Contract liabilities represent the City's obligation to transfer goods or services to a customer for which the City has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

#### Capital grant/contribution Liabilities

Capital grant/contribution liabilities represent the City's obligations to construct recognisable non-financial assets to identified specifications to be controlled by the City which are yet to be satisfied. Capital grant/contribution liabilities are recognised as revenue when the obligations in the contract are satisfied.

Fair values for non-current capital grant/contribution liabilities, not expected to be extinguished within 12 months, are based on discounted cash flows of expected cashflows to satisfy the obligations using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 28(i)) due to the unobservable inputs, including own credit risk.

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**City of Bayswater**Notes to and forming part of the Financial Report  
for the year ended 30 June 2024**17. Deferred Lease Liability**

	2024	2023
	\$	\$
Current	32,969	32,969
Non-Current	3,057,846	3,090,815
	3,090,815	3,123,784

**18. Borrowings**

		2024			2023		
	Note	Current	Non-current	Total	Current	Non-current	Total
		\$	\$	\$	\$	\$	\$
<b>Secured</b>							
Debentures		2,451,101	11,704,631	14,155,732	2,360,651	14,155,732	16,516,383
<b>Total secured borrowings</b>	33(a)	2,451,101	11,704,631	14,155,732	2,360,651	14,155,732	16,516,383

All other loan repayments were financed by general purpose revenue.

**Secured liabilities and assets pledged as security**

Debentures are secured by a floating charge over the assets of the City.

The City has complied with the financial covenants of its borrowing facilities during the 2024 and 2023 years.

**Material Accounting Policies****Borrowing Costs**

The City has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short-term nature. Borrowings fair values are based on discounted cash flows using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 28(i)) due to the unobservable inputs, including own credit risk.

**Risk**

Information regarding exposure to risk can be found at Note 26. Details of individual borrowings required by regulations are provided at Note 33(a).

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**City of Bayswater**Notes to and forming part of the Financial Report  
for the year ended 30 June 2024**19. Employee Related Provisions**

	2024	2023
	\$	\$
<b>Current provisions</b>		
<b>Employee benefit provisions</b>		
Annual leave	3,005,427	2,930,354
Long service leave	3,248,601	2,950,809
Sick leave	785,507	703,916
<b>Total current employee related provisions</b>	7,039,535	6,585,079
<b>Non-current provisions</b>		
<b>Employee benefit provisions</b>		
Long service leave	298,907	268,545
<b>Total non-current employee related provisions</b>	298,907	268,545
<b>Total employee related provisions</b>	7,338,442	6,853,624

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave and associated on costs for services rendered up to the reporting date and recorded as an expense during the period the services are delivered.

Annual leave liabilities are classified as current, as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period. Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

	Note	2024	2023
		\$	\$
<b>Amounts are expected to be settled on the following basis:</b>			
Less than 12 months after the reporting date		5,059,237	4,527,133
More than 12 months from reporting date		2,279,205	2,326,491
		7,338,442	6,853,624

Expected reimbursements of employee related provisions from other WA local governments included within other receivables	5	(392,003)	(425,363)
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**Material Accounting Policies****Employee benefits**

The City's obligations for employees' annual leave, long service leave and other employee leave entitlements are recognised as employee related provisions in the Statement of Financial Position.

**Short-term employee benefits**

Provision is made for the City's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The City's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

**Other long-term employee benefits**

Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

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City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

19. Employee Related Provisions (Continued)

Material Accounting Policies (Continued)

Other long-term employee benefits (continued)

The City's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the City does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

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City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

20. Revaluation Surplus

	2024 Opening Balance	2024 Revaluation Increment	2024 Revaluation (Decrement)	Total Movement on Revaluation	2024 Disposal Write-back	2024 Closing Balance
	\$	\$	\$	\$	\$	\$
Land	376,656,768	0	0	0	0	376,656,768
Buildings	112,845,604	0	0	0	0	112,845,604
Furniture and equipment	1,353,574	0	0	0	0	1,353,574
Roads	56,898,473	0	0	0	0	56,898,473
Drainage	23,994,380	0	0	0	0	23,994,380
Footpaths	21,572,613	0	0	0	0	21,572,613
Park development	348,930	0	0	0	0	348,930
Other Infrastructure	3,981,006	0	0	0	0	3,981,006
	597,651,348	0	0	0	0	597,651,348
Eastern Metropolitan Regional Council	6,639,445	0	(283,534)	(283,534)	0	6,355,911
	604,290,793	0	(283,534)	(283,534)	0	604,007,259
	2023 Opening Balance	2023 Revaluation Increment	2023 Revaluation (Decrement)	Total Movement on Revaluation	2023 Disposal Write-back	2023 Closing Balance
	\$	\$	\$	\$	\$	\$
Land	303,304,648	73,811,720	0	73,811,720	(459,600)	376,656,768
Buildings	93,477,347	19,368,257	0	19,368,257	0	112,845,604
Furniture and equipment	1,353,574	0	0	0	0	1,353,574
Roads	56,898,473	0	0	0	0	56,898,473
Drainage	23,994,380	0	0	0	0	23,994,380
Footpaths	21,572,613	0	0	0	0	21,572,613
Park development	348,930	0	0	0	0	348,930
Other Infrastructure	3,981,006	0	0	0	0	3,981,006
	504,930,971	93,179,977	0	93,179,977	(459,600)	597,651,348
Eastern Metropolitan Regional Council	6,470,269	169,176	0	169,176	0	6,639,445
	511,401,240	93,349,153	0	93,349,153	(459,600)	604,290,793

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 21. Notes to the Statement of Cash Flows

#### (a) Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	Note	2024 Actual \$	2023 Actual \$
Cash and cash equivalents	3	19,464,545	22,614,033

#### Restrictions

The following classes of financial assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:

- Financial assets at amortised cost	4	56,511,161	60,837,657
		56,511,161	60,837,657

The restricted financial assets are a result of the following specific purposes to which the assets may be used:

Restricted reserve accounts	34	53,350,129	48,966,255
Contract liabilities	16	681,080	336,524
Capital grant liabilities	16	1,985,355	1,084,044
Unspent loans	33(c)	494,597	10,450,834
<b>Total restricted financial assets</b>		56,511,161	60,837,657

#### (b) Reconciliation of Net Result to Net Cash Provided by Operating Activities

Net result	7,473,963	7,900,468
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#### Non-cash items:

Adjustments to fair value of financial assets at fair value through profit or loss	(4,203)	(9,215)
Adjustments to fair value of investment property	0	(1,150,110)
Depreciation/amortisation	13,417,424	12,401,732
(Profit)/loss on sale of asset	249,826	101,811
(Profit)/loss on sale of asset held for sale	3,784,983	0
Share of profits of associates	(4,052,578)	(1,408,561)
Increment on revaluation of assets held for sale	(145,574)	(1,324,019)
Assets received for substantially less than fair value	0	(181,818)
Changes in assets and liabilities:		
(Increase)/decrease in trade and other receivables	(3,663,362)	(246,325)
(Increase)/decrease in other assets	21,432,553	(1,302,645)
(Increase)/decrease in inventories	(45,501)	1,902
Increase/(decrease) in trade and other payables	(2,804,306)	3,381,644
Increase/(decrease) in employee related provisions	484,818	1,427
Increase/(decrease) in aged persons homes liabilities	(22,525,037)	2,828,550
Increase/(decrease) in other liabilities	1,263,677	(422,432)
Capital grants, subsidies and contributions	(3,943,099)	(4,046,785)
<b>Net cash provided by/(used in) operating activities</b>	<b>10,923,584</b>	<b>16,525,624</b>

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 21. Notes to the Statement of Cash Flows (continued)

#### (c) Undrawn Borrowing Facilities

	2024 Actual \$	2023 Actual \$
<b>Credit Standby Arrangements</b>		
Credit card limit	40,000	50,000
Credit card balance at balance date	(15,657)	(26,545)
<b>Total amount of credit unused</b>	<b>24,343</b>	<b>23,455</b>
<b>Loan facilities</b>		
Loan facilities - current	2,451,101	2,360,651
Loan facilities - non-current	11,704,631	14,155,732
<b>Total facilities in use at balance date</b>	<b>14,155,732</b>	<b>16,516,383</b>
<b>Unused loan facilities at balance date</b>	<b>494,597</b>	<b>10,450,834</b>

### 22. Contingent Liabilities

Under the *Contaminated Sites Act 2003*, the City is required to report known and suspected contaminated sites to the Department of Water and Environmental Protection (DWER). In accordance with the Act, DWER classifies these sites on the basis of the risk to human health, the environment and environmental values. Where sites are classified as "contaminated – remediation required" or "possibly contaminated – investigation required", the City may have a liability in respect of investigation or remediation expenses.

The City has identified 1 contaminated and 13 possibly contaminated sites totalling 14 sites. Until the City conducts an investigation to determine the presence and scope of contamination, assess the risk, and agree with DWER on the need and criteria for remediation, the City is unable to estimate the potential costs and timing of outflows associated with remediation of these sites.

### 23. Capital Commitments

	2024 \$	2023 \$
Contracted for:		
- capital expenditure projects	2,088,054	5,706,094
- plant & equipment purchases	879,179	926,605
	<b>2,967,233</b>	<b>6,632,699</b>
Payable:		
- not later than one year	2,967,233	6,632,699

The capital expenditure projects outstanding at the end of current reporting period represent the refurbishment of Waves aquatic centre and redevelopment of Maylands Waterland (prior year commitment was for the construction of the Morley Sports and Recreation Centre).

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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 24. Related Party Transactions

#### (a) Elected Member Remuneration

Fees, expenses and allowances to be paid or reimbursed to elected council members.

Note	2024 Actual	2024 Budget	2023 Actual
	\$	\$	\$
Mayor's annual allowance	92,104	93,380	91,997
Mayor's meeting attendance fees	48,760	49,435	48,704
Mayor's annual allowance for ICT expenses	3,369	3,400	3,400
Mayor's travel and accommodation expenses	2,363	2,000	1,137
	146,596	148,215	145,238
Deputy Mayor's annual allowance	23,154	23,345	22,999
Deputy Mayor's meeting attendance fees	32,059	32,960	32,470
Deputy Mayor's annual allowance for ICT expenses	3,322	3,400	3,400
	58,535	59,705	58,869
All other council member's meeting attendance fees	284,392	296,640	292,317
All other council member's child care expenses	1,125	0	0
All other council member's annual allowance for ICT expenses	29,472	30,600	30,609
All other council member's annual allowance for travel and	36	0	0
	315,025	327,240	322,926
24(b)	520,156	535,160	527,033

#### (b) Key Management Personnel (KMP) Compensation

Note	2024 Actual	2023 Actual
	\$	\$
The total of compensation paid to KMP of the City during the year are as follows:		
Short-term employee benefits	1,115,699	1,106,808
Post-employment benefits	135,045	133,220
Employee - other long-term benefits	115,103	125,708
Employee - termination benefits	330,306	5,931
Council member costs	24(a) 520,156	527,033
	2,216,309	1,898,700

#### Short-term employee benefits

These amounts include all salary, fringe benefits and cash bonuses awarded to KMP except for details in respect to fees and benefits paid to elected members which may be separately found in the table above.

#### Post-employment benefits

These amounts are the current-year's estimated cost of providing for the City's superannuation contributions made during the year.

#### Other long-term benefits

These amounts represent annual and long service benefits accruing during the year.

#### Termination benefits

These amounts represent termination benefits paid to KMP (Note: may or may not be applicable in any given year).

#### Council member costs

These amounts represent payments of member fees, expenses, allowances and reimbursements during the year.

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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 24. Related Party Transactions (Continued)

#### Transactions with Related Parties

Transactions between related parties and the City are on normal commercial terms and conditions, no more favourable than those available to other parties, unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guaranties exist in relation to related parties at year end.

#### Related Parties

The City's main related parties are as follows:

##### (i) Key Management Personnel

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any elected member, are considered key management personnel and are detailed in Notes 24(a) and 24(b).

##### (ii) Other Related Parties

Outside of normal citizen type transactions with the City, there were no other related party transactions involving key management personnel and/or their close family members and/or their controlled (or jointly controlled) entities.

##### (iii) Entities Subject to Significant Influence by the City

There were no such entities requiring disclosure during the current or previous year.



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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 25. Investment in Associates

#### (a) Investment in associates

Set out in the table below are the associates of the City. All associates are measured using the equity method. Western Australia is the principal place of business for all associates.

Name of entity	% of ownership interest		2024	2023
	2024	2023	Actual	Actual
			\$	\$
Eastern Metropolitan Regional Council (EMRC)	24.44%	20.37%	38,741,912	36,194,706
<b>Total equity-accounted investments</b>			38,741,912	36,194,706

#### (b) Share of investment in Eastern Metropolitan Regional Council (EMRC)

The City has a share in Eastern Metropolitan Regional Council (EMRC). The estimated equity share for 2023/24 is 24.44% (2022/23: 20.37%). The EMRC, comprises of five-member councils, is primarily concerned with refuse removal and provision of safety services.

	Note	2024 Actual	2023 Actual
		\$	\$
<b>Summarised statement of comprehensive income</b>			
Revenue		69,666,053	51,844,081
Interest revenue		3,896,789	2,376,427
Finance cost		(270,658)	(254,430)
Depreciation		(7,131,129)	(3,969,028)
Profit/(loss) from continuing operations		16,116,875	6,279,143
Profit/(loss) for the period		16,116,875	6,279,143
Other comprehensive income		467,065	635,245
Total comprehensive income for the period		16,583,940	6,914,388
<b>Summarised statement of financial position</b>			
Cash and cash equivalents		27,350,538	28,624,162
Other current assets		66,920,819	56,371,020
Total current assets		94,271,357	84,995,182
Non-current assets		141,786,775	129,024,122
Total assets		236,058,132	214,019,304
Current financial liabilities		40,583,440	29,938,415
Total current liabilities		40,583,440	29,938,415
Non-current financial liabilities		36,935,224	6,407,147
Total non-current liabilities		36,935,224	6,407,147
Total liabilities		77,518,664	36,345,562
<b>Net assets</b>		158,539,468	177,673,742
<b>Reconciliation to carrying amounts</b>			
Opening net assets 1 July		177,673,742	170,759,354
Changes in members contributions		(30,718,214)	0
Profit/(Loss) for the period		16,116,875	6,279,143
Other comprehensive income		467,065	635,245
Dividend distribution to member councils		(5,000,000)	0
Closing net assets 30 June		158,539,468	177,673,742
<b>Carrying amount at 1 July</b>		36,194,706	34,616,969
- Share of associates net profit/(loss) for the period	25(c)	4,052,578	1,408,561
- Dividend distribution to member councils		(1,221,838)	0
- Distribution of equity by associate		(7,506,536)	0
- Contribution to equity in associate		7,223,002	169,176
<b>Carrying amount at 30 June (Refer to Note 25(a))</b>		38,741,912	36,194,706

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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 25. Investment in Associates (Continued)

#### Material Accounting Policies

#### Investment in Associates

An associate is an entity over which the City has significant influence, that is it has the power to participate in the financial and operating policy decisions of that investee but not control or joint control of those policies.

Investments in associates are accounted for using the equity method. The equity method of accounting, is whereby the investment is initially recognised at cost and adjusted thereafter for the post-acquisition change in the City's share of net assets of the associate. In addition, the City's share of the profit or loss of the associate is included in the City's profit or loss.

#### (c) Share of associates net profit/(loss) for the period

	2024 Actual	2023 Actual
<b>Share of associates net profit/(loss) for the period</b>	\$	\$
Investment in Eastern Metropolitan Regional Council (EMRC)	4,052,578	1,408,561
	4,052,578	1,408,561

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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 26. Financial Risk Management

This note explains the City's exposure to financial risks and how these risks could affect the City's future financial performance.

RISK	EXPOSURE ARISING FROM	MEASUREMENT	MANAGEMENT
MARKET RISK - INTEREST RATE	Long term borrowings at variable rates	Sensitivity analysis	Utilise fixed interest rate borrowings
CREDIT RISK	Cash and cash equivalents, trade receivables, financial assets and debt investments	Aging analysis Credit analysis	Diversification of bank deposits, credit limits, Investment policy
LIQUIDITY RISK	Borrowings and other liabilities	Rolling cash flow forecasts	Availability of committed credit lines and borrowing facilities

The City does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance branch under policies approved by the Council. The finance branch identifies, evaluates and manages financial risks in close cooperation with the operating divisions. Council has approved the overall risk management policy and provides policies on specific areas such as investment policy.

#### (a) Interest Rate Risk

##### Cash and Cash Equivalents

The City's main interest rate risk arises from cash and cash equivalents with variable interest rates, which exposes the City to cash flow interest rate risk.

Excess cash and cash equivalents are invested in fixed interest rate term deposits which do not expose the City to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts or held as cash. Carrying amounts of cash and cash equivalents at 30 June and the weighted average interest rate across all cash and cash equivalents and term deposits held, disclosed as financial assets at amortised cost are reflected in the table below.

	Weighted Average Interest Rate	Carrying Amounts	Fixed Interest Rate	Variable Interest Rate	Non Interest Bearing
	%	\$	\$	\$	\$
<b>2024</b>					
Cash and cash equivalents	4.68%	19,464,545	11,483,493	7,966,652	14,400
Financial assets at amortised cost - term deposits	5.15%	71,163,644	71,163,644	0	0
<b>2023</b>					
Cash and cash equivalents	2.85%	22,614,033	10,403,540	12,198,143	12,350
Financial assets at amortised cost - term deposits	3.83%	73,821,963	73,821,963	0	0

##### Sensitivity

Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

	2024	2023
	\$	\$
Impact of a 1% movement in interest rates on profit or loss and equity*	79,667	121,981

\* Holding all other variables constant

##### Borrowings

Borrowings are subject to interest rate risk – the risk that movements in interest rates could adversely affect funding costs. The City manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation. The City does not consider there to be any interest rate risk in relation to borrowings. Details of interest rates applicable to each borrowing may be found at Notes 33(a) and 33(b).

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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 26. Financial Risk Management (Continued)

#### (b) Credit Risk

##### Trade and Other Receivables

The City's major receivables comprise annual rates charges and user fees and charges. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The City manages this risk by monitoring outstanding debt and employing debt recovery policies.

The level of outstanding receivables is reported to council monthly and benchmarks are set and monitored for acceptable collection performance.

The City applies the AASB 9 Financial Instruments simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, receivables from grants, contributions and reimbursements are separated from other trade receivables due to the difference in payment terms and security.

The expected loss rates are based on the payment profiles of trade and other receivables over a period of 36 months before 1 July 2023 or 1 July 2024 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors such as the ability of users to settle the receivables.

The loss allowance as at 30 June 2024 and 30 June 2023 was determined as follows for trade and other receivables.

	Current	More than 30 days past due	More than 60 days past due	More than 90 days past due	Total
<b>30 June 2024</b>					
Trade receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	654,988	85,684	101,559	911,755	1,753,986
Loss allowance	0	0	0	0	0
Other receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	9,282,531	0	0	0	9,282,531
Loss allowance	0	0	0	0	0
<b>30 June 2023</b>					
Trade receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	183,983	54,172	72,539	821,093	1,131,787
Loss allowance	0	0	0	0	0
Other receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	6,241,368	0	0	0	6,241,368
Loss allowance	0	0	0	0	0

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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 26. Financial Risk Management (Continued)

#### (b) Credit Risk (Continued)

The loss allowances for trade, other receivables and contract assets as at 30 June reconcile to the opening loss allowances as follows:

	Rates & Statutory Receivables		Trade Receivables	
	2024	2023	2024	2023
	Actual	Actual	Actual	Actual
	\$	\$	\$	\$
Opening loss allowance as at 1 July	0	0	0	0
Increase in loss allowance recognised in profit or loss during the year	82,511	78,421	9,336	58,412
Receivables written off during the year as uncollectible	(82,511)	(78,421)	(9,336)	(58,412)
Unused amount reversed	0	0	0	0
Closing loss allowance at 30 June	0	0	0	0

Trade, other receivables and contract assets are written off where there is no reasonable expectation of recovery. Indicators that there is no reasonable expectation of recovery include, amongst others, the failure of a debtor to engage in a repayment plan with the City, and a failure to make contractual payments for a period of greater than 120 days past due.

Impairment losses on rates and statutory receivables, trade, other receivables and contract assets are presented as net impairment losses within other expenditure. Subsequent recoveries of amounts previously written off are credited against the same line item.

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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 26. Financial Risk Management (Continued)

#### (c) Liquidity Risk

##### Payables and Borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The City manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required and disclosed in Note 21(c).

The contractual undiscounted cash flows of the City's payables and borrowings are set out in the liquidity table below. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

	Due within 1 year	Due between 1 & 5 years	Due after 5 years	Total contractual cash flows	Carrying amount
	\$	\$	\$	\$	\$
<b>2024</b>					
Trade and other payables	11,274,914	0	0	11,274,914	11,274,914
Aged Persons Homes liabilities	35,710	0	0	35,710	35,710
Borrowings	2,451,101	8,455,847	3,248,784	14,155,732	14,155,732
Lease liabilities	138,254	216,282	0	354,536	354,536
Deferred lease liabilities	32,969	164,844	2,893,002	3,090,815	3,090,815
	13,932,948	8,836,973	6,141,786	28,911,707	28,911,707
<b>2023</b>					
Trade and other payables	14,079,220	0	0	14,079,220	14,079,220
Aged Persons Homes liabilities	22,560,747	0	0	22,560,747	22,560,747
Borrowings	2,360,651	4,733,931	9,421,801	16,516,383	16,516,383
Lease liabilities	50,529	151,934	0	202,463	202,508
Deferred lease liabilities	32,969	164,843	2,925,972	3,123,784	3,123,784
	39,084,116	5,050,708	12,347,773	56,482,597	56,482,642

### 27. Events Occurring After the End of the Reporting Period

No events after the reporting date were identified by management that would significantly affect the operations of the City or the financial results of the City.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 28. Other Material Accounting Policies

#### (a) Goods and services tax (GST)

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

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

#### (b) Current and non-current classification

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the City's operational cycle. In the case of liabilities where the City does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the City's intentions to release for sale.

#### (c) Rounding off figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

#### (d) Comparative figures

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

When the City applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) statement of financial position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

#### (e) Budget comparative figures

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

#### (f) Superannuation

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

#### (g) Fair value of assets and liabilities

Fair value is the price that the City would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 28. Other Material Accounting Policies (Continued)

#### (g) Fair value of assets and liabilities (continued)

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

#### (h) Interest earnings

Interest revenue is calculated by applying the effective interest rate to the gross carrying amount of a financial asset measured at amortised cost except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

#### (i) Fair value hierarchy

AASB 13 *Fair Value Measurement* requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

##### Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

##### Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

##### Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

#### Valuation techniques

The City selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the City are consistent with one or more of the following valuation approaches:

##### Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

##### Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

##### Cost approach

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the City gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 28. Other Material Accounting Policies (Continued)

#### (j) Impairment of assets

In accordance with Australian Accounting Standards the City's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount except for non-financial assets that are:

- land and buildings classified as property, plant and equipment;
- infrastructure; or
- vested improvements that the local government controls, in circumstances where there has been an impairment indication of a general decrease in asset values.

These non-financial assets are assessed in accordance with the regulatory framework detailed in Note 10.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116 *Property, Plant and Equipment*) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 29. Function and Activity

#### (a) Service objectives and descriptions

City operations as disclosed in this financial report encompass the following service orientated functions and activities.

#### Objectives

##### Governance

The administration and operation of facilities and services to Elected Members of Council. It includes costs for assisting elected members and ratepayers with matters which do not concern specific Council services.

##### General Purpose Funding

Revenue from rates including interim rates, interest and fees on instalment arrangements and interest on arrears. It includes amounts receivable from the Western Australian Local Government Grants Commission, such as Financial Assistance Grants.

##### Law, Order and Public Safety

Administration and operation of funds received from the Department of Fire and Emergency Services for the Bayswater SES. It covers the cost of providing community safety programs and Ranger and Security services including animal control, parking, impounding of vehicles, fire prevention and 24/7 security services.

##### Health

Administration, inspection and operation of programs concerned with the general health of the community. These services include infant health centres, immunisation programs, food sampling and inspection of food premises, noise and pest control.

##### Education and Welfare

Funding for welfare services for families, children and the aged. It includes the administration of community centres, and programs for youth and the aged.

##### Housing

Administration, provision and operation of housing programs for aged persons.

##### Community Amenities

General refuse collection, sanitation and disposal services. The management of sewerage and urban storm water drainage and protection of the environment. It also covers town planning and regional development services

##### Recreation and Culture

Funding for public halls, civic centres, libraries and recreation facilities, including Morley Sport and Recreation Centre, Les Hansman Centre, Bayswater Waves, Maylands Waterland and the RISE. It includes the maintenance of recreation facilities, public parks, gardens and reserves, and also funds community programs including the Avon Descent, Art Awards, and Multicultural Community Concert.

##### Transport

Construction and maintenance of roads, drainage works, footpaths, parking facilities, maintenance of bus shelters, street cleaning and street lighting.

##### Economic Services

Providing and regulating services including tourism, area promotion and building control. It includes place management and support for local economic development.

##### Other Property and Services

Administration, inspection and operation of work carried out on property or services not under the care, control or management of the City. These include private works, public work overheads, plant operation and other unclassified activities.

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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 29. Function and Activity (Continued)

#### (b) Income and expenses

	2024 Actual	2023 Actual
	\$	\$
<b>Income excluding grants, subsidies and contributions and capital grants, subsidies and contributions</b>		
Governance	352,325	241,654
General purpose funding	61,929,911	57,251,856
Law, order, public safety	350,128	382,631
Health	216,291	198,139
Education and welfare	118,112	226,709
Housing	383,770	1,534,211
Community amenities	14,210,371	13,928,666
Recreation and culture	9,682,455	8,458,300
Transport	956,401	783,889
Economic services	7,372,190	470,973
Other property and services	4,440,634	1,562,624
	100,012,588	85,039,652
<b>Grants, subsidies and contributions and capital grants, subsidies and contributions</b>		
Governance	10,000	0
General purpose funding	2,770,622	3,469,292
Law, order, public safety	71,264	73,901
Health	40,943	54,838
Education and welfare	7,155	8,701
Community amenities	308,899	616,359
Recreation and culture	362,139	1,792,519
Transport	2,879,416	3,267,767
Economic services	84,178	3,430
Other property and services	74,873	67,701
	6,609,489	9,354,508
<b>Total Income</b>	106,622,077	94,394,160
<b>Expenses</b>		
Governance	(6,519,839)	(5,852,682)
General purpose funding	(958,963)	(1,161,312)
Law, order, public safety	(4,183,196)	(3,960,101)
Health	(2,370,966)	(2,231,291)
Education and welfare	(2,030,275)	(1,791,030)
Housing	(179,139)	(102,047)
Community amenities	(19,067,349)	(17,710,743)
Recreation and culture	(35,818,129)	(33,028,576)
Transport	(20,215,684)	(19,168,000)
Economic services	(5,448,081)	(3,886,170)
Other property and services	(340,224)	(512,305)
<b>Total expenses</b>	(97,131,845)	(89,404,257)
Discontinued operations	(2,016,269)	2,910,565
<b>Net result for the period</b>	7,473,963	7,900,468

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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 29. Function and Activity (Continued)

#### (c) Total Assets

	2024 Actual	2023 Actual
	\$	\$
Governance	903,996	993,753
General purpose funding	5,980,251	3,606,644
Law, order, public safety	2,902,041	2,992,735
Health	869,147	199,683
Education and welfare	12,784,870	12,880,161
Housing	52,337,297	76,531,078
Community amenities	438,728,273	432,270,382
Recreation and culture	180,638,548	182,474,431
Transport	150,293,061	150,202,539
Economic services	332,732	373,643
Other property and services	105,823,311	107,667,520
	951,593,527	970,192,569



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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 30. Discontinued Operations

At the Council meeting on 2 August 2016, Council resolved to divest from Aged Persons Homes.

Mertome Retirement Village was the first portion of the Aged Person Homes segment to be sold.

The site currently contains 102 independent living units and a 70-bed residential aged care facility. Despite Mertome Village undergoing several refurbishments throughout the years, it has now reached the end of its operating life.

On 1 April 2019, Hall & Prior (Fresh Fields Management (Mertome Village) Pty Ltd) entered into a long-term lease with the City and acquired the business and assets associated with Mertome Village. Hall & Prior operates Mertome Village and the Hostel. In relation to the Mertome Retirement Village, most of the assets and all of the liabilities have been disposed of in these transactions.

At the second stage of the divestment project, the City sold a significant portion of its aged accommodation (i.e. 2 residential care facilities and 3 independent living units) which had a gross value of \$26.5m on 30 November 2023.

Management expects to sell the remaining assets in the coming years.

	2024 \$	2023 \$
<b>Income Statement</b>		
Operating income	6,613,722	11,801,260
Operating expenditure	(4,990,582)	(10,214,714)
	1,623,140	1,586,546
(Loss) on asset disposals	(3,784,983)	0
	(2,161,843)	1,586,546
Decrement on revaluation of assets held for sale	0	(350,081)
Increment on revaluation of assets held for sale	145,574	1,674,100
	145,574	1,324,019
	(2,016,269)	2,910,565

The carrying amount of the assets and liabilities in the disposal group is summarised as follows:

<b>Financial Position*</b>		
Assets	2,689,854	29,054,280
Liabilities	35,710	22,560,747
	2,654,144	6,493,533

\* The cash and cash equivalents and financial assets (\$36.25m, 2022/23 \$34.18m) and investment properties (\$10.14m, 2022/23 \$10.14m) will remain with the Council following divestment. Consequently, these assets are excluded from held for sale assets.

Cash flows generated by the Aged Person Homes disposal group are as follows:

<b>Cash Flows</b>		
Net cash inflows from operating activities	1,623,140	1,586,546
Proceeds from the sale of assets held for sale	121,328	0
Non-cash flows associated with the sale of discontinued operations includes \$22.7m of liabilities assumed by the purchaser.		

### Material Accounting Policies

A discontinued operation is a component of the City of Bayswater that has been either disposed of, or is held for sale and;

- represents a separate major line of business or geographical area of operations; and
- is part of a single coordinated plan to dispose of a separate major line of business or geographical area of operations.

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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 31. Rating Information

#### General Rates

RATE TYPE	Basis of valuation	Rate in \$	Number of Properties	2023/24 Actual Rateable Value*	2023/24 Actual Rate	2023/24 Actual Interim Rates	2023/24 Actual Total Revenue	2023/24 Budget Rate	2023/24 Budget Interim Rate	2023/24 Budget Total Revenue	2022/23 Actual Total Revenue
General GRV	Gross rental valuation	0.071940	25,851	681,590,613	49,033,628	454,093	49,487,721	49,033,627	225,000	49,258,627	43,186,659
<b>Total general rates</b>			25,851	681,590,613	49,033,628	454,093	49,487,721	49,033,627	225,000	49,258,627	43,186,659
Minimum payment General GRV	Gross rental valuation	1.10150	7,249	93,299,820	7,984,773	0	7,984,773	7,984,774	0	7,984,774	11,085,869
<b>Total minimum payments</b>			7,249	93,299,820	7,984,773	0	7,984,773	7,984,774	0	7,984,774	11,085,869
<b>Total general rates and minimum payments</b>			33,100	774,890,433	57,018,401	454,093	57,472,494	57,018,401	225,000	57,243,401	54,272,528
<b>Total Rates</b>							57,472,494			57,243,401	54,272,528
Rate instalment interest							239,647			215,000	215,168
Rate overdue interest							225,440			167,000	189,879

The rate revenue was recognised from the rate record as soon as practicable after the City resolved to impose rates in the financial year as well as when the rate record was amended to ensure the information in the record was current and correct.

\* Rateable Value at time of raising of rate.

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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 32. Determination of Surplus or Deficit

#### (a) Non-cash amounts excluded from operating activities

The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

##### Adjustments to operating activities

	2023/24 (30 June 2024 Carried Forward)	2023/24 Budget (30 June 2024 Carried Forward)	2022/23 (30 June 2023 Carried Forward)
Note	\$	\$	\$
Less: Profit on asset disposals	(34,048)	0	(116,738)
Less: Movement in net current accounts associated with restricted cash	3,564,746	0	(1,274,405)
Less: Fair value adjustments to financial assets at fair value through profit or loss	(4,203)	0	(9,215)
Less: Share of net profit of associates and joint ventures accounted for using the equity method	(4,052,578)	0	(1,408,561)
Add: Loss on disposal of assets	283,874	219,338	218,549
Add: Depreciation	10(a) 13,417,424	12,018,771	12,401,732
Non-cash movements in non-current assets and liabilities:			
Under Ground Power non-current debtor movement	(1,008,540)	(5,072,385)	0
Financial assets at amortised cost	(334,923)	0	16,067
Investment property	12 0	0	(1,150,110)
Pensioner deferred rates	(23,524)	0	(9,655)
Movement on assets held for sale	7 124,983	0	360,454
Employee benefit provisions	30,362	0	(45,664)

##### Non-cash amounts excluded from operating activities

	11,963,573	7,165,724	8,982,454
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#### (b) Non-cash amounts excluded from investing activities

The following non-cash revenue or expenditure has been excluded from amounts attributable to investing activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

##### Adjustments to investing activities

Infrastructure received for substantially less than fair value	9(a) 0	0	(181,818)
<b>Non-cash amounts excluded from investing activities</b>	0	0	(181,818)

#### (c) Surplus or deficit after imposition of general rates

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with Financial Management Regulation 32 to agree to the surplus/(deficit) after imposition of general rates.

##### Adjustments to net current assets

Less: Reserve accounts	34 (53,350,129)	(40,604,585)	(48,966,255)
Add: Current liabilities not expected to be cleared at end of year			
- Current portion of borrowings	18 2,451,101	0	2,360,651
- Aged Persons Homes	(16,125,022)	0	(19,639,448)
- Current portion of lease liabilities	11(b) 138,254	91,448	111,059
- Employee benefit provisions	1,724,469	1,688,682	1,641,180

##### Total adjustments to net current assets

	(65,161,327)	(38,824,455)	(64,492,813)
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##### Net current assets used in the Statement of Financial Activity

Total current assets	105,492,325	84,562,859	134,026,563
Less: Total current liabilities	(24,690,291)	(45,738,404)	(48,150,887)
Less: Total adjustments to net current assets	(65,161,327)	(38,824,455)	(64,492,813)

##### Surplus or deficit after imposition of general rates

	15,640,707	0	21,382,863
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## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 33. Borrowing and Lease Liabilities

#### (a) Borrowings

Purpose	Note	Actual				Budget			
		Principal at 1 July 2022	New Loans During 2022-23	Principal Repayments During 2022-23	Principal at 30 June 2023	Principal at 1 July 2023	New Loans During 2023-24	Principal Repayments During 2023-24	Principal at 30 June 2024
Bayswater Waves		\$ 1,188,979	\$ 0	\$ (98,715)	\$ 1,090,264	\$ 0	\$ (102,731)	\$ 987,533	\$ 1,090,265
Maylands Waterland		1,500,000	0	(124,537)	1,375,463	0	(129,604)	1,245,859	1,375,463
Morley Sport and Recreation Centre		775,000	0	(64,344)	710,656	0	(66,962)	643,694	710,656
Bayswater Waves		0	7,140,000	0	7,140,000	0	(595,285)	6,544,715	7,140,000
Maylands Underground Power		0	6,200,000	0	6,200,000	0	(1,467,342)	4,732,658	6,200,000
<b>Total</b>		<b>3,463,979</b>	<b>13,340,000</b>	<b>(287,596)</b>	<b>16,516,383</b>	<b>0</b>	<b>(2,360,055)</b>	<b>14,156,329</b>	<b>16,516,384</b>
<b>Self-Supporting Loans</b>									
Football West		1,329	0	(1,329)	0	0	0	0	0
<b>Total Self-Supporting Loans</b>		<b>1,329</b>	<b>0</b>	<b>(1,329)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Borrowings</b>	<b>18</b>	<b>3,465,308</b>	<b>13,340,000</b>	<b>(288,925)</b>	<b>16,516,383</b>	<b>0</b>	<b>(2,360,055)</b>	<b>14,156,329</b>	<b>16,516,384</b>
Self-supporting loans are financed by payments from third parties. These are shown in Note 4 as other financial assets at amortised cost. All other loan repayments were financed by general purpose revenue.									
Borrowing Finance Cost Payments	Purpose	Loan Number	Institution	Interest Rate	Date final payment is due	Actual for year ending 30 June 2024		Budget for year ending 30 June 2024	
						\$	\$	\$	\$
	Bayswater Waves	600003	WATC*	4.73%	14/06/2032	(60,145)	(60,338)	(64,455)	(64,455)
	Maylands Waterland	600001	WATC*	4.73%	14/06/2032	(63,263)	(63,505)	(68,700)	(68,700)
	Morley Sport and Recreation Centre	600002	WATC*	4.73%	14/06/2032	(32,811)	(32,811)	(35,495)	(35,495)
	Bayswater Waves	600004	WATC*	4.64%	14/06/2033	(323,302)	(328,928)	(15,394)	(15,394)
	Maylands Underground Power	600005	WATC*	4.39%	14/06/2027	(253,318)	(262,138)	(12,546)	(12,546)
<b>Total</b>						<b>(722,714)</b>	<b>(727,721)</b>	<b>(186,590)</b>	<b>(186,590)</b>
<b>Self-Supporting Loans Finance Cost Payments</b>									
Football West		214	WATC*	6.45%	29/07/2022	0	0	(6)	(6)
<b>Total Self-Supporting Loans Finance Cost Payments</b>						<b>0</b>	<b>0</b>	<b>(6)</b>	<b>(6)</b>
<b>Total Finance Cost Payments</b>						<b>(722,714)</b>	<b>(727,720)</b>	<b>(186,596)</b>	<b>(186,596)</b>

\* WA Treasury Corporation

### City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

#### 33. Borrowing and Lease Liabilities (Continued)

##### (d) Lease Liabilities

Purpose	Note	Principal at 1 July 2022	New Leases During 2022-23	Principal Repayments During 2022-23	Principal at 30 June 2023	New Leases During 2023-24	Principal Repayments During 2023-24	Principal at 30 June 2024	Principal at 1 July 2023	New Leases During 2023-24	Principal Repayments During 2023-24	Principal at 30 June 2024
Gym Equipment - Waves 2		\$ 10,464	\$ 0	\$ (6,945)	\$ 3,519	\$ 0	\$ (3,519)	\$ 0	\$ 3,519	\$ 0	\$ (3,519)	\$ 0
Gym Equipment - Waves 3		\$ 50,823	\$ 0	\$ (28,813)	\$ 22,010	\$ 0	\$ (22,010)	\$ 0	\$ 22,009	\$ 0	\$ (22,009)	\$ 0
Gym Equipment - Waves 3 - Var 1		\$ 0	\$ 0	\$ 0	\$ 0	\$ 7,375	\$ (7,375)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Gym Equipment - Waves 4		\$ 42,738	\$ 0	\$ (14,019)	\$ 28,719	\$ 0	\$ (14,245)	\$ 14,474	\$ 28,719	\$ 0	\$ (14,245)	\$ 14,474
Gym Equipment - Waves 5		\$ 0	\$ 77,137	\$ (12,883)	\$ 64,254	\$ 0	\$ (17,037)	\$ 47,217	\$ 58,969	\$ 0	\$ (29,249)	\$ 29,720
Gym Equipment - Waves 6		\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 64,614	\$ 0	\$ (17,396)	\$ 47,218
Gym Equipment - The RISE 2		\$ 87,765	\$ 0	\$ (28,786)	\$ 58,969	\$ 0	\$ (29,249)	\$ 29,720	\$ 0	\$ 0	\$ 0	\$ 0
Gym Equipment - MSRC 1		\$ 0	\$ 0	\$ 0	\$ 0	\$ 232,079	\$ (30,878)	\$ 201,201	\$ 0	\$ 0	\$ 0	\$ 0
Gym Equipment - MSRC 2		\$ 0	\$ 0	\$ 0	\$ 0	\$ 35,466	\$ (1,573)	\$ 33,893	\$ 0	\$ 0	\$ 0	\$ 0
Equipment - MSRC 3		\$ 0	\$ 0	\$ 0	\$ 0	\$ 29,334	\$ (1,303)	\$ 28,031	\$ 0	\$ 0	\$ 0	\$ 0
Hamilton St Carpark		\$ 49,664	\$ 0	\$ (24,617)	\$ 25,037	\$ 0	\$ (25,037)	\$ 0	\$ 25,000	\$ 0	\$ (24,963)	\$ 37
<b>Total Lease Liabilities</b>	<b>11(b)</b>	<b>241,434</b>	<b>77,137</b>	<b>(116,063)</b>	<b>202,508</b>	<b>304,264</b>	<b>(152,226)</b>	<b>354,536</b>	<b>202,830</b>	<b>0</b>	<b>(111,362)</b>	<b>91,449</b>

##### Lease Finance Cost Payments

Purpose	Lease Number	Institution	Interest Rate	Date final payment is due	Actual for year ending 30 June 2024	Budget for year ending 30 June 2024	Actual for year ending 30 June 2023	Lease Term
Gym Equipment - Waves 2	ESN0162321	MMA Financial	1.80%	01/10/2023	\$ (8)	\$ (8)	\$ (110)	4 years
Gym Equipment - Waves 3	ESN0162341	MMA Financial	2.10%	01/01/2024	\$ (115)	\$ (115)	\$ (886)	4 years
Gym Equipment - Waves 4	ESN0163578	MMA Financial	1.60%	01/04/2025	\$ (316)	\$ (316)	\$ (542)	4 years
Gym Equipment - Waves 5	ESN0163957	MMA Financial	4.70%	01/10/2026	\$ (2,500)	\$ (2,500)	\$ (2,398)	4 years
Gym Equipment - The RISE 2	ESN0163961	MMA Financial	1.60%	01/06/2025	\$ (649)	\$ (649)	\$ (1,112)	4 years
Gym Equipment - MSRC 1	E6TEC63879	MMA Financial	4.70%	30/06/2027	\$ (4,854)	\$ 0	\$ 0	3 years
Gym Equipment - MSRC 2	ESN0164232	MMA Financial	4.90%	01/01/2029	\$ (410)	\$ 0	\$ 0	5 years
Equipment - MSRC 3	ESN0164235	MMA Financial	4.90%	01/01/2029	\$ (338)	\$ 0	\$ 0	5 years
Hamilton St Carpark	Long Island Holdings Pty Ltd		1.40%	09/08/2023	\$ (37)	\$ (37)	\$ (382)	3 years
<b>Total Finance Cost Payments</b>					<b>(9,227)</b>	<b>(3,625)</b>	<b>(5,230)</b>	

### City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

#### 33. Borrowing and Lease Liabilities (Continued)

##### (b) New Borrowings – 2023/24

Particulars/Purpose	Institution	Loan Type	Term Years	Interest Rate	Amount Borrowed 2024	Amount (Used) 2024	Total Interest & Charges	Actual Balance 30 June 2024
				%	\$	\$	\$	\$
				0.00%	\$ 0	\$ 0	\$ 0	\$ 0

##### (c) Unspent Borrowings

Particulars	Institution	Date Borrowed	Unspent Balance 1 July 2023	Borrowed During Year	Expended During Year	Unspent Balance 30 June 2024
Bayswater Waves	WATC*	14/06/2023	\$ 4,250,834	\$ 0	\$ (4,250,834)	\$ 0
Maylands Underground Power	WATC*	14/06/2023	\$ 6,200,000	\$ 0	\$ (5,705,403)	\$ 494,597
			\$ 10,450,834	\$ 0	\$ (9,956,237)	\$ 494,597

\* WA Treasury Corporation

City of Bayswater  
Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

34. Reserves – Cash/Financial Asset Backed (Continued)

	2024 Actual Opening Balance	2024 Actual Transfer to	2024 Actual Transfer (from)	2024 Actual Closing Balance	2024 Budget Opening Balance	2024 Budget Transfer to	2024 Budget Transfer (from)	2024 Budget Closing Balance	2023 Actual Opening Balance	2023 Actual Transfer to	2023 Actual Transfer (from)	2023 Actual Closing Balance
<b>Restricted by Council (continued)</b>												
(v) Major Capital Works	1,138,807	6,770,268	(849,951)	7,059,124	719,116	1,331,255	(644,259)	1,406,112	995,576	795,680	(652,449)	1,138,807
(w) Maylands Lakes	4,923	250	0	5,173	4,853	214	0	5,067	4,735	188	0	4,923
(x) Maylands Wetland	447,276	22,699	0	469,975	440,930	19,436	0	460,366	430,231	17,045	0	447,276
(y) Morley City Centre	564,795	28,663	0	593,458	556,782	24,542	0	581,324	543,272	21,523	0	564,795
(z) Morley Sport and Recreation Centre	523,673	25,885	(164,708)	384,950	516,244	22,755	(150,000)	388,999	503,717	19,956	0	523,673
(aa) Noranda Netball Courts	72,344	3,671	0	76,015	71,316	3,143	0	74,459	69,587	2,757	0	72,344
(ab) Plant and Works Equipment	2,865	146	0	3,011	2,824	124	0	2,948	2,756	109	0	2,865
(ac) Playground and Parks	53,051	2,692	0	55,743	52,274	2,228	0	54,502	51,029	2,022	0	53,051
(ad) River Restoration	126,330	6,412	0	132,742	132,977	0	(92,292)	30,685	121,516	4,814	0	126,330
(ae) Roads and Drainage	13,542	687	0	14,229	13,349	583	0	13,932	13,026	516	0	13,542
(af) Senior Citizens Buildings	26,620	1,351	0	27,971	26,241	1,154	0	27,395	25,606	1,014	0	26,620
(ag) Strategic Land Acquisition	539,401	21,721	(637,288)	23,834	530,523	73,375	(210,118)	393,780	11,977	527,424	0	539,401
(ah) Streetscapes	164,306	7,664	(28,685)	143,285	131,353	4,912	0	136,265	216,208	8,448	(60,350)	164,306
(ai) Sustainable Environment	58,286	2,959	0	61,245	76,850	1,422	0	80,372	77,651	2,645	(22,000)	58,286
(aj) The RISE	386,282	19,604	0	405,886	378,532	10,245	0	388,077	371,562	14,720	0	386,282
(ak) Workers Compensation	653,213	3,151	(100,000)	586,364	643,945	28,394	(100,000)	572,329	628,320	24,893	0	653,213
	16,542,067	7,663,089	(6,546,626)	18,655,530	15,270,070	2,158,893	(6,029,503)	11,400,462	15,552,520	2,023,084	(1,008,537)	16,542,067
	48,966,255	10,914,259	(6,530,385)	53,350,129	44,284,244	3,937,342	(7,617,003)	40,604,585	44,149,626	6,438,965	(1,642,536)	48,966,255

All reserves are supported by cash and cash equivalents and financial assets at amortised cost and are restricted within equity as Reserve accounts.

City of Bayswater  
Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

34. Reserves – Cash/Financial Asset Backed

The following assets are budgeted to be acquired during the year.

	2024 Actual Opening Balance	2024 Actual Transfer to	2024 Actual Transfer (from)	2024 Actual Closing Balance	2024 Budget Opening Balance	2024 Budget Transfer to	2024 Budget Transfer (from)	2024 Budget Closing Balance	2023 Actual Opening Balance	2023 Actual Transfer to	2023 Actual Transfer (from)	2023 Actual Closing Balance
<b>Restricted by legislation/agreement</b>												
(a) Aged Persons Homes - General	18,938,005	1,604,771	(224,783)	20,317,993	19,228,437	1,342,912	(1,209,326)	19,362,023	17,420,753	1,960,616	(443,564)	18,938,005
(b) Aged Persons Homes - Prudential	3,005,894	118,170	0	3,124,064	2,916,560	72,870	0	2,989,430	2,916,560	89,334	0	3,005,894
(c) Cash in Lieu - Public Open Space	1,000,594	50,779	0	1,051,373	486,634	23,834	(28,174)	454,294	493,523	507,071	0	1,000,594
(d) FOGO	4,712,115	227,441	(221,935)	4,717,621	4,184,898	172,893	(300,000)	4,057,791	4,406,769	473,000	(167,654)	4,712,115
(e) General Waste Management	4,767,580	1,250,009	(534,041)	5,483,548	2,225,645	164,940	(50,000)	2,340,585	3,384,701	1,405,660	(22,781)	4,767,580
	32,424,188	3,251,170	(980,759)	34,694,599	29,014,174	1,777,448	(1,587,500)	29,204,123	28,622,506	4,435,887	(633,989)	32,424,188
<b>Restricted by Council</b>												
(f) Bayswater Bowling Club - Capital Improvements	10,766	546	0	11,312	10,613	488	0	11,081	10,356	410	0	10,766
(g) Bayswater Tennis Club	144,306	7,323	(26,397)	125,232	142,257	6,270	(26,397)	122,130	138,806	5,500	0	144,306
(h) Bayswater Waves Aquatic Centre	353,353	17,932	0	371,285	344,489	5,638	0	350,127	338,974	14,379	0	353,353
(i) Bore and Reclamation	10,351	525	0	10,876	10,205	450	0	10,655	9,657	394	0	10,351
(j) Building Furniture and Equipment	150,781	7,652	0	158,433	148,642	6,552	0	155,194	145,035	5,746	0	150,781
(k) City Buildings and Amenities	809,547	41,085	0	850,632	795,763	31,665	0	827,428	827,276	32,621	(60,350)	809,547
(l) Civic Centre	66,218	3,361	0	69,579	65,277	2,875	0	68,152	63,694	2,524	0	66,218
(m) Economic Stimulus	1,988,771	99,410	(632,491)	1,456,690	1,753,147	18,364	(1,486,000)	285,511	2,030,361	90,962	(131,552)	1,988,771
(n) Emission Reduction Energy Plan Reserve	84,152	123,872	(21,240)	186,784	71,923	243,174	(100,000)	215,097	0	120,313	(36,161)	84,152
(o) Eric Singleton Bird Sanctuary	1,275,765	64,744	0	1,340,509	1,257,665	55,436	0	1,313,101	1,227,148	48,617	0	1,275,765
(p) Footpath and Cycleway	18,378	933	0	19,311	6,254	63	0	6,317	50,386	1,916	(33,924)	18,378
(q) Golf Courses	1,521,186	77,199	(70,386)	1,528,019	1,499,603	66,096	(312,065)	1,253,644	1,463,217	57,966	0	1,521,186
(r) Information Technology	228,482	11,846	0	241,128	226,005	9,624	0	235,629	220,622	8,860	0	228,482
(s) Landfill Restoration	372,666	18,913	0	391,579	228,459	10,640	0	240,099	372,064	14,817	(14,215)	372,666
(t) Les Hansman Centre Development	3,088,441	156,736	(3,118,500)	126,677	2,800,361	108,021	(2,908,382)	0	2,984,217	111,760	(7,536)	3,088,441
(u) Long Service Leave and Entitlements	1,641,180	83,289	0	1,724,469	1,617,898	70,794	0	1,688,682	1,578,638	62,542	0	1,641,180

## City of Bayswater

### Notes to and forming part of the Financial Report for the year ended 30 June 2024

#### 34. Reserves – Cash/Financial Asset Backed (Continued)

In accordance with Council resolutions in relation to each reserve account, the purpose for which reserves are set aside are as follows:

Reserve Name	Purpose of the Reserve
<b>Restricted by council (continued)</b>	
(s) Landfill Restoration	To provide funding for the review and any restoration requirements of the Swan River Foreshore
(t) Les Hansman Centre Development	To set aside funds for the redevelopment of the Les Hansman Community Centre.
(u) Long Service Leave and Entitlements	To provide for the payment to employees of Long Service Leave and other approved entitlements.
(v) Major Capital Works	To finance the cost of major capital works programs as approved by Council.
(w) Maylands Lakes	To fund asset preservation and environmental requirements for Maylands Lakes.
(x) Maylands Waterland	To fund asset management requirements of the Maylands Waterland facility.
(y) Morley City Centre	To provide funds for the future development of the Morley City Centre.
(z) Morley Sport and Recreation Centre	To set aside funds for the asset management requirements of the Morley Sport and Recreation Centre.
(aa) Noranda Netball Courts	Funds set aside for the asset management requirements of the Noranda Netball Courts.
(ab) Plants and Works Equipment	To fund the cost of acquiring plant and equipment needed to provide for the day-to-day operational requirements of the City.
(ac) Playground and Parks	To set aside funds for the asset management requirements of the City's playground and parks infrastructure.
(ad) River Restoration	To set aside funds for the restoration of the river.
(ae) Roads and Drainage	To set aside funds for the asset management requirements of the City's road and drainage infrastructure.
(af) Senior Citizens Building	To set aside funds for the asset management requirements of the City's senior citizens centres.
(ag) Strategic Land Acquisition	To provide funds for future land acquisition.
(ah) Streetscapes	To provide for the renewal of urban streetscapes.
(ai) Sustainable Environment	To provide funding for strategic environmental projects such as foreshore rehabilitation and the Eric Singleton Bird Sanctuary.
(aj) The RISE	To fund asset management requirements of The RISE.
(ak) Workers Compensation	To finance Workers' Compensation costs in excess of premium deposits.

## City of Bayswater

### Notes to and forming part of the Financial Report for the year ended 30 June 2024

#### 34. Reserves – Cash/Financial Asset Backed (Continued)

In accordance with Council resolutions or adopted budget in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

Reserve Name	Purpose of the Reserve
<b>Restricted by legislation/agreement</b>	
(a) Aged Persons Homes - General	This reserve restricts funds held for the Independent Living Units and Residential Care Facilities owned and controlled by the City. These funds are managed in accordance with the relevant statutory requirements and policies.
(b) Aged Persons Homes - Prudential Requirements	To provide a cash-backed prudential reserve to meet the accommodation obligations for Residential Care Facilities and Independent Living Units.
(c) Cash in Lieu - Public Open Space	To set aside cash in lieu funds received under section 154 of the Planning and Development Act 2005 for the funding of eligible public open space development projects.
(d) FOGO – (Waste Services) Reserve	To assist and support the implementation of a FOGO – Waste Services for residents.
(e) General Waste Management	To set aside funds for the future development of waste management.
<b>Restricted by council</b>	
(f) Bayswater Bowling Club - Capital Improvements	To set aside funds for the future development of the Bayswater Bowling Club.
(g) Bayswater Tennis Club	To set aside funds for the future development of the Bayswater Tennis Club.
(h) Bayswater Waves Aquatic Centre	To fund asset management requirements of the Bayswater Waves Aquatic Centre.
(i) Bore and Reticulation	For the installation of new bores and reticulation, and the replacement of old bore and reticulation systems, due to wear and tear.
(j) Building Furniture and Equipment	To provide a cash-backed reserve for the purpose of furniture and equipment required in Council's buildings.
(k) City Buildings and Amenities	For the purpose of preserving and renewing Council's buildings.
(l) Civic Centre	To make provision for the asset management needs of the Civic Centre.
(m) Economic Stimulus	To fund employment-generating projects for the benefit of the community.
(n) Emission Reduction Energy Plan Reserve	To fund the implementation of the Emission Reduction Energy Plan (ERRE) Plan.
(o) Eric Singleton Bird Sanctuary	To set aside funds for the asset management requirements of the Eric Singleton Bird Sanctuary.
(p) Footpaths and Cycleways	To set aside funds for the asset management requirements of the City's footpath and cycleways infrastructure.
(q) Golf Courses	To set aside funds for the asset management requirements of the City's golf courses.
(r) Information Technology	To provide for the maintenance of the City's information technology requirements including general computer replacements.

**City of Bayswater**  
Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

**35. Trust Funds**

Funds held at balance date which are required to be held in trust and which are not included in the financial statements are as follows:

	1 July 2023	Amounts Received	Amounts Paid	30 June 2024
	\$	\$	\$	\$
Building Service Levy	63,339	223,690	(218,244)	68,785
Cash in Lieu - Art	405,347	24,127	0	429,474
Cash in Lieu - Car Parking	544,744	33,086	0	577,830
Cash in Lieu - Public Open Space	2,354,845	142,857	(61,488)	2,436,214
Construction Training Fund	26,443	105,169	(99,756)	31,856
TPS 17	128,437	4,090	0	132,527
Unclaimed money	70,426	62	(567)	69,921
Bonds	439	0	(439)	0
JDAP	245	30,345	(30,590)	0
Trust - Other	1,000	0	0	1,000
Scholarship	25,282	805	(500)	25,587
	3,620,547	564,231	(411,584)	3,773,194



**Auditor General**

**INDEPENDENT AUDITOR'S REPORT**  
**2024**  
**City of Bayswater**

To the Council of the City of Bayswater

**Opinion**

I have audited the financial report of the City of Bayswater (City) which comprises:

- the statement of financial position as at 30 June 2024, the statement of comprehensive income, statement of changes in equity, statement of cash flows and statement of financial activity for the year then ended
- notes comprising a summary of material accounting policies and other explanatory information.

In my opinion, the financial report:

- is based on proper accounts and records
- presents fairly, in all material respects, the results of the operations of the City for the year ended 30 June 2024 and its financial position at the end of that period
- is in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

**Basis for opinion**

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial report section below.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

**Other information**

The Chief Executive Officer (CEO) is responsible for the preparation and the Council for overseeing the other information. The other information is the information in the entity's annual report for the year ended 30 June 2024, but not the financial report and my auditor's report.

My opinion on the financial report does not cover the other information and accordingly, I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated.



If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I did not receive the other information prior to the date of this auditor's report. When I do receive it, I will read it and if I conclude that there is a material misstatement in this information, I am required to communicate the matter to the CEO and Council and request them to correct the misstated information. If the misstated information is not corrected, I may need to retract this auditor's report and re-issue an amended report.

#### Responsibilities of the Chief Executive Officer and Council for the financial report

The Chief Executive Officer (CEO) of the City is responsible for:

- keeping proper accounts and records
- preparation and fair presentation of the financial report in accordance with the requirements of the Act, the Regulations and Australian Accounting Standards
- managing internal control as required by the CEO to ensure the financial report is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for:

- assessing the City's ability to continue as a going concern
- disclosing, as applicable, matters related to going concern
- using the going concern basis of accounting unless the State Government has made decisions affecting the continued existence of the City.

The Council is responsible for overseeing the City's financial reporting process.

#### Auditor's responsibilities for the audit of the financial report

As required by the *Auditor General Act 2006*, my responsibility is to express an opinion on the financial report. The objectives of my audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.

A further description of my responsibilities for the audit of the financial report is located on the Auditing and Assurance Standards Board website. This description forms part of my auditor's report and can be found at [https://www.auasb.gov.au/auditors\\_responsibilities/ar4.pdf](https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf).

#### My independence and quality management relating to the report on the financial report

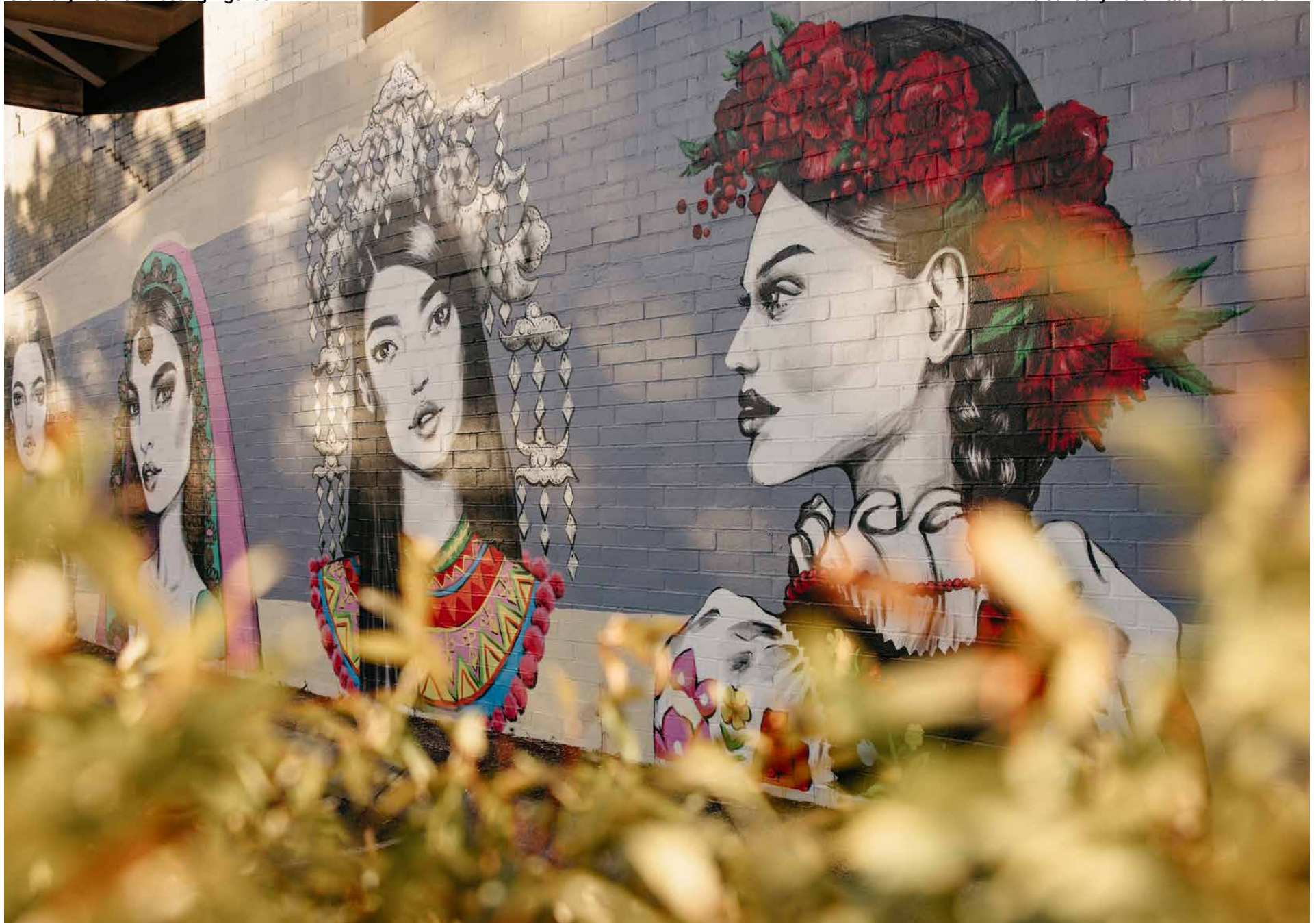
I have complied with the independence requirements of the *Auditor General Act 2006* and the relevant ethical requirements relating to assurance engagements. In accordance with ASQM 1 Quality Management for Firms that Perform Audits or Reviews of Financial Reports and Other Financial Information, or Other Assurance or Related Services Engagements, the Office of the Auditor General maintains a comprehensive system of quality management including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

#### Matters relating to the electronic publication of the audited financial report

This auditor's report relates to the financial report of the City of Bayswater for the year ended 30 June 2024 included in the annual report on the City's website. The City's management is responsible for the integrity of the City's website. This audit does not provide assurance on the integrity of the City's website. The auditor's report refers only to the financial report. It does not provide an opinion on any other information which may have been hyperlinked to/from the annual report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to contact the City to confirm the information contained in the website version.



Sandra Labuschagne  
Deputy Auditor General  
Delegate of the Auditor General for Western Australia  
Perth, Western Australia  
2 December 2024



City of  
**Bayswater**

61 Broun Avenue, Morley WA 6062

Civic Centre Opening Hours: 8.30am – 4.30pm (Monday to Friday)

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instagram.com/cityofbayswater



City of  
**Bayswater**

# **General Purpose Financial Statements**

for the year ended 30 June 2024

# City of Bayswater Financial Report for the Year Ended 30 June 2024

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## Our Vision

The City of Bayswater conducts the operations of a local government with the following community vision:

An inclusive community, building a sustainable and thriving city.

## Principal Place of Business

City of Bayswater Civic Centre  
61 Broun Avenue  
Morley WA 6062

# City of Bayswater Financial Report for the Year Ended 30 June 2024

*Local Government Act 1995  
Local Government (Financial Management) Regulations 1996*

## Statement by Chief Executive Officer

The accompanying financial report of the City of Bayswater has been prepared in compliance with the provisions of the *Local Government Act 1995* from proper accounts and records to present fairly the financial transactions for the reporting period ended 30 June 2024 and the financial position as at 30 June 2024.

At the date of signing this statement the particulars included in the financial report are not misleading or inaccurate.

Signed on the 2<sup>nd</sup> day of December 2024



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**JEREMY EDWARDS**  
**CHIEF EXECUTIVE OFFICER**





## City of Bayswater

### Statement of Comprehensive Income for the year ended 30 June 2024

	Note	2024 Actual \$	2024 Budget \$	2023 Actual \$
<b>Revenue</b>				
Rates	2(a),31	57,472,494	57,243,401	54,272,528
Grants, subsidies and contributions	2(a)	3,618,480	3,681,756	4,531,334
Fees and charges	2(a)	25,613,204	23,622,832	24,186,224
Service charges	2(a)	6,918,720	6,951,450	0
Interest revenue	2(a)	4,282,704	2,977,187	2,831,591
Other revenue	2(a)	1,634,637	825,480	1,064,685
		99,540,239	95,302,106	86,886,362
<b>Expenses</b>				
Employee costs	2(b)	(41,167,721)	(41,307,406)	(37,149,197)
Materials and contracts		(36,466,911)	(39,844,858)	(34,587,377)
Utility charges		(3,481,914)	(3,712,053)	(3,448,616)
Depreciation		(13,417,424)	(12,018,771)	(12,401,732)
Finance costs	2(b)	(731,941)	(731,345)	(191,926)
Insurance		(1,094,072)	(1,144,536)	(1,046,821)
Other expenditure	2(b)	(487,988)	(274,904)	(360,039)
		(96,847,971)	(99,033,873)	(89,185,708)
		2,692,268	(3,731,767)	(2,299,346)
Discontinued operations	30	(2,016,269)	858,904	2,910,565
Capital grants, subsidies and contributions	2(a)	2,991,009	9,635,418	4,823,174
Profit on asset disposals		34,048	0	116,738
Loss on asset disposals		(283,874)	(219,338)	(218,549)
Fair value adjustments to financial assets at fair value through profit or loss	4(b)	4,203	0	9,215
Fair value adjustments to investment property	12	0	0	1,150,110
Share of net profit of associates accounted for using the equity method	25(c)	4,052,578	0	1,408,561
		4,781,695	10,274,984	10,199,814
<b>Net result for the period</b>	29(b)	<b>7,473,963</b>	<b>6,543,217</b>	<b>7,900,468</b>
<b>Other comprehensive income for the period</b>				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus	20	(283,534)	0	93,349,153
<b>Total other comprehensive income for the period</b>	20	<b>(283,534)</b>	<b>0</b>	<b>93,349,153</b>
<b>Total comprehensive income for the period</b>		<b>7,190,429</b>	<b>6,543,217</b>	<b>101,249,621</b>

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



**City of Bayswater**  
**Statement of Financial Position**  
**as at 30 June 2024**

	<b>Note</b>	<b>2024</b>	<b>2023</b>
		<b>\$</b>	<b>\$</b>
<b>Current Assets</b>			
Cash and cash equivalents	3	19,464,545	22,614,033
Trade and other receivables	5	6,460,769	4,164,394
Other financial assets	4(a)	71,163,644	73,821,963
Inventories	6	236,562	191,061
Other assets	7	8,166,805	33,235,112
<b>Total Current Assets</b>		<b>105,492,325</b>	<b>134,026,563</b>
<b>Non-Current Assets</b>			
Trade and other receivables	5	4,575,748	3,208,761
Other financial assets	4(b)	207,927	203,724
Investment in associate	25(a)	38,741,912	36,194,706
Property, plant and equipment	8(a)	562,950,355	556,067,264
Infrastructure	9(a)	229,127,609	230,063,083
Right-of-use assets	11(a)	347,967	178,574
Investment property	12	10,140,000	10,140,000
Intangible assets	13	9,684	109,894
<b>Total Non-Current Assets</b>		<b>846,101,202</b>	<b>836,166,006</b>
<b>Total Assets</b>		<b>951,593,527</b>	<b>970,192,569</b>
<b>Current Liabilities</b>			
Trade and other payables	14	11,274,914	14,079,220
Aged Persons Homes liabilities	15	35,710	22,560,747
Contract and grant liabilities	16	3,717,808	2,421,162
Deferred lease liability	17	32,969	32,969
Lease liabilities	11(b)	138,254	111,059
Borrowings	18	2,451,101	2,360,651
Employee related provisions	19	7,039,535	6,585,079
<b>Total Current Liabilities</b>		<b>24,690,291</b>	<b>48,150,887</b>
<b>Non-Current Liabilities</b>			
Deferred lease liability	17	3,057,846	3,090,815
Lease liabilities	11(b)	216,282	91,449
Borrowings	18	11,704,631	14,155,732
Employee related provisions	19	298,907	268,545
<b>Total Non-Current Liabilities</b>		<b>15,277,666</b>	<b>17,606,541</b>
<b>Total Liabilities</b>		<b>39,967,957</b>	<b>65,757,428</b>
<b>Net Assets</b>		<b>911,625,570</b>	<b>904,435,141</b>
<b>Equity</b>			
Retained surplus		254,268,182	251,178,093
Reserve accounts	34	53,350,129	48,966,255
Revaluation surplus	20	604,007,259	604,290,793
<b>Total Equity</b>		<b>911,625,570</b>	<b>904,435,141</b>

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



**City of Bayswater**  
**Statement of Changes in Equity**  
**for the year ended 30 June 2024**

		Retained Surplus	Reserves (Cash/ Financial Asset Backed)	Revaluation Surplus	Total Equity
	Note	\$	\$	\$	\$
<b>Balance as at 1 July 2022</b>		<b>247,634,454</b>	<b>44,149,826</b>	<b>511,401,240</b>	<b>803,185,520</b>
Comprehensive income for the period					
Net result for the period		7,900,468	0	0	7,900,468
Other comprehensive income for the period	20	0	0	93,349,153	93,349,153
Total comprehensive income for the period		7,900,468	0	93,349,153	101,249,621
Disposal writeback		459,600	0	(459,600)	0
Transfers from reserve accounts	34	1,642,536	(1,642,536)	0	0
Transfers to reserve accounts	34	(6,458,965)	6,458,965	0	0
<b>Balance as at 30 June 2023</b>		<b>251,178,093</b>	<b>48,966,255</b>	<b>604,290,793</b>	<b>904,435,141</b>
Comprehensive income for the period					
Net result for the period		7,473,963	0	0	7,473,963
Other comprehensive income for the period	20	0	0	(283,534)	(283,534)
Total comprehensive income for the period		7,473,963	0	(283,534)	7,190,429
Disposal writeback		0	0	0	0
Transfers from reserve accounts	34	6,530,385	(6,530,385)	0	0
Transfers to reserve accounts	34	(10,914,259)	10,914,259	0	0
<b>Balance as at 30 June 2024</b>		<b>254,268,182</b>	<b>53,350,129</b>	<b>604,007,259</b>	<b>911,625,570</b>

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

**City of Bayswater**  
**Statement of Cash Flows**  
**for the year ended 30 June 2024**

	Note	2024 Actual \$	2023 Actual \$
<b>Cash Flows from Operating Activities</b>			
<b>Receipts</b>			
Rates		57,350,345	54,221,181
Grants, subsidies and contributions		2,983,975	4,612,282
Fees and charges		25,580,235	24,153,256
Service charges		4,469,429	0
Interest revenue		4,282,704	2,831,591
Goods and services tax received		4,721,109	3,861,315
Other revenue		1,634,637	1,064,685
		101,022,434	90,744,310
<b>Payments</b>			
Employee costs		(40,709,674)	(37,147,770)
Materials and contracts		(40,864,626)	(29,777,195)
Utility charges		(3,481,914)	(3,448,616)
Finance costs		(731,941)	(191,926)
Insurance paid		(1,094,072)	(1,046,821)
Goods and services tax paid		(4,361,111)	(3,891,277)
Other expenditure		(478,652)	(301,627)
		(91,721,990)	(75,805,232)
Discontinued Operations	30	1,623,140	1,586,546
<b>Net cash provided by (used in) operating activities</b>	21(b)	10,923,584	16,525,624
<b>Cash Flows from Investing Activities</b>			
Payments for financial assets at amortised cost		2,658,319	(11,394,755)
Payments for assets held for sale		(124,983)	(360,454)
Payments for purchase of property, plant & equipment	8(a)	(13,131,091)	(8,610,293)
Payments for construction of infrastructure	9(a)	(6,645,292)	(8,173,344)
Net adjustment to intangible assets Work-In-Progress	13	0	52,212
Capital grants, subsidies and contributions		3,943,099	4,046,785
Dividend distribution to member councils		1,221,838	0
Proceeds from financial assets at amortised cost – self-supporting loans		0	1,329
Proceeds from sale of assets held for sale		121,328	0
Proceeds from sale of property, plant & equipment		396,587	1,040,970
<b>Net cash provided by (used in) investing activities</b>		(11,560,195)	(23,397,550)
<b>Cash Flows from Financing Activities</b>			
Repayment of borrowings	33(a)	(2,360,651)	(288,925)
Payments for principal portion of lease liabilities	33(d)	(152,226)	(116,063)
Proceeds from new borrowings	33(a)	0	13,340,000
<b>Net cash provided by (used in) financing activities</b>		(2,512,877)	12,935,012
<b>Net increase (decrease) in cash held</b>		(3,149,488)	6,063,085
Cash at beginning of year		22,614,033	16,550,948
<b>Cash and cash equivalents at the end of the year</b>	21(a)	19,464,545	22,614,033

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

**City of Bayswater**  
**Statement of Financial Activity**  
**for the year ended 30 June 2024**

	Note	2024 Actual \$	2024 Budget \$	2023 Actual \$
<b>Operating Activities</b>				
<b>Revenue from operating activities</b>				
General rates	31	57,472,494	57,243,401	54,272,528
Grants, subsidies and contributions		3,618,480	3,681,756	4,531,334
Fees and charges		25,613,204	23,622,832	24,186,224
Service charges		6,918,720	6,951,450	0
Interest revenue		4,282,704	2,977,187	2,831,591
Other revenue		1,634,637	825,480	1,064,685
Profit on asset disposals		34,048	0	116,738
Fair value adjustments to financial assets at fair value through profit or loss	4(b)	4,203	0	9,215
Fair value adjustments to investment property	12	0	0	1,150,110
Share of net profit of associates accounted for using the equity method	25(c)	4,052,578	0	1,408,561
		<u>103,631,068</u>	<u>95,302,106</u>	<u>89,570,986</u>
<b>Expenditure from operating activities</b>				
Employee costs		(41,167,721)	(41,307,406)	(37,149,197)
Materials and contracts		(36,466,911)	(39,844,858)	(34,587,377)
Utility charges		(3,481,914)	(3,712,053)	(3,448,616)
Depreciation		(13,417,424)	(12,018,771)	(12,401,732)
Finance costs		(731,941)	(731,345)	(191,926)
Insurance		(1,094,072)	(1,144,536)	(1,046,821)
Other expenditure		(487,988)	(274,904)	(360,039)
Loss on asset disposals		(283,874)	(219,338)	(218,549)
		<u>(97,131,845)</u>	<u>(99,253,211)</u>	<u>(89,404,257)</u>
Discontinued Operations	30	(2,016,269)	858,904	2,910,565
Non cash amounts excluded from operating activities	32(a)	11,963,573	7,165,724	8,982,454
<b>Amount attributable to operating activities</b>		<u>16,446,527</u>	<u>4,073,523</u>	<u>12,059,748</u>
<b>Investing Activities</b>				
<b>Inflows from investing activities</b>				
Capital grants, subsidies and contributions		2,991,009	9,635,418	4,823,174
Proceeds from disposal of assets		396,587	243,000	1,040,970
Proceeds from financial assets at amortised cost – self-supporting loans	33(a)	0	0	1,329
Distributions from investments in associates	25(b)	1,221,838	0	0
		<u>4,609,434</u>	<u>9,878,418</u>	<u>5,865,473</u>
<b>Outflows from investing activities</b>				
Payments for assets held for sale		(124,983)	(1,000,000)	(360,454)
Purchase of property, plant and equipment	8(a)	(13,131,091)	(15,809,088)	(8,610,293)
Purchase and construction of infrastructure	9(a)	(6,645,292)	(12,975,953)	(8,173,344)
Net adjustment to intangible assets Work-In-Progress	13	0	0	52,212
Payments for intangible assets	13	0	(1,694,198)	0
		<u>(19,901,366)</u>	<u>(31,479,239)</u>	<u>(17,091,879)</u>
Non-cash amounts excluded from investing activities	32(b)	0	0	(181,818)
<b>Amount attributable to investing activities</b>		<u>(15,291,932)</u>	<u>(21,600,821)</u>	<u>(11,408,224)</u>
<b>Financing Activities</b>				
<b>Inflows from financing activities</b>				
Proceeds from borrowings	33(a)	0	0	13,340,000
Transfers from reserve accounts	34	6,530,385	7,617,003	1,642,536
		<u>6,530,385</u>	<u>7,617,003</u>	<u>14,982,536</u>
<b>Outflows from financing activities</b>				
Repayment of borrowings	33(a)	(2,360,651)	(2,360,055)	(288,925)
Payments for principal portion of lease liabilities	33(d)	(152,226)	(111,382)	(116,063)
Transfers to reserve accounts	34	(10,914,259)	(3,937,342)	(6,458,965)
		<u>(13,427,136)</u>	<u>(6,408,779)</u>	<u>(6,863,953)</u>
<b>Amount attributable to financing activities</b>		<u>(6,896,751)</u>	<u>1,208,224</u>	<u>8,118,583</u>
<b>Movement in Surplus or Deficit</b>				
<b>Surplus or deficit at the start of the financial year</b>	32(c)	21,382,863	16,319,074	12,612,756
Amount attributable to operating activities		16,446,527	4,073,523	12,059,748
Amount attributable to investing activities		(15,291,932)	(21,600,821)	(11,408,224)
Amount attributable to financing activities		(6,896,751)	1,208,224	8,118,583
<b>Surplus or deficit after imposition of general rates</b>	32(c)	<u>15,640,707</u>	<u>0</u>	<u>21,382,863</u>

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

## City of Bayswater

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## City of Bayswater

### Notes to and forming part of the Financial Report for the year ended 30 June 2024

#### 1. Basis of Preparation

The financial report of the City of Bayswater which is a Class 1 local government comprises general purpose financials statements which have been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

#### Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996* prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero-cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the City to measure any vested improvements at zero cost.

The *Local Government (Financial Management) Regulations 1996* provide that:

- Land and buildings classified as property, plant and equipment; or
- Infrastructure; or
- Vested improvements that the local government controls;

and measured at reportable value, are only required to be revalued every five years. Revaluing these non-financial assets every five years is a departure from AASB 116 Property, Plant and Equipment, which would have required the City to assess at each reporting date whether the carrying amount of the above mentioned non-financial assets materially differs from their fair value and, if so, revalue the class of non-financial assets.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

#### Critical accounting estimates and judgements

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

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

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
  - Property, plant and equipment – note 8
  - Infrastructure – note 9
- Expected credit losses on financial assets – note 5
- Assets held for sale – note 7
- Impairment losses of non-financial assets – notes 8 and 9
- Investment property – note 12
- Estimated useful life of intangible assets – note 13
- Measurement of employee benefits – note 19

Fair value hierarchy information can be found in note 28.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 1. Basis of Preparation (Continued)

#### The local government reporting entity

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 35 of the financial report.

#### Initial application of accounting standards

During the current year, the following new or revised Australian Accounting Standards and Interpretations were applied for the first time.

- *AASB 2021-2 Amendments to Australian Accounting Standards – Disclosure of Accounting Policies or Definition of Accounting Estimates*

This standard resulted in terminology changes relating to material accounting policies (formerly referred to as significant accounting policies).

#### New accounting standards for application in future years

The following new accounting standards will have application to local government in future years:

- *AASB 2014-10 Amendments to Australian Accounting Standards - Sale or Contribution of Assets between an Investor and its Associate or Joint Venture*
- *AASB 2020-1 Amendments to Australian Accounting Standards - Classification of Liabilities as Current or Non-current*
- *AASB 2021-7c Amendments to Australian Accounting Standards - Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections [deferred AASB 10 and AASB 128 amendments in AASB 2014-10 apply]*
- *AASB 2022-5 Amendments to Australian Accounting Standards - Lease Liability in a Sale and Leaseback*
- *AASB 2022-6 Amendments to Australian Accounting Standards - Non-current Liabilities with Covenants*

These amendments are not expected to have any material impact on the financial report on initial application.

- *AASB 2022-10 Amendments to Australian Accounting Standards - Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities*

The amendment may result in changes to the fair value of non-financial assets. The impact is yet to be quantified.

- *AASB 2023-1 Amendments to Australian Accounting Standards - Supplier Finance Arrangements*

These amendments may result in additional disclosures in the case of applicable finance arrangements.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 2. Revenue and Expenses

#### (a) Revenue

##### Contract with customers

Recognition of revenue is dependent on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of Goods and Services	When obligations typically satisfied	Payment terms	Returns/ Refunds/ Warranties	Timing of revenue recognition
Grants, subsidies and contributions	<ul style="list-style-type: none"> <li>Community events, minor facilities, research, design, planning evaluation and services.</li> <li>General appropriations and contributions with no reciprocal commitment.</li> </ul>	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Output method based on project milestones and/or completion date matched to performance obligations
Fees and charges - licences, registrations, approvals	<ul style="list-style-type: none"> <li>Building, planning, development and animal management.</li> <li>Compliance safety check.</li> <li>Regulatory food, health and safety.</li> <li>Kerbside collection service.</li> <li>Gym and pool memberships.</li> <li>Library fees, reinstatements and private works.</li> <li>Fines issued for breaches of local laws.</li> </ul>	Single point in time	Full payment prior to issue	None	On payment of the licence, registration or approval
Fees and charges - waste management entry fees	<ul style="list-style-type: none"> <li>Waste treatment, recycling and disposal service at disposal sites.</li> </ul>	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	On entry to facility
Other Revenue - sale of stock	<ul style="list-style-type: none"> <li>Various kiosks and vending machines sales at the recreation facilities.</li> </ul>	Single point in time	In full in advance	Refund for faulty goods	At point of sale
Other Revenue	<ul style="list-style-type: none"> <li>Commissions on art sales.</li> <li>Insurance claims and other reimbursements.</li> </ul>	Single point in time	Monthly in arrears	None	At point of service

Consideration from contracts with customers is included in the transaction price.

## City of Bayswater

### Notes to and forming part of the Financial Report for the year ended 30 June 2024

#### 2. Revenue and Expenses (Continued)

##### (a) Revenue (Continued)

##### Revenue Recognition

Revenue recognised during the year under each basis of recognition by nature or types of goods or services is provided in the table below:

For the year ended 30 June 2024

Nature	Contracts with customers	Capital grant/ contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	57,472,494	0	57,472,494
Grants, subsidies and contributions	3,618,480	0	0	0	3,618,480
Fees and charges	9,679,759	0	15,933,445	0	25,613,204
Service charges	0	0	6,918,720	0	6,918,720
Interest revenue	0	0	520,325	3,762,379	4,282,704
Other revenue	1,351,324	0	0	283,313	1,634,637
Capital grants, subsidies and contributions	0	2,991,009	0	0	2,991,009
<b>Total</b>	<b>14,649,563</b>	<b>2,991,009</b>	<b>80,844,984</b>	<b>4,045,692</b>	<b>102,531,248</b>

For the year ended 30 June 2023

Nature	Contracts with customers	Capital grant/ contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	54,272,528	0	54,272,528
Grants, subsidies and contributions	4,531,334	0	0	0	4,531,334
Fees and charges	8,657,133	0	15,529,091	0	24,186,224
Interest revenue	30	0	405,047	2,426,514	2,831,591
Other revenue	739,062	0	0	325,623	1,064,685
Capital grants, subsidies and contributions	0	4,823,174	0	0	4,823,174
<b>Total</b>	<b>13,927,559</b>	<b>4,823,174</b>	<b>70,206,666</b>	<b>2,752,137</b>	<b>91,709,536</b>

	Note	2024 Actual	2023 Actual
		\$	\$
<b>Assets and services acquired below fair value</b>			
Contributed assets	9 (a)	0	181,818
		0	181,818

The City utilises volunteer services at the libraries and events. However, the volunteer services are not recognised as revenue as the fair value of the services cannot be reliably estimated.

	2024 Actual	2023 Actual
	\$	\$
<b>Interest revenue</b>		
Financial assets at amortised cost - self-supporting loans	0	30
Interest on reserve account funds	1,356,059	872,215
Rates and UGP instalment and penalty interest	520,325	405,047
General interest revenue	2,406,320	1,554,299
	4,282,704	2,831,591

The 2024 original budget estimate in relation to rates penalty interest was \$167,000.

##### Fees and charges relating to rates receivable

Charges on instalment plan	107,474	104,428
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The 2024 original budget estimate in relation to charges on instalment plan was \$105,000.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 2. Revenue and Expenses (Continued)

#### (b) Expenses

	Note	2024 Actual \$	2023 Actual \$
<b>Auditors remuneration</b>			
Audit of the Annual Financial Report		150,940	166,850
Internal audit		44,940	86,222
Grant acquittals		0	5,675
		<u>195,880</u>	<u>258,747</u>
<b>Employee costs</b>			
Employee benefit costs		39,716,571	35,933,391
Other employee costs		1,451,150	1,215,806
		<u>41,167,721</u>	<u>37,149,197</u>
<b>Finance costs</b>			
Interest and financial charges paid/payable for lease liabilities and financial liabilities not at fair value through profit or loss	33(a)	722,714	186,696
Lease liabilities	33(d)	9,227	5,230
		<u>731,941</u>	<u>191,926</u>
<b>Other expenditure</b>			
Impairment losses on rates and statutory receivables		82,511	78,421
Impairment losses on trade receivables		9,336	58,412
Sundry expenses		396,141	223,206
		<u>487,988</u>	<u>360,039</u>

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 3. Cash and Cash Equivalents

	Note	2024	2023
		\$	\$
Cash at bank and on hand		7,981,052	12,210,493
Term deposits		11,483,493	10,403,540
<b>Total cash and cash equivalents</b>	21(a)	19,464,545	22,614,033
Held as			
- Unrestricted cash and cash equivalents		19,464,545	22,614,033
		19,464,545	22,614,033

### Material Accounting Policies

#### Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short-term highly-liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Term deposits are presented as cash equivalents if they have a maturity of three months or less from the date of acquisition and are repayable with 24 hours notice with no loss of interest.

#### Restricted Financial Assets

Restricted financial asset balances are not available for general use by the local government due to externally imposed restrictions.

Restrictions are specified in an agreement, contract or legislation. This applies to reserves, unspent grants, subsidies and contributions and unspent loans that have not been fully expended in the manner specified by the contributor, legislation or loan agreement and for which no liability has been recognised.



## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 4. Other Financial Assets

	Note	2024 \$	2023 \$
<b>(a) Current assets</b>			
Financial assets at amortised cost		71,163,644	73,821,963
		<u>71,163,644</u>	<u>73,821,963</u>
<b>Other financial assets at amortised cost</b>			
Term deposits		71,163,644	73,821,963
		<u>71,163,644</u>	<u>73,821,963</u>
Held as			
- Unrestricted other financial assets at amortised cost		14,652,483	12,984,306
- Restricted other financial assets at amortised cost	21(a)	56,511,161	60,837,657
		<u>71,163,644</u>	<u>73,821,963</u>
<b>(b) Non-current assets</b>			
Financial assets at fair value through profit or loss		207,927	203,724
		<u>207,927</u>	<u>203,724</u>
<b>Financial assets at fair value through profit or loss</b>			
Units in Local Government House Trust - opening balance		203,724	194,509
Movement attributable to fair value increment		4,203	9,215
Units in Local Government House Trust - closing balance		<u>207,927</u>	<u>203,724</u>

Fair value of financial assets at fair value through profit and loss is determined from the net asset value of the units held in the Trust at balance date as compiled by WALGA.

### Material Accounting Policies

#### Other financial assets at amortised cost

The City classifies financial assets at amortised cost if both of the following criteria are met:

- The asset is held within a business model whose objective is to collect the contractual cashflows, and
- The contractual terms give rise to cash flows that are solely payments of principal and interest.

Fair values of financial assets at amortised cost are not materially different to their carrying amounts, since the interest receivable on those assets is either close to current market rates or the assets are of a short-term nature. Non-current financial assets at amortised cost fair values are based on discounted cash flows using a current market rates. They are classified as level 2 fair values in the fair value hierarchy (see Note 28(i) due to the observable market rates).

Interest received is presented under cashflows from operating activities in the Statement of Cash Flows where it is earned from financial assets that are held for cash management purposes.

#### Financial assets at fair value through profit and loss

The City classifies the following financial assets at fair value through profit and loss:

- Debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- Equity investments which the City has not elected to recognise as fair value gains and losses through profit or loss.

#### Impairment and risk

Information regarding impairment and exposure to risk can be found at Note 26.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 5. Trade and Other Receivables

	Note	2024	2023
		\$	\$
<b>Current</b>			
Rates and statutory receivables		4,000,436	2,370,868
Trade receivables		1,597,368	962,566
GST receivable		470,962	830,960
Receivables for employee related provisions		392,003	0
		6,460,769	4,164,394
<b>Non-current</b>			
Rates and statutory receivables		1,824,622	792,558
Trade receivables		156,618	169,221
Deferred lease receivables - Mertome		2,594,508	2,246,982
		4,575,748	3,208,761

### Material Accounting Policies

#### Rates and statutory receivables

Rates and statutory receivables are non-contractual receivables arising from statutory requirements and include amounts due from ratepayers for unpaid rates and service charges and other statutory charges or fines.

Rates and statutory receivables are recognised when the taxable event has occurred and can be measured reliably.

#### Trade receivables

Trade receivables are amounts receivable from contractual arrangements with customers for goods sold, services performed or grants or contributions with sufficiently specific performance obligations as part of the ordinary course of business.

#### Other receivables

Other receivables are amounts receivable from contractual arrangements with third parties other than contracts with customers including grants for the construction of recognisable non-financial assets.

#### Measurement

Trade and other receivables are recognised initially at the amount of the transaction price, unless they contain a significant financing component, and are to be recognised at fair value.

#### Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the City measures them subsequently at amortised cost using the effective interest rate method.

Due to the short-term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

#### Impairment and risk exposure

Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 26.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 6. Inventories

	Note	2024	2023
<b>Current</b>		\$	\$
Fuel and materials		236,562	191,061
		<u>236,562</u>	<u>191,061</u>

The following movements in inventories occurred during the year:

<b>Balance at beginning of year</b>	191,061	192,963
Inventories expensed during the year	(890,946)	(799,957)
Additions to inventory	936,447	798,055
<b>Balance at end of year</b>	<u>236,562</u>	<u>191,061</u>

### Material Accounting Policies

#### General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

### 7. Other Assets

	2024	2023
	\$	\$
<b>Other assets - current</b>		
Prepayments	693,102	514,106
Accrued income	4,783,849	3,666,726
Assets held for sale	<u>2,689,854</u>	<u>29,054,280</u>
	<u>8,166,805</u>	<u>33,235,112</u>

### Land and buildings classified as held for sale

Assets held for sale consist of aged care assets which the City is currently working toward divesting from. Refer to Note 30 - Discontinued Operations.

### Material Accounting Policies

#### Other Current Assets

Other non-financial assets include prepayments which represent payments in advance of receipt of goods or services or that part of expenditure made in one accounting period covering a term extending beyond that period. Accrued income which represents revenue that has been earned in the reported period but is yet to be received.

#### Assets Held for Sale

Assets are classified as held for sale where the carrying amount will be recovered through a sale rather than continuing use and the asset is available for immediate sale with a sale being highly probable.

Assets classified as held for sale are valued at the lower of the carrying amount and fair value less costs to sell.

The fair value of land and buildings was determined using the sales comparison approach using comparable properties in the area. This is a level 2 measurement as per the fair value hierarchy set out in Note 28(i).

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 8. Property, Plant and Equipment

#### (a) Movements in Balances

Movement in the balances of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Assets not subject to operating lease		Total Property			Plant and equipment			
	Land	Buildings - non- specialised	Land	Buildings - non- specialised	Total Property	Furniture and equipment	Plant and equipment	Buildings - work in progress	Total property, plant and equipment
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Balance at 1 July 2022</b>	303,816,980	145,861,041	303,816,980	145,861,041	449,678,021	2,636,845	7,782,140	0	460,097,006
Additions*	0	2,618,407	0	2,618,407	2,618,407	525,011	1,496,956	3,969,919	8,610,293
Disposals	(487,700)	0	(487,700)	0	(487,700)	0	(621,417)	0	(1,109,117)
Revaluation increments / (decrements) transferred to revaluation surplus	73,811,720	19,368,257	73,811,720	19,368,257	93,179,977	0	0	0	93,179,977
Depreciation	0	(2,900,719)	0	(2,900,719)	(2,900,719)	(1,008,617)	(801,559)	0	(4,710,895)
<b>Balance at 30 June 2023</b>	377,141,000	164,946,986	377,141,000	164,946,986	542,087,986	2,153,239	7,856,120	3,969,919	556,067,264
<b>Comprises:</b>									
Gross balance amount at 30 June 2023	377,141,000	258,161,098	377,141,000	258,161,098	635,302,098	9,929,753	10,119,901	3,969,919	659,321,671
Accumulated depreciation at 30 June 2023	0	(93,214,112)	0	(93,214,112)	(93,214,112)	(7,776,514)	(2,263,781)	0	(103,254,407)
<b>Balance at 30 June 2023</b>	377,141,000	164,946,986	377,141,000	164,946,986	542,087,986	2,153,239	7,856,120	3,969,919	556,067,264
Additions*	4,515,000	6,308,488	4,515,000	6,308,488	10,823,488	640,263	1,667,340	0	13,131,091
Disposals	0	0	0	0	0	(8,206)	(548,317)	0	(556,523)
Depreciation	0	(3,924,305)	0	(3,924,305)	(3,924,305)	(920,032)	(847,140)	0	(5,691,477)
Transfers	0	3,814,185	0	3,814,185	3,814,185	0	0	(3,814,185)	0
<b>Balance at 30 June 2024</b>	381,656,000	171,145,354	381,656,000	171,145,354	552,801,354	1,865,264	8,128,003	155,734	562,950,355
<b>Comprises:</b>									
Gross balance amount at 30 June 2024	381,656,000	268,283,772	381,656,000	268,283,772	649,939,772	5,701,427	10,949,288	155,734	666,746,221
Accumulated depreciation at 30 June 2024	0	(97,138,418)	0	(97,138,418)	(97,138,418)	(3,836,163)	(2,821,285)	0	(103,795,866)
<b>Balance at 30 June 2024</b>	381,656,000	171,145,354	381,656,000	171,145,354	552,801,354	1,865,264	8,128,003	155,734	562,950,355

\* Asset additions included additions received at substantially less than fair value:

During the year ended 30 June 2023	0	0	0	0	0	0	0	0	0
During the year ended 30 June 2024	0	0	0	0	0	0	0	0	0

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 8. Property, Plant and Equipment (continued)

#### (b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
<b>(i) Fair Value - as determined at the last valuation date</b>					
<b>Land and buildings</b>					
Land	2	Market approach using recent observable market data for similar properties	Independent registered valuer	June 2023	Price per metre
Buildings - non-specialised	2 & 3	Market approach using recent observable data for similar properties e.g. residential properties and cost approach using depreciated replacement cost	Independent registered valuer	June 2023	Price per metre (Level 2) Construction cost based on current tender and market rates (Level 2) residual values and critical life assessments (Level 3)
Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.					
During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs. The valuation techniques applied to property subject to lease was the same as that applied to property not subject to lease.					
<b>(ii) Cost</b>					
<b>Furniture and equipment</b>		Not applicable	Cost	Not applicable	Not applicable
<b>Plant and equipment</b>		Not applicable	Cost	Not applicable	Not applicable

Following a change to Local Government (Financial Management) Regulation 17A, plant and equipment type assets (being plant and equipment and furniture and equipment) are to be measured under the cost model, rather than at fair value. This change was effective from 1 July 2019 and represented a change in accounting policy. Revaluations carried out previously were not reversed as it was deemed fair value approximated cost at the date of change.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 9. Infrastructure

#### (a) Movements in Balances

Movement in the balances for each class of infrastructure between the beginning and end of the current financial year.

	Roads	Drainage	Footpaths	Park development	Other infrastructure	Work-in- Progress	Total Infrastructure
	\$	\$	\$	\$	\$	\$	\$
<b>Balance at 1 July 2022</b>	112,026,178	49,081,102	35,577,363	23,009,557	3,996,474	5,370,019	229,060,693
Additions*	3,073,735	8,918	1,315,573	2,989,735	1,717,916	357,047	9,462,924
Work-in-progress transfer	0	0	2,300	4,147,371	22,655	(5,280,088)	(1,107,762)
Depreciation	(3,726,277)	(333,503)	(669,599)	(1,990,129)	(633,264)	0	(7,352,772)
<b>Balance at 30 June 2023</b>	111,373,636	48,756,517	36,225,637	28,156,534	5,103,781	446,978	230,063,083
<b>Comprises:</b>							
Gross balance at 30 June 2023	212,686,005	65,864,938	51,671,012	61,103,883	9,779,066	446,978	401,551,882
Accumulated depreciation at 30 June 2023	(101,312,369)	(17,108,421)	(15,445,375)	(32,947,349)	(4,675,285)	0	(171,488,799)
<b>Balance at 30 June 2023</b>	111,373,636	48,756,517	36,225,637	28,156,534	5,103,781	446,978	230,063,083
Additions *	3,465,265	90,102	309,149	1,513,160	637,504	630,112	6,645,292
(Disposals)	0	0	0	(89,890)	0	0	(89,890)
Depreciation	(3,788,442)	(333,959)	(673,605)	(2,020,322)	(674,548)	0	(7,490,876)
<b>Balance at 30 June 2024</b>	111,050,459	48,512,660	35,861,181	27,559,482	5,066,737	1,077,090	229,127,609
<b>Comprises:</b>							
Gross balance at 30 June 2024	216,151,270	65,955,040	51,980,161	62,030,925	10,416,570	1,077,090	407,611,056
Accumulated depreciation at 30 June 2024	(105,100,811)	(17,442,380)	(16,118,980)	(34,471,443)	(5,349,833)	0	(178,483,447)
<b>Balance at 30 June 2024</b>	111,050,459	48,512,660	35,861,181	27,559,482	5,066,737	1,077,090	229,127,609

\* Asset additions included additions received at substantially less than fair value:

During the year ended 30 June 2023	0	0	0	0	181,818	0	181,818
During the year ended 30 June 2024	0	0	0	0	0	0	0



## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 9. Infrastructure (Continued)

#### (b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
(i) Fair Value - as determined at the last valuation date					
Roads	3	Cost approach using depreciated replacement cost	Management valuation	June 2022	Construction cost based on current tender and market rates (Level 2), residual values and critical life assessments (Level 3)
Drainage	3	Cost approach using depreciated replacement cost	Management valuation	June 2022	Construction cost based on current tender and market rates (Level 2), residual values and critical life assessments (Level 3)
Footpaths	3	Cost approach using depreciated replacement cost	Management valuation	June 2022	Construction cost based on current tender and market rates (Level 2), residual values and critical life assessments (Level 3)
Park development	3	Cost approach using depreciated replacement cost	Management valuation	June 2022	Construction cost based on current tender and market rates (Level 2), residual values and critical life assessments (Level 3)
Other infrastructure	3	Cost approach using depreciated replacement cost	Management valuation	June 2022	Construction cost based on current tender and market rates (Level 2), residual values and critical life assessments (Level 3)

Level 3 Inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.

The "Critical Life" is the lowest calculated value of longevity in years between "Condition Assessed Life" and "Design Assessed Life". The Condition Assessed Life is a condition based measure of economic life in number of years remaining before intervention is required and the Design Assessed Life is designed base measure of economic life in number of years remaining before intervention is required (i.e. Design Life - Construction Date (Age)).

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 10. Fixed Assets

#### (a) Depreciation

##### Depreciation Rates

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Asset Class	Useful life	Asset Class	Useful life
<b>Roads and Footpaths</b>		<b>Park Development</b>	
Road Seal	15 to 30 years	Play Equipment	10 to 15 years
Pavement	99 years	Sporting Structures	5 to 50 years
Kerbing	75 years	Irrigation	8 to 25 years
Footpaths	30 to 75 years	Other Park Structures	10 to 50 years
		Lighting	10 to 30 years
<b>Drainage</b>	30 to 200 years	Park Furniture	10 to 50 years
		Signage	5 to 10 years
<b>Other Infrastructure</b>		Fencing	10 to 99 years
Bus Shelter	35 to 40 years	Synthetic Surfaces	15 years
Lighting	10 to 30 years		
Park and Street Furniture	10 to 50 years	<b>Plant and Equipment</b>	5 to 42 years
Signage	4 to 20 years		
Entry Statements	30 years	<b>Intangibles</b>	3 to 15 years
<b>Buildings</b>	10 to 150 years	<b>Furniture and Equipment</b>	3 to 10 years
<b>Right-of-use (buildings)</b>	Based on the remaining lease term	<b>Right-of-use (plant and equipment)</b>	Based on the remaining lease term

#### (b) Fully Depreciated Assets in Use

The gross carrying value of assets held by the City which are currently in use yet fully depreciated are shown in the table below.

	2024	2023
	\$	\$
Furniture and equipment	1,487,213	5,584,709
Plant and equipment	30,513	16,500
	1,517,726	5,601,209

## City of Bayswater

### Notes to and forming part of the Financial Report for the year ended 30 June 2024

#### 10. Fixed Assets (Continued)

##### Material Accounting Policies

###### Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the City includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the City's revaluation policy, are recognised at cost and disclosed as being at reportable value.

###### Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

###### Reportable Value

In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

###### Revaluation

Land and buildings classified as property, plant and equipment, infrastructure or vested improvements that the local government controls and measured at reportable value, are only required to be revalued every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on land vested in the City.

Whilst the regulatory framework only requires a revaluation to occur every five years, it also provides for the City to revalue earlier if it chooses to do so.

For land, buildings and infrastructure, increases in the carrying amount arising on revaluation of asset classes are credited to a revaluation surplus in equity.

Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Subsequent increases are then recognised in profit or loss to the extent they reverse a net revaluation decrease previously recognised in profit or loss for the same class of asset.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 10. Fixed Assets (Continued)

#### Material Accounting Policies (continued)

##### Depreciation

The depreciable amount of all property, plant and equipment and infrastructure, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

##### Depreciation on revaluation

When an item of property, plant and equipment and infrastructure is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- (i) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset.
- (ii) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

##### Impairment

In accordance with Local Government (Financial Management) Regulations 17A(4C), the City is not required to comply with AASB 136 Impairment of Assets to determine the recoverable amount of its non-financial assets that are land or buildings classified as property, plant and equipment, infrastructure or vested improvements that the local government controls in circumstances where there has been an impairment indication of a general decrease in asset values.

In other circumstances where it has been assessed that one or more of these non-financial assets are impaired, the asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

##### Gains or losses on disposal

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the Statement of Comprehensive Income in the period in which they arise.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 11. Leases

#### (a) Right-of-Use Assets

Movement in the balance of each class of right-of-use asset between the beginning and the end of the current financial year.

	Note	Right-of-use assets - land and buildings	Right-of-use assets - plant and equipment	Right-of-use assets Total
		\$	\$	\$
<b>Balance at 1 July 2022</b>		40,981	189,966	230,947
Additions		0	77,138	77,138
Depreciation		(36,934)	(92,577)	(129,511)
<b>Balance at 30 June 2023</b>		4,047	174,527	178,574
Gross balance amount at 30 June 2023		73,969	383,853	457,822
Accumulated depreciation at 30 June 2023		(69,922)	(209,326)	(279,248)
<b>Balance at 30 June 2023</b>		4,047	174,527	178,574
Additions		0	304,254	304,254
Depreciation		(4,047)	(130,814)	(134,861)
<b>Balance at 30 June 2024</b>		0	347,967	347,967
Gross balance amount at 30 June 2024		73,969	465,986	539,955
Accumulated depreciation at 30 June 2024		(73,969)	(118,019)	(191,988)
<b>Balance at 30 June 2024</b>		0	347,967	347,967

The following amounts were recognised in the statement of comprehensive income during the period in respect of leases where the entity is the lessee:

	2024 Actual	2023 Actual
	\$	\$
Depreciation on right-of-use assets	(134,861)	(129,511)
Finance charge on lease liabilities	33(d) (9,227)	(5,230)
Short-term lease payments recognised as expense	(152,512)	(99,213)
Low-value asset lease payments recognised as expense	(17,111)	(20,554)
<b>Total amount recognised in the statement of comprehensive income</b>	(313,711)	(254,508)
Total cash outflow from leases	(161,453)	(121,293)

#### (b) Lease Liabilities

	2024 Actual	2023 Actual
	\$	\$
Current	138,254	111,059
Non-current	216,282	91,449
	33(d) 354,536	202,508

The City has five leases relating to gym equipment. The lease terms are varied from 1 year to 4 years. The leases have extension option of 6 months and a termination option of a range from 3 months to 6 months. The City has not revalued the right-of-use assets relating to the leased gym equipment as the difference between the fair value and carrying amount is immaterial.

#### Secured liabilities and assets pledged as security

Lease liabilities are effectively secured, as the rights to the leased assets recognised in the financial statements revert to the lessor in the event of default.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 11. Leases (Continued)

#### (b) Lease Liabilities (Continued)

##### Material Accounting Policies

###### Leases

At inception of a contract, the City assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the City uses its incremental borrowing rate.

All contracts that are classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

Details of individual lease liabilities required by regulations are provided at Note 33(d).

###### Right-of-use assets - measurement

Right-of-use assets are measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not recognised in the statement of financial position). The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which are reported at fair value.

Refer to Note 10 for details on the material accounting policies applying to vested improvements.

###### Right-of-use assets - depreciation

Right-of-use assets are depreciated over the lease term or useful life of the underlying asset, whichever is the shortest. Where a lease transfers ownership of the underlying asset, or the cost of the right-of-use asset reflects that the City anticipates to exercise a purchase option, the specific asset is depreciated over the useful life of the underlying asset.



## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 11. Leases (Continued)

#### (c) Lessor - Property, Plant and Equipment Subject to Lease

The table below represents a maturity analysis of the undiscounted lease payments to be received after the reporting date.

	2024 Actual	2023 Actual
	\$	\$
Less than 1 year	278,414	260,351
1 to 2 years	118,939	134,808
2 to 3 years	95,728	92,340
3 to 4 years	75,325	17,966
4 to 5 years	33,846	14,358
> 5 years	14,358	169,689
	616,610	689,512

The City leases various buildings and facilities to community and commercial groups with rentals payable monthly, quarterly or annually as specified in the lease agreement. These leases are classified as operating leases as they do not transfer substantially all of the risks and rewards incidental to the ownership of the assets. Lease payments of most of the contracts include CPI increases.

Refer to Note 12 for details of leased investment property.

### Material Accounting Policies

#### The City as Lessor

Upon entering into each contract as a lessor, the City assesses if the lease is a finance or operating lease.

The contract is classified as a finance lease when the terms of the lease transfer substantially all the risks and rewards of ownership to the lessee. All other leases not within this definition are classified as operating leases. Rental income received from operating leases is recognised on a straight-line basis over the term of the specific lease.

Initial direct costs incurred in entering into an operating lease (e.g. legal cost, cost to setup) are included in the carrying amount of the leased asset and recognised as an expense on a straight-line basis over the lease term.

When a contract is determined to include lease and non-lease components, the City applies AASB 15 *Revenue from Contracts with Customers* to allocate the consideration under the contract to each component.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 12. Investment Property

	2024 Actual	2024 Budget	2023 Actual
	\$	\$	\$
<b>Non-current assets - at reportable value</b>			
Carrying balance at 1 July	10,140,000	0	8,989,890
Net gain/(loss) from fair value adjustment	0	0	1,150,110
Closing balance at 30 June	10,140,000	0	10,140,000
<b>Amounts recognised in profit or loss for investment properties</b>			
Fair value gain recognised in profit or loss	0	0	1,150,110

### Leasing arrangements

Investment properties are leased to tenants under long-term operating leases with rentals payable monthly. Minimum lease payments receivable on leases of investment properties are as follows:

Minimum lease payments under non-cancellable operating leases of investment properties not recognised in the financial statements are receivable as follows:

	2024 Actual	2024 Budget	2023 Actual
	\$	\$	\$
Later than five years but not later than fifteen years	1,995,000	0	1,575,000
Later than fifteen years but not later than forty years	10,500,000	0	10,500,000
Later than forty years but not later than seventy years	12,600,000	0	12,600,000
Later than seventy years	10,080,000	0	10,500,000
	35,175,000	0	35,175,000

### Long term land lease

The City has a 99-year lease in place in which the City is the lessor of the land occupied by Mertome Village. Whilst lease revenue is recognised on a straight-line basis over the life of the lease, a discount provides for no cash payments to be made or received until the cumulative lease revenue totals \$4.5m. This is estimated to take 13-15 years and is reflected in the table above.

Refer to Note 11 for details of leased property, plant and equipment not classified as investment property.

### Material Accounting Policies

#### Investment properties

Investment properties are principally freehold buildings, held for long-term rental yields and not occupied by the City.

In accordance with Local Government (Financial Management) Regulation 17A(2), the carrying amount of non-financial assets that are investment properties, are shown at their reportable value.

Reportable value for the purposes of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date.

#### Revaluation

In accordance with the regulatory framework, investment properties are required to be revalued whenever required by AASB 140 and, in any event, every five years.

#### Fair value of investment properties

An independent valuation was performed to determine the fair value of investment properties. The main Level 3 inputs used in the valuation were discount rates, yields, expected vacancy rates and rental growth rates estimated by management based on comparable transactions and industry data.

Refer to Note 30 - Discontinued Operations.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 13. Intangible Assets

	2024 Actual \$	2023 Actual \$
<b>Computer Software</b>		
<b>Non-current</b>		
Computer software development	1,087,058	1,087,058
Less: Accumulated amortisation	(1,077,374)	(977,164)
	9,684	109,894

Movements in balances of computer software during the financial year are shown as follows:

<b>Balance at 1 July</b>	109,894	404,324
Amortisation	(100,210)	(208,554)
Disposal	0	(33,664)
Net adjustment to Work-In-Progress	0	(52,212)
<b>Balance at 30 June</b>	9,684	109,894

### Material Accounting Policies

#### Computer software

Costs associated with maintaining software programs are recognised as an expense as incurred. Development costs that are directly attributable to the design and testing of identifiable and unique software products controlled by the City are recognised as intangible assets where the following criteria are met:

- it is technically feasible to complete the software so that it will be available for use;
- management intends to complete the software and use or sell it;
- there is an ability to use or sell the software;
- it can be demonstrated how the software will generate probable future economic benefits;
- adequate technical, financial and other resources to complete the development and to use or sell the software are available; and
- the expenditure attributable to the software during its development can be reliably measured.

Directly attributable costs that are capitalised as part of the software include employee costs and an appropriate portion of relevant overheads.

Capitalised development costs are recorded as intangible assets and amortised from the point at which the asset is ready for use.

#### Amortisation

All intangible assets with a finite useful life, are amortised on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use.

The residual value of intangible assets is considered to be zero and the useful life and amortisation method are reviewed at the end of each financial year.

Amortisation is included within depreciation in the Statement of Comprehensive Income.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 14. Trade and Other Payables

	2024	2023
	\$	\$
<b>Current</b>		
Sundry creditors	6,659,577	9,799,969
Prepaid rates	1,371,709	1,281,517
Payables for employee related provisions	365,232	0
Prepaid revenue	2,878,396	2,997,734
	<u>11,274,914</u>	<u>14,079,220</u>

### Material Accounting Policies

#### Financial liabilities

Financial liabilities are initially recognised at fair value when the City becomes a party to the contractual provisions of the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and any consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

#### Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the City prior to the end of the financial year that are unpaid and arise when the City becomes obliged to make future payments in respect of the purchase of these goods and services.

The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

#### Prepaid rates

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the City recognises revenue for the prepaid rates that have not been refunded.

### 15. Aged Persons Homes Liabilities

	2024	2023
Trade creditors	35,710	379,658
Refundable contributions	0	22,181,089
	<u>35,710</u>	<u>22,560,747</u>

Refundable contributions represent bond and deposits held on behalf of residents of the City's aged care facilities. They are recorded as a liability on the basis that they must be repaid to residents on vacating. All refundable contributions were extinguished as part of the second stage of the divestment project.

Refer to Note 30 - Discontinued Operations.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 16. Contract and Grant Liabilities

	2024	2023
	\$	\$
<b>Current</b>		
Contract liabilities	681,080	336,524
Capital grant/contributions liabilities	1,985,355	1,084,044
Cash in Lieu - Public Open Space	1,051,373	1,000,594
	<u>3,717,808</u>	<u>2,421,162</u>
<b>Reconciliation of changes in contract liabilities</b>		
Opening balance	336,524	131,417
Additions	403,551	236,928
Revenue from contracts with customers included as a contract liability at the start of the period	(58,995)	(31,821)
	<u>681,080</u>	<u>336,524</u>

The aggregate amount of the performance obligations unsatisfied (or partially unsatisfied) in relation to these contract liabilities was \$681,080 (2023: \$336,524).

The City expects to satisfy the performance obligations, from contracts with customers unsatisfied at the end of the reporting period, within the next 12 months.

<b>Reconciliation of changes in capital grant/contribution liabilities</b>		
Opening balance	1,084,044	2,185,686
Additions	1,241,533	4,336,820
Revenue from capital grant/contributions held as a liability at the start of the period	(340,222)	(5,438,462)
	<u>1,985,355</u>	<u>1,084,044</u>

<b>Expected satisfaction of capital grant/contribution liabilities</b>		
Less than 1 year	1,985,355	1,084,044
	<u>1,985,355</u>	<u>1,084,044</u>

Performance obligations in relation to capital grant/contribution liabilities are satisfied as project milestones are met or completion of construction or acquisition of the asset.

### Material Accounting Policies

#### Contract Liabilities

Contract liabilities represent the City's obligation to transfer goods or services to a customer for which the City has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

#### Capital grant/contribution Liabilities

Capital grant/contribution liabilities represent the City's obligations to construct recognisable non-financial assets to identified specifications to be controlled by the City which are yet to be satisfied. Capital grant/contribution liabilities are recognised as revenue when the obligations in the contract are satisfied.

Fair values for non-current capital grant/contribution liabilities, not expected to be extinguished within 12 months, are based on discounted cash flows of expected cashflows to satisfy the obligations using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 28(i)) due to the unobservable inputs, including own credit risk.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 17. Deferred Lease Liability

	2024	2023
	\$	\$
Current	32,969	32,969
Non-Current	3,057,846	3,090,815
	3,090,815	3,123,784

### 18. Borrowings

		2024			2023		
	Note	Current	Non-current	Total	Current	Non-current	Total
		\$	\$	\$	\$	\$	\$
<b>Secured</b>							
Debentures		2,451,101	11,704,631	14,155,732	2,360,651	14,155,732	16,516,383
<b>Total secured borrowings</b>	33(a)	2,451,101	11,704,631	14,155,732	2,360,651	14,155,732	16,516,383

All other loan repayments were financed by general purpose revenue.

#### Secured liabilities and assets pledged as security

Debentures are secured by a floating charge over the assets of the City.

The City has complied with the financial covenants of its borrowing facilities during the 2024 and 2023 years.

#### Material Accounting Policies

##### Borrowing Costs

The City has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short-term nature. Borrowings fair values are based on discounted cash flows using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 28(i)) due to the unobservable inputs, including own credit risk.

##### Risk

Information regarding exposure to risk can be found at Note 26. Details of individual borrowings required by regulations are provided at Note 33(a).



## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 19. Employee Related Provisions

	2024	2023
	\$	\$
<b>Current provisions</b>		
<b>Employee benefit provisions</b>		
Annual leave	3,005,427	2,930,354
Long service leave	3,248,601	2,950,809
Sick leave	785,507	703,916
<b>Total current employee related provisions</b>	<b>7,039,535</b>	<b>6,585,079</b>
<b>Non-current provisions</b>		
<b>Employee benefit provisions</b>		
Long service leave	298,907	268,545
<b>Total non-current employee related provisions</b>	<b>298,907</b>	<b>268,545</b>
<b>Total employee related provisions</b>	<b>7,338,442</b>	<b>6,853,624</b>

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave and associated on costs for services rendered up to the reporting date and recorded as an expense during the period the services are delivered.

Annual leave liabilities are classified as current, as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period. Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

	Note	2024	2023
		\$	\$
<b>Amounts are expected to be settled on the following basis:</b>			
Less than 12 months after the reporting date		5,059,237	4,527,133
More than 12 months from reporting date		2,279,205	2,326,491
		<b>7,338,442</b>	<b>6,853,624</b>

Expected reimbursements of employee related provisions from other WA local governments included within other receivables	5	(392,003)	(425,363)
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### Material Accounting Policies

#### Employee benefits

The City's obligations for employees' annual leave, long service leave and other employee leave entitlements are recognised as employee related provisions in the Statement of Financial Position.

#### Short-term employee benefits

Provision is made for the City's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The City's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

#### Other long-term employee benefits

Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 19. Employee Related Provisions (Continued)

#### Material Accounting Policies (Continued)

##### Other long-term employee benefits (continued)

The City's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the City does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 20. Revaluation Surplus

	2024 Opening Balance	2024 Revaluation Increment	2024 Revaluation (Decrement)	Total Movement on Revaluation	2024 Disposal Write-back	2024 Closing Balance
	\$	\$	\$	\$	\$	\$
Land	376,656,768	0	0	0	0	376,656,768
Buildings	112,845,604	0	0	0	0	112,845,604
Furniture and equipment	1,353,574	0	0	0	0	1,353,574
Roads	56,898,473	0	0	0	0	56,898,473
Drainage	23,994,380	0	0	0	0	23,994,380
Footpaths	21,572,613	0	0	0	0	21,572,613
Park development	348,930	0	0	0	0	348,930
Other Infrastructure	3,981,006	0	0	0	0	3,981,006
	597,651,348	0	0	0	0	597,651,348
Eastern Metropolitan Regional Council	6,639,445	0	(283,534)	(283,534)	0	6,355,911
	604,290,793	0	(283,534)	(283,534)	0	604,007,259

	2023 Opening Balance	2023 Revaluation Increment	2023 Revaluation (Decrement)	Total Movement on Revaluation	2023 Disposal Write-back	2023 Closing Balance
	\$	\$	\$	\$	\$	\$
Land	303,304,648	73,811,720	0	73,811,720	(459,600)	376,656,768
Buildings	93,477,347	19,368,257	0	19,368,257	0	112,845,604
Furniture and equipment	1,353,574	0	0	0	0	1,353,574
Roads	56,898,473	0	0	0	0	56,898,473
Drainage	23,994,380	0	0	0	0	23,994,380
Footpaths	21,572,613	0	0	0	0	21,572,613
Park development	348,930	0	0	0	0	348,930
Other Infrastructure	3,981,006	0	0	0	0	3,981,006
	504,930,971	93,179,977	0	93,179,977	(459,600)	597,651,348
Eastern Metropolitan Regional Council	6,470,269	169,176	0	169,176	0	6,639,445
	511,401,240	93,349,153	0	93,349,153	(459,600)	604,290,793

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 21. Notes to the Statement of Cash Flows

#### (a) Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	Note	2024 Actual \$	2023 Actual \$
Cash and cash equivalents	3	19,464,545	22,614,033

#### Restrictions

The following classes of financial assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:

- Financial assets at amortised cost	4	56,511,161	60,837,657
		56,511,161	60,837,657

The restricted financial assets are a result of the following specific purposes to which the assets may be used:

Restricted reserve accounts	34	53,350,129	48,966,255
Contract liabilities	16	681,080	336,524
Capital grant liabilities	16	1,985,355	1,084,044
Unspent loans	33(c)	494,597	10,450,834
<b>Total restricted financial assets</b>		<b>56,511,161</b>	<b>60,837,657</b>

#### (b) Reconciliation of Net Result to Net Cash Provided by Operating Activities

Net result	7,473,963	7,900,468
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#### Non-cash items:

Adjustments to fair value of financial assets at fair value through profit or loss	(4,203)	(9,215)
Adjustments to fair value of investment property	0	(1,150,110)
Depreciation/amortisation	13,417,424	12,401,732
(Profit)/loss on sale of asset	249,826	101,811
(Profit)/loss on sale of asset held for sale	3,784,983	0
Share of profits of associates	(4,052,578)	(1,408,561)
Increment on revaluation of assets held for sale	(145,574)	(1,324,019)
Assets received for substantially less than fair value	0	(181,818)
Changes in assets and liabilities:		
(Increase)/decrease in trade and other receivables	(3,663,362)	(246,325)
(Increase)/decrease in other assets	21,432,553	(1,302,645)
(Increase)/decrease in inventories	(45,501)	1,902
Increase/(decrease) in trade and other payables	(2,804,306)	3,381,644
Increase/(decrease) in employee related provisions	484,818	1,427
Increase/(decrease) in aged persons homes liabilities	(22,525,037)	2,828,550
Increase/(decrease) in other liabilities	1,263,677	(422,432)
Capital grants, subsidies and contributions	(3,943,099)	(4,046,785)
Net cash provided by/(used in) operating activities	10,923,584	16,525,624

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 21. Notes to the Statement of Cash Flows (continued)

#### (c) Undrawn Borrowing Facilities

	2024 Actual	2023 Actual
	\$	\$
<b>Credit Standby Arrangements</b>		
Credit card limit	40,000	50,000
Credit card balance at balance date	(15,657)	(26,545)
<b>Total amount of credit unused</b>	<b>24,343</b>	<b>23,455</b>
<b>Loan facilities</b>		
Loan facilities - current	2,451,101	2,360,651
Loan facilities - non-current	11,704,631	14,155,732
<b>Total facilities in use at balance date</b>	<b>14,155,732</b>	<b>16,516,383</b>
<b>Unused loan facilities at balance date</b>	<b>494,597</b>	<b>10,450,834</b>

### 22. Contingent Liabilities

Under the *Contaminated Sites Act 2003*, the City is required to report known and suspected contaminated sites to the Department of Water and Environmental Protection (DWER). In accordance with the Act, DWER classifies these sites on the basis of the risk to human health, the environment and environmental values. Where sites are classified as “contaminated – remediation required” or “possibly contaminated – investigation required”, the City may have a liability in respect of investigation or remediation expenses.

The City has identified 1 contaminated and 13 possibly contaminated sites totalling 14 sites. Until the City conducts an investigation to determine the presence and scope of contamination, assess the risk, and agree with DWER on the need and criteria for remediation, the City is unable to estimate the potential costs and timing of outflows associated with remediation of these sites.

### 23. Capital Commitments

	2024	2023
	\$	\$
Contracted for:		
- capital expenditure projects	2,088,054	5,706,094
- plant & equipment purchases	879,179	926,605
	<b>2,967,233</b>	<b>6,632,699</b>
Payable:		
- not later than one year	2,967,233	6,632,699

The capital expenditure projects outstanding at the end of current reporting period represent the refurbishment of Waves aquatic centre and redevelopment of Maylands Waterland (prior year commitment was for the construction of the Morley Sports and Recreation Centre).

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 24. Related Party Transactions

#### (a) Elected Member Remuneration

Fees, expenses and allowances to be paid or reimbursed to elected council members.

	Note	2024 Actual	2024 Budget	2023 Actual
		\$	\$	\$
Mayor's annual allowance		92,104	93,380	91,997
Mayor's meeting attendance fees		48,760	49,435	48,704
Mayor's annual allowance for ICT expenses		3,369	3,400	3,400
Mayor's travel and accommodation expenses		2,363	2,000	1,137
		146,596	148,215	145,238
Deputy Mayor's annual allowance		23,154	23,345	22,999
Deputy Mayor's meeting attendance fees		32,059	32,960	32,470
Deputy Mayor's annual allowance for ICT expenses		3,322	3,400	3,400
		58,535	59,705	58,869
All other council member's meeting attendance fees		284,392	296,640	292,317
All other council member's child care expenses		1,125	0	0
All other council member's annual allowance for ICT expenses		29,472	30,600	30,609
All other council member's annual allowance for travel and		36	0	0
		315,025	327,240	322,926
	24(b)	520,156	535,160	527,033

#### (b) Key Management Personnel (KMP) Compensation

	Note	2024 Actual	2023 Actual
		\$	\$
The total of compensation paid to KMP of the City during the year are as follows:			
Short-term employee benefits		1,115,699	1,106,808
Post-employment benefits		135,045	133,220
Employee - other long-term benefits		115,103	125,708
Employee - termination benefits		330,306	5,931
Council member costs	24(a)	520,156	527,033
		2,216,309	1,898,700

#### **Short-term employee benefits**

These amounts include all salary, fringe benefits and cash bonuses awarded to KMP except for details in respect to fees and benefits paid to elected members which may be separately found in the table above.

#### **Post-employment benefits**

These amounts are the current-year's estimated cost of providing for the City's superannuation contributions made during the year.

#### **Other long-term benefits**

These amounts represent annual and long service benefits accruing during the year.

#### **Termination benefits**

These amounts represent termination benefits paid to KMP (Note: may or may not be applicable in any given year).

#### **Council member costs**

These amounts represent payments of member fees, expenses, allowances and reimbursements during the year.



## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 24. Related Party Transactions (Continued)

#### Transactions with Related Parties

Transactions between related parties and the City are on normal commercial terms and conditions, no more favourable than those available to other parties, unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guaranties exist in relation to related parties at year end.

#### Related Parties

The City's main related parties are as follows:

**(i) Key Management Personnel**

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any elected member, are considered key management personnel and are detailed in Notes 24(a) and 24(b).

**(ii) Other Related Parties**

Outside of normal citizen type transactions with the City, there were no other related party transactions involving key management personnel and/or their close family members and/or their controlled (or jointly controlled) entities.

**(iii) Entities Subject to Significant Influence by the City**

There were no such entities requiring disclosure during the current or previous year.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 25. Investment in Associates

#### (a) Investment in associates

Set out in the table below are the associates of the City. All associates are measured using the equity method. Western Australia is the principal place of business for all associates.

Name of entity	% of ownership interest		2024	2023
	2024	2023	Actual	Actual
			\$	\$
Eastern Metropolitan Regional Council (EMRC)	24.44%	20.37%	38,741,912	36,194,706
<b>Total equity-accounted investments</b>			38,741,912	36,194,706

#### (b) Share of investment in Eastern Metropolitan Regional Council (EMRC)

The City has a share in Eastern Metropolitan Regional Council (EMRC). The estimated equity share for 2023/24 is 24.44% (2022/23: 20.37%). The EMRC, comprises of five-member councils, is primarily concerned with refuse removal and provision of safety services.

	Note	2024 Actual	2023 Actual
<b>Summarised statement of comprehensive income</b>		\$	\$
Revenue		69,666,053	51,844,081
Interest revenue		3,896,789	2,376,427
Finance cost		(270,658)	(254,430)
Depreciation		(7,131,129)	(3,969,028)
Profit/(loss) from continuing operations		16,116,875	6,279,143
Profit/(loss) for the period		16,116,875	6,279,143
Other comprehensive income		467,065	635,245
Total comprehensive income for the period		16,583,940	6,914,388
<b>Summarised statement of financial position</b>			
Cash and cash equivalents		27,350,538	28,624,162
Other current assets		66,920,819	56,371,020
Total current assets		94,271,357	84,995,182
Non-current assets		141,786,775	129,024,122
Total assets		236,058,132	214,019,304
Current financial liabilities		40,583,440	29,938,415
Total current liabilities		40,583,440	29,938,415
Non-current financial liabilities		36,935,224	6,407,147
Total non-current liabilities		36,935,224	6,407,147
Total liabilities		77,518,664	36,345,562
<b>Net assets</b>		158,539,468	177,673,742
<b>Reconciliation to carrying amounts</b>			
Opening net assets 1 July		177,673,742	170,759,354
Changes in members contributions		(30,718,214)	0
Profit/(Loss) for the period		16,116,875	6,279,143
Other comprehensive income		467,065	635,245
Dividend distribution to member councils		(5,000,000)	0
Closing net assets 30 June		158,539,468	177,673,742
<b>Carrying amount at 1 July</b>		36,194,706	34,616,969
- Share of associates net profit/(loss) for the period	25(c)	4,052,578	1,408,561
- Dividend distribution to member councils		(1,221,838)	0
- Distribution of equity by associate		(7,506,536)	0
- Contribution to equity in associate		7,223,002	169,176
<b>Carrying amount at 30 June (Refer to Note 25(a))</b>		38,741,912	36,194,706

**City of Bayswater**  
Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

**25. Investment in Associates (Continued)**

**Material Accounting Policies**

**Investment in Associates**

An associate is an entity over which the City has significant influence, that is it has the power to participate in the financial and operating policy decisions of that investee but not control or joint control of those policies.

Investments in associates are accounted for using the equity method. The equity method of accounting, is whereby the investment is initially recognised at cost and adjusted thereafter for the post-acquisition change in the City's share of net assets of the associate. In addition, the City's share of the profit or loss of the associate is included in the City's profit or loss.

**(c) Share of associates net profit/(loss) for the period**

	<b>2024</b>	<b>2023</b>
	<b>Actual</b>	<b>Actual</b>
<b>Share of associates net profit/(loss) for the period</b>	<b>\$</b>	<b>\$</b>
Investment in Eastern Metropolitan Regional Council (EMRC)	4,052,578	1,408,561
	4,052,578	1,408,561

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 26. Financial Risk Management

This note explains the City's exposure to financial risks and how these risks could affect the City's future financial performance.

RISK	EXPOSURE ARISING FROM	MEASUREMENT	MANAGEMENT
MARKET RISK - INTEREST RATE	Long term borrowings at variable rates	Sensitivity analysis	Utilise fixed interest rate borrowings
CREDIT RISK	Cash and cash equivalents, trade receivables, financial assets and debt investments	Aging analysis Credit analysis	Diversification of bank deposits, credit limits, Investment policy
LIQUIDITY RISK	Borrowings and other liabilities	Rolling cash flow forecasts	Availability of committed credit lines and borrowing facilities

The City does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance branch under policies approved by the Council. The finance branch identifies, evaluates and manages financial risks in close cooperation with the operating divisions. Council has approved the overall risk management policy and provides policies on specific areas such as investment policy.

#### (a) Interest Rate Risk

##### Cash and Cash Equivalents

The City's main interest rate risk arises from cash and cash equivalents with variable interest rates, which exposes the City to cash flow interest rate risk.

Excess cash and cash equivalents are invested in fixed interest rate term deposits which do not expose the City to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts or held as cash. Carrying amounts of cash and cash equivalents at 30 June and the weighted average interest rate across all cash and cash equivalents and term deposits held, disclosed as financial assets at amortised cost are reflected in the table below.

	Weighted Average Interest Rate	Carrying Amounts	Fixed Interest Rate	Variable Interest Rate	Non Interest Bearing
	%	\$	\$	\$	\$
<b>2024</b>					
Cash and cash equivalents	4.68%	19,464,545	11,483,493	7,966,652	14,400
Financial assets at amortised cost - term deposits	5.15%	71,163,644	71,163,644	0	0
<b>2023</b>					
Cash and cash equivalents	2.85%	22,614,033	10,403,540	12,198,143	12,350
Financial assets at amortised cost - term deposits	3.83%	73,821,963	73,821,963	0	0

##### Sensitivity

Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

	2024	2023
	\$	\$
Impact of a 1% movement in interest rates on profit or loss and equity*	79,667	121,981

\* Holding all other variables constant

##### Borrowings

Borrowings are subject to interest rate risk – the risk that movements in interest rates could adversely affect funding costs. The City manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation. The City does not consider there to be any interest rate risk in relation to borrowings. Details of interest rates applicable to each borrowing may be found at Notes 33(a) and 33(b).

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 26. Financial Risk Management (Continued)

#### (b) Credit Risk

##### Trade and Other Receivables

The City's major receivables comprise annual rates charges and user fees and charges. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The City manages this risk by monitoring outstanding debt and employing debt recovery policies.

The level of outstanding receivables is reported to council monthly and benchmarks are set and monitored for acceptable collection performance.

The City applies the AASB 9 Financial Instruments simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, receivables from grants, contributions and reimbursements are separated from other trade receivables due to the difference in payment terms and security.

The expected loss rates are based on the payment profiles of trade and other receivables over a period of 36 months before 1 July 2023 or 1 July 2024 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors such as the ability of users to settle the receivables.

The loss allowance as at 30 June 2024 and 30 June 2023 was determined as follows for trade and other receivables.

	Current	More than 30 days past due	More than 60 days past due	More than 90 days past due	Total
<b>30 June 2024</b>					
Trade receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	654,988	85,684	101,559	911,755	1,753,986
Loss allowance	0	0	0	0	0
Other receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	9,282,531	0	0	0	9,282,531
Loss allowance	0	0	0	0	0
<b>30 June 2023</b>					
Trade receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	183,983	54,172	72,539	821,093	1,131,787
Loss allowance	0	0	0	0	0
Other receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	6,241,368	0	0	0	6,241,368
Loss allowance	0	0	0	0	0

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 26. Financial Risk Management (Continued)

#### (b) Credit Risk (Continued)

The loss allowances for trade, other receivables and contract assets as at 30 June reconcile to the opening loss allowances as follows:

	Rates & Statutory Receivables		Trade Receivables	
	2024	2023	2024	2023
	Actual	Actual	Actual	Actual
	\$	\$	\$	\$
<b>Opening loss allowance as at 1 July</b>	0	0	0	0
Increase in loss allowance recognised in profit or loss during the year	82,511	78,421	9,336	58,412
Receivables written off during the year as uncollectible	(82,511)	(78,421)	(9,336)	(58,412)
Unused amount reversed	0	0	0	0
<b>Closing loss allowance at 30 June</b>	0	0	0	0

Trade, other receivables and contract assets are written off where there is no reasonable expectation of recovery. Indicators that there is no reasonable expectation of recovery include, amongst others, the failure of a debtor to engage in a repayment plan with the City, and a failure to make contractual payments for a period of greater than 120 days past due.

Impairment losses on rates and statutory receivables, trade, other receivables and contract assets are presented as net impairment losses within other expenditure. Subsequent recoveries of amounts previously written off are credited against the same line item.



## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 26. Financial Risk Management (Continued)

#### (c) Liquidity Risk

##### Payables and Borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The City manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required and disclosed in Note 21(c).

The contractual undiscounted cash flows of the City's payables and borrowings are set out in the liquidity table below. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

	Due within 1 year	Due between 1 & 5 years	Due after 5 years	Total contractual cash flows	Carrying amount
	\$	\$	\$	\$	\$
<b>2024</b>					
Trade and other payables	11,274,914	0	0	11,274,914	11,274,914
Aged Persons Homes liabilities	35,710	0	0	35,710	35,710
Borrowings	2,451,101	8,455,847	3,248,784	14,155,732	14,155,732
Lease liabilities	138,254	216,282	0	354,536	354,536
Deferred lease liabilities	32,969	164,844	2,893,002	3,090,815	3,090,815
	13,932,948	8,836,973	6,141,786	28,911,707	28,911,707
<b>2023</b>					
Trade and other payables	14,079,220	0	0	14,079,220	14,079,220
Aged Persons Homes liabilities	22,560,747	0	0	22,560,747	22,560,747
Borrowings	2,360,651	4,733,931	9,421,801	16,516,383	16,516,383
Lease liabilities	50,529	151,934	0	202,463	202,508
Deferred lease liabilities	32,969	164,843	2,925,972	3,123,784	3,123,784
	39,084,116	5,050,708	12,347,773	56,482,597	56,482,642

### 27. Events Occurring After the End of the Reporting Period

No events after the reporting date were identified by management that would significantly affect the operations of the City or the financial results of the City.

## City of Bayswater

### Notes to and forming part of the Financial Report for the year ended 30 June 2024

#### 28. Other Material Accounting Policies

##### (a) Goods and services tax (GST)

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

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

##### (b) Current and non-current classification

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the City's operational cycle. In the case of liabilities where the City does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the City's intentions to release for sale.

##### (c) Rounding off figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

##### (d) Comparative figures

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

When the City applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) statement of financial position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

##### (e) Budget comparative figures

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

##### (f) Superannuation

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

##### (g) Fair value of assets and liabilities

Fair value is the price that the City would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

## City of Bayswater

### Notes to and forming part of the Financial Report for the year ended 30 June 2024

#### 28. Other Material Accounting Policies (Continued)

##### (g) Fair value of assets and liabilities (continued)

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

##### (h) Interest earnings

Interest revenue is calculated by applying the effective interest rate to the gross carrying amount of a financial asset measured at amortised cost except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

##### (i) Fair value hierarchy

AASB 13 *Fair Value Measurement* requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

###### Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

###### Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

###### Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

#### Valuation techniques

The City selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the City are consistent with one or more of the following valuation approaches:

##### Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

##### Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

##### Cost approach

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the City gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 28. Other Material Accounting Policies (Continued)

#### (j) Impairment of assets

In accordance with Australian Accounting Standards the City's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount except for non-financial assets that are:

- land and buildings classified as property, plant and equipment;
- infrastructure; or
- vested improvements that the local government controls, in circumstances where there has been an impairment indication of a general decrease in asset values.

These non-financial assets are assessed in accordance with the regulatory framework detailed in Note 10.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116 *Property, Plant and Equipment*) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 29. Function and Activity

#### (a) Service objectives and descriptions

City operations as disclosed in this financial report encompass the following service orientated functions and activities.

#### Objectives

##### Governance

The administration and operation of facilities and services to Elected Members of Council. It includes costs for assisting elected members and ratepayers with matters which do not concern specific Council services.

##### General Purpose Funding

Revenue from rates including interim rates, interest and fees on instalment arrangements and interest on arrears. It includes amounts receivable from the Western Australian Local Government Grants Commission, such as Financial Assistance Grants.

##### Law, Order and Public Safety

Administration and operation of funds received from the Department of Fire and Emergency Services for the Bayswater SES. It covers the cost of providing community safety programs and Ranger and Security services including animal control, parking, impounding of vehicles, fire prevention and 24/7 security services.

##### Health

Administration, inspection and operation of programs concerned with the general health of the community. These services include infant health centres, immunisation programs, food sampling and inspection of food premises, noise and pest control.

##### Education and Welfare

Funding for welfare services for families, children and the aged. It includes the administration of community centres, and programs for youth and the aged.

##### Housing

Administration, provision and operation of housing programs for aged persons.

##### Community Amenities

General refuse collection, sanitation and disposal services. The management of sewerage and urban storm water drainage and protection of the environment. It also covers town planning and regional development services

##### Recreation and Culture

Funding for public halls, civic centres, libraries and recreation facilities, including Morley Sport and Recreation Centre, Les Hansman Centre, Bayswater Waves, Maylands Waterland and the RISE. It includes the maintenance of recreation facilities, public parks, gardens and reserves, and also funds community programs including the Avon Descent, Art Awards, and Multicultural Community Concert.

##### Transport

Construction and maintenance of roads, drainage works, footpaths, parking facilities, maintenance of bus shelters, street cleaning and street lighting.

##### Economic Services

Providing and regulating services including tourism, area promotion and building control. It includes place management and support for local economic development.

##### Other Property and Services

Administration, inspection and operation of work carried out on property or services not under the care, control or management of the City. These include private works, public work overheads, plant operation and other unclassified activities.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 29. Function and Activity (Continued)

#### (b) Income and expenses

	2024 Actual	2023 Actual
	\$	\$
<b>Income excluding grants, subsidies and contributions and capital grants, subsidies and contributions</b>		
Governance	352,325	241,654
General purpose funding	61,929,911	57,251,856
Law, order, public safety	350,128	382,631
Health	216,291	198,139
Education and welfare	118,112	226,709
Housing	383,770	1,534,211
Community amenities	14,210,371	13,928,666
Recreation and culture	9,682,455	8,458,300
Transport	956,401	783,889
Economic services	7,372,190	470,973
Other property and services	4,440,634	1,562,624
	100,012,588	85,039,652
<b>Grants, subsidies and contributions and capital grants, subsidies and contributions</b>		
Governance	10,000	0
General purpose funding	2,770,622	3,469,292
Law, order, public safety	71,264	73,901
Health	40,943	54,838
Education and welfare	7,155	8,701
Community amenities	308,899	616,359
Recreation and culture	362,139	1,792,519
Transport	2,879,416	3,267,767
Economic services	84,178	3,430
Other property and services	74,873	67,701
	6,609,489	9,354,508
<b>Total Income</b>	106,622,077	94,394,160
<b>Expenses</b>		
Governance	(6,519,839)	(5,852,682)
General purpose funding	(958,963)	(1,161,312)
Law, order, public safety	(4,183,196)	(3,960,101)
Health	(2,370,966)	(2,231,291)
Education and welfare	(2,030,275)	(1,791,030)
Housing	(179,139)	(102,047)
Community amenities	(19,067,349)	(17,710,743)
Recreation and culture	(35,818,129)	(33,028,576)
Transport	(20,215,684)	(19,168,000)
Economic services	(5,448,081)	(3,886,170)
Other property and services	(340,224)	(512,305)
<b>Total expenses</b>	(97,131,845)	(89,404,257)
Discontinued operations	(2,016,269)	2,910,565
<b>Net result for the period</b>	7,473,963	7,900,468



## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 29. Function and Activity (Continued)

#### (c) Total Assets

	2024 Actual	2023 Actual
	\$	\$
Governance	903,996	993,753
General purpose funding	5,980,251	3,606,644
Law, order, public safety	2,902,041	2,992,735
Health	869,147	199,683
Education and welfare	12,784,870	12,880,161
Housing	52,337,297	76,531,078
Community amenities	438,728,273	432,270,382
Recreation and culture	180,638,548	182,474,431
Transport	150,293,061	150,202,539
Economic services	332,732	373,643
Other property and services	105,823,311	107,667,520
	951,593,527	970,192,569

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 30. Discontinued Operations

At the Council meeting on 2 August 2016, Council resolved to divest from Aged Persons Homes.

Mertome Retirement Village was the first portion of the Aged Person Homes segment to be sold.

The site currently contains 102 independent living units and a 70-bed residential aged care facility. Despite Mertome Village undergoing several refurbishments throughout the years, it has now reached the end of its operating life.

On 1 April 2019, Hall & Prior (Fresh Fields Management (Mertome Village) Pty Ltd) entered into a long-term lease with the City and acquired the business and assets associated with Mertome Village. Hall & Prior operates Mertome Village and the Hostel. In relation to the Mertome Retirement Village, most of the assets and all of the liabilities have been disposed of in these transactions.

At the second stage of the divestment project, the City sold a significant portion of its aged accommodation (i.e. 2 residential care facilities and 3 independent living units) which had a gross value of \$26.5m on 30 November 2023.

Management expects to sell the remaining assets in the coming years.

	2024 \$	2023 \$
<b>Income Statement</b>		
Operating income	6,613,722	11,801,260
Operating expenditure	(4,990,582)	(10,214,714)
	1,623,140	1,586,546
(Loss) on asset disposals	(3,784,983)	0
	(2,161,843)	1,586,546
Decrement on revaluation of assets held for sale	0	(350,081)
Increment on revaluation of assets held for sale	145,574	1,674,100
	145,574	1,324,019
	(2,016,269)	2,910,565

The carrying amount of the assets and liabilities in the disposal group is summarised as follows:

#### Financial Position\*

Assets	2,689,854	29,054,280
Liabilities	35,710	22,560,747
	2,654,144	6,493,533

\* The cash and cash equivalents and financial assets (\$36.25m, 2022/23 \$34.18m) and investment properties (\$10.14m, 2022/23 \$10.14m) will remain with the Council following divestment. Consequently, these assets are excluded from held for sale assets.

Cash flows generated by the Aged Person Homes disposal group are as follows:

#### Cash Flows

Net cash inflows from operating activities	1,623,140	1,586,546
Proceeds from the sale of assets held for sale	121,328	0

Non-cash flows associated with the sale of discontinued operations includes \$22.7m of liabilities assumed by the purchaser.

#### Material Accounting Policies

A discontinued operation is a component of the City of Bayswater that has been either disposed of, or is held for sale and;

- (a) represents a separate major line of business or geographical area of operations; and
- (b) is part of a single coordinated plan to dispose of a separate major line of business or geographical area of operations.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 31. Rating Information

#### General Rates

RATE TYPE				2023/24	2023/24	2023/24	2023/24	2023/24	2023/24	2023/24	2022/23
Rate Description	Basis of valuation	Rate in \$	Number of Properties	Actual Rateable Value*	Actual Rate Revenue	Actual Interim Rates	Actual Total Revenue	Budget Rate Revenue	Budget Interim Rate	Budget Total Revenue	Actual Total Revenue
				\$	\$	\$	\$	\$	\$	\$	\$
General GRV	Gross rental valuation	0.071940	25,851	681,590,613	49,033,628	454,093	49,487,721	49,033,627	225,000	49,258,627	43,186,659
<b>Total general rates</b>			25,851	681,590,613	49,033,628	454,093	49,487,721	49,033,627	225,000	49,258,627	43,186,659
<b>Minimum payment</b>		<b>Minimum Payment \$</b>									
General GRV	Gross rental valuation	1,101.50	7,249	93,299,820	7,984,773	0	7,984,773	7,984,774	0	7,984,774	11,085,869
<b>Total minimum payments</b>			7,249	93,299,820	7,984,773	0	7,984,773	7,984,774	0	7,984,774	11,085,869
<b>Total general rates and minimum payments</b>			33,100	774,890,433	57,018,401	454,093	57,472,494	57,018,401	225,000	57,243,401	54,272,528
<b>Total Rates</b>							57,472,494			57,243,401	54,272,528
Rate instalment interest							239,647			215,000	215,168
Rate overdue interest							225,440			167,000	189,879

The rate revenue was recognised from the rate record as soon as practicable after the City resolved to impose rates in the financial year as well as when the rate record was amended to ensure the information in the record was current and correct.

\* Rateable Value at time of raising of rate.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 32. Determination of Surplus or Deficit

	2023/24 (30 June 2024 Carried Forward)	2023/24 Budget (30 June 2024 Carried Forward)	2022/23 (30 June 2023 Carried Forward)
Note	\$	\$	\$
<b>(a) Non-cash amounts excluded from operating activities</b>			
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.			
<b>Adjustments to operating activities</b>			
Less: Profit on asset disposals	(34,048)	0	(116,738)
Less: Movement in net current accounts associated with restricted cash	3,564,746	0	(1,274,405)
Less: Fair value adjustments to financial assets at fair value through profit or loss	(4,203)	0	(9,215)
Less: Share of net profit of associates and joint ventures accounted for using the equity method	(4,052,578)	0	(1,408,561)
Add: Loss on disposal of assets	283,874	219,338	218,549
Add: Depreciation	10(a) 13,417,424	12,018,771	12,401,732
Non-cash movements in non-current assets and liabilities:			
Under Ground Power non-current debtor movement	(1,008,540)	(5,072,385)	0
Financial assets at amortised cost	(334,923)	0	16,067
Investment property	12 0	0	(1,150,110)
Pensioner deferred rates	(23,524)	0	(9,655)
Movement on assets held for sale	7 124,983	0	360,454
Employee benefit provisions	30,362	0	(45,664)
<b>Non-cash amounts excluded from operating activities</b>	<b>11,963,573</b>	<b>7,165,724</b>	<b>8,982,454</b>
<b>(b) Non-cash amounts excluded from investing activities</b>			
The following non-cash revenue or expenditure has been excluded from amounts attributable to investing activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.			
<b>Adjustments to investing activities</b>			
Infrastructure received for substantially less than fair value	9(a) 0	0	(181,818)
<b>Non-cash amounts excluded from investing activities</b>	<b>0</b>	<b>0</b>	<b>(181,818)</b>
<b>(c) Surplus or deficit after imposition of general rates</b>			
The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with Financial Management Regulation 32 to agree to the surplus/(deficit) after imposition of general rates.			
<b>Adjustments to net current assets</b>			
Less: Reserve accounts	34 (53,350,129)	(40,604,585)	(48,966,255)
Add: Current liabilities not expected to be cleared at end of year			
- Current portion of borrowings	18 2,451,101	0	2,360,651
- Aged Persons Homes	(16,125,022)	0	(19,639,448)
- Current portion of lease liabilities	11(b) 138,254	91,448	111,059
- Employee benefit provisions	1,724,469	1,688,682	1,641,180
<b>Total adjustments to net current assets</b>	<b>(65,161,327)</b>	<b>(38,824,455)</b>	<b>(64,492,813)</b>
<b>Net current assets used in the Statement of Financial Activity</b>			
Total current assets	105,492,325	84,562,859	134,026,563
Less: Total current liabilities	(24,690,291)	(45,738,404)	(48,150,887)
Less: Total adjustments to net current assets	(65,161,327)	(38,824,455)	(64,492,813)
<b>Surplus or deficit after imposition of general rates</b>	<b>15,640,707</b>	<b>0</b>	<b>21,382,863</b>

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 33. Borrowing and Lease Liabilities

#### (a) Borrowings

		Actual							Budget			
		Principal at	New	Principal	Principal at	New	Principal	Principal		New	Principal	Principal
Purpose	Note	1 July 2022	Loans During 2022-23	Repayments During 2022-23	30 June 2023	Loans During 2023-24	Repayments During 2023-24	at 30 June 2024	Principal at 1 July 2023	Loans During 2023-24	Repayments During 2023-24	at 30 June 2024
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Bayswater Waves		1,188,979	0	(98,715)	1,090,264	0	(102,731)	987,533	1,090,265	0	(102,731)	987,533
Maylands Waterland		1,500,000	0	(124,537)	1,375,463	0	(129,604)	1,245,859	1,375,463	0	(129,604)	1,245,859
Morley Sport and Recreation Centre		775,000	0	(64,344)	710,656	0	(66,962)	643,694	710,656	0	(66,962)	643,694
Bayswater Waves		0	7,140,000	0	7,140,000	0	(595,285)	6,544,715	7,140,000	0	(593,415)	6,546,585
Maylands Underground Power		0	6,200,000	0	6,200,000	0	(1,466,069)	4,733,931	6,200,000	0	(1,467,342)	4,732,658
<b>Total</b>		3,463,979	13,340,000	(287,596)	16,516,383	0	(2,360,651)	14,155,732	16,516,384	0	(2,360,055)	14,156,329
<b>Self-Supporting Loans</b>												
Football West		1,329	0	(1,329)	0	0	0	0	0	0	0	0
<b>Total Self-Supporting Loans</b>		1,329	0	(1,329)	0	0	0	0	0	0	0	0
<b>Total Borrowings</b>	18	3,465,308	13,340,000	(288,925)	16,516,383	0	(2,360,651)	14,155,732	16,516,384	0	(2,360,055)	14,156,329

Self-supporting loans are financed by payments from third parties. These are shown in Note 4 as other financial assets at amortised cost. All other loan repayments were financed by general purpose revenue.

#### Borrowing Finance Cost Payments

Purpose	Loan Number	Institution	Interest Rate	Date final payment is due	Actual for year ending 30 June 2024	Budget for year ending 30 June 2024	Actual for year ending 30 June 2023
					\$	\$	\$
Bayswater Waves	600003	WATC*	4.73%	14/06/2032	(50,145)	(50,338)	(54,455)
Maylands Waterland	600001	WATC*	4.73%	14/06/2032	(63,263)	(63,505)	(68,700)
Morley Sport and Recreation Centre	600002	WATC*	4.73%	14/06/2032	(32,686)	(32,811)	(35,495)
Bayswater Waves	600004	WATC*	4.64%	14/06/2033	(323,302)	(328,928)	(15,394)
Maylands Underground Power	600005	WATC*	4.39%	14/06/2027	(253,318)	(252,138)	(12,646)
<b>Total</b>					<b>(722,714)</b>	<b>(727,721)</b>	<b>(186,690)</b>
<b>Self-Supporting Loans Finance Cost Payments</b>							
Football West	214	WATC*	6.45%	29/07/2022	0	0	(6)
<b>Total Self-Supporting Loans Finance Cost Payments</b>					<b>0</b>	<b>0</b>	<b>(6)</b>
<b>Total Finance Cost Payments</b>					<b>(722,714)</b>	<b>(727,720)</b>	<b>(186,696)</b>

\* WA Treasury Corporation

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 33. Borrowing and Lease Liabilities (Continued)

#### (b) New Borrowings – 2023/24

Particulars/Purpose	Institution	Loan Type	Term Years	Interest Rate	Amount Borrowed		Amount (Used)		Total Interest & Charges	Actual Balance Unspent
					2024 Actual	2024 Budget	2024 Actual	2024 Budget		
				%	\$	\$	\$	\$	\$	\$
				0.00%	0	0	0	0	0	0

#### (c) Unspent Borrowings

Particulars	Institution	Date Borrowed	Unspent Balance 1 July 2023	Borrowed During Year	Expended During Year	Unspent Balance 30 June 2024
			\$	\$	\$	\$
Bayswater Waves	WATC*	14/06/2023	4,250,834	0	(4,250,834)	0
Maylands Underground Power	WATC*	14/06/2023	6,200,000	0	(5,705,403)	494,597
			10,450,834	0	(9,956,237)	494,597

\* WA Treasury Corporation



# City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

## 33. Borrowing and Lease Liabilities (Continued)

### (d) Lease Liabilities

Purpose	Note	Actual							Budget			
		Principal at 1 July 2022	New Leases During 2022-23	Principal Repayments During 2022-23	Principal at 30 June 2023	New Leases During 2023-24	Principal Repayments During 2023-24	Principal at 30 June 2024	Principal at 1 July 2023	New Leases During 2023-24	Principal Repayments During 2023-24	Principal at 30 June 2024
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Gym Equipment - Waves 2		10,464	0	(6,945)	3,519	0	(3,519)	0	3,519	0	(3,519)	0
Gym Equipment - Waves 3		50,823	0	(28,813)	22,010	0	(22,010)	0	22,009	0	(22,009)	0
Gym Equipment - Waves 3 - Var 1		0	0	0	0	7,375	(7,375)	0	0	0	0	0
Gym Equipment - Waves 4		42,738	0	(14,019)	28,719	0	(14,245)	14,474	28,719	0	(14,245)	14,474
Gym Equipment - Waves 5		0	77,137	(12,883)	64,254	0	(17,037)	47,217	58,969	0	(29,249)	29,720
Gym Equipment - Waves 6		0	0	0	0	0	0	0	64,614	0	(17,396)	47,218
Gym Equipment - The RISE 2		87,755	0	(28,786)	58,969	0	(29,249)	29,720	0	0	0	0
Gym Equipment - MSRC 1		0	0	0	0	232,079	(30,878)	201,201	0	0	0	0
Gym Equipment - MSRC 2		0	0	0	0	35,466	(1,573)	33,893	0	0	0	0
Equipment - MSRC 3		0	0	0	0	29,334	(1,303)	28,031	0	0	0	0
Hamilton St Carpark		49,654	0	(24,617)	25,037	0	(25,037)	0	25,000	0	(24,963)	37
<b>Total Lease Liabilities</b>	11(b)	241,434	77,137	(116,063)	202,508	304,254	(152,226)	354,536	202,830	0	(111,382)	91,449

### Lease Finance Cost Payments

Purpose	Lease Number	Institution	Interest Rate	Date final payment is due	Actual for year ending 30 June 2024	Budget for year ending 30 June 2024	Actual for year ending 30 June 2023	Lease Term
					\$	\$	\$	
Gym Equipment - Waves 2	E6N0162821	MAIA Financial	1.80%	01/10/2023	(8)	(8)	(110)	4 years
Gym Equipment - Waves 3	E6N0162841	MAIA Financial	2.10%	01/01/2024	(115)	(115)	(686)	4 years
Gym Equipment - Waves 4	E6N0163578	MAIA Financial	1.60%	01/04/2025	(316)	(316)	(542)	4 years
Gym Equipment - Waves 5	E6N0163957	MAIA Financial	4.70%	01/10/2026	(2,500)	(2,500)	(2,398)	4 years
Gym Equipment - The RISE 2	E6N0163661	MAIA Financial	1.60%	01/06/2025	(649)	(649)	(1,112)	4 years
Gym Equipment - MSRC 1	E6TEC63879	MAIA Financial	4.70%	30/06/2027	(4,854)	0	0	3 years
Gym Equipment - MSRC 2	E6N0164232	MAIA Financial	4.90%	01/01/2029	(410)	0	0	5 years
Equipment - MSRC 3	E6N0164255	MAIA Financial	4.90%	01/01/2029	(338)	0	0	5 years
Hamilton St Carpark		Long Island Holdings Pty Ltd	1.40%	09/08/2023	(37)	(37)	(382)	3 years
<b>Total Finance Cost Payments</b>					(9,227)	(3,625)	(5,230)	

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 34. Reserves – Cash/Financial Asset Backed

The following assets are budgeted to be acquired during the year.

	2024 Actual Opening Balance	2024 Actual Transfer to	2024 Actual Transfer (from)	2024 Actual Closing Balance	2024 Budget Opening Balance	2024 Budget Transfer to	2024 Budget Transfer (from)	2024 Budget Closing Balance	2023 Actual Opening Balance	2023 Actual Transfer to	2023 Actual Transfer (from)	2023 Actual Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Restricted by legislation/agreement</b>												
(a) Aged Persons Homes - General	18,938,005	1,604,771	(224,783)	20,317,993	19,228,437	1,342,912	(1,209,326)	19,362,023	17,420,753	1,960,816	(443,564)	18,938,005
(b) Aged Persons Homes - Prudential Requirements	3,005,894	118,170	0	3,124,064	2,916,560	72,870	0	2,989,430	2,916,560	89,334	0	3,005,894
(c) Cash in Lieu - Public Open Space	1,000,594	50,779	0	1,051,373	458,634	23,834	(28,174)	454,294	493,523	507,071	0	1,000,594
(d) FOGO	4,712,115	227,441	(221,935)	4,717,621	4,184,898	172,893	(300,000)	4,057,791	4,406,769	473,000	(167,654)	4,712,115
(e) General Waste Management	4,767,580	1,250,009	(534,041)	5,483,548	2,225,645	164,940	(50,000)	2,340,585	3,384,701	1,405,660	(22,781)	4,767,580
	32,424,188	3,251,170	(980,759)	34,694,599	29,014,174	1,777,449	(1,587,500)	29,204,123	28,622,306	4,435,881	(633,999)	32,424,188
<b>Restricted by Council</b>												
(f) Bayswater Bowling Club - Capital Improvements	10,766	546	0	11,312	10,613	468	0	11,081	10,356	410	0	10,766
(g) Bayswater Tennis Club	144,306	7,323	(26,397)	125,232	142,257	6,270	(26,397)	122,130	138,806	5,500	0	144,306
(h) Bayswater Waves Aquatic Centre	353,353	17,932	0	371,285	344,489	5,638	0	350,127	338,974	14,379	0	353,353
(i) Bore and Reticulation	10,351	525	0	10,876	10,205	450	0	10,655	9,957	394	0	10,351
(j) Building Furniture and Equipment	150,781	7,652	0	158,433	148,642	6,552	0	155,194	145,035	5,746	0	150,781
(k) City Buildings and Amenities	809,547	41,085	0	850,632	795,763	31,665	0	827,428	827,276	32,621	(50,350)	809,547
(l) Civic Centre	66,218	3,361	0	69,579	65,277	2,875	0	68,152	63,694	2,524	0	66,218
(m) Economic Stimulus	1,989,771	99,410	(632,491)	1,456,690	1,753,147	18,364	(1,486,000)	285,511	2,030,361	90,962	(131,552)	1,989,771
(n) Emission Reduction Energy Plan Reserve	84,152	123,872	(21,240)	186,784	71,923	243,174	(100,000)	215,097	0	120,313	(36,161)	84,152
(o) Eric Singleton Bird Sanctuary	1,275,765	64,744	0	1,340,509	1,257,665	55,436	0	1,313,101	1,227,148	48,617	0	1,275,765
(p) Footpath and Cycleway	18,378	933	0	19,311	6,254	63	0	6,317	50,386	1,916	(33,924)	18,378
(q) Golf Courses	1,521,186	77,199	(70,366)	1,528,019	1,499,603	66,096	(312,055)	1,253,644	1,463,217	57,969	0	1,521,186
(r) Information Technology	229,482	11,646	0	241,128	226,005	9,624	0	235,629	220,622	8,860	0	229,482
(s) Landfill Restoration	372,666	18,913	0	391,579	229,459	10,640	0	240,099	372,064	14,817	(14,215)	372,666
(t) Les Hansman Centre Development	3,088,441	156,736	(3,118,500)	126,677	2,800,361	108,021	(2,908,382)	0	2,984,217	111,760	(7,536)	3,088,441
(u) Long Service Leave and Entitlements	1,641,180	83,289	0	1,724,469	1,617,898	70,784		1,688,682	1,578,638	62,542	0	1,641,180

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 34. Reserves – Cash/Financial Asset Backed (Continued)

	2024 Actual Opening Balance	2024 Actual Transfer to	2024 Actual Transfer (from)	2024 Actual Closing Balance	2024 Budget Opening Balance	2024 Budget Transfer to	2024 Budget Transfer (from)	2024 Budget Closing Balance	2023 Actual Opening Balance	2023 Actual Transfer to	2023 Actual Transfer (from)	2023 Actual Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Restricted by Council (continued)</b>												
(v) Major Capital Works	1,138,807	6,770,268	(849,951)	7,059,124	719,116	1,331,255	(644,259)	1,406,112	995,576	795,680	(652,449)	1,138,807
(w) Maylands Lakes	4,923	250	0	5,173	4,853	214	0	5,067	4,735	188	0	4,923
(x) Maylands Waterland	447,276	22,699	0	469,975	440,930	19,436	0	460,366	430,231	17,045	0	447,276
(y) Morley City Centre	564,795	28,663	0	593,458	556,782	24,542	0	581,324	543,272	21,523	0	564,795
(z) Morley Sport and Recreation Centre	523,673	25,985	(164,708)	384,950	516,244	22,755	(150,000)	388,999	503,717	19,956	0	523,673
(aa) Noranda Netball Courts	72,344	3,671	0	76,015	71,316	3,143	0	74,459	69,587	2,757	0	72,344
(ab) Plant and Works Equipment	2,865	146	0	3,011	2,824	124	0	2,948	2,756	109	0	2,865
(ac) Playground and Parks	53,051	2,692	0	55,743	52,274	2,228	0	54,502	51,029	2,022	0	53,051
(ad) River Restoration	126,330	6,412	0	132,742	122,977	0	(92,292)	30,685	121,516	4,814	0	126,330
(ae) Roads and Drainage	13,542	687	0	14,229	13,349	583	0	13,932	13,026	516	0	13,542
(af) Senior Citizens Buildings	26,620	1,351	0	27,971	26,241	1,154	0	27,395	25,606	1,014	0	26,620
(ag) Strategic Land Acquisition	539,401	21,721	(537,288)	23,834	530,523	73,375	(210,118)	393,780	11,977	527,424	0	539,401
(ah) Streetscapes	164,306	7,664	(28,685)	143,285	131,353	4,912	0	136,265	216,208	8,448	(60,350)	164,306
(ai) Sustainable Environment	58,296	2,959	0	61,255	78,950	1,422	0	80,372	77,651	2,645	(22,000)	58,296
(aj) The RISE	386,282	19,604	0	405,886	378,832	10,245	0	389,077	371,562	14,720	0	386,282
(ak) Workers Compensation	653,213	33,151	(100,000)	586,364	643,945	28,384	(100,000)	572,329	628,320	24,893	0	653,213
	16,542,067	7,663,089	(5,549,626)	18,655,530	15,270,070	2,159,893	(6,029,503)	11,400,462	15,527,520	2,023,084	(1,008,537)	16,542,067
	48,966,255	10,914,259	(6,530,385)	53,350,129	44,284,244	3,937,342	(7,617,003)	40,604,585	44,149,826	6,458,965	(1,642,536)	48,966,255

All reserves are supported by cash and cash equivalents and financial assets at amortised cost and are restricted within equity as Reserve accounts.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 34. Reserves – Cash/Financial Asset Backed (Continued)

In accordance with Council resolutions or adopted budget in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

Reserve Name	Purpose of the Reserve
<b>Restricted by legislation/agreement</b>	
(a) Aged Persons Homes - General	This reserve restricts funds held for the Independent Living Units and Residential Care Facilities owned and controlled by the City. These funds are managed in accordance with the relevant statutory requirements and policies.
(b) Aged Persons Homes - Prudential Requirements	To provide a cash-backed prudential reserve to meet the accommodation obligations for Residential Care Facilities and Independent Living Units.
(c) Cash in Lieu - Public Open Space	To set aside cash in lieu funds received under section 154 of the Planning and Development Act 2005 for the funding of eligible public open space development projects.
(d) FOGO – (Waste Services) Reserve	To assist and support the implementation of a FOGO – Waste Services for residents.
(e) General Waste Management	To set aside funds for the future development of waste management.
<b>Restricted by council</b>	
(f) Bayswater Bowling Club - Capital Improvements	To set aside funds for the future development of the Bayswater Bowling Club.
(g) Bayswater Tennis Club	To set aside funds for the future development of the Bayswater Tennis Club.
(h) Bayswater Waves Aquatic Centre	To fund asset management requirements of the Bayswater Waves Aquatic Centre.
(i) Bore and Reticulation	For the installation of new bores and reticulation, and the replacement of old bore and reticulation systems, due to wear and tear.
(j) Building Furniture and Equipment	To provide a cash-backed reserve for the purpose of furniture and equipment required in Council's buildings.
(k) City Buildings and Amenities	For the purpose of preserving and renewing Council's buildings.
(l) Civic Centre	To make provision for the asset management needs of the Civic Centre.
(m) Economic Stimulus	To fund employment-generating projects for the benefit of the community.
(n) Emission Reduction Energy Plan Reserve	To fund the implementation of the Emission Reduction Energy Plan (ERRE) Plan.
(o) Eric Singleton Bird Sanctuary	To set aside funds for the asset management requirements of the Eric Singleton Bird Sanctuary.
(p) Footpaths and Cycleways	To set aside funds for the asset management requirements of the City's footpath and cycleways infrastructure.
(q) Golf Courses	To set aside funds for the asset management requirements of the City's golf courses.
(r) Information Technology	To provide for the maintenance of the City's information technology requirements including general computer replacements.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 34. Reserves – Cash/Financial Asset Backed (Continued)

In accordance with Council resolutions in relation to each reserve account, the purpose for which reserves are set aside are as follows:

Reserve Name	Purpose of the Reserve
<b>Restricted by council (continued)</b>	
(s) Landfill Restoration	To provide funding for the review and any restoration requirements of the Swan River Foreshore
(t) Les Hansman Centre Development	To set aside funds for the redevelopment of the Les Hansman Community Centre.
(u) Long Service Leave and Entitlements	To provide for the payment to employees of Long Service Leave and other approved entitlements.
(v) Major Capital Works	To finance the cost of major capital works programs as approved by Council.
(w) Maylands Lakes	To fund asset preservation and environmental requirements for Maylands Lakes.
(x) Maylands Waterland	To fund asset management requirements of the Maylands Waterland facility.
(y) Morley City Centre	To provide funds for the future development of the Morley City Centre.
(z) Morley Sport and Recreation Centre	To set aside funds for the asset management requirements of the Morley Sport and Recreation Centre.
(aa) Noranda Netball Courts	Funds set aside for the asset management requirements of the Noranda Netball Courts.
(ab) Plants and Works Equipment	To fund the cost of acquiring plant and equipment needed to provide for the day-to-day operational requirements of the City.
(ac) Playground and Parks	To set aside funds for the asset management requirements of the City's playground and parks infrastructure.
(ad) River Restoration	To set aside funds for the restoration of the river.
(ae) Roads and Drainage	To set aside funds for the asset management requirements of the City's road and drainage infrastructure.
(af) Senior Citizens Building	To set aside funds for the asset management requirements of the City's senior citizens centres.
(ag) Strategic Land Acquisition	To provide funds for future land acquisition.
(ah) Streetscapes	To provide for the renewal of urban streetscapes.
(ai) Sustainable Environment	To provide funding for strategic environmental projects such as foreshore rehabilitation and the Eric Singleton Bird Sanctuary.
(aj) The RISE	To fund asset management requirements of The RISE.
(ak) Workers Compensation	To finance Workers' Compensation costs in excess of premium deposits.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2024

### 35. Trust Funds

Funds held at balance date which are required to be held in trust and which are not included in the financial statements are as follows:

	1 July 2023	Amounts Received	Amounts Paid	30 June 2024
	\$	\$	\$	\$
Building Service Levy	63,339	223,690	(218,244)	68,785
Cash in Lieu - Art	405,347	24,127	0	429,474
Cash in Lieu - Car Parking	544,744	33,086	0	577,830
Cash in Lieu - Public Open Space	2,354,845	142,857	(61,488)	2,436,214
Construction Training Fund	26,443	105,169	(99,756)	31,856
TPS 17	128,437	4,090	0	132,527
Unclaimed money	70,426	62	(567)	69,921
Bonds	439	0	(439)	0
JDAP	245	30,345	(30,590)	0
Trust - Other	1,000	0	0	1,000
Scholarship	25,282	805	(500)	25,587
	3,620,547	564,231	(411,584)	3,773,194





## Auditor General

### INDEPENDENT AUDITOR'S REPORT

2024

City of Bayswater

To the Council of the City of Bayswater

#### Opinion

I have audited the financial report of the City of Bayswater (City) which comprises:

- the statement of financial position as at 30 June 2024, the statement of comprehensive income, statement of changes in equity, statement of cash flows and statement of financial activity for the year then ended
- notes comprising a summary of material accounting policies and other explanatory information.

In my opinion, the financial report:

- is based on proper accounts and records
- presents fairly, in all material respects, the results of the operations of the City for the year ended 30 June 2024 and its financial position at the end of that period
- is in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

#### Basis for opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial report section below.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

#### Other information

The Chief Executive Officer (CEO) is responsible for the preparation and the Council for overseeing the other information. The other information is the information in the entity's annual report for the year ended 30 June 2024, but not the financial report and my auditor's report.

My opinion on the financial report does not cover the other information and accordingly, I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I did not receive the other information prior to the date of this auditor's report. When I do receive it, I will read it and if I conclude that there is a material misstatement in this information, I am required to communicate the matter to the CEO and Council and request them to correct the misstated information. If the misstated information is not corrected, I may need to retract this auditor's report and re-issue an amended report.

### **Responsibilities of the Chief Executive Officer and Council for the financial report**

The Chief Executive Officer (CEO) of the City is responsible for:

- keeping proper accounts and records
- preparation and fair presentation of the financial report in accordance with the requirements of the Act, the Regulations and Australian Accounting Standards
- managing internal control as required by the CEO to ensure the financial report is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for:

- assessing the City's ability to continue as a going concern
- disclosing, as applicable, matters related to going concern
- using the going concern basis of accounting unless the State Government has made decisions affecting the continued existence of the City.

The Council is responsible for overseeing the City's financial reporting process.

### **Auditor's responsibilities for the audit of the financial report**

As required by the *Auditor General Act 2006*, my responsibility is to express an opinion on the financial report. The objectives of my audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.

A further description of my responsibilities for the audit of the financial report is located on the Auditing and Assurance Standards Board website. This description forms part of my auditor's report and can be found at [https://www.auasb.gov.au/auditors\\_responsibilities/ar4.pdf](https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf).

### **My independence and quality management relating to the report on the financial report**

I have complied with the independence requirements of the *Auditor General Act 2006* and the relevant ethical requirements relating to assurance engagements. In accordance with ASQM 1 Quality Management for Firms that Perform Audits or Reviews of Financial Reports and Other Financial Information, or Other Assurance or Related Services Engagements, the Office of the Auditor General maintains a comprehensive system of quality management including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

**Matters relating to the electronic publication of the audited financial report**

This auditor's report relates to the financial report of the City of Bayswater for the year ended 30 June 2024 included in the annual report on the City's website. The City's management is responsible for the integrity of the City's website. This audit does not provide assurance on the integrity of the City's website. The auditor's report refers only to the financial report. It does not provide an opinion on any other information which may have been hyperlinked to/from the annual report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to contact the City to confirm the information contained in the website version.



Sandra Labuschagne  
Deputy Auditor General  
Delegate of the Auditor General for Western Australia  
Perth, Western Australia  
2 December 2024

**10.5.2.2 OAG Information Systems - General Computer Controls Audit 2023/24**

<b>Responsible Branch:</b>	Governance and Strategy
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. CONFIDENTIAL REDACTED - Final Management Letter Attachment B - City of Bayswater - 30 June 2024 [<b>10.5.2.2.1</b> - 18 pages]</li> <li>2. CONFIDENTIAL REDACTED - Transmittal Letter to CEO - City of Bayswater - 30 June 2024 [<b>10.5.2.2.2</b> - 3 pages]</li> </ol>

**Confidential Attachment(s) in accordance with Section 5.23(2) of the Local Government Act 1995 (WA):**

- (f) a matter that if disclosed, could be reasonably expected to —
- (ii) endanger the security of the local government's property;

**SUMMARY**

The Office of the Auditor General (OAG) has completed its audit of the Annual Financial Report, which included the Information Systems audit for the year ended 30 June 2024. The Management Letter was provided to the City on the 3 December 2024.

The City has provided management comment outlining the action the City intends to take to address each of the findings.

**COMMITTEE RECOMMENDATION TO COUNCIL**  
**OFFICER'S RECOMMENDATION****That Council:**

1. **Notes the OAG IS Management Letter – Findings Identified During the General Computer Controls Audit – Attachment B, including management comment as contained in Confidential Attachment 1 to this report.**
2. **Notes the Capability Maturity Assessment – Information Systems as contained in Confidential Attachment 2 to this report.**
3. **Notes the agreed actions to address the audit findings are entered into the City's Audit Log Register for progress reporting.**

**BACKGROUND**

As part of the audit of the Annual Financial Report for the year ended 30 June 2024, the OAG performed the Information Systems (IS) audit. The IS audit considers the internal controls relevant to the preparation of the financial report to design audit procedures that were appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of internal control.

As part of our Information Systems (IS) audit work, the Office also completed a Capability Maturity Assessment for the Authority.

A capability maturity model is a way of assessing how well developed and capable the established IT controls are and how well developed or capable they should be.

The IS audit for the year ended 30 June 2024 includes review of the findings outstanding from previous years.

## EXTERNAL CONSULTATION

External consultation with the Office of the Auditor General is undertaken as part of the audit process.

## OFFICER'S COMMENTS

In the attached Information Systems Audit (**Confidential Attachment 1**), for the period ending 30 June 2024, the OAG auditor reported thirteen (13) findings, this is a reduction in findings from the previous seventeen (17) findings identified as part of the 2023 audit.

### Rating Actions

As part of the audit process each audit finding is rated. The ratings are based on the audit team's assessment of risks and concerns with respect to the probability and/or consequence of adverse outcomes if action is not taken. The auditor considers potential adverse outcomes in the context of both quantitative impact (for example financial loss) and qualitative impact (for example inefficiency, non-compliance, poor service to the public or loss of public confidence).

Rating	Description
<b>Significant</b>	Those findings where there is potentially a significant risk to the entity should the finding not be addressed by the entity promptly. A significant rating could indicate the need for a modified audit opinion in the current year, or in a subsequent reporting period if not addressed. However, even if the issue is not likely to impact the audit report, it should be addressed promptly.
<b>Moderate</b>	Those findings which are of sufficient concern to warrant action being taken by the entity as soon as practicable
<b>Minor</b>	Those findings that are not of primary concern but still warrant action being taken.

The thirteen (13) findings reported in the 2024 audit report, against the previous year's reports are follows:

Rating	Findings 2022	Findings 2023	Findings 2024
<b>Significant</b>	2	0	0
<b>Moderate</b>	14	11	8
<b>Minor</b>	4	6	5
<b>Total</b>	<b>20</b>	<b>17</b>	<b>13</b>

### Capability Maturity Model

As part of the information systems audit, the OAG also completed a Capability Maturity Assessment. The capability maturity model is a way of assessing how well developed and capable the established IT controls are and how well developed or capable they should be. The City's agreed results are as follows with more information provided in **Confidential Attachment 2**.

Focus Area	2022/23 Rating	2023/24 Rating
Manage IT Risk	3	3
Information Security Framework	2	2
Human Resource Security	2	2
Manage Access	2	2

Focus Area	2022/23 Rating	2023/24 Rating
Endpoint Security	2	2
Network Security	2	2
Physical Security	2	2
Manage Change	2	3
Manage IT Operations	2	2
Manage Continuity	2	2

As the City continues to address audit findings and implement management agreed actions, maturity levels are expected to increase.

### **Addressing Audit Findings**

The City has adopted the following approach to address the OAG recommendations:

- The City has provided a response to each of the findings.
- Progress reporting on the implementation of actions is reported through the Audit and Risk Management Committee.

Supporting the implementation and resourcing of actions, management have updated the Information Security Action Plan (ISAP). This internal register provides details on practicable actions to resolve findings, register risks and indicate possible funding estimates to resolve where required. Where projects or major activities are already in progress it will cross reference to an internal workplan to provide deeper detail on actions and responsibility assignment of these. It also brings together other activities across people, process or technology that have been identified as being able to increase the cyber security posture of the City.

The ISAP supports monitoring the implementation of actions through the Audit Log Register.

### **LEGISLATIVE COMPLIANCE**

Part 7 – Audit – *Local Government Act 1995*

### **RISK MANAGEMENT CONSIDERATION**

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Medium
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Medium
Environment	Low	Low
Governance and Compliance	Low	Medium
Strategic Risk	SR07 - Unethical or inadequate governance and/or decision-making.	

### **FINANCIAL IMPLICATIONS**

Nil.



**STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L2: Plan and deliver projects and services in a sustainable way.

Work together to deliver the best outcomes for the community by managing our resources in a financially sustainable way.

**CONCLUSION**

Management actions to address the OAG findings will be included in the Audit Register, on a quarterly basis management provide an update on the status of implementation of actions. Progress reporting is provided to the Council through the Audit and Risk Management Committee.

**11 Motions of Which Previous Notice Has Been Given****11.1 Cr Josh Eveson - Play Space Renewal at Robert Thompson Reserve**

<b>Responsible Branch:</b>	Project Services
<b>Responsible Directorate:</b>	Infrastructure and Assets
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Robert Thompson Reserve Play Space Engagement Outcome Report [11.1.1 - 10 pages]</li> <li>2. Parks and Play Space Classification Hierarchy [11.1.2 - 1 page]</li> </ol>
<b>Refer:</b>	Item: 11.2.4 OCM: 25.08.2015

In accordance with clause 5.3(1) of the City of Bayswater's *Standing Orders Local Law 2021*, Cr Josh Eveson raised the following motion:

**That Council:**

1. **Changes the classification of the Robert Thompson Reserve Parks and Play Space classification from 'Neighbourhood' to 'District';**
2. **Increases the community infrastructure provision at Robert Thomson Reserve to reflect the change in classification in Limb 1 above; and**
3. **Reviews the funding allocation required to support limb two above as part of the review of the Forward Capital Works Program.**

**MATERIAL FACTS**

In accordance with clause 5.3(3) of the City of Bayswater *Standing Orders Local Law 2021*, the Chief Executive Officer may provide relevant and material facts and circumstances pertaining to the notice of motion on such matters as policy, budget and law.

Robert Thompson Reserve is located on Weatherill Way, Noranda.



Aerial view of Robert Thompson Reserve

The Reserve is classified as 'Neighbourhood Park' as per the City's Parks and Play Space Classification Hierarchy **Attachment One**. The intended purpose of a neighbourhood park is a medium length visit for community and social activity, such as picnics, dog walking, sport, recreation, and play.

- The size of a neighbourhood park is generally between 1 and 5 hectares;
- 800m walk from home
- Estimated cost range for a neighbourhood play space renovation is \$75,000 to \$90,000.
- Play components:
  - Cater for a broader age range of children and /or adults
  - Mix of play opportunities and types, e.g. outdoor multi-courts, skate elements, adult exercise equipment.
- Park infrastructure:
  - Shade (natural/shade sail)
  - Accessible pathways
  - Seating
  - Picnic shelter
  - Drink fountain with dog bowl (where appropriate)
  - Barbecue (where appropriate)
  - Lighting
  - Landscaping.

The Park is currently used by the community for birthday parties, picnics, play equipment, exercise equipment, dog walking, general recreation and the building on site is leased to the Scale Modellers Club of Western Australia. The building provides male and female public toilets available to users on an auto timer door lock from sun-up to sun-down.

The current play space equipment was installed in May 2010 at a cost of \$125,000 and includes the following equipment:

- Play structure large and small (bus)
- Sand play table
- Backhoe
- Swing A frame with standard and toddler seat
- Rock climbing structure
- Monkey bars
- Carousel net climber
- Rubber and sand soft fall

Supporting infrastructure throughout the reserve:

- One gazebo
- Two picnic tables with shade

- Two benches
- One BBQ
- Five shade sails over the play equipment
- Four exercise equipment stations were installed in 2020/21 at a cost of \$20,000 and have an estimated 20-year life span.



Images of the current Play Space at Robert Thompson Reserve

As per the City Play Space Strategy the play space equipment is scheduled to be replaced in 2024/25. (Given the current condition rating of equipment as being 'Good' the replacement year has been reviewed and amended to 2027/28).

There are 10 other reserve/parks within 800m of Robert Thompson Reserve that include a play space. Below is a list of reserves and the equipment installed.





Map of nearby parks/reserves with play equipment

**1. Noranda Nook (District Sporting Reserve)**

New additional play area installed in Sept 2021:

- Tornado basket swing
- Ping pong table
- Timber stilts
- Water play area
- Rattle wheel
- Balance beams and steppers
- Balance logs and boulders

**2. Noranda Sporting Complex (Soccer) (District Sporting Reserve)**

Play equipment installed in Oct 2014:

- Beach buggy rocker
- Double swing
- Seat glide
- Carousel net
- Rope net climber

### **3. Noranda Sporting Complex (Athletics) (District Sporting Reserve)**

Play equipment installed in July 2020:

- Climbing play structure
- A frame swing
- Community Fitness equipment

### **4. Boxhill Reserve (Local Park)**

Play equipment installed in Oct 2010:

- Climbing play structure
- A frame swing

Supporting infrastructure:

- Half basketball/netball court (currently not in use due to not meeting noise regulations)

### **5. Ivory Park (Neighbourhood Park)**

Play equipment installed in Sept 2024:

- Climbing play structure
- A frame swing

Supporting infrastructure:

- Half basketball court

### **6. Millerick Reserve (Neighbourhood Park)**

Play equipment installed in April 2014:

- Climbing play structure
- Basket swing
- Wave rider

### **7. Holden Reserve (Local Park)**

Play equipment installed in May 2017:

- Climbing play structure
- Activity panel
- Sand play station
- Double swing

### **8. Fitzpatrick Reserve (Local Park)**

Play equipment installed in Nov 2017:

- Climbing play structure
- Spring Rocker



- Basket swing

### **9. Strutt Reserve (Neighbourhood Park)**

Play equipment installed in July 2016:

- Climbing play structure
- Tornado basket swing
- See saw
- Spring rocker

Supporting infrastructure:

- Half basketball court

### **10. Kirkpatrick Reserve (Neighbourhood Park)**

Play equipment installed in July 2016:

- Climbing play structure
- Double swing

### **OFFICER'S COMMENT**

Robert Thompson is noted as one of the City's most popular play spaces, particularly for young children. At the time of renewal, consideration could be made to provide a broader variety of play equipment and play themes such as nature play, water play and imaginative play. Any option to increase amenity could include more shaded seating, water play, fencing and shade. The likely increased cost for this additional provision is estimated at \$150,000+.

Between 12 November and 9 December 2024, the City completed community engagement for upcoming scheduled renewal of play spaces. Robert Thompson was included in this engagement. The community engagement provided residents/park users with options to complete an online survey on Engage Bayswater, and/or attend two onsite pop-up sessions.

The Robert Thompson Reserve survey received a total of 72 responses, with common themes outlined below.

Most park visitors frequent Robert Thompson Reserve weekly, primarily to use the play space, exercise, or walk their dogs. Most visitors are parents and caregivers with young children aged 0–8 years, and most reside within 400 meters (a five-minute walk—from the reserve). Feedback indicates that inclusive play is the top priority, followed by a mix of nature and traditional play, with sand and rubber being the preferred soft fall materials. The three most valued play features are a variety of equipment options, shaded areas, and accessibility for all ages and abilities. The most important supporting facilities include shelters, public toilets, and bench seating.

The feedback highlights the need for an accessible and inclusive playground design that accommodates children of all ages and abilities. Commonly requested features include traditional play equipment such as swings, larger slides, monkey bars, in-ground trampolines, and climbing structures, as well as water play areas and nature-based elements like logs, rocks, and sand to inspire creativity and environmental connection.

Accessibility remains a priority, with calls for rubber soft flooring, wheelchair-friendly pathways, and inclusive play spaces that promote independence, social interaction, and community engagement for children with disabilities and their families. Caregivers also highlight the importance of practical amenities, such as increased shade over play equipment, more shaded seating areas, shelters, picnic tables, and BBQ facilities.

Additional suggestions include separate toddler-friendly spaces, upgraded and hygienic toilet facilities, and a dedicated dog exercise area to ensure the park remains enjoyable for all users.

The Community Engagement Outcomes Summary can be found as **Attachment 2** to this report.

The park classification of Robert Thompson Reserve has the potential to change from Neighbourhood Park to a District Park. This would require justification to meet the City's Parks and Play Space Classification Hierarchy. The following considerations would need to be included for a classification change:

- Is the park visited by users living 1 – 2km from the park?
- Does the park service multiple demographics?
- Level of provision of accessible infrastructure i.e. seating, pathways, lighting for general security, pathways and play space, multiple seating and picnic nodes,
- Provision of toilet facilities and parking for multiple vehicles; and
- Provision of additional fencing for play space separation.

The current amenity provided satisfies all the above considerations.

The City has previously completed a similar process by upgrading play equipment and supporting infrastructure at Bert Wright Park, Bayswater (District Park).

Based on recently completed play space renewals, community engagement and information provided in the play space strategy, officers have provided three play space renewal options that may be considered for Robert Thompson Reserve:

**Option 1** – Like for like renewal incorporating play space strategy and current engagement information with an approx. cost of \$125,000

- Inclusive play unit with monkey bars and slide
- Toddler play unit with slide
- All abilities carousel
- Standard and basket swing combo
- Retaining existing picnic shelters and drink fountain

The above option would reuse existing shade sails, sand only soft fall and not provide any additional supporting park infrastructure.

**Option 2** – Renewal with an approximate cost of \$250,000

- Combined toddler and child inclusive play unit including slide, monkey bars, and ramp
- All abilities carousel
- Standard and basket swing combo
- Additional shade sails
- Combination of rubber and sand soft fall

The above option does not include costs any additional supporting park infrastructure.

**Option 3 – Renewal at an approximate cost of \$500,000**

- Large combined toddler and child inclusive play unit including slides, climbing equipment, sensory/imaginative play and ramp
- Inclusive swing combo
- Sand and water play
- Additional shade sails
- Combination of rubber and sand soft fall
- Exercise equipment node
- Additional supporting infrastructure i.e. BBQ, additional gazebo

The above option does not include costs for upgrading accessible toilets and provision of additional ACROD parking bays.

**LEGISLATIVE COMPLIANCE**

Nil.

**FINANCIAL IMPLICATIONS**

The estimated costs to install new play equipment and supporting infrastructure ranges from \$125,000 to \$500,000+ depending on the level of infrastructure provided.

\$200,000 (today's value) is listed in the Forward Capital Works Program for Robert Thompson Reserve Play space renewal in 2027/28.

**STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme:	Community
Goal C1:	Create safe and inviting places for people to come together.
Goal C3:	Maximise the use of the City's facilities and parks by all sections of the community.

**CONCLUSION**

This motion is seeking the support to change the Robert Thompson Reserve Parks and Play Space Classification, increase community infrastructure provision at Robert Thomson Reserve to reflect the change in classification, and for Council to consider an increased budget to support any additional infrastructure provision. It is estimated to cost over \$500,000 to provide the infrastructure required for the increase in classification of Robert Thompson Reserve.

# Community Engagement Summary Report

## Play Space Redevelopment Program



61 Broun Avenue, Morley WA 6062 | P: 9272 0622 | F: 9272 0665 | mail@bayswater.wa.gov.au | www.bayswater.wa.gov.au

This report summarizes the invaluable insights received during the recent community engagement period for the Play Space Redevelopment Program.

The following play spaces are scheduled to be redeveloped in the near future:

- Swan Lake Reserve
- Jakobsons Reserve
- Browns Lake Reserve
- Kanimbla Park
- Robert Thompson Reserve

The community engagement period for the Play Space Redevelopment program opened on Tuesday 12<sup>th</sup> November 2024 and closed on Monday 9<sup>th</sup> December 2024.

The aims of the engagement were:

- Engage with local stakeholders using suitable methods to ascertain community preferences for play types and park infrastructure;
- Provide a central point of engagement through the Engage Bayswater website;
- To be clear and transparent with the community about negotiables and non-negotiables
- Guide the next steps towards a play space that fosters inclusivity, encourages activity, and create an even more engaging play experience for everyone.

### Promotion

#### Direct mail out

Letters were delivered to residents within a 300m to 500m catchment of all five reserves, informing them of the upcoming upgrade and inviting them to provide feedback via the online survey.

#### Signage

Signs were placed in all five reserves to notify park users of the upcoming renewals and invite their engagement via QR code that brings them to Engage Bayswater page.

### Pop up sessions

Two sessions were held at Robert Thompson Reserve for residents who would like to discuss the proposed redevelopment with City officers.

## Methods

### Online - Engage Bayswater page

The City's community engagement platform, Engage Bayswater, was the main source of information and method of engagement for the community. Data analysis shows that 4300 people visited the page during the community engagement period.

Visitors to the page could access background information about the Play Space Redevelopment Program and specific information about the reserve via separate link on the main Engage Bayswater page.

Information about each play space was presented, including project timeline, and reference images. Additionally, the proposed location for each play space was indicated.

A total of 144 surveys were completed online, with email being used as an alternative method for providing feedback across all five reserves. The total includes 19 surveys completed during two onsite 'pop-up' engagement sessions specific to Robert Thompson Reserve.

## Robert Thompson Reserve Play Space Redevelopment

### What did people say?

#### Online survey

Robert Thompson Reserve received 72 survey responses.

The online survey consisted of a series of questions, designed to give the City an insight into who uses the park, the purpose of their visits, such as physical activity or children's play, the type and style of play space desired and to provide an opportunity to make additional comments on the indicative draft concept plans.

There were 13 questions in the survey as outlined below:

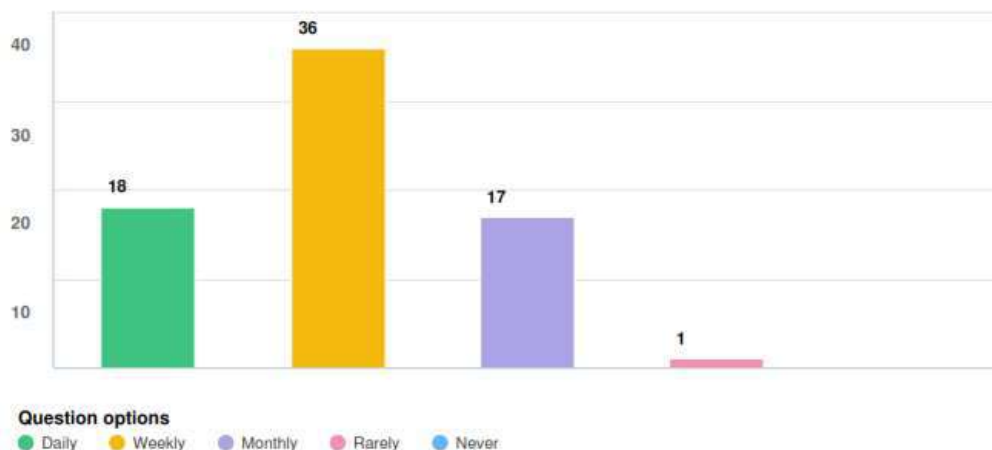
1. How often do you or members of your household visit Robert Thompson Reserve?
2. Which activities do you or your family engage in when you visit this park?
3. Which age groups of children in your household visit Robert Thompson Reserve?
4. Please indicate your age group below.
5. How far from Robert Thompson Reserve do you live?
6. What are the most important playground features for you?
7. What are the most important support facilities?



8. Please review the four equipment style examples below. Please rank the play options from most preferred (1) to least preferred (4). Note that the images are representative of the play style and for illustration purposes only.
9. Can you provide any comment or insights into your preferences?
10. Which softfall material would you prefer? Kindly indicate your preference below.
11. Do you have any other comments about the play space redevelopment?
12. This is a two-stage consultation project, please include your email if you wish to be kept up to date and/or be notified about the second stage of engagement.
13. The City strives to undertake community engagement to a high standard. We would appreciate feedback on your experience of the engagement within this project. Please rate your experience of the following elements.

Results from Robert Thompson Reserve online survey is outlined below.

**1. How often do you or members of your household visit Robert Thompson Reserve?**



Mandatory Question (72 response(s))  
Question type: Checkbox Question





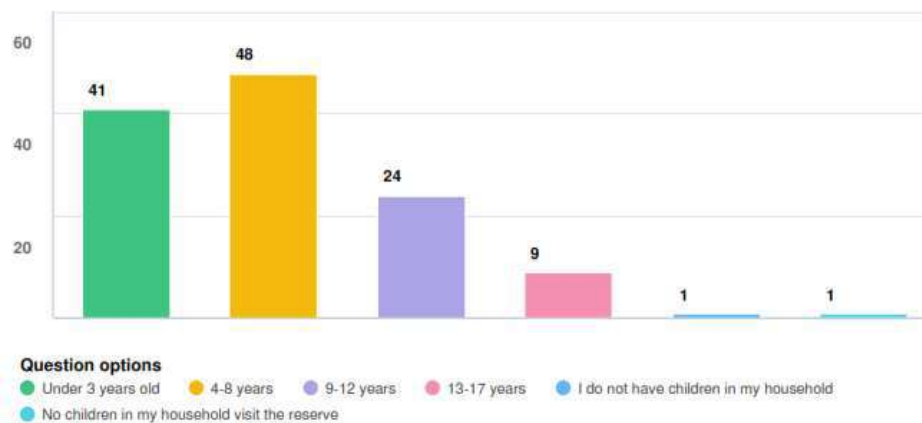
## 2. Which activities do you or your family engage in when you visit this park?



Mandatory Question (72 response(s))  
Question type: Checkbox Question

Multiple options could be selected when answering the above question.

## 3. Which age groups of children in your household visit Robert Thompson Reserve?

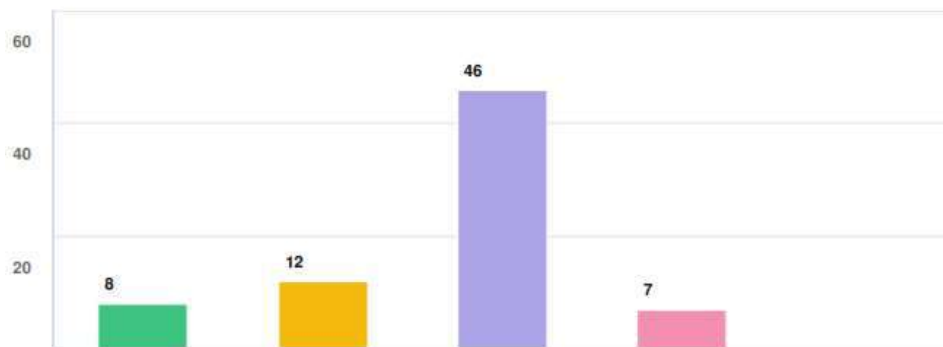


Mandatory Question (72 response(s))  
Question type: Checkbox Question



Multiple options could be selected when answering the above question.

**4. Please indicate your age group below.**

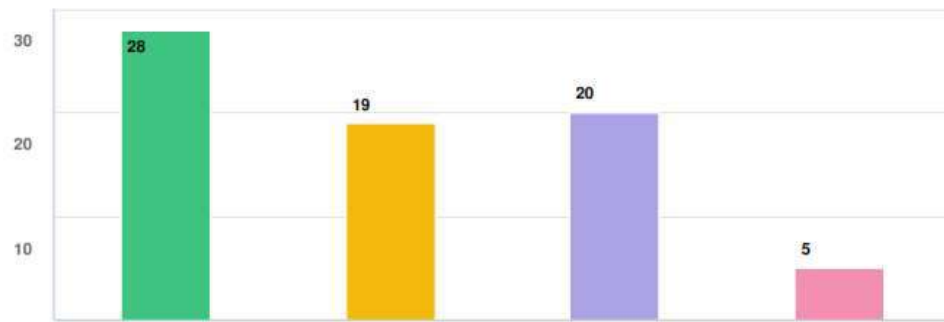


**Question options**

0 - 12 years 19 - 34 years 35 - 49 years 50+ years 13 - 18 years

Optional question (72 response(s), 0 skipped)  
Question type: Checkbox Question

**5. How far from Robert Thompson Reserve do you live?**



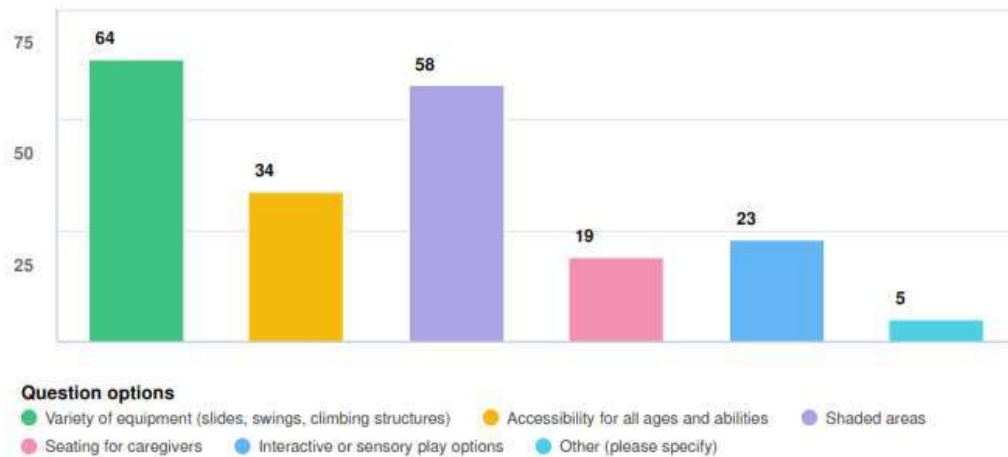
**Question options**

Within 400m (about 5 minute walk) Within 800m (about 10 minutes walk) Within 1.5kms (about 20 minutes walk) Further than 1.5kms

Mandatory Question (72 response(s))  
Question type: Checkbox Question

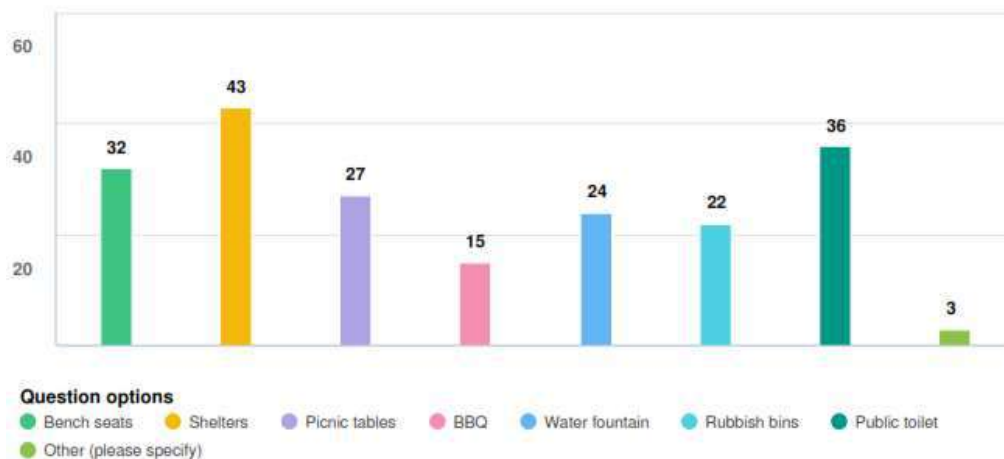


## 6. What are the most important playground features for you?



Mandatory Question (72 response(s))  
Question type: Checkbox Question

## 7. What are the most important support facilities?



Mandatory Question (72 response(s))  
Question type: Checkbox Question



8. Please review the four equipment style examples below. Please rank the play options from most preferred (1) to least preferred (4). Note that the images are representative of the play style and for illustration purposes only.

OPTIONS	AVG. RANK
Inclusive play	2.04
Mix of nature and traditional play	2.22
Traditional play	2.54
Net play	3.19

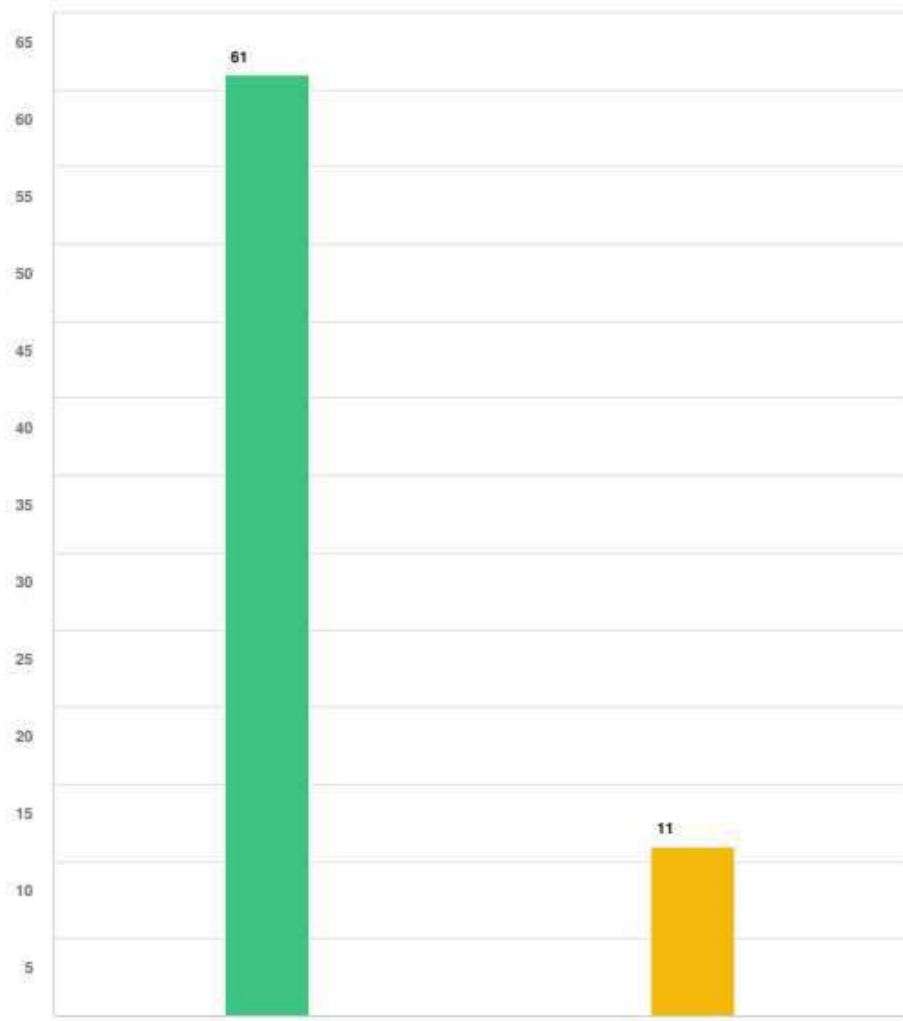
Mandatory Question (72 response(s))  
Question type: Ranking Question

The above diagram shows the number of responses for most preferred through to least preferred of the four different indicative play option concept plans provided as part of the survey.

**Please note:** The indicative concept images relating to the outcomes can be found in the document library on the [Engage Bayswater website](#).



9. Which softfall material would you prefer? Kindly indicate your preference below.



**Question options**

● Mix of sand and rubber softfall ● Mix of woodchip and rubber softfall

Mandatory Question (72 response(s))  
Question type: Checkbox Question

### Common themes

Most park visitors frequent Robert Thompson Reserve weekly, primarily to use the play space, exercise, or walk their dogs. Most visitors are parents and caregivers with young children aged 0–8 years, and most residing within 400 meters (a five-minute walk) from the reserve. Feedback indicates that inclusive play is the top priority, followed by a mix of nature and traditional play, with sand and rubber being the preferred soft fall materials.

The three most valued play features are a variety of equipment options, shaded areas, and accessibility for all ages and abilities. Similarly, the most important supporting facilities include shelters, public toilets, and bench seating.

The feedback highlights the need for an accessible and inclusive playground design that accommodates children of all ages and abilities. Commonly requested features include traditional play equipment such as swings, larger slides, monkey bars, trampolines, and climbing structures, as well as water play areas and nature-based elements like logs, rocks, and sand to inspire creativity and environmental connection. Accessibility remains a priority, with calls for rubber soft fall, wheelchair-friendly pathways, and inclusive play spaces that promote independence, social interaction, and community engagement for children with disabilities and their families.

Respondents also highlighted the importance of practical amenities, such as increased shade over play equipment, more shaded seating areas, shelters, picnic tables, and BBQ facilities. Additional suggestions include separate toddler-friendly spaces, upgraded and hygienic toilet facilities, and a dedicated dog exercise area to ensure the park remains enjoyable for all users.

### What does this mean?

Based on the recent community feedback received and noting the existing play equipment provided at Robert Thompson Reserve mostly catering for ages 0-12 years, a redevelopment should include inclusive play equipment that will include imagination play that benefit a broad range of ages and abilities with sand and rubber soft fall.

The City will consider all feedback provided and incorporate this into the planning of the final concept design together with the approved budget, the classification and size of the park and any other technical advice received.





### What are the next steps in the project?

The concept plan and approximate timeline for this project is pending Council budget approval. More information will be made available on the City's online engagement platform, Engage Bayswater, for the community to view once available.



# Parks and Play Space Classification Hierarchy

City of Bayswater

61 Broun Avenue, Morley WA 6062 | PO Box 467, Morley WA 6943 | P: (08) 9272 0622 | F: (08) 9272 0665 | mail@bayswater.wa.gov.au | www.bayswater.wa.gov.au

	Pocket Park	Local Park	Neighbourhood Park	District Park	Regional Park
Catchment Area	Approx. 300m walk from home	400m walk from home	800m walk from home	1 - 2 km from home	Whole of City, service neighbouring LGAs
Site characteristics	<ul style="list-style-type: none"> <li>• Less than 0.4 ha in size</li> <li>• Most often used as Recreation and/or Nature space</li> <li>• Intended for short visits for rest and relaxation</li> <li>• Assist in preservation of local biodiversity and natural environment</li> </ul>	<ul style="list-style-type: none"> <li>• Generally 0.4 ha to 1 ha in size</li> <li>• Recreation and/or Nature function</li> <li>• Responsive to natural features</li> <li>• Good passive surveillance</li> <li>• Assist in preservation of local biodiversity and natural environment</li> </ul>	<ul style="list-style-type: none"> <li>• Generally 1 to 5ha in size</li> <li>• Recreation and social focus for community</li> <li>• Provide a variety of features including bushland, play infrastructure, sporting infrastructure (if appropriate)</li> <li>• Sport, Recreation or Nature function/s</li> <li>• Responsive to natural features</li> <li>• Good passive surveillance</li> <li>• Assist in preservation of local biodiversity and natural environment</li> </ul>	<ul style="list-style-type: none"> <li>• Generally 5 to 15ha in size</li> <li>• Primarily used for organised sport with some Recreation and/or Nature function</li> <li>• Service several neighbourhood areas</li> <li>• Located centrally to maximise accessibility</li> <li>• Located on district distributor roads with public transport</li> <li>• Good passive surveillance</li> <li>• Safe pedestrian and cycling connections</li> </ul>	<ul style="list-style-type: none"> <li>• Services one or more geographical region/s</li> <li>• Well connected by major road and public transport networks</li> <li>• Accommodate important Sport and Recreation functions as well as significant conservation and/or environmental features</li> <li>• Accommodate biodiversity principles and environmental management goals where possible</li> </ul>
Play characteristics	<ul style="list-style-type: none"> <li>• Basic play infrastructure or nature play elements may be provided, depending on proximity to main roads, surveillance and size.</li> <li>• May reflect local character, community-led initiatives aligned with City policies for Public Open Space</li> <li>• Intended for short visits</li> </ul>	<ul style="list-style-type: none"> <li>• Basic level play infrastructure, nature play elements or exercise equipment</li> <li>• May reflect local character, community-led initiatives aligned with City policies for Public Open Space</li> <li>• Intended for short visits</li> </ul>	<ul style="list-style-type: none"> <li>• Extensive play opportunities and choices for different age groups including a mix of types</li> <li>• Intended for medium length visits by surrounding residents</li> </ul>	<ul style="list-style-type: none"> <li>• Play opportunities dependant on sporting infrastructure and space availability</li> <li>• Visit length generally dependant on sporting use/outside sporting hours exercise, dog walking and children's play</li> </ul>	<ul style="list-style-type: none"> <li>• Diversity of play opportunities for different ages and abilities</li> <li>• Area should be large enough to enable multiple activities, play types and users simultaneously</li> </ul>
Accessibility	<ul style="list-style-type: none"> <li>• Safe pedestrian and cycling connections</li> <li>• Accessible pathways</li> </ul>	<ul style="list-style-type: none"> <li>• Safe pedestrian and cycling connections</li> <li>• Accessible pathways</li> <li>• Sand or mulch soft fall</li> </ul>	<ul style="list-style-type: none"> <li>• Safe pedestrian and cycling connections</li> <li>• Accessible pathways</li> <li>• Accessible seating and picnic furniture</li> <li>• Accessible play elements</li> <li>• Sand and/or mulch soft fall</li> <li>• Lighting - general security and pathways</li> </ul>	<ul style="list-style-type: none"> <li>• Safe pedestrian and cycling connections</li> <li>• Accessible pathways</li> <li>• Accessible seating and picnic furniture</li> <li>• Accessible play elements</li> <li>• Sand and/or mulch soft fall</li> <li>• Lighting - general security, pathways and play areas</li> </ul>	<ul style="list-style-type: none"> <li>• Safe pedestrian and cycling connections</li> <li>• Accessible pathways</li> <li>• Accessible seating and picnic furniture</li> <li>• Mix of accessible play elements</li> <li>• Mix of surfaces, including sand, mulch and rubber soft fall</li> <li>• Lighting - general security, pathways and play areas</li> </ul>
Shade/shelter	Natural/shade sail	Natural/shade sail	Natural/shade sail	Natural and/or shade sail	Natural and shade sails
Supporting infrastructure	<ul style="list-style-type: none"> <li>• Seating</li> <li>• Bin</li> </ul>	<ul style="list-style-type: none"> <li>• Seating</li> <li>• Bin</li> <li>• Picnic shelter (negotiable)</li> </ul>	<ul style="list-style-type: none"> <li>• Seating node/s</li> <li>• Picnic shelter</li> <li>• Bins</li> <li>• Drink fountain (with dog bowl)</li> <li>• BBQ (negotiable)</li> </ul>	<ul style="list-style-type: none"> <li>• Seating node/s</li> <li>• Picnic shelter (where appropriate)</li> <li>• Bins</li> <li>• Drink fountain (with dog bowl)</li> <li>• BBQ (negotiable)</li> </ul>	<ul style="list-style-type: none"> <li>• Multiple seating and picnic shelter nodes</li> <li>• Bins</li> <li>• Drink fountains (with dog bowl)</li> <li>• BBQs</li> </ul>
Public Toilets	Not required	Not required	Negotiable, depending on surrounding provision	Required	Required (fully accessible)
Parking	Not required	Street or Verge (as appropriate)	Street or Verge	Car park required (minimum 5 bays)	Car park required with ACROD bays
Fencing	Negotiable (depending on hazards)	Negotiable (depending on hazards)	Negotiable (depending on hazards, separation of areas)	Negotiable (depending on hazards, separation of areas)	May apply to some play areas for separation; hazard-dependant

**12 Questions From Members Without Notice****12.1 Responses to Questions From Members Without Notice**

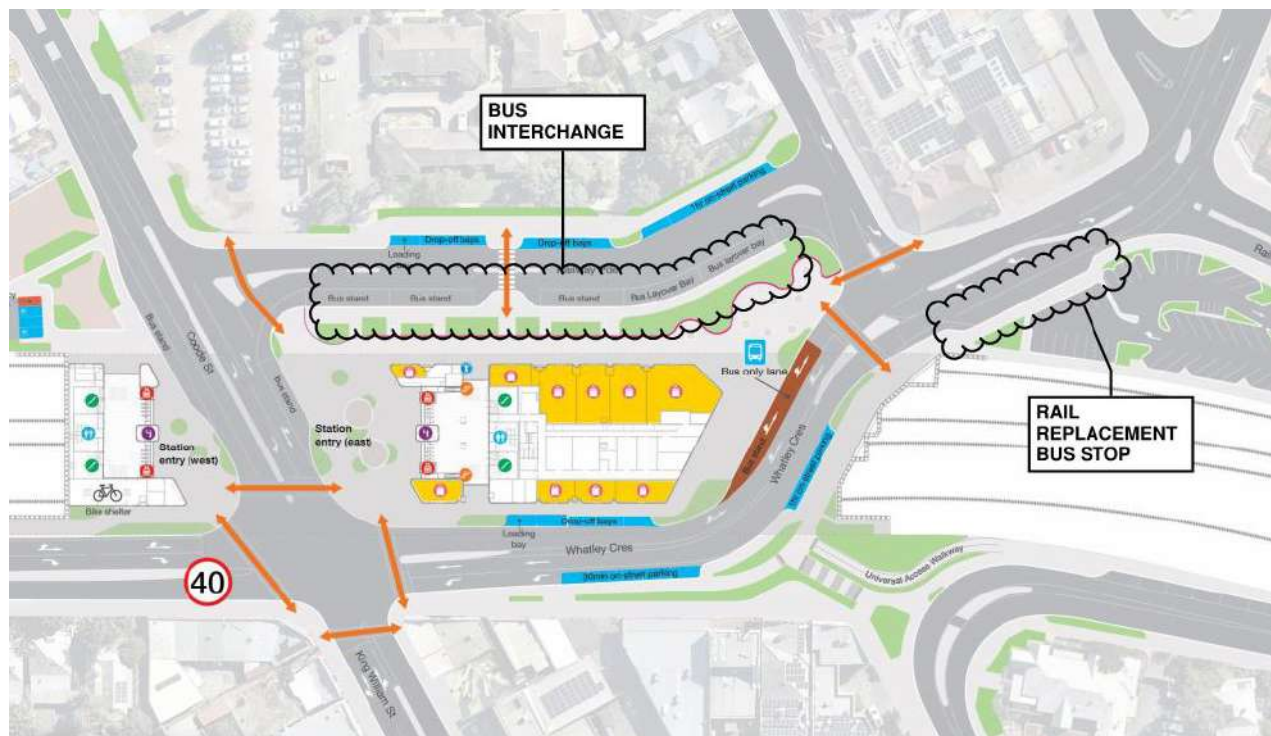
Cr Georgia Johnson

**Question 1**

Could I please have an answer about what advocacy or what we have done or could do around the Bayswater train station, the bus replacement train stops are miles away from the train station. Is there anything the City can do to advocate to change the bus stops as there's plenty of stops in the shade that aren't being used?

**Response 1**

The rail replacement bus stop at the Bayswater train station is located approximately 50m away from the Bus Interchange (See Figure Below). Notwithstanding this, PTA is currently considering the feasibility of installing a bus shelter at this bus stop. Should this not be achievable due to the site constraints, PTA have advised that they are also reviewing the potential for train replacement bus services to Perth to operate from within Bayswater Station Bus Interchange rather than the rail replacement bus stop.

**12.2 Question From Members Without Notice****13 New Business Of An Urgent Nature**

**14 Meeting Closed To The Public****14.1 Matters for Which the Meeting May be Closed****14.1.1 Keeping and Control of Cats Amendment Local Law 2024**

<b>Responsible Branch:</b>	Governance and Strategy
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	Nil
<b>Refer:</b>	Item 10.2.5 OCM: 26.4.2022 Item 10.1.1 OCM: 23.8.2022 Item 14.1.2 OCM: 06.12 2022 (Confidential) Item 10.1.1 OCM: 28.2.2023 Item 10.1.1 OCM: 23.5.2023 Item 10.1.1 OCM: 22.8.2023 Item 10.1.2 OCM: 30.4.2024 Item 10.1.3 OCM: 25.6.2024 Item 10.1.1 OCM: 22.10.2024

**REASON FOR CONFIDENTIALITY**

***This is a CONFIDENTIAL REPORT in accordance with section 5.23(2) of the Local Government Act 1995 (WA), which permits the meeting to be closed to the public for the business relating to:***

- (d) *legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;*

**OFFICER'S RECOMMENDATION**

**That the recommendation as contained in the "Confidential Report" be adopted.**

**14.2      Public Reading of Resolutions that May be Made Public**

**15        Closure**