



CITY OF BAYSWATER

MINUTES

**FOR THE
COMMUNITY, TECHNICAL, FINANCE
AND CORPORATE SERVICES
COMMITTEE MEETING**

17 APRIL 2018





COMMUNITY, TECHNICAL, FINANCE AND CORPORATE SERVICES COMMITTEE MINUTES

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CITY OF BAYSWATER

MINUTES of the meeting of the Community, Technical, Finance and Corporate Services Committee which was held in Council Chambers, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on 17 April 2018 commencing at 6:30pm.

MINUTES

1. OFFICIAL OPENING

Notice is hereby given that the Meeting will be audio recorded in accordance with the resolution of Council of 17 May 2016.

Persons are not permitted to record (visual or audio) at the Committee meeting without prior approval of the Council.

The Chairperson, Cr Chris Cornish, Deputy Mayor, welcomed those in attendance and declared the meeting open for the ordinary business of Council at 6:30 pm.

1.1 Traditional Owners Acknowledgement

The Chairperson, Cr Chris Cornish, Deputy Mayor, respectfully acknowledged the past, present and future traditional custodians of the land on which we are meeting, the Whadjuk (Perth) region people of the Noongar nation. Cr Chris Cornish, Deputy Mayor, acknowledged and respected their continuing culture and the contribution they make to the life of this city and this region.

1.2 Declaration of Due Consideration

That Councillors who have given due consideration to all matters contained in the Minutes presently before the meeting raise their hands.

The Chairperson read the Declaration of Due Consideration and all Councillors present raised their hands to indicate that due consideration was given to all matters contained in the Agenda.

2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE (PREVIOUSLY APPROVED) & ABSENCE

Members

West Ward

Cr Dan Bull, Mayor
Cr Georgia Johnson
Cr Lorna Clarke

Central Ward

Cr Chris Cornish, Deputy Mayor (Chairperson)
Cr Barry McKenna

Cr Sally Palmer

North Ward

Cr Brent Fleeton

South Ward

Cr Catherine Ehrhardt

Cr Elli Petersen-Pik

Officers

Mr Andrew Brien

Chief Executive Officer - Absent (Attending a Conference)

Mr Doug Pearson

Director Technical Services

Ms Carissa Bywater

Director Finance and Corporate Services

Mr Darren Beltman

Acting Director Community Services

Ms Karen D'Cunha

PA/Director Community Services

Ms Madison Parsons

Building Surveying Administrator

Ms Lucy Griffiths

Leisure Planner

Mr Jeremy Maher

Manager Environment

Mr George Rimpas

Manager Engineering Services

Observers

Public - 25

Press - 1

Apologies

Cr Filomena Piffaretti

Cr Stephanie Gray

Leave of Absence

Nil.

COUNCIL RESOLUTION

That Leave of Absence be granted as follows:

CR STEPHANIE GRAY from 24 April 2018 to 24 April 2018 inclusive.

CR BRENT FLEETON MOVED, CR SALLY PALMER SECONDED

CARRIED UNANIMOUSLY: 9/0

3. DELEGATED AUTHORITY BY COUNCIL

Delegated Authority

In accordance with section 5.16(1) of the Local Government Act 1995 and Council's resolution at its Special Council Meeting held on 31 October 2017 (Item 8.2) the Community, Technical, Finance and Corporate Services Committee has been granted delegated authority by Council, subject to the limitations on delegation of powers and duties contained in section 5.17 of the Local Government Act 1995, therefore, in accordance with section 5.23(1)(b) of the Local Government Act 1995, this meeting is open to the public.

Terms of Reference

To receive reports and make decisions in accordance with delegated authority and to consider reports and make recommendations to Council in respect to issues relating to the delivery of services within the areas of:

- (a) Community Services:
Administration, Community and Aged, Recreation and Leisure, Libraries, Ranger and Security Services and all other aspects of the Administration and Community Services operations of the City of Bayswater.
- (b) Technical Services:
Engineering, Parks and Gardens, Environmental Health and the Environment, Technical Design and all other aspects of the Technical Service operations of the City of Bayswater.
- (c) Finance and Corporate Services:
Statutory and management financial reporting, accounts payable/receivable, investments, donations, capital proposals, budget reviews, loan submissions, insurance, recreational facilities managed under contract by the YMCA, personnel issues, residential aged care and all other Finance and Corporate Service operations of the City of Bayswater.

4. PUBLIC QUESTION TIME

In accordance with section 5.24(1)(b) of the *Local Government Act 1995* and regulation 5(b) of the *Local Government (Administration) Regulations 1996*, time is allocated for questions to be raised by members of the public, as follows:

- (1) The minimum time to be allocated for the asking of and responding to questions raised by members of the public at ordinary meetings of councils and meetings referred to in regulation 5 is 15 minutes.
- (2) Once all the questions raised by members of the public have been asked and responded to at a meeting referred to in sub regulation (1), nothing in these regulations prevents the unused part of the minimum question time period from being used for other matters.

Pursuant to regulation 7(4)(c) of the *Local Government (Administration) Regulations 1996*, questions from the public must relate to a matter affecting a function of the Committee.

In accordance with section 5.25(1)(f) of the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996* regulation 11(e) 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.

Where a question is taken on notice at the meeting, in accordance with clause 5.6(7)(b) of the *City of Bayswater Standing Orders Local Law 2013* a summary of the response to the question will be included in the minutes for the following meeting of the Committee at which the questions were raised.

4.1 Responses to Public Questions Taken 'On Notice'

Warren Lance - 21 Watervista Place, Maylands WA 6051

Question 3 (Public Question Time)

Please provide details of total rates for 2017/18 levied by City of Bayswater for the following:

- a. 313 properties as per Model 3 Purple Line:

\$574,571.00

- b. 956 properties as per Model 1 Red Line:

\$1,275,324.40

- c. Every other suburb within City i.e no of properties and total rates:

Bayswater	7,060	\$10,671,720.01
Bedford	2,452	\$2,964,737.76
Dianella	125	\$136,020.80
Embleton	1,487	\$1,908,910.96
Maylands	6,992	\$8,667,466.99
Morley	9,651	\$15,466,736.57
Mount Lawley	387	\$452,452.00
Noranda	3,188	\$4,095,824.54

Notwithstanding, Council resolved to maintain the uniform rating strategy and not impose a Specified Area Rate in 2018-19 for Maylands Lakes.

Question 3 (Deputation)

Our third question is about the detailed expenditure that is in the agendas, both this month and last month that relate to payments to the councillors; is it possible to get a breakup of what that is for? For example there are 8 Councillors who have been paid identical amounts. Cr Ehrhardt's is the lowest of all of them, Councillor Cornish is the second highest and then Mr Bull.

Answer 3 (Deputation)

With respect to your query around Councillor payments and further to the verbal response of the Chairperson, Cr Chris Cornish, the following fees are paid by position:

Mayor	\$139,310
Deputy Mayor	\$56,980
Councillors	\$34,764

4.2 Public Question Time

Public Question Time commenced at 6:32pm.

The following questions were submitted both in writing/verbally:

Brian Johnson - 24 Essex St, Bayswater

Question 1

Regarding item 9.2.1 on the agenda, the removal of the parking bays in Essex St, can the Director of Technical Services confirm that these embayments could be constructed as per the City's plans that was sent out to the residents and given to the Councillors as per the 2007 public consultation and agenda items. Have they been constructed as per the drawings?

The Director of Technical Services confirmed that there was insufficient space to construct it as per the drawings. The drawing was incorrect as there wasn't enough space to construct the embayment that way.

Question 2

So were the plans missing crucial pieces of information, then? Did they also contain incorrect information, which could have been misleading?

The Director of Technical Services advised that this was potentially the case, he wasn't here at the time but that could be misleading.

Question 3

Can you confirm that the plan, included again in the agenda tonight, is correct?

No, it shows dimensions there that are not the same as that are on the ground.

Terrell Collett - 167 Lawrence St, Bedford

Question 1

The proposed bike path shows a raised island close to our driveway, which will impede car reversal from our driveway when heading east on Lawrence Street. We took the time to visit your information stall in Bayswater on Sunday 25 March, where we completed the online survey and voiced our concerns about how the raised median strip will personally impact on us and have received no response - why is this the case?

The Manager of Engineering Services advised that he is well aware of that question and situation and is working on redesigning it and shortening the island as was discussed that time so the driveway is not impeded. He has spoken to the designers, they can adjust it. At this stage we are looking for the next stage of Council decision process, once the decision is made tonight, then maybe the City can move to that next stage of liaising with the residents on those minor issues.

Question 2

A camera has been installed at the corner of Lawrence and Catherine Streets on 14 April 2018. Is that camera there to capture the volume of traffic using this intersection? If so, why was it put there at the beginning of the school holidays?

The Manager of Engineering Services advised he is not sure whether the camera was put there by the Department of Transport or the City's own designers but he will take the question on notice and provide an answer in writing.

Question 3

Catherine Street is a main feed street to Bedford, and is especially busy at school drop off and pick up time, so why obstruct this flow of traffic by reducing traffic to a single lane, when there is already an adequate existing path alongside Browns Lake that could be upgraded?

The Manager of Engineering Services advised the design for Catherine Street is still two-way and the road-width and volume of traffic has been taken into account. The theory behind the boulevard is that the speeds are 30 kilometres per hour, so the whole roadway width is utilised for the cyclists, but also the path spoken of will still be there for an alternative option should people wish to use it. So the road is still a two-way road, it has been designed differently to the rest of the boulevard.

Question 4

Did you know that buses actually travel along Catherine St?

The Manager of Engineering Services advised that wouldn't affect the design too much as the functioning of the road is not really changing in terms of its width. The design would be such that you could still park on the side of the road and the road still functions as it normally would. It is being delineated with planting and a speed environment to lessen the speed and make it a lot safer for all the motorists, buses and for cyclists.

Tony Green on behalf of the Bayswater City Residents Association - PO Box 1639, Morley

Question 1

Item 9.1.1 Olive Tree House - I refer to my question of January 30th this year when I asked for a desk to be set aside in the Morley Library for the use of a JP to service the need of ratepayers. Your answer on that date was that a review was underway and that the findings will be reported to Council within two months. Has this review been completed and have its findings been reported to Council yet?

The Director of Finance and Corporate Services advised that the review of customer services has been reported through to last month's Council meeting. Essentially focusing on the Maylands customer centre. In terms of Morley that is still a work in progress and that will be considered,

Question 2

When will the review of Morley be complete?

The Director of Finance and Corporate Services advised the initial review was for the Maylands customer service centre so once that has been transitioned at the end of June 2018 then the City will transition to the next phase of that project, which is the Morley customer service centre. There is a JP service here in the Civic Centre Building and that was to compensate for the change of service from the closure of the Galleria One-Stop Shop.

Question 3

So the When it is complete will the findings be made available to the ratepayers

The Director of Finance and Corporate Services confirmed that the findings will be made available to ratepayers.

Loretta Sorgiovanni - 7 Edward St, Bedford

Question 1

I attended the "Baysie Loves Bikes" day up at the primary school and I was informed that the survey would only be handed out for Stage 2 to residents in the area that would be affected by the boulevard. I have concerns because I've read here that cyclists have been informed and other parts of the City of Bayswater, 61 percent in favour. We were not told this. We had other family members in the City of Bayswater that could have voted and didn't because I was told it that was only going to those streets where the boulevard was being placed. Where is the transparency?

The Director of Technical Services advised that the Manager of Engineering Services was the staff member present at the "Baysie Loves Bikes" day and was not aware of residents being told that the survey would be restricted to only those on the prospective boulevard route.

Question 2

Are we privy to who votes for the boulevard and who votes against?

The Chairperson, Chris Cornish, Deputy Mayor, advised that yes, everyone will see the votes.

Paul Maine, 6 Shield St, Morley

Question 1

I don't know who actually decided where and how this stream was going to happen from the Galleria to Edward Street and through to May St. Half the people that you see riding up Edward St cannot make the hill to go down into May Street to carry on into the City via the pathway along the railway line. It is my opinion that a) whoever made this decision and designed it had no thought for the cyclists or the residents of the City of Bayswater, now I don't know who is responsible but I'd like a comment from whoever made that decision, although it is funded by possibly the Federal Government, but where is it going from here because nobody ever gave us any information except to say there is meetings. Who decided on the actual route?

The Director of Technical Services confirmed that the route was determined by the Department of Transport in consultation with the City. There was a number of route options looked at - they all had constraints but this was most favourable option considering all those constraints.

Question 2

Why wasn't this consulted before a decision was made to spend thousands of Australian dollars and especially Council dollars on this project?

The Director of Technical Services stated that the project was funded by the Department of Transport, not by the City. This was State Government funding. They're the ones who came up with the concept and promoted it to Councils and Council at the time was happy to proceed with Stage 1 and we'll find out this evening how they want to go with Stage 2.

Question 3

Is it Council policy to accept money from the Federal Government or is it the State Government Funding this?

The Director of Technical services confirmed that it was State Government Funding.

Paul Trichilo - 29 Edward St, Bedford

Question 1

My question is to do with the bike boulevard as well. I think a lot of the debate is about the strategic decision regarding the route. You said a study was done. Was there consultation done on those options - how extensive was that? Were the people who are now objecting to it involved in that part of the decision making?

The Manager of Engineering Services advised that that concept of the bike boulevard was established some 4 years ago when the Council of the day wanted the cycling network improved throughout the City. They wanted to employ independent consultants to analyse the whole City and they came up with the bike plan and that plan was presented to Council. That plan has been on the net since 2015. Through that bike plan the City has engaged in moving forward in trying to implement as many of the recommendations within the time limit and funding. The strategic document has been available for a fair while. Consultants engaged the community through workshops, feedback from schools and the public. From this consultation came the recommendations to Council.

Loretta Sorgiovanni - 7 Edward St Bedford**Question 1**

There is a stop sign that sits on the top of our hill and it is critical that it remains there because there is a blind hill on the other side. Now I believe that the City of Bayswater or the Department of Transport, want to take this stop sign away and replace this with a give way sign on Park Street. No good, they have tried this before, and it did not work this is why they've changed it around. I'm telling you, this is an accident waiting to happen if they move that stop sign.

The statement was acknowledged by the Chairperson, Cr Chris Cornish, Deputy Mayor.

Public Question Time was closed at 6.53pm.

5. DECLARATION OF INTEREST**5.1 Disclosures at the Community, Technical, Finance and Corporate Services Committee**

In accordance with section 5.60A and 5.65 of the *Local Government Act 1995* the following disclosures of financial interest were made at the meeting:

Date	Name	Item No.	Item Name
17 April 2018	Cr Catherine Ehrhardt	9.1.3	Lease Amendment, Environment House
17 April 2018	Cr Barry McKenna	9.3.3	Investment Portfolio for the Period Ended 31 March 2018
17 April 2018	Cr Dan Bull, Mayor	9.3.2	List of Payments for the Month of March 2018

In accordance with section 5.61 of the *Local Government Act 1995* the following disclosures of indirect financial interest were made at the meeting:

Nil.

In accordance with section 5.60B and 5.65 of the *Local Government Act 1995* the following disclosures of proximity interest were made at the meeting:

Date	Name	Item No.	Item Name
17 April 2018	Cr Giorgia Johnson	9.2.4	Converting Grass Land into a Forest

In accordance with regulation 11 of the *Local Government (Rules of Conduct) Regulations 2007* the following disclosure of interests affecting impartiality (Elected Members) were made at the meeting:

Date	Name	Item No.	Item Name
17 April 2018	Cr Lorna Clarke	9.3.1	Financial Reports for the Period Ended 31 March 2018
17 April 2018	Cr Catherine Ehrhardt	9.1.2	Maylands Autumn Centre Expression of Interest Outcome
17 April 2018	Cr Barry McKenna	9.1.3	Lease Amendment Environment House
17 April 2018	Cr Barry McKenna	11.1	EMRC Council Meeting Minutes - 22 March 2018
17 April 2018	Cr Elli Petersen-Pik	9.1.2	Maylands Autumn Centre Expression of Interest Outcome
17 April 2018	Cr Elli Petersen-Pik	9.2.2	Bike Boulevard Stage 2
17 April 2018	Cr Giorgia Johnson	9.1.3	Lease Amendment Environment House
17 April 2018	Cr Giorgia Johnson	9.2.2	Bike Boulevard Stage 2
17 April 2018	Cr Dan Bull, Mayor	9.2.3	Citywide Traffic Management Study

Date	Name	Item No.	Item Name
17 April 2018	Cr Dan Bull, Mayor	9.3.1	Financial Reports for the Period Ended 31 March 2018
17 April 2018	Cr Sally Palmer	9.2.1	Request for Parking Embayment Removal - Essex St, Bayswater
17 April 2018	Cr Sally Palmer	9.3.1	Financial Reports for the Period Ended 31 March 2018
17 April 2018	Cr Sally Palmer	11.1	EMRC Council Meeting Minutes - 22 March 2018
17 April 2018	Cr Chris Cornish, Deputy Mayor	9.2.1	Request for Parking Embayment Removal - Essex St, Bayswater

In accordance with regulation 34C of the *Local Government (Administration) Regulations 1996* and clause 5.5 of the City of Bayswater's Code of Ethics, the following disclosure of interests affecting impartiality (Officers) were made at the meeting:

Nil.

6. CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

The Minutes of the Community, Technical, Finance and Corporate Services Committee held on 20 March 2018 which have been distributed, be confirmed as a true and correct record.

Cr Dan Bull, Mayor, asked it to be noted that there is an error with the declarations of interest on items 9.3.1 and 9.3.2 as they say he is a member of the Bayswater Bowling Club, however he is actually a member of the Bedford Bowling Club. The accepted minutes are subject to this change.

**CR CHRIS CORNISH, DEPUTY MAYOR MOVED, CR SALLY PALMER SECONDED
CARRIED UNANIMOUSLY: 9/0**

7. DEPUTATIONS

1. **Maylands Autumn Centre Expression of Interest Outcome** **Location: 55 Ninth Avenue, Maylands**

In relation to Item 9.1.2 Jim Chantry (representative from ARENArts) was in attendance, speaking on the item (refer page 16).

2. **Request for Parking Embayment Removal - Essex Street, Bayswater** **Location: 24 The Strand/24 Essex Street, Bayswater**

In relation to Item 9.2.1, Brian Johnston (Resident) was in attendance, speaking on the item (refer page 51).

3. **Request for Parking Embayment Removal - Essex Street, Bayswater** **Location: 24 The Strand/24 Essex Street, Bayswater**

In relation to Item 9.2.1, Alison Johnston (Resident) was in attendance, speaking on the item (refer page 51).

Cr Elli Petersen-Pik withdrew from the meeting at 7:20pm.

4. **Bike Boulevard Stage 2**

In relation to Item 9.2.2, David Byrne (Resident) was in attendance, speaking against the officer's recommendation (refer page 62).

Cr Elli Petersen-Pik returned to the meeting at 7:25pm.

5. Bike Boulevard Stage 2

In relation to Item 9.2.2, Len Katich (Owner) was in attendance, speaking on the item (refer page 62).

8. PETITIONS

Cr Lorna Clarke withdrew from the meeting at 7:38pm and returned at 7:39pm.

Cr Catherine Ehrhardt tabled a petition containing 14 signatures regarding the Maylands Autumn Centre agenda item 9.1.2.

<p><u>ORDER OF BUSINESS</u></p> <p>Items were dealt with in the following order: Items 9.1.2, 9.2.1, 9.2.2, 9.1.3, 9.2.4. 9.2.5, 9.3.2, 9.3.3, 9.3.6, and 11.1.</p> <p>All remaining items were carried by en bloc resolution.</p>

9. REPORTS BY OFFICERS (COMMITTEE DELEGATION)**9.1 Community Services****9.1.1 Future Usage of Olive Tree House**

Location	1A Lee St, Morley
Reporting Branch:	Community Services
Responsible Directorate:	Community Services
Refer:	Item 9.1.4: CTFCS: 17.05.17

EXECUTIVE SUMMARY**Application:**

For Council to consider the future usage of Olive Tree House (1A Lee Street, Morley) following the Home and Community Care (HACC) program closure on 30 June 2018.

Key Issues:

- Olive Tree House (currently 1A Lee Street Morley) is currently utilised for the delivery of the City's HACC Program.
- The City's HACC program is closing on 30 June 2018.
- Olive Tree House could be considered for a community short term lease or other appropriate use.

BACKGROUND

At the Community, Technical, Finance and Corporate Services Committee held on 17 May 2017, Council resolved the following:

"That Council:

- 1. Accepts no new referrals from the Regional Assessment Service from 1 July 2017.*
- 2. Exits the provision of Domestic Assistance and In-home Food Services on 31 December 2017.*
- 3. Exits the provision of Adult Day Centre and Social Support programs on 30 June 2018.*
- 4. Notes that a comprehensive communication plan commences immediately, including information sessions with clients, staff and volunteers to advise them of the City's support in transitioning to new arrangements.*
- 5. Continues to liaise with the Western Australian Department of Health to ensure that support is provided for the transition of clients and staff."*

The HACC program is delivered from Olive Tree House, 1A Lee Street Morley. This is adjacent to the Morley Seniors Citizen Centre and Pat O'Hara Reserve.

Olive Tree House was officially opened in May 2004. The venue operates Monday to Friday as an adult day centre for people over the age of 65 years. The Department of Health contributed a \$200,000 capital grant towards the construction of the site. In October 2017, the Department of Health confirmed that the City is no longer bound to any building usage restrictions, as the capital grant was provided by the Department of Health over 15 years ago and any clauses for building usage are now expired.

CONSULTATIONExternal

The City consulted with the Western Australian Department of Health in relation to the capital grant provided to the City in 2004 for the construction of Olive Tree House. The Department confirmed expiry of building usage restrictions in October 2017.

ANALYSISOlive Tree House Current Usage and Site Details

Olive Tree House is adjacent to the Morley Senior Citizen Centre and Pat O'Hara Reserve. The current address is 1A Lee Street Morley but will soon change to 6 Blades Close, Morley, as approved by Council and Landgate in February and April 2018 respectively. Olive Tree House operates Monday to Friday from 8.30am - 4.30pm as a day centre for older people. The day centre program is part funded by the Department of Health HACC Program and part funded by the City.

Olive Tree House was purpose built for day centre usage in 2004 and is a fully accessible venue. It has solar panels, CCTV cameras, duress alarms and self-locking doors. There is also a defibrillator on site and appropriate fire and emergency equipment. The building is in good condition and is expected to be useful for approximately 40 years, should the City require the building.

The venue's main areas are:

- Main living area and adjoining kitchen;
- Main office area which can accommodate up to three workstations;
- Three separate office spaces, which can each accommodate up to two work stations;
- Lounge room;
- Craft room;
- Male and female toilet facilities;
- Laundry; and
- Barbeque, raised garden beds and outdoor area.

Photographs of Olive Tree House are shown in attachment 1.

HACC Program Ceasing 30 June 2018

The City's HACC program is coming to an end on 30 June 2018 with current clients receiving day centre, social support and transport services transferring to either Umbrella Community Care or an alternate provider of their choice by that date.

A decision is now required from Council about what the future usage of Olive Tree House will be post 30 June 2018.

Land Asset Disposal and Acquisition Strategy 2018/19

The City will be completing a land asset disposal and acquisition strategy in 2018/19, as listed in the City's Corporate Business Plan. It is in the City's best interest to consider planning for use of Olive Tree House on a short term basis until the land asset disposal and acquisition strategy and program is completed and use of this property considered.

Pat O'Hara Master Planning

Pat O'Hara Reserve and the basketball court component of Morley Sport and Recreation Centre, which is adjacent to Olive Tree House has recently been the subject of a needs analysis which is leading to the development of a Master Plan.

The main focus of work to date has been a Needs Assessment of facilities used for rugby and basketball, however a recommendation from this process involves a Master Plan of the whole site, including the reserve and adjacent community buildings (such as Olive Tree House) to consider and analyse proposed components, together with a feasibility study to address the development of two indoor courts, new community hub and associated infrastructure. Olive Tree House will be included in a site and context analysis during this Master Plan process. It is anticipated the Master Plan will be finalised in approximately October 2018. For these reasons, it is advisable that Council consider only short term use for the Olive Tree House premises.

Olive Tree House Zoning

Olive Tree House is zoned 'Centre' zone under Town Planning Scheme No.24. This is the same commercial and mixed use zoning as the rest of the Morley Activity Centre. As such it could be considered for residential purposes (apartments, town houses), community or recreational purposes or there are a wide range of commercial uses such as office, retail or restaurants.

The adopted Morley Activity Centre Plan indicates that the Pat O'Hara Reserve precinct should continue to be used predominately as a recreation and open space, with the integration of mixed use development around the edges of the site, which includes the Olive Tree House grounds.

Recent Expression of Interest for Maylands Autumn Centre

In February 2018 the City called for Expressions of Interest for short-term usage of Maylands Autumn Centre. The City received eight applications, the majority of which were community, not-for-profit groups. This indicates there is a need in the community for the short-term usage of City facilities. Olive Tree House is a newer facility and as such, may be appealing for some community groups as a short term user agreement.

OPTIONS

The following options are available to Council:

	OPTION	BENEFIT	RISK
1.	<p><i>That Council authorises the Chief Executive Officer to seek Expressions of Interest for a short-term community user agreement of 1A Lee Street Morley, Olive Tree House venue and grounds.</i></p> <p><i>Estimated Cost:</i> Lease income to be determined following EOI</p>	<ul style="list-style-type: none"> Will allow Council to consider the future of Olive Tree House in the two future strategies. It will enable a community group to find suitable premises for lease for a period of 2-3 years. 	<ul style="list-style-type: none"> Community groups seeking a premises for longer than three years may be dissatisfied
2.	<p><i>Leave the venue vacant until the current planned strategies are developed and a future is determined for the building.</i></p> <p><i>Estimated Cost:</i> Ongoing building and preventative maintenance cost of approx. \$5,500 per annum</p>	<ul style="list-style-type: none"> Will allow Council to consider the future of Olive Tree House in the two future strategies 	<ul style="list-style-type: none"> The venue will remain unused for a period of time until Council decide what the future usage of it should be. Community may perceive this as a missed opportunity for a short term community lease.

	OPTION	BENEFIT	RISK
3.	<p>Casual Hire</p> <p><i>Estimated Cost: unknown, as the venue has not been hired in the past. The hiring costs would be in line with other City facilities available for hire.</i></p>	<ul style="list-style-type: none"> Community groups would be provided with an option of venue for hire in the Morley area. 	<ul style="list-style-type: none"> The venue may be underutilised, as the rooms for hire at Les Hansman are currently underutilised. The venue could only be hired to one group at the one time, as opposed to multiple groups due to the layout and facilities of the venue, meaning venue usage is not optimal.
4.	<p>Relocate existing Morley Senior Citizens Centre (currently situated adjacently) to Olive Tree House building. Utilise the Morley Senior Citizens Centre for other usage such as hall hire or user agreement.</p> <p><i>Estimated Cost: Relocation of services and modifications to Olive Tree House to suit usage (additional toilet facilities in accordance to BCA requirements) \$120,000</i></p>	<ul style="list-style-type: none"> Community groups would be provided with an option of venue for hire in the Morley area. The Morley Seniors Centre users would acquire a more modern building for their activities and relocation is only next door/ same area. 	<ul style="list-style-type: none"> Community consultation about this option has not been undertaken and the current users of the Morley Seniors Centre may object to the decision as it would limit the activities that could be held at Olive Tree House in comparison to the Morley Seniors Centre.
5.	<p>Demolish Morley Seniors Centre and move seniors centre activities into Olive Tree House</p> <p><i>Estimated Cost: Demolition \$30,000 Relocation of services and modifications to building to suit usage (additional toilet facilities in accordance to BCA requirements)\$120,000</i></p>	<ul style="list-style-type: none"> It would free up land for City usage into the future. The Morley Seniors Centre users would acquire a more modern building for their activities and relocation is only next door/ same area. 	<ul style="list-style-type: none"> Community consultation about this option has not been undertaken and the current users of the Morley Seniors Centre may object to the decision as it would limit the activities that could be held at Olive Tree House in comparison to the Morley. The cost to demolish would be approximately \$30,000 which is currently unbudgeted for. The City would be acting ahead of the results from the land asset disposal and acquisition strategy and Pat O'Hara Masterplan to be developed in 2018/19.

CONCLUSION

Option 1 is recommended, as it will allow Council to include Olive Tree House for consideration in the upcoming land asset disposal and acquisition strategy and program to be developed in 2018/19. This option will also allow a community group to find suitable premises for lease for a short term period of 2-3 years. The building is also then free to be included in any changes recommended in the future pat O'Hara Masterplan.

This recommendation is also in line with Council's recent decision to seek Expressions of Interest for lease/use of the Maylands Autumn Centre, and grounds and gauge interest for the potential use of the facility.

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

2017-18 BUDGET ALLOCATION	2017-18 BUDGET RECONSIDERATION	PROPOSED 2018-19 BUDGET ALLOCATION	ONGOING COSTS (e.g. MAINTENANCE)	LIFE OF PROJECT/LIFE EXPECTANCY OF ASSET
\$ 23,100	\$	\$21,200	The budgeted amounts are made up of Building Maintenance, Preventative Maintenance and Cleaning.	N/A

STRATEGIC LINK

From the City of Bayswater's Strategic Community Plan 2017-2027, the following applies:

Theme: Our Community
 Aspiration: An active and engaged community
 Outcome C1: A strong sense of community through the provision of quality services and facilities.
 Strategy: Plan and provide a range of community facilities to meet current and future needs.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Not applicable.

VOTING REQUIREMENTS

Simple Majority Required.

ATTACHMENTS

1. Images of Olive Tree House

COMMITTEE RESOLUTION (OFFICER'S RECOMMENDATION)

That Council:

1. Authorises the Chief Executive Officer to seek expressions of interest from Community Not for Profit groups for a short-term three (3) year User Agreement of 1A Lee Street Morley (to be renamed 6 Blades Close), Olive Tree House venue and grounds; and
2. Requests a report be presented to Council at a future round of meetings, presenting the received expressions of interest.

CR DAN BULL, MAYOR MOVED, CR LORNA CLARKE SECONDED

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION: 7/0

9.1.2 Maylands Autumn Centre Expression of Interest Outcome

Location: 55 Ninth Avenue, Maylands
Owner: City of Bayswater
Reporting Branch: Recreation Services
Responsible Directorate: A/Director Community Services
Refer: CTFCSC: 30/01/18: Item 14.1

CR CATHERINE EHRHARDT DECLARED AN IMPARTIAL INTEREST

In accordance with Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Catherine Ehrhardt declared an impartial interest in this item as she is a member of the Maylands Residents and Ratepayers Association which hires the Maylands Autumn Centre on a casual basis. Cr Ehrhardt remained in the room for voting on this item.

CR ELLI PETERSEN-PIK DECLARED AN IMPARTIAL INTEREST

In accordance with Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Elli Petersen-Pik declared an impartial interest in this item as he is a member of the Maylands Residents and Ratepayers Association which is one of the groups that meets at the Maylands Autumn Centre. Cr Petersen-Pik remained in the room for voting on this item.

EXECUTIVE SUMMARY**Application:**

To consider expression of interest (EOI) submissions received from organisations in relation to the ongoing use of Maylands Autumn Centre (55 Ninth Avenue, Maylands).

Key Issues:

- The City received eight (8) expressions of interest submissions.
- Four (4) submissions have been received from community not for profit groups for community user agreement, two (2) submissions have been received from community not for profit groups for casual hiring of the venue and one (1) submission received from a community not for profit group who is interested in both casual hiring and/or a community user agreement. A further submission was received from a private individual expressing an interest in forming a not for profit and securing a user agreement.
- All submissions have been evaluated against an assessment matrix.

BACKGROUND

The City acquired the Maylands Autumn Centre located on Ninth Avenue, Maylands when the suburb of Maylands was transferred to the City of Bayswater from the City of Stirling in 1997. At that time, the building was being utilised for activities for older adults. Shortly after, the resident older adults formed an incorporated senior's club which was later supported by the City through provision of one (1) staff member to provide support.

In recent years, the club using the building experienced a decline in membership and a decline in volunteers wishing to be committee members. This resulted in the club making the decision to dissolve in 2017, with the majority of active members joining a senior's club in either Bayswater or Morley.

Following the dissolution of the senior's club, the building has been utilised by the City as a venue for community hire with several of the occupants that were previously hiring the hall continuing their casual hire arrangements.

Council at its Ordinary Meeting held 30 January 2018 considered a motion to seek expressions of interest for lease/use of the Maylands Autumn Centre and grounds. It resolved:

"That Council:

- 1. Authorises the Chief Executive Officer to seek expressions of interest for lease/use of the Maylands Autumn Centre, and grounds.*
- 2. Requests a report be presented to Council at or before the April 2018 round of meetings, presenting expressions of interest."*

CONSULTATION

A public expression of interest opened on 20 February 2018 and closed on Friday 16 March 2018. The expression of interest was circulated to all organisations known to the City to be interested in upcoming vacant community properties, posted at the front of the building, posted at various City owned community buildings, publicised on the City's website and publicly advertised in the Eastern Reporter weekly from 20 February 2018 to 13 March 2018.

The expression of interest invited submissions from both community and commercial organisations interested in the lease or casual hire of the site to maximise community opportunity within the existing facility.

Site inspections were held at Maylands Autumn Centre on 7 and 8 March 2018 for any interested applicants to view the property and answer any questions. Additional information has been requested as required in order to clarify expression of interest content and detail.

Local residents have not been consulted during the EOI period.

ANALYSIS

The City received eight (8) expressions of interest submissions.

The Expression of Interest related to the site as a whole including all buildings and grounds. The expression of interest did not stipulate or specify which part of the building could or should be used. All interested parties were invited to clearly outline how the site is to be used, what tenure terms are requested and what benefits and opportunities will be available to the community.

It should be noted that no submissions were received from groups wanting to enter into a user agreement for only a portion of the building, for example one room. The nature of the building, designed around a hall with rooms accessed from the main hall means that multiple user agreements are not possible as members and visitors to various groups would encroach on users of the main hall. In addition, the City does not enter into multiple user agreements for the same area as no one community group will be taking responsibility for shared areas. It is possible for one group to hold a head lease and hire out rooms to other groups if that arrangement works for the head lease holder.

Criteria and Scoring Matrix:

The following criterion has been considered in determining the suitability of each submission received:

Score Rating	Facilities Suited for Proposed Use	Broad Community Benefit from Proposed Use	Impact of Use on Surrounding Amenity	Financial Value for Money to the City	Organisation Governance / Financial Position
1	Proposed activities not suited to existing facilities	Limited opportunity for broad community involvement	Adverse impact on surrounding amenity	Considerable level of subsidy of operation or high cost to the City	Limited / no evidence of committee structure or available assets
3	Proposed activities may not be appropriate or fully deliverable	Some opportunity for broad community involvement	Some impact on surrounding amenity	Some level of subsidy of operation or cost to the City	Evidenced committee structure and available assets
5	Proposed activities appropriate and deliverable	Strong opportunity for broad community involvement	No major impact on surrounding amenity	Minimal subsidy of operation or cost to City	Strong committee structure and available assets

Submissions were received in the following categories:

A. Organisations seeking tenure via an ongoing community lease agreement

1. Luminary Entertainment - *interested in both lease and casual hire*
 - Newly established Amateur Theatre Group;
 - Plan to utilise the site for ongoing rehearsals and to promote up to eight (8) performances a year. The group also plan to establish a junior drama club; and
 - Willing to offer a casual hire rate of \$21 per hour.
2. Family Support WA
 - Provide support to people with disabilities and their families through recreational activities such as cooking, arts and music;
 - Promotion of workshops to develop social and independent living skills; and
 - Offering an annual rental of \$2,400.
3. Unincorporated Collective (Currently Led By a Personal Individual)
 - Intent to form a community social enterprise group (not yet constituted);
 - Develop a multi-functional community space accessed by a variety of users and social enterprise groups and casually hire available space out to other users;
 - The group have a vision to develop a Community Garden, Library of things to promote a share economy, Repair Café, and promote Workshop / Seminar space; and
 - No rental proposed to date as the group is anticipating working in partnership with the City.
4. ARENAarts
 - Community based theatre group offering artistic rehearsal, performances and workshops;

- Seeking to develop the venue as a home base to conduct the above activities and offer the venue to the local community for casual hire; and
 - Offering an annual rental of \$5,000.
5. Prison Fellowship
- Support to families of incarcerated inmates;
 - Use the building as an administrative office, training centre and community meeting place; and
 - Offering an annual rental of \$5,000.
6. ECHO
- Assistance and services to elderly and those with disability;
 - Provides in-home, community and centre based services including transport, shopping, assistance travelling to and from medical appointments, personal care and day based activities; and
 - Establishing an administrative base and social enterprise opportunity is a priority focus for the site. Willing to negotiate an appropriate rental figure.

The following provides a more detailed summary overview of each submission:

	Luminary Entertainment	Family Support WA	Unincorporated Collective
Overall Purpose of Use	Amateur theatre company to rehearse and perform	Disability support	Umbrella group to allow building to be used by various community groups
Group Status	Community Constituted	Community Incorporated	Non constituted community collective
Benefit to Community	Medium	High	Medium
Total Members / Clients	8	149 clients / 17 members	8
Members / Clients residing in the City	2	7 members	8
Proposed Rental	Approx. \$21 per hour	\$2,400	Nil
Proposed Bond	\$150 key \$200 venue	\$1,500	Nil
Acceptance to pay Rates	No	Yes	No
Acceptance to pay Emergency Services Levy	No	Yes	No
Acceptance to Pay Utility Outgoings	No	Yes	No
Facility Upgrades Proposed and funded by Tenant	None	None	None

	Luminary Entertainment	Family Support WA	Unincorporated Collective
Facility Upgrades Requested to be funded by the City	None	None	Lockable doors to allow access to the toilet from the outside. Also possible lockable internal doors to be able to separate the area
Site Operational	Rehearsals and four performances a year	Monday to Saturday 8am to 8pm	TBA Once or twice a week

Detail	ARENAarts	Prison Fellowship	ECHO
Overall Purpose of Use	Community based theatre group	Support families of current and previous inmates.	Assistance and services to elderly and those with disability
Group Status	Community Incorporated	Community Incorporated	Community Incorporated
Benefit to Community	Medium	Medium	High
Total Members / Clients	Approx. 200 (30 core)	Did not provide	37 members, 1,535 active clients
Members / Clients residing within the City	10 core Others unknown	Did not provide	19 members, 1,075 active clients
Proposed Rental	\$5,000	\$5,000	Mutually agreeable
Proposed Bond	negotiable	minimum	Reasonable bond
Acceptance to pay Rates	No	Yes	Yes
Acceptance to pay Emergency Services Levy	No	Yes	Yes
Acceptance to Pay Utility Outgoings	Did not provide	Yes	Yes
Facility Upgrades Proposed and funded by Tenant	Happy to pay a percentage	None	\$150,000 - \$250,000 proposed via external funding to be sought. Partitioning between Upgrade main hall, stage, toilet, kitchen and office area. Internal painting, and Additional parking.
Facility Upgrades Requested to be funded by the City	Improve stage area and suitable "green room". Upgrade electrical works to facilitate lighting and sound system and additional toilets to green room	None	None
Site Operational	5-6 shows a year with rehearsals going for 5 days a week	Weekdays and occasional weekend	5 to 7 days per week

The following provides a matrix score for each submission seeking an ongoing community lease agreement:

Group	Facilities Suited for Proposed Use	Broad Community Benefit from Proposed Use	Impact of Use on Amenity	Financial Value for Money to the City	Organisation Governance / Financial Position	Total
ECHO	5	5	3	5	5	23
Family Support WA	5	5	3	3	5	21
Prison Fellowship	5	3	3	5	5	21
ARENAarts	3	3	3	3	3	15
Luminary Ent.	3	3	3	1	3	13
Unincorporated Collective	3	3	3	1	1	11

B. Organisations seeking a casual hire arrangement with a facility operator

7. Maylands Ratepayers and Residents Association

- Established pre 1988. Current user of the facility via casual hire arrangement; and
- The group wish to continue to hold community meetings once a month to discuss issues of concern facing residents of Maylands.

8. World Shatikan Karate-do Federation

- Current user of the facility via casual hire arrangement; and
- Instruction and training of karate to both children and adults.

Detail	Luminary Entertainment both lease and casual hire	Maylands Ratepayers and Residents Assoc	World Shatikan Karate-do Federation
Overall Purpose of Use	Amateur theatre company	Community meeting	Instruction and training of karate
Group Status	Community Constituted	Community Incorporated	Community Constituted
Benefit to Community	Medium	Medium	Medium

Detail	Luminary Entertainment both lease and casual hire	Maylands Ratepayers and Residents Assoc	World Shatikan Karate-do Federation
Total Members / Clients	8	20	10
Members / Clients residing within the City	2	20	1
Proposed Rental	Approx. \$21 per hour	None	Current fee (\$28 per hour)
Proposed Bond	\$150 key \$200 venue	None	Current bond
Rates	No	None	None
Emergency Services Levy	No	None	None
Tenant Pays Utility Outgoings	No	None	None
Facility Upgrades Proposed Tenant	None	None	None
Facility Upgrades Desired from City	None	None	None
Site Operational	4 performances a year (rehearsals to be held elsewhere)	Meeting once a month	3 times per week. Tues, Thur, Sat.

The following provides a matrix score for each submission seeking a casual hire arrangement with a facility operator:

Group	Facilities Suited for Proposed Use	Broad Community Benefit from Proposed Use	Impact of Use on Amenity	Financial Value for Money to the City	Organisation Governance / Financial Position	Total
Maylands Ratepayers	3	3	5	3	3	17
Luminary Ent.	3	3	3	3	3	15
Karate	3	3	3	3	3	15

Score Assessment Outcomes:

Based on the EOI submissions received, ECHO rates the highest when applying the matrix score assessment. Echo provide a high level of community benefit through the operations and services proposed for the site and are willing to invest up to \$250,000 in building improvements (subject to external funding outcomes).

Family Support WA and Prison Fellowship rank equal second. The purpose and services of Family Support WA offers a higher level of community benefit, however their submission offers slightly less rental income than Prison Fellowship.

All other submissions are either arts or community/social development based offering a lesser amount of direct community benefit through the services and activities proposed.

- Should Council wish to progress a lease agreement with a community service provider the submission received by ECHO is recommended.
- Should Council wish to progress a lease agreement with an arts based organisation the submission received by ArenaArts provides a higher assessment score than Luminary Entertainment, therefore ArenaArts is recommended.
- Should Council wish to progress the development of community social enterprise initiatives further consultation may be required with identified providers and industry stakeholders such as the interest expressed through the unincorporated community collective.

ECHO has not specified a definitive rental amount in their expression of interest. Given that the group employs full time staff and wish to utilise the site as a base to conduct a range of community services it would be appropriate for Council to consider a fair rental for the site.

It should also be noted that ECHO propose to invest up to \$250,000 in building modifications which may benefit the City's asset.

ECHO currently utilise a City property at 72 Toowong Street via a five (5) year usage agreement at peppercorn rent. This agreement is due to expire in 2022. Should ECHO be successful in the current EOI for Maylands Autumn Centre the group intends to expand their operations and services and continue to operate from both 72 Toowong St as per the current agreement and the Maylands Centre.

The City holds a number of similar community leases / user agreements with a range of organisations providing social, community and arts services where rental is applied:

Organisation	Premises	Rental
Outcare	467 Guildford Road	\$5,416
Regional Development Perth	Community Office Rise	\$5,931
Filipino Club of WA	Bedford Youth Hall	\$3,481
WA Youth Jazz Orchestra	Maylands Hall	\$6,000
Morley Training Centre	22 Russell Street	\$5,100
RISE Community Offices	Eighth Avenue, Maylands	\$5,200 (average per office)

Should Council wish to progress a lease agreement with ECHO for the ongoing tenure of Maylands Hall a rental of \$5,000 in line with other submissions and the comparative figures provided above could be considered fair and appropriate. Any rental amount may be set at the discretion of Council.

It should be noted that ECHO are proposing capital facility upgrades of up to \$250,000 subject to available external funding (not yet secured). Given the proposed level of investment a tenure of 5 years plus may be considered.

The City offers either a 5 year usage agreement which appears appropriate in this instance and is consistent with the current ECHO tenure at 72 Toowong Street. A five (5) year lease with an option to extend for a further five (5) years may also be offered which is generally applicable to larger sporting associations operating facilities such as bar and social function hire.

Council has an action in the Corporate Business Plan (L1.3.2), to review usage of the City buildings through the development of a land asset disposal and acquisition strategy and program to be delivered in 2018/19. Council at its discretion may approve a shorter two (2) year usage agreement pending the outcome of the review.

The organisations seeking casual hire arrangement (Maylands Ratepayers Association and Luminary Entertainment) have not expressed an interest in assuming responsibility for the ongoing control and management of the site. Any casual hire/usage is reliant upon a head tenant accepting a lease where casual hire is permitted to appropriate third parties.

This arrangement is permissible under the City's standard lease and user agreements subject to the requested casual use not conflicting with the use and operation of the site by the head tenant.

The City currently manages the site which is available for community hire seven (7) days per week from 7.00am to 10.00pm. This equates to 105 hireable hours per week.

Four (4) organisations currently hire the building for an average of 8 hours per week @ an average \$20 per hour. Current average weekly income equates to \$160 or \$8,000 per year (assuming a 50 week operational year).

Should a community service organisation such as ECHO be granted ongoing tenure it may be difficult for such an organisation to accommodate casual third party hire due to security and storage associated with an administrative business base. However, ECHO has stated a willingness in their EOI to consider accommodating community partners in relation to ongoing casual hire opportunities.

If retaining casual hirers on site is not possible the City would work with the four current user groups in order to attempt to find suitable alternative venues in which to operate.

Should an arts based organisation such as ArenaArts or a social enterprise collective be granted ongoing tenure it may be more practical to accommodate a sessional third party casual user subject to demand and the programming of any available space. In this instance it may be possible to accommodate existing and new casual users on site.

OPTIONS

The following options are available to Council:

OPTION	BENEFIT	RISK
<p>1. Award Community lease to ECHO</p> <ul style="list-style-type: none"> - Approve a five year user agreement to ECHO for the use of 55 Ninth Avenue, Maylands (Maylands Autumn Centre.) - Rental to be \$5,000 per annum (or any figure determined by Council) with Perth CPI applied annually, plus Council Rates, Emergency Services Levy and all applicable outgoings including utility charges. - Advise the remaining applicants that their submission will not be progressed. <p>Estimated Cost: Rental Income: \$5,000 Rates and ESL \$2,400 Total Income \$7,400</p> <p>City Expenditure Building Maintenance- \$8,400 Building Insurance \$2,066 Total City Expenditure \$10,466</p> <p>Total City Deficit -\$3,066</p>	<ul style="list-style-type: none"> • The City receives rental and Rates income to offset the ongoing cost of maintaining the building • The City secures a tenant providing broad community benefit. • The Tenant at their own cost will improve the building through renovations 	<ul style="list-style-type: none"> • Current casual hirers might not be able to continue hiring the facility • ECHO has indicated only a willingness to negotiate rental and has not yet agreed a proposed rental of \$5,000 (Any rental figure may be set at the discretion of Council)
<p>2. User Agreement for ECHO for a 2 year period as per the terms above which will allow for a further review following the City Asset and Disposal Strategy (Corporate Business Plan Action L1.3.2)</p> <p>Estimated Cost: Rental Income: \$5,000 Rates and ESL \$2,400 Total Income \$7,400</p> <p>City Expenditure Building Maintenance- \$8,400 Building Insurance \$2,066 Total City Expenditure \$10,466</p> <p>Total City Deficit -\$3,066</p>	<ul style="list-style-type: none"> • The City receives rental and Rates income to offset the ongoing cost of maintaining the building • The City secures a tenant providing broad community benefit. 	<ul style="list-style-type: none"> • ECHO may not wish to invest in the building given a two year tenure. • ECHO has indicated only a willingness to negotiate rental and has not yet agreed a proposed rental of \$5,000 (Any rental figure may be set at the discretion of Council)

OPTION	BENEFIT	RISK
<p>3. Council appoint a tenant based on submissions received with tenure terms to be determined by Council. Estimated Cost: Rental terms TBC</p> <p>City Expenditure Building Maintenance- \$8,400 Building Insurance \$2,066 Total City Expenditure \$10,466</p>	<ul style="list-style-type: none"> The City secures a tenant providing broad community benefit. 	<ul style="list-style-type: none"> Proposed tenant may not agree to applied terms.
<p>4. Not progress with EOI submissions and Continue to Market the Facility for Casual Community Hire</p> <p>Estimated Cost: Rental Income: \$8,000 City expenditure: Grounds Maintenance- \$9,670 Building Maintenance- \$8,400 Cleaning Maintenance- \$10,000 Building Insurance \$2,066 Utilities \$6,950 ESL \$400 Total City Expenditure: \$37,486</p> <p>Total City Deficit -\$29,486</p>	<ul style="list-style-type: none"> Current casual hirers will be able to keep hiring the premise. City can control who gets to use the building and when. 	<ul style="list-style-type: none"> The building might not be fully utilised with no continuous tenant. May limit capital upgrade opportunity.

CONCLUSION

Option 1 is recommended as:

- The EOI submitted by ECHO achieved the highest rating when compared against all other EOI submissions;
- The proposed usage provides broad community benefit and is not envisaged to impact on the local amenity; and
- The proposal is financially sustainable and provides a fair rental return for the City.

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

2017-18 BUDGET ALLOCATION	2017-18 BUDGET RECONSIDERATION	PROPOSED 2018-19 BUDGET ALLOCATION	ONGOING COSTS (e.g. MAINTENANCE)	LIFE OF PROJECT/LIFE EXPECTANCY OF ASSET
City Expenditure Grounds Maintenance- \$9,670 Building Maintenance- \$8,400 Cleaning Maintenance- \$10,000 Building Insurance \$2,066 Utilities \$6,950 ESL \$400 Total Expenditure: \$37,486	N/A	Estimated Cost: <i>Rental Income:</i> \$5,000 <i>Rates and ESL</i> \$2,400 Total Income \$7,400 City Expenditure <i>Building Maintenance-</i> \$8,400 <i>Building Insurance</i> \$2,066 Total City Expenditure \$10,466 Total City Deficit -\$3,066	Budget items as listed	20+ years

STRATEGIC LINK

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Our Community
 Aspiration: An active and engaged community.
 Outcome C1: A strong sense of community through the provision of quality services and facilities

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Policy - Community Facility Lease and License/User Agreement

VOTING REQUIREMENTS

Simple Majority Required

ATTACHMENTS

Nil.

OFFICER'S RECOMMENDATION

That Council:

1. Approve a five year user Agreement to ECHO for the use of 55 Ninth Avenue, Maylands (Maylands Autumn Centre)
2. Approve rental to be \$5,000 per annum with Perth CPI applied annually, plus Council Rates, Emergency Services Levy and all applicable outgoings including utility charges.
3. Authorises the Chief Executive Officer to sign the user agreement.
4. Advise the remaining applicants that their submission will not be progressed.

MOTION

That Council:

1. Approve a two year user Agreement to ARENAarts for the use of 55 Ninth Avenue, Maylands (Maylands Autumn Centre)
2. Approve rental to be \$5,000 per annum with Perth CPI applied annually.
3. Authorises the Chief Executive Officer to sign the user agreement.
4. Advise the remaining applicants that their submission will not be progressed.
5. Require the venue to be made available to other community groups subject to the satisfaction of the City.

CR ELLI PETERSEN-PIK MOVED, CR SALLY PALMER SECONDED

AMENDMENT

To change the term of the lease to 5 years long, plus the option of another 5 years.

CR BARRY MCKENNA MOVED, CR DAN BULL, MAYOR SECONDED

LOST: 2/7

FOR VOTE: *Cr Barry McKenna, and Cr Dan Bull, Mayor.*

AGAINST VOTE: *Cr Brent Fleeton, Cr Catherine Ehrhardt, Cr Elli Petersen-Pik, Cr Chris Cornish, Deputy Mayor, Cr Giorgia Johnson, Cr Lorna Clarke, and Cr Sally Palmer.*

AMENDMENT

That point 2 include all applicable outgoings including utility charges.

CR GIORGIA JOHNSON MOVED, CR CATHERINE EHRHARDT SECONDED

CARRIED: 7/2

FOR VOTE: *Cr Catherine Ehrhardt, Cr Giorgia Johnson, Cr Elli Petersen-Pik, Cr Brent Fleeton, Cr Barry McKenna, Cr Sally Palmer, and Cr Chris Cornish, Deputy Mayor.*

AGAINST VOTE: *Cr Dan Bull, Mayor, and Cr Lorna Clarke.*

REASON FOR CHANGE

The Committee changed the officer's recommendation as it was of the opinion that ARENAarts would benefit the community by promoting arts and theatre in Maylands and would also allow for other community groups to continue leasing the centre.

COMMITTEE RESOLUTION

That Council:

- 1. Approve a two year user Agreement to ArenaARTS for the use of 55 Ninth Avenue, Maylands (Maylands Autumn Centre);**
- 2. Approve rental to be \$5,000 per annum with Perth CPI applied annually, including all applicable outgoings including utility charges;**
- 3. Authorises the Chief Executive Officer to sign the user agreement;**
- 4. Advise the remaining applicants that their submission will not be progressed; and**
- 5. Require the venue to be made available to other community groups subject to the satisfaction of the City.**

CR ELLI PETERSEN-PIK MOVED, CR SALLY PALMER SECONDED

CARRIED: 7/2

FOR VOTE: *Cr Elli Petersen-Pik, Cr Sally Palmer, Cr Dan Bull, Mayor, Cr Catherine Ehrhardt, Cr Lorna Clarke, Cr Barry McKenna, and Cr Giorgia Johnson.*

AGAINST VOTE: *Cr Brent Fleeton, and Cr Chris Cornish, Deputy Mayor.*

9.1.3 Lease Amendment Environment House

Location: 125 King William Street Bayswater
Applicant: Environment House
Owner: City of Bayswater
Responsible Directorate: A/Director Community Services
Refer: Item 11.1.20: OCM 15.12.2015
Item 9.2.1: CTCFSC 08.11.2017
Item 9.1.1: PDSC 6.2.18

CR CATHERINE EHRHARDT DECLARED A FINANCIAL INTEREST

In accordance with section 5.60A of the local Government Act 1995, Cr Catherine Ehrhardt declared a financial interest in this item as she has donated to Environment House in the past. Cr Ehrhardt withdrew from the meeting at 8:59pm.

CR BARRY MCKENNA DECLARED AN IMPARTIAL INTEREST

In accordance with Regulation 11 of the Local Government (Rules of Conduct), Cr Barry McKenna declared an impartial interest in this item as he is Chair of Bayswater Community Financial Services (BCFS) and the board of BCFS supports Environment House. Cr McKenna remained in the room for voting on this item.

CR GIORGIA JOHNSON DECLARED AN IMPARTIAL INTEREST

In accordance with Regulation 11 of the Local Government (Rules of Conduct), Cr Giorgia Johnson declared an impartial interest in this item as she is a member of Environment House. Cr Johnson remained in the room for voting on this item.

EXECUTIVE SUMMARY**Application:**

To consider a new lease agreement for the exclusive use of 125 King William Street Bayswater by Environment House to include an extended leased area.

Key Issues:

- Environment House (EH) is seeking a new lease agreement for the exclusive use of 125 King William Street Bayswater and officers are recommending a five (5) year lease agreement with the option to extend for a further five (5) years;
- EH is seeking for the leased area to be extended to include a City owned parcel of land to the side of the property;
- EH are requesting that the City covers the cost of additional fencing required to extend the property boundary; and
- EH have indicated they are not in a position to pay Rates and Emergency Services Levy associated with any new lease as they would struggle to cover this cost and believe EH benefits the Bayswater Community.

BACKGROUND

Environment House (EH) formed in 2000 and was initially based in Eighth Avenue Maylands and moved to their current location in May 2009.

The aim of EH is *"To promote sustainable living and to protect and restore the natural environment, and provide a centre for community engagement and education."*

EH hold a five (5) year lease with an option to extend for a further five (5) years. This option to extend has been exercised and the current lease is due to expire April 2019.

A request to undertake building modifications and an application for contributory funding was considered at the Community Technical Finance and Corporate Services Committee held 8 November 2017. It was resolved:

"That Council:

- 1. Supports the proposed building modifications to 125 King William Street, Bayswater.*
- 2. Considers the allocation of matching funds (should the current Federal Government Grant application for the project be successful) to a maximum of \$20,000 at the next budget review.*
- 3. Considers any additional signage proposals on receipt of details from Environment House Inc."*

Council subsequently approved a \$20,000 match funding contribution to EH at the March 2018 OCM.

A development application submitted by EH was considered by Council at the Planning and Development Services Committee held 6 February 2018. It was resolved:

"That Council:

Grants planning approval for the proposed alterations and additions to Environment House at Lot 1, 125 King William Street, Bayswater, in accordance with planning application dated 22 January 2018 and plans dated 22 January 2018, subject to the following planning 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. The extension and/or alterations shall be in complementary materials, colours and design with the existing building(s) to the satisfaction of the City of Bayswater. Details shall be submitted to and approved by the City of Bayswater, prior to the submission of a building permit application.*
- 3. On completion of construction, all excess articles, equipment, rubbish and materials being removed from the site and the site left in an orderly and tidy condition, to the satisfaction of the City of Bayswater.*
- 4. All stormwater and drainage runoff produced onsite is to be disposed of onsite to the satisfaction of the City of Bayswater. "*

CONSULTATION

EH have been in discussion with the City on a range of issues:

- Rezoning of land to better suit EH current and future activities;
- Moving of current fence (subject to approval) to incorporate additional City owned land to the side of the property. EH has requested that Council cover this cost;
- Proposed building renovations utilising State Government funding, subject to relevant approvals; and
- A proposed new lease to incorporate the existing shed at the rear of the property and the requested extended leased area to the side.

ANALYSIS

This report is prepared to seek Council approval for the leased area to be extended as per below:



Agreement Type

The current lease agreement is for a ten year term from May 2009 to April 2019.

EH are currently responsible for the following:

- Contents and Public Liability Insurance;
- Outgoings such as electricity, water, and other consumables;
- Refuse Collection;
- Minor Maintenance; and
- Cleaning.

The City of Bayswater is responsible for:

- General and Preventative Maintenance; and
- Building Insurance.
- Emergency Services Levy

Under a new agreement EH may also be liable for Rates and Emergency Services Levy.

The City has an action in the Corporate Business Plan (L1.3.2) to review usage of the City buildings through the development of the land asset disposal and acquisition strategy and program. Council may wish to limit the duration of any new lease term in lieu of the review to be completed by 2019.

Council Rates and Emergency Services Levy

The property has not previously been rated. Prior to 2015 the City has not applied Council Rates and Emergency Services Levy to Sporting or Community not for profit

organisations who lease property from the City. Only the refuse collection component of the rates, if applicable, had been applied. Rates are applied at the discretion of Council.

More recently, when considering new leases, Council has approved the application of the full rate charge to include Rates, Emergency Services Levy to tenant clubs.

Should Council wish to charge Rates and ESL the estimated figures would be Rates of \$998, ESL of \$220 and waste collection of \$81. These figures are based on the current leased area.

EH are requesting not to pay Rates and ESL as their activities benefit the broader community not just the City of Bayswater, and the group would struggle to pay any additional costs given their current funding model. EH claim any changes in outgoings could lead to them not being financially viable.

Within the finances provided by EH the group anticipate to generate a surplus of \$5,000 in the current financial year.

Community Benefit

EH currently has approximately 60 members and EH have not specified how many of them live within the City.

The benefit to the community as indicated by the group is:

- EH's goal is to promote sustainable living and to protect and restore the natural environment and provide a centre for community engagement and education;
- Services available to the community include an EcoShop and garden; topic workshops; and various environmental initiatives (Transition Town Bayswater, Share Your Spare, Seed Swap, wetlands protection, coffee grounds to ground, recycling point for waste); and
- Community groups seeking environmental education (e.g. schools, scouts, youth groups, childcare centres); and people who seek expert independent advice.

EH have provided conservative figures of between 50-100 people actively using the resources of EH per week. EH also have a monthly newsletter to 1,300 people and active social media presence.

Usage of Facility

The EcoShop operates six days a week providing eco-friendly products and information and co-ordinate between four-six events/workshops each month on a variety of topics.

The current operating hours are:

Monday to Thursday 9am to 1pm

Friday 9am-12pm

Saturday 10am to 4pm

Closed on Sunday and public holidays

Financial Viability

EH as a not for profit community group appear to be in a positive financial position. Their budget forecast indicates a modest annual surplus.

The main sources of income are from sales in the shop and grant aid. EH partner the City in a range of initiatives and their services benefit the broader community.

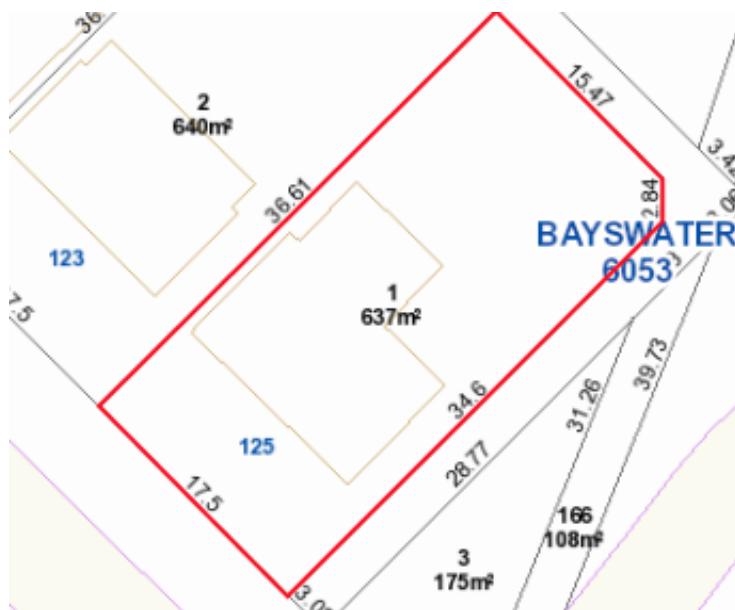
The City provides a range of funding to EH to assist the group with their operating costs:

- Plants to Residents Program \$10,000;
- Switch Your Thinking Program \$35,000; and
- Grant Match Funding \$20,000.

Total 2017/18 Funding \$65,000

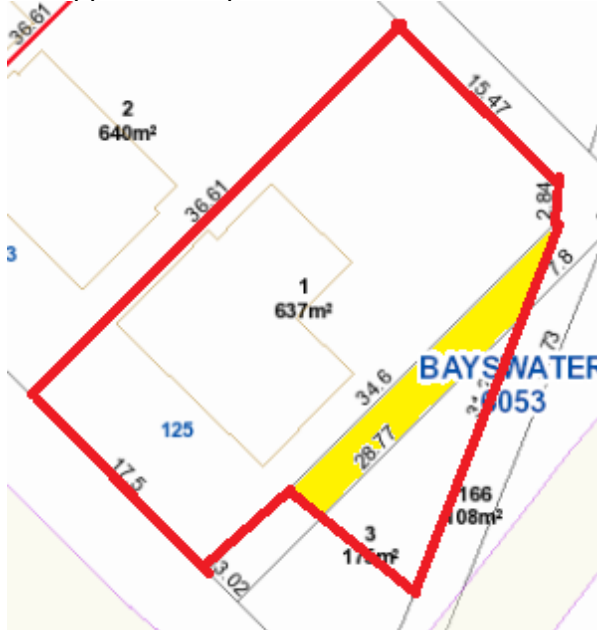
Site Plan

The current leased area 125 King William Street, Bayswater is shown below:



Extending Leased Area

The group is requesting that the leased area to be extended to include some of the right of way and the vacant land the City owns in the adjoining block. EH wish to have the fence line moved to the approximate positions below:



It should be noted that the area to the right of the property (bordered in Yellow) is a public right of way. The right of way is not being used currently and the land is controlled by the City. The right of way was created to allow owners of properties to gain access to the rear of their property.

The leased area can be amended to incorporate a section of the right of way, however a clause would be required to be inserted into the lease document stating that:

- a) Should the City or any other approved body require access to the right of way Environment House will not refuse access; and
- b) The City reserves the right to apply the original leased property boundary should ongoing use of the Right of Way be required by the City or other approved body.

For this to occur, the existing fence boundaries would need to be moved and new additional fencing installed. The repositioning and installation of fencing is estimated at \$4,880 plus GST. EH are requesting Council to cover this cost. This request is currently unbudgeted.

Council could elect to cover this cost out of the \$160,000 Community Capital Requests budget in 2018/19, knowing that this may take the place of other projects that may provide a greater benefit to the community. Alternately Council may choose to approve the fence realignment on the basis that EH pays for the realignment.

OPTIONS

The following options are available to Council:

OPTION	BENEFIT	RISK
<p>1) Approve a new five (5) year lease with the option to extend for a further five (5) years for the exclusive use of 125 King William Street to incorporate the extended leased area. Rental \$3,177 with Perth CPI applied annually and EH responsible for Utility Outgoings, Council does not apply Rates and Emergency Services Levy. Environment House to cover the cost of fence installation and relocation.</p> <p>Annual Income: Rental - \$3,177 Council Rates - \$Nil ESL- \$Nil Total Income: \$3,177</p> <p>City Expenditure: Building Maintenance - \$2,700 Building Insurance - \$633 ESL \$220 Total Expenses = \$3,553 City Deficit: - \$376</p>	<ul style="list-style-type: none"> The club has agreed to the lease terms, but are requesting Council cover the fencing cost. Ongoing base for EH EH goals align well with the City's corporate goals 	<ul style="list-style-type: none"> EH not able to fund fencing realignment Council has applied Rates and ESL to previous leases in last 24 months.
<p>2) Approve a new five (5) year lease with the option to extend for a further five (5) years for the exclusive use of 125 King William Street with the extended leased area, with Council to determine rental, application of Rates and ESL, application of utility outgoings, and whether Council covers cost of moving the fence at \$4880+GST.</p> <p>Annual Income: Rental - As determined by Council Council Rates - TBC ESL- TBC Total Income: \$TBC</p> <p>Building Maintenance- \$2,700 Building Insurance - \$633 Total Expenses = \$3,553 Total Cost: \$TBC</p>	<ul style="list-style-type: none"> Ongoing base for EH EH goals align well with the City's corporate goals 	<ul style="list-style-type: none"> EH may not accept terms applied by Council

OPTION	BENEFIT	RISK
<p>3) Do not approve a new lease with extended lease area and retain existing agreement to expire April 2019 pending the development of the land asset disposal and acquisition strategy</p> <p>Annual Income: Rental-\$3,177 Council Rates- \$Nil ESL- \$Nil Total Income: \$3,177 City Expenditure: Building Maintenance- \$2,700 Building Insurance - \$633 ESL \$220 Total Expenses = \$3,553 City Deficit: -\$376</p>	<ul style="list-style-type: none"> Status Quo 	<ul style="list-style-type: none"> EH invest funds into renovations on the property with no long term tenure.

CONCLUSION

Option 1 is recommended as it provides secure tenure to EH and provides the group the additional space requested. EH to pay all outgoings, excluding Council Rates and ESL. The cost of the fence realignment to be covered by Environment House as the realignment does not benefit the City, is not required for the effective functioning of the property and may need to be rectified at the cost of the City in the future.

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

2017/18 BUDGET ALLOCATION	PROPOSED 2018/19 BUDGET ALLOCATION	ONGOING COSTS (e.g. MAINTENANCE)	LIFE OF PROJECT/LIFE EXPECTANCY OF ASSET
<p>Annual Income: Rental-\$3,177 Council Rates- \$Nil ESL- \$Nil Total Income: \$3,177 City Expenditure: Building Maintenance- \$2,700 Building Insurance - \$633 ESL \$220 Total Expenses = \$3,553 City Deficit: -\$376</p>	<p>Annual Income: Rental-\$3,177 Council Rates- \$Nil ESL- \$Nil Total Income: \$3,177 City Expenditure: Building Maintenance- \$2,700 Building Insurance - \$633 ESL \$220 Total Expenses = \$3,553 City Deficit: -\$376</p>	<p>Building Maintenance Building</p>	<p>30 years</p>

STRATEGIC LINK

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Our Community

Aspiration: A resilient community with a strong sense of purpose that is able to celebrate its diversity in numerous ways.

Outcome C1: Facilities that offer a sense of community, that caters for a range of affordable services and social amenity.

Theme: Leadership and Governance

Aspiration: We will provide responsible leadership and governance, and be recognised for operating with integrity and delivering quality services.

Outcome L1: Accountable and good governance.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Policy - Community Facility Lease and License/User Agreement.

Section 3.58 of the *Local Government Act 1995*.

VOTING REQUIREMENTS

Simple Majority Required.

ATTACHMENTS

1. Letter of Application - Lease Renewal and Extension of Leased Area

MOTION

(OFFICER'S RECOMMENDATION)

That Council:

1. Approve a new five year lease with an option to extend for a further five years to Environment House for exclusive use of 125 King William Street with EH responsible for the following;
 - a) Rental Income - \$3,177 with Perth CPI applied annually
 - b) All other outgoings including water, electricity and refuse collection.
2. Approve the lease area to be extended to include the adjacent block of land with a clause to cover right of way access required by the City.
3. Environment House to cover the cost of fence installation and realignment

CR CHRIS CORNISH, DEPUTY MAYOR MOVED, CR ELLI PETERSEN-PIK SECONDED

AMENDMENT

To remove 1 b) All other outgoings including water, electricity and refuse collection.

CR LORNA CLARKE MOVED, CR SALLY PALMER SECONDED

LOST 4/5

FOR VOTE: Cr Sally Palmer, Cr Dan Bull, Mayor, Cr Barry McKenna, and Cr Lorna Clarke.

AGAINST VOTE: Cr Elli Petersen-Pik, Cr Giorgia Johnson, Cr Brent Fleeton, and Cr Chris Cornish, Deputy Mayor.

In accordance with section 5.21(3) of the Local Government Act 1995, as the votes were equally divided, the Presiding Member (Chairperson), Cr Chris Cornish, Deputy Mayor, cast a second vote.

Cr Brent Fleeton withdrew from the meeting at 8:58pm and returned at 9:02pm.

The Manager Engineering Services withdrew from the meeting at 9:00pm and returned at 9:03pm.

COMMITTEE RESOLUTION
(OFFICER'S RECOMMENDATION)

That Council:

1. Approve a new five year lease with an option to extend for a further five years to Environment House for exclusive use of 125 King William Street with EH responsible for the following;
 - a) Rental Income - \$3,177 with Perth CPI applied annually
 - b) All other outgoings including water, electricity and refuse collection.
2. Approve the lease area to be extended to include the adjacent block of land with a clause to cover right of way access required by the City.
3. Environment House to cover the cost of fence installation and realignment

CR CHRIS CORNISH, DEPUTY MAYOR MOVED, CR SALLY PALMER SECONDED

CARRIED UNANIMOUSLY: 8/0

Cr Catherine Ehrhardt returned to the meeting at 9:06pm.

The Manager Engineering Services withdrew from the meeting at 9:06pm and did not return.

Attachment 1

**Environment
House**

Supporting Sustainable Living in WA

Environment House
Perth Eco Shop & Sustainability Services
125 King William St Bayswater 6053
ABN: 743 027 748 818

7 March 2018

Mr. O. Searles
City Of Bayswater
61 Broun Ave
Morley WA 6062

Dear Oliver,

**NEW LEASE AND EXTENSION OF LEASED AREA
125 King William St, Bayswater**

Thank you for the opportunity to renew the lease for Environment House, to include the shed on the property we occupy.
We agree with the majority of the terms of the new lease but would ask that you consider two variations.

1. Our lease be renewed under the previous arrangement of 5 years with the option for a further five years.
2. The new provisions for Environment House to pay Council rates be waived for the term of this lease.

Environment House seeks the second amendment due to the nature of our community organisation and funding arrangements. The activities and constitution of our organisation make it clear that we are not limited to benefitting our members, but work for the benefit of the whole community.

Our funding source for project delivery is from the City of Bayswater and any funds we allocate to pay the new charges cannot be directed to the Switch Your Thinking project in the City of Bayswater. In addition to this, our budget indicates that our other sources of funding provide us with a small amount of profit for any unforeseen circumstances that may arise over the course of the year. This is important for the ongoing sustainability of the organisation. We would appreciate Council consideration of the matters we have raised.

You also asked for details of our history, members, local community involvement and cash flow:

History: Environment House was begun by local community members in 2000 on Eighth Avenue in Maylands with funding for the infrastructure of the organisation coming from

CITY OF BAYSWATER DOCUMENT REGISTRATION			
HWM		FIN	
CEO		RAT	
HRM		S	
COM		ISS	
REC	05	PLG	
LIB		BLD	
MRSS		DTS	
WAV		MEH	
EVCO		DEP	
12 MAR 2018			
DOCUMENT No:			
RETENTION: 7425			
ATT:			

community contributions for many years. The community group moved to the present address 125 King William St, Bayswater in May 2009. Our goal then and now is the same - to promote sustainable living and to protect and restore the natural environment, and provide a centre for community engagement and education.

Members and users: We currently have 60 members, many of whom are our volunteers and keep the organisation operating for the benefit of the wider community.

Users of our service are those who come into the EcoShop and garden; attend workshops; participate in environmental initiatives (Transition Town Bayswater, Share Your Spare, Seed Swap, wetlands protection, coffee grounds to ground, recycling point for waste); community groups seeking environmental education (e.g. schools, scouts, youth groups, childcare centres); and people who seek expert unbiased advice. It would be conservative to say that between 50-100 people actively use the resources of Environment House per week. We also have a monthly newsletter to 1300 people and active social media presence.

Benefits to local community: It is important to us that we are inclusive and provide a place where anyone or any organisation can come and seek advice, assistance, support or just have an opportunity for a conversation about what they are doing and what they would like to achieve. We operate an EcoShop 6 days a week providing eco friendly products and information, co-ordinate between 4-6 events/workshops each month on sustainable living and the natural environment across the City, manage a community food garden, receive school and community excursions, conduct energy and water audits, distribute native plants in partnership with the City Of Bayswater, and partner and provide a meeting area for other community groups.

Annual cash flow: attached is the budget for 2017/18.

Regards,



Warren Haley - Convenor

**ENVIRONMENT HOUSE, home of
Perth EcoShop & SustainAbility Services**
125 King William St Bayswater WA 6053

Environment House Incorporated
Budget 2017-18

	Environment House	Shop	Sustainability	Garden/ Trees	Auspicing	Renovation	Consolidated Budget
Income							
Sales Income		\$82,000					\$82,000
Grants Received	\$30,000		\$35,000	\$10,000	\$23,250		\$98,250
Renovation Grants						\$85,000	\$85,000
Grants Other/Auspicing					\$37,741		\$37,741
Other Income	\$5,100			\$3,100			\$8,200
Total Income	\$35,100	\$82,000	\$35,000	\$13,100	\$60,991	\$85,000	\$311,191
Cost of Sales							
Cost of Goods Sold		\$60,000		\$10,000			\$70,000
Total Cost of Sales		\$60,000		\$10,000			\$70,000
Expenditure							
Administration	\$25,358	\$2,000	\$1,850	\$100	\$1,640		\$30,948
Utilities	\$3,500						\$3,500
Auspicing Outgoings				\$100	\$59,351		\$59,451
Garden/Workshop Expenditure	\$200		\$6,000	\$3,720			\$9,920
Renovation Outgoings						\$85,000	\$85,000
Switch Your Thinking			\$25,000				\$25,000
Employment Expenses	\$1,424	\$20,606					\$22,030
Total Expenditure	\$30,482	\$22,606	\$32,850	\$3,920	\$60,991	\$85,000	\$235,849
Surplus/Deficit	\$4,618	-\$606	\$2,150	-\$820	\$0	\$0	\$5,342

9.1.4 Bulgarian Association User Agreement Renewal

Location:	Hampton Park Reserve
Applicant:	Bulgarian Association
Owner:	City of Bayswater
Responsible Directorate:	A/Director Community Services

EXECUTIVE SUMMARY**Application:**

To consider a new agreement for the exclusive usage of the kindergarten building at 127 Mickleham Road, Morley (Hampton Park) by the Bulgarian Association.

Key Issues:

- The current five year agreement held by the Bulgarian Association (BA) runs from 1 April 2013 to 31 March 2018;
- The BA agrees to pay all outgoings including Rates and ESL;
- The BA is requesting a five year lease agreement with an option to extend for a further five years; and
- The BA is requesting either an upgrade or replacement of the air conditioning system and outdoor area to be conducted by the City.

BACKGROUND

The Bulgarian Association was incorporated in Perth in 1993 and currently has 200 paid members most of them being based in the northern suburbs. The club aims to maintain and expand the Bulgarian traditions by providing the opportunity for everyone to experience the Bulgarian culture and spirit.

The building is a former pre-primary school which was vacated by the Department of Education following the development of onsite pre-primary facilities at Morley Primary School. The club has been a tenant at the current site for a number of years and has successfully fulfilled the requirements of their agreement with the City.

CONSULTATION

Officers have been liaising with the BA in relation to a new tenure agreement.

ANALYSIS**Agreement Type**

The current agreement is a five year usage agreement to expire 31 March 2018. The terms of the agreement includes BA responsible for:

- \$2,266 rental;
- Contents and public liability insurance;
- All utility outgoings;
- Minor maintenance; and
- Refuse collection.

The City of Bayswater is responsible for:

- General and preventative maintenance;
- Building insurance; and
- Emergency Services Levy

BA has requested a longer tenure by way of a five (5) year lease agreement with an option to extend for a further five (5) years.

Five (5) plus five (5) year lease agreements are more applicable to larger sporting or similar organisations with high membership and high financial turn over. These types of clubs generally have an operational bar on site and the venue is available for broader community social function hire.

BA does not fulfil the criteria for a five (5) plus five (5) year lease agreement. It is therefore recommended to apply a five year user agreement.

The City has an action in the Corporate Business Plan (L1.3.2) to review usage of the City buildings through the development of the land asset disposal and acquisition strategy and program through 2018/19. Council may wish to limit the duration of any new lease term in lieu of the review to be completed by 2019.

Council Rates and Emergency Services Levy

The property has not previously been rated. Prior to 2015 the City has not applied Council Rates and Emergency Services Levy to Sporting or Community not for profit organisations who lease property from the City. Only the refuse collection component of the rates, if applicable, had been applied. Rates are applied at the discretion of Council.

More recently, when considering new leases, Council has approved the application of the full rate charge to include Rates, Emergency Services Levy to tenant clubs.

Should Council wish to charge Rates and ESL the figures would be Rates of \$1,800 and ESL of \$397.

BA agrees to pay these costs if they are required. The group has indicated an intention to increase their membership subscription by \$10 per year to cover this additional cost.

Community Benefit

Activities conducted by the club include:

- A Bulgarian Sunday school that was established in 2016. It operates Sunday's 3-5pm during school terms;
- Free traditional folklore dance lessons that run every Wednesday 6:15pm - 7:30pm;
- Yoga classes run by School of Advaita Yoga every Wednesday afternoon for children and Thursday and Friday mornings and evenings;
- Saturday morning cooking classes where people can learn to cook traditional Bulgarian foods;
- Celebrations on Bulgarian traditional holidays; and
- A large library of over 5,000 books, audio recordings, magazines and DVD's on Bulgarian culture that is available to hire by both members and non members.

The facility is also available for casual hiring to the general public.

BA has not advised how many members or users of the facility reside within the City.

Usage of Facility

The club is used regularly Wednesday to Fridays, Saturday mornings and Sunday afternoons during school term. It is also used casually on traditional Bulgarian holidays and by casual hirers.

Financial Viability

The club is in a reasonable financial position and generates a modest annual surplus. The main source of income comes from fundraising and membership fees. The main sources of expenditure are rent, outgoings and school running costs.

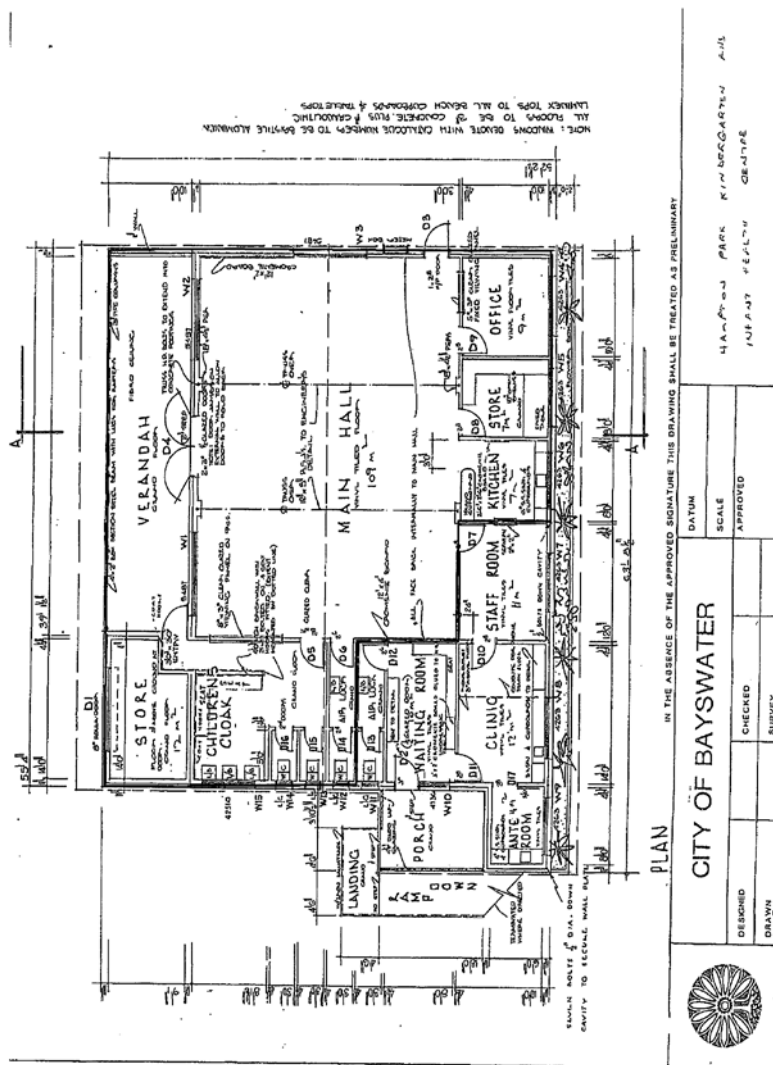
Site Plan

The leased area is shown below and highlighted in red:



The leased area includes the building, front carpark and rear garden.

The Building Plan is shown below:



The front part of the building (porch, waiting room, clinic and staff room) is retained by the City to operate monthly infant health clinics and is not included in the leased area.

Other Items Requested

The club are requesting consideration of the following:

- The current air conditioning system to be upgraded / replaced by the City; and
- Upgrades to the outdoor area including replacement of pergola by the City.

The current air-conditioning unit has not reached the end of its serviceable life and is fit for purpose and therefore not due to be replaced. The hall area may benefit from an additional air-conditioning unit during hot daytime conditions. The City is currently investigating whether the venue has the electrical capacity to accommodate an additional unit. The installation of an additional unit is estimated at around \$7,000 (excluding any electrical upgrades if required).

The group requested \$8,500 funding from the City in the 2017/18 Community Capital Request application process to replace and pergola and provide a new outdoor shade sail. No contributory funding was committed by the group and the funding application was not progressed.

The 2018/19 Community Capital Request application process is currently open and the group has been provided with the relevant application details. An allocation of \$160,000 is considered for inclusion in the 2018/19 budget for Community Capital Requests.

OPTIONS

The following options are available to Council:

OPTION	BENEFIT	RISK																
<p>1) Approve a 5 year user agreement with the Bulgarian Association for the exclusive usage of the kindergarten building at 127 Mickleham Road, Morley (Hampton Park) with the club responsible for the following:</p> <p>a) Rental \$2,300 with Perth CPI applied annually</p> <p>b) All outgoings including rates and ESL</p> <p>Annual Income:</p> <table><tr><td>Rent</td><td>\$2,300</td></tr><tr><td>Council Rates</td><td>\$1,800</td></tr><tr><td>ESL</td><td>\$397</td></tr><tr><td>Total</td><td>\$4,497</td></tr></table> <p>Annual Expenses:</p> <table><tr><td>Building Maintenance</td><td>\$1,400</td></tr><tr><td>Ground Maintenance</td><td>\$2,700</td></tr><tr><td>Building Insurance</td><td>\$1,087</td></tr><tr><td>Total</td><td>\$5,187</td></tr></table> <p>Estimated Cost: \$690</p>	Rent	\$2,300	Council Rates	\$1,800	ESL	\$397	Total	\$4,497	Building Maintenance	\$1,400	Ground Maintenance	\$2,700	Building Insurance	\$1,087	Total	\$5,187	<ul style="list-style-type: none">• Current appropriate tenant fulfilling the requirement of the current agreement.• The club has indicated an acceptance of these terms but would prefer a longer lease	<ul style="list-style-type: none">• The club would prefer a longer lease agreement.
Rent	\$2,300																	
Council Rates	\$1,800																	
ESL	\$397																	
Total	\$4,497																	
Building Maintenance	\$1,400																	
Ground Maintenance	\$2,700																	
Building Insurance	\$1,087																	
Total	\$5,187																	
<p>2) Approve a (tenure period to be determined by Council) user agreement with the Bulgarian Association for the exclusive usage of the kindergarten building at 127 Mickleham Road, Morley (Hampton Park) with the group responsible for utility outgoings.</p> <p>Council to determine the level of rent and application of Rates and ESL.</p> <p>Annual Income:</p> <table><tr><td>Rent</td><td>\$ to be determined</td></tr><tr><td>Council Rates</td><td>\$ to be determined</td></tr><tr><td>ESL</td><td>\$ to be determined</td></tr><tr><td>Total</td><td>\$TBC</td></tr></table> <p>Annual Expenses:</p> <table><tr><td>Building Maintenance</td><td>\$1,400</td></tr><tr><td>Ground Maintenance</td><td>\$2,700</td></tr><tr><td>Building Insurance</td><td>\$1,087</td></tr><tr><td>Total</td><td>\$5,187</td></tr></table> <p>Estimated Cost: \$TBC</p>	Rent	\$ to be determined	Council Rates	\$ to be determined	ESL	\$ to be determined	Total	\$TBC	Building Maintenance	\$1,400	Ground Maintenance	\$2,700	Building Insurance	\$1,087	Total	\$5,187	<ul style="list-style-type: none">• Current appropriate tenant fulfilling the requirement of the current agreement.	<ul style="list-style-type: none">• Club may not agree applied terms
Rent	\$ to be determined																	
Council Rates	\$ to be determined																	
ESL	\$ to be determined																	
Total	\$TBC																	
Building Maintenance	\$1,400																	
Ground Maintenance	\$2,700																	
Building Insurance	\$1,087																	
Total	\$5,187																	

OPTION	BENEFIT	RISK
3) Do not approve a new agreement to BA. Provide BA with three months notice to vacate the site and request officers to seek expressions of interest for the ongoing use of the building. Estimated Cost: Unknown	<ul style="list-style-type: none"> Opportunity for other community groups to express an interest in occupying old kindergarten at Hampton Reserve 	<ul style="list-style-type: none"> Loss of an appropriate tenant No ongoing base for BA

CONCLUSION

Option 1 is recommended as the Bulgarian Association has proved to be viable and a suitable tenant at the building over time. The club agree to pay Rates and ESL.

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

2017/18 BUDGET ALLOCATION	PROPOSED 2018/19 BUDGET ALLOCATION	ONGOING COSTS (e.g. MAINTENANCE)	LIFE OF PROJECT* LIFE EXPECTANCY OF ASSET
Income: Rent \$2,266 Expenses: Insurance \$1,000 Ground Maint \$2,700 Building Maint \$1,400 ESL \$397 Total: \$5,497 Budgeted Cost: \$3,231	Annual Income: Rent \$2,300 Council Rates & \$1,800 ESL \$2,197 \$397 Total \$4,497 Annual Expenses: Building Maintenance \$1,400 Ground Maintenance \$2,700 Building Insurance \$1,087 Total \$5,187 Estimated Cost: \$690		30 years

STRATEGIC LINK

Theme: Our Community

Aspiration: A resilient community with a strong sense of purpose that is able to celebrate its diversity in numerous ways.

Outcome C1: Facilities that offer a sense of community, that caters for a range of affordable services and social amenity.

Theme: Leadership and Governance

Aspiration: We will provide responsible leadership and governance, and be recognised for operating with integrity and delivering quality services.

Outcome L1: Accountable and good governance.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Policy - Community Facility Lease and License/User Agreement.
Section 3.58 of the *Local Government Act 1995*.

VOTING REQUIREMENTS

Simple Majority Required.

ATTACHMENTS

1. Annexure A: Letter of Application from Bulgarian Association

COMMITTEE RESOLUTION **(OFFICER'S RECOMMENDATION)**

That Council:

1. Approval a new 5 year usage agreement with the club paying:
 - a. Annual rental of \$2,300 with Perth CPI applied annually;
 - b. Rates and Emergency Services Levy;
 - c. All other outgoings.
2. Authorise the Chief Executive Officer to sign the new usage agreement.

CR DAN BULL, MAYOR MOVED, CR LORNA CLARKE SECONDED

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION: 7/0

Attachment 1

Annexure A: Letter of Application from Bulgarian Association



Bulgarian Association "Rodina" Inc.

ABN 92 443 894 316 Incorporated in Perth WA in 1992; website: www.bgridina.org; Email: perth.committee@bgridina.orgBulgarian Association "Rodina" Inc.
30 Hampton Square West
Morley WA 6062Oliver Searles
City of Bayswater
61 Brown Avenue
MORLEY WA 6062

Dear Oliver,

Re: Renewal of Rental Agreement – "Bulgarian Association Rodina"

I refer to a formal correspondence, dated 6 December 2017 from Mr Jon Vines, in which the "Bulgarian Association Rodina" (Rodina) was invited to negotiate for a new lease agreement – by submitting an Expression of Interest (EOI) for a further 5-year term.

Below you can find the information requested in your letter:

- **History of Rodina**

As mentioned during our meeting, the Bulgarian society in Perth is perhaps not the largest of the migrant communities, however, it is well established in WA and it has a unique and very interesting history and culture. We are a very close and social community and we take considerable pride in our traditions, culture and customs and take every opportunity to get together to promote and celebrate with the local community.

The Bulgarian Association in Perth has been officially incorporated in Perth since 1993 and although a modest size cultural club of about 200 paid members, we are a very close knit community that not only serves to upkeep our heritage, culture and traditions, but also serves as a network and support group for any new migrants arriving and settling in Australia.

Having most of our members living north of the river, keeping the Bulgarian Club in the City of Bayswater catchment area means a lot to our current members and especially to the youngest generation, who have been part of this establishment for the last 5 years. The members are familiar with the location and the surroundings and feel secure with the premises, the playground and the unique Cyrillic Library, that occupies one of the rooms in the Club.

Rodina aims to maintain and expand the Bulgarian traditions by providing the opportunity for everyone to experience the Bulgarian culture and spirit.

- **Activities held at Rodina:**

- **Sunday Bulgarian School**

The Bulgarian Sunday School was established in 2016 with the kind support of members, parents and the Australian government. Rodina received an establishment grant from OMI and was competing for the same grant against more than 100 different multicultural communities. The school is operating every Sunday from 3 to 5 PM during the normal WA school terms.

- **Traditional Folklore Dances**

The dance school was created well before The Bulgarian Association was established. It is a great open environment for everyone who wants to learn from the Bulgarian culture and get fit. The classes are running on Wednesday 6:15 – 7:30 PM and are free of charge.

BULGARIAN ASSOCIATION "RODINA" INC. ABN 92 443 894 316



PO Box 545, Maylands, WA 6389



Bulgarian Association "Rodina" Inc.

ABN 92 443 894 316 Incorporated in Perth WA in 1992; website: www.bgrodina.org; Email: perth.committee@bgrodina.org

- Yoga Classes

Rodina is cooperating with the School of Advaita Yoga (Swami Alokanda) and currently lends the club facility for the school to run its yoga classes. The proposed schedule includes Wednesday afternoon classes for children; Thursday and Friday morning and evening sessions for adults and seniors. These events are open to the public and the local community.

- Cooking classes

The classes include Eastern European and International cuisine. A great platform was created with the idea of offering an opportunity to experiment and try new recipes and typical traditional dishes from the different regions of Bulgaria, share good times and socialise at the club. These classes are ideal for busy mums and people who want to learn and experiment something new. Classes are running on Saturday between 10 AM to 12 PM.

- Bulgarian National Holy days, Customs and Celebrations

The community gets together and celebrates every big Bulgarian public and religious Holiday such as Orthodox Easter, Christmas, Bulgarian day of the Cyrillic Alphabet, St George's day etc.

- Electoral sections and Council Open Days

Rodina is a host of every government/parliamentary election that runs in Bulgaria. Two elections occurred during 2017 and electoral sections were open using Rodina's facilities.

- Bulgarian Cyrillic Library

Rodina is also the home of a unique Cyrillic Library. We have more than 5,000 history, literature and fiction books, DVDs, audio recordings and magazines that can be borrowed and enjoyed by both members and non-members.

• Benefits for the Local Community

- As mentioned above, the Bulgarian dance school is open to all ages and is free to everyone. The dance school often performs with the International Dance Perth.
- The Yoga classes are advertised on Rodina's web page and everyone is welcome. There are classes to suit all needs (kids, adults and seniors).
- The cooking classes are again an excellent way to learn and try new cooking techniques particularly from the eastern European cuisine.
- The club is open and available for private parties, birthdays and company gatherings upon request.

• Financial

- Our club is run as a 'not-for-profit organisation', however we endeavour to meet all our financial commitments, as well as to ensure we have sufficient reserve funds for unforeseen circumstances. We have an official annual audit by a qualified accountant and our annual report is available to all paid members by accessing our web site <http://www.bgrodina.org/perth>.
- From our last financial statements in 2017, we generated annual income of approx. \$13,200 and reserves of around \$16,000.

BULGARIAN ASSOCIATION "RODINA" INC, ABN 92 443 894 316



PO Box 545, Maylands, WA 6389

**Bulgarian Association "Rodina" Inc.**

ABN 92 443 894 316 Incorporated in Perth WA in 1992; website: www.bgorodina.org; Email: perth.committee@bgorodina.org

- This financial year we expect a net profit of over \$2,000, based on current membership fees, and it is to be noted that reviewing the reports, from the previous five years, the club has always been in profit.
- Based on your proposed new lease agreement we expect a rental increase of about \$2,200 pa. Although unfortunate but necessary, we intend to raise our membership fee by \$10, to cover this rent escalation.
- We also wish to assure you that we are, and will be in a position to meet our financial obligations as they come due, based on the guidance you have given to us in your letter from Jon Vines dated 6 December 2017.
- - **Other comments**
- Rodina would like to explore the option of entering into a lease agreement longer than 5 years, as this will be beneficial to our members and the future existence of the Club.
- We would like to cooperate with the City of Bayswater and welcome the offer of promoting Rodina through the web page of the City of Bayswater.
- Ongoing maintenance and upgrades support as part of the 5-year fixed lease period; we would like to negotiate the opportunity of updating the existing cooling system (air conditioning) with a newer unit with bigger capacity, as the existing one is insufficient and fails to perform at times.
- As part of this agreement, we would also like to ask for support for an upgrade of the outdoor area and particularly the pergola to create more sitting room and a place where the Bulgarian Sunday School can use the outdoor area for their lessons and learn through playing outdoor games. We would also benefit from being able to make full potential use of the premises.
- As noted during our meeting on 2 February 2018, we would be very interested to hear if there are any future prospects for similar club facilities that might be nearer to the Perth city centre. We have members and many other Bulgarian non-members from south of the river who would join and participate in our activities on a more regular basis, if not inhibited by the travel distance.

Thank you for your consideration towards our 'Expression of Interest' and we look forward to your favourable response to our club's request.

Should you require any further information, please do not hesitate to contact myself, Elena Asenova on elena.g.asenova@gmail.com or 0435 208 211.

Yours sincerely,

Elena Asenova
Vice President and delegated authority
on behalf of Rodina

9 February 2018



9.2 Technical Services**9.2.1 Request for Parking Embayment Removal - Essex Street, Bayswater**

Location: 24 The Strand/24 Essex Street, Bayswater
Owner: Mr B and Mrs A Johnston
Reporting Branch: Engineering Services
Responsible Directorate: Technical Services
Refer: Item 13.2.2: OCM 24.07.07
Item 12.1.1: OCM 25.09.12
Item 12.1.1: OCM 23.10.12
Item 12.1.6: OCM 20.11.12
Item 9.2.1: CTFC 13.02.18

Confidential Attachment(s) - in accordance with Section 5.23(2)(b) of the Local Government Act 1995 - personal affairs of any person.

CR CHRIS CORNISH, DEPUTY MAYOR DECLARED AN IMPARTIAL INTEREST

In accordance with Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Chris Cornish declared an impartial interest in this item as he knows someone who made a confidential submission (met them at a networking function). Cr Cornish, Deputy Mayor, remained in the room for voting on this item.

CR SALLY PALMER DECLARED AN IMPARTIAL INTEREST

In accordance with Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Sally Palmer declared an impartial interest in this item as she knows some residents in Essex Street. Cr Palmer remained in the room for voting on this item.

EXECUTIVE SUMMARY**Application:**

To allow Council consideration of feedback received following consultation with residents in relation to a request from an adjacent landowner for the removal of a portion of the existing parking embayments in a section of Essex Street, Bayswater.

Key Issues:

- Following concerns from residents, parking requirements in a section of Essex Street were reviewed and Council resolved to install parking embayments on one side of the street. The embayments were installed in 2008.
- The embayments were modified in 2013 to facilitate a development at 24 Essex Street, Bayswater.
- The owners of 24 The Strand and 24 Essex Street (same owners) feel that the embayments are adversely affecting their properties and are requesting their removal.
- In accordance with Council's resolution of 13 February 2018, consultation was undertaken with residents in the affected section of Essex Street.
- The feedback received is now presented to Council for consideration.

BACKGROUND

In 2006, in response to enquiries from residents in a section of Essex Street (The Strand to May Street), City officers reviewed the parking situation in the roadway. This resulted in a report to Council and at the Ordinary Council Meeting of 24 July 2007, Council resolved as follows:

"That:

- 1. The Director of Technical Services arrange to have nine on street parking embayments constructed on the south side of Essex Street between May Street and The Strand and it be funded from the Traffic Management (General) account at a cost of \$12,500.*
- 2. The residents be advised of Council's decision."*

The proposed layout for the embayments is depicted in **Attachment 1** and in accordance with the above resolution, the parking embayments were installed in April 2008.

In December 2007, the applicants purchased the corner property (24 The Strand). The property was subdivided into two separate lots (24 The Strand and 24 Essex Street) in April 2008 subject to the Western Australian Planning Commission's (WAPC's) conditions, in part as follows:

- "..4. Suitable arrangements being made with the local government for the provision of vehicular crossover(s) to service the lot(s) shown on the approved plan of subdivision. (Local Government)*
- 5. The existing crossover on Essex Street to be removed and the verge reinstated to the specifications of the City of Bayswater. (Local Government)*
- 6. Suitable arrangements made with the local government for the provision of the incorporation of the existing vehicle embayment where the redundant crossover is located on Essex Street. (Local Government)"*

In clearing these conditions, the City's Planning Section accepted a bond of \$6,565.09 (including GST) from the applicants to undertake works that would retain the current number of parking bays in the embayments (nine bays).

The applicants subsequently wrote to the City seeking an alternative design arrangement on the grounds of traffic safety and aesthetics. The applicants' plan proposed landscaping and modifications to the embayment adjacent to their newly constructed residence at 24 Essex Street, Bayswater, which resulted in the loss of two parking bays. The subject section of Essex Street is approximately 110 metres long.

The applicants presented a deputation in relation to this matter at the Technical Services and Finance & Personnel Committee on 18 September 2012 and subsequently, at the Ordinary Council Meeting of 25 September 2012, Council resolved as follows:

"That this item be deferred until the October round of meetings in order that further information can be obtained."

In considering the matter at the Ordinary Council Meeting of 23 October 2012, Council resolved as follows:

"That Council:

- 1. Defers this matter pending further information on:*
 - (a) The redevelopment potential of Essex Street; and*
 - (b) Public consultation on the possible removal of two parking bays as per the applicants' request;*
- 2. Considers a further report on the matter as soon as possible."*

A further report on the matter was considered at the Ordinary Council Meeting of 20 November 2012, where Council resolved as follows:

"That Council:

- 1. Approves the modifications to the parking embayment in Essex Street, Bayswater in accordance Drawing No. 8/10B at the applicants' expense.*
- 2. Authorises the Manager Parks and Gardens to plant trees in the nibs of the Essex Street parking embayment where appropriate.*
- 3. Advises affected residents accordingly."*

Subsequently, the necessary works were undertaken.

Since this time, the applicants have expressed concerns to the City in relation to the parking embayments on numerous occasions on the basis that they impact on the amenity of their property at 24 Essex Street and also impact on the development potential of their adjoining property at 24 The Strand. On the basis of these concerns, they are requesting the removal of the parking embayments adjacent to their properties.



The applicants have raised a number of concerns, including the following:

- The applicants purchased their property in December 2007 and on becoming aware of the impending installation of the bays, sought reconsideration. The works continued and they are concerned that they were not given any formal right of appeal.
- The unusual nature of parking embayments of this nature in a small residential street with low traffic volumes.
- Concern that the resultant road modifications were not constructed strictly in accordance with the plans provided to Council. The footpath is only approximately

900mm wide as opposed to the 1.2m width detailed on the plan and the resultant width is not in accordance with City standards for a footpath.

- The close proximity of the parking to their property boundaries.
- The impact of vehicles parking in the embayments for extended periods.
- The embayments impacting on the proposed redevelopment of their property at 24 The Strand. Their proposed development (Attachment 2) requires property access from Essex Street and this would require removal of a portion of the parking embayments.

As a result of the above, the applicants are requesting removal of the embayments adjacent to their properties.

In considering this matter at the Community, Technical, Finance and Corporate Services Committee Meeting of 13 February 2018, the Committee resolved as follows:

"That Council undertakes consultation with residents of Essex Street (The Strand to May Street) in relation to the proposed removal of the parking embayments adjacent to 24 The Strand and 24 Essex Street, Bayswater."

In accordance with the above resolution, consultation was undertaken (Attachment 3) and a total of six submissions were received.

CONSULTATION

Consultation in relation to this matter was undertaken on the following occasions.

DATE	DETAILS	COMMENTS
June 2007	Residents invited to comment on proposed parking embayments.	5 responses received
October 2012	Residents invited to comment on modifications to parking embayments.	3 submissions received
February 2018*	Residents invited to comment on proposed removal of parking embayments.	6 submissions received

* *Please note that the original plan provided to residents/owners indicated the removal of all of the embayment, adjacent to 20 and 24 Essex Street however, an amended plan was sent out once this matter was clarified by the applicants.*

ANALYSIS

Four of the submission received object and two support the removal of the embayment (Confidential Attachment 4). The main reasons for these objections are:

- The need for the embayments;
- Convenience and safety associated with the use of the embayments;
- The existing footpath width is considered adequate; and
- The cost associated with any further works.

OPTIONS

The following options are available to Council:

OPTION	BENEFIT	RISK
1. Allow the removal of one parking space to facilitate access for the proposed redevelopment at 24 The Strand, subject to the applicants' being responsible for all associated costs. Estimated Cost: Nil.	<ul style="list-style-type: none"> Minimises the potential level of dissatisfaction from other residents in the street. Facilitates the preferred development option for the applicants' property. 	<ul style="list-style-type: none"> Dissatisfaction of applicant. Loss of one parking space. Substandard footpath remains.
2. Not allow the removal of any of the parking embayments. Estimated Cost: Nil.	<ul style="list-style-type: none"> Satisfaction of majority of residents who responded during consultation. Maintains level of embayment parking available. 	<ul style="list-style-type: none"> Dissatisfaction of applicant. Substandard footpath remains. Potential appeal by applicant on lodgement of a development application or crossover application.
3. Accede to the applicants' request and remove the subject parking embayments. Estimated Cost: \$12,500	<ul style="list-style-type: none"> Satisfaction of applicants. Facilitates the preferred development option for the applicants' property. 	<ul style="list-style-type: none"> Dissatisfaction of other residents in the street. Loss of parking embayments. Funding directed from other priorities.
4. Undertake modification works to increase the footpath width to 1.2m (reduce road width) Estimated Cost: \$30,000	<ul style="list-style-type: none"> Provides appropriate footpath width. Provides further separation of parked cars from applicants' properties. 	<ul style="list-style-type: none"> Dissatisfaction of applicants. May be concerns with reduced road pavement width. Funding diverted from other priorities.

CONCLUSION

As detailed in the February 2018 Committee report, deciding on a course of action in this matter is difficult as it is likely that any of the proposed options will leave some level of community dissatisfaction.

In terms of the applicants' request and the views of those that provided submissions objecting to the proposal, the views are basically polar opposites.

Whilst Option 4 has benefit in the widening of the footpath, this needs to be balanced against the cost involved and the potential for concerns with the reduced road width.

Option 1 provides some degree of compromise as it facilitates the applicants' preferred redevelopment proposal for their property at 24 The Strand.

Accordingly, Option 1 is recommended.

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

2017-18 BUDGET ALLOCATION	2017-18 BUDGET RECONSIDERATION	PROPOSED 2018-19 BUDGET ALLOCATION	ONGOING COSTS (e.g. MAINTENANCE)	LIFE OF PROJECT/LIFE EXPECTANCY OF ASSET
\$212,00 Road Maintenance	-	\$220,000	\$220,000	20 years

STRATEGIC LINK

In accordance with the City of Bayswater's Strategic Community Plan 2017-2027, the following applies:

Theme: Our Built Environment
 Aspiration: A quality and connected built environment.
 Outcome B3: Quality built environment.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Not applicable.

VOTING REQUIREMENTS

Simple Majority Required.

ATTACHMENTS

1. Parking Embayments Layout
2. Proposed Development - 24 The Strand
3. Submissions Received (Confidential)

OFFICER'S RECOMMENDATION

That Council with respect to the parking embayments in Essex Street (The Strand to May Street):

1. Not support the removal of the parking embayments adjacent to 24 Essex Street, Bayswater.
2. Supports the removal of one parking space from the embayment adjacent to 24 The Strand to facilitate the redevelopment of the subject property subject to the applicant meeting all associated costs.

Cr Catherine Ehrhardt withdrew from the meeting at 8:18pm and returned at 8:25pm.

MOTION

That Council accede to the applicants' request and remove the subject parking embayments.

CR BRENT FLEETON MOVED, CR DAN BULL, MAYOR SECONDED

Cr Dan Bull, Mayor withdrew from the meeting at 8:33pm and returned at 8:34pm.

AMENDMENT

That the City undertake further consultation in relation to the embayment adjacent to 20-24 Essex St and adjust the extent of embayment removal on the basis of feedback received.

CR BARRY MCKENNA MOVED, CR SALLY PALMER SECONDED

LOST 4/5

FOR VOTE: *Cr Barry McKenna, Cr Sally Palmer, Cr Chris Cornish, and Cr Brent Fleeton*

AGAINST VOTE: *Cr Elli Petersen-Pik, Cr Giorgia Johnson, Cr Lorna Clarke, Cr Dan Bull, Mayor, and Cr Catherine Ehrhardt.*

COMMITTEE RESOLUTION

That Council accede to the applicants' request and remove the subject parking embayments.

CR BRENT FLEETON MOVED, CR DAN BULL, MAYOR SECONDED

CARRIED: 6/3

FOR VOTE: *Cr Catherine Ehrhardt, , Cr Dan Bull, Mayor, Cr Lorna Clarke, Cr Brent Fleeton, Cr Barry McKenna, and Cr Sally Palmer.*

AGAINST VOTE: *Cr Chris Cornish, Deputy Mayor, Cr Elli Petersen-Pik, and Cr Giorgia Johnson.*

REASON FOR CHANGE

The Committee changed the officer's recommendation as it was of the opinion that the applicants' request to have the embayment removed is reasonable considering the proximity of parking to their property boundaries.

Architectural floor plan of a proposed extension for a house on The Strand. The plan shows a large central lounge (21.45 sqm) with a fireplace and high light opening, a dining area, a kitchen with a galley, and a double garage (20.35 sqm). There are three bedrooms (1, 2, and 3), a bathroom, and a laundry room. The plan also includes a verandah with a new metal skillion roof, a store room, and an alfresco area. Dimensions and area calculations are provided for various sections. A north arrow is located in the top right corner. A legend in the bottom right corner explains the line types used for new 90 mm brick walls and new 90 mm insulated stud walls with R 2.5 insulation.

PROPOSED EXTENSION FLOOR PLAN

15.09

EXISTING PICKET FENCE

COURT YARD

THE STRAND

Legend:

- new 90 mm insulated stud walls, with R 2.5 insulation (between studs, gyprock inside (villaboard to wet areas) insulation and hardies prime line clad externally)
- new 90 mm brick wall



19 February 2018

61 Broun Avenue, Morley WA 6062
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mail@bayswater.wa.gov.au

National Relay Service: 1800 555 660

www.bayswater.wa.gov.au

«Title» «Name» «Surname»
«Owner_Address»
«Suburb»

Dear «Salutation»

PUBLIC CONSULTATION - REQUEST FOR PARKING EMBAYMENT REMOVAL, ESSEX STREET, BAYSWATER

Please be advised that the City has received a request for the removal of the parking embayments adjacent to 24 Essex Street and 24 The Strand, Bayswater.



The request is the result of a number of concerns, including the following:

- The unusual nature of parking embayments of this nature in a small residential street with low traffic volumes.
- Concern that the original road modifications to create the embayments were not constructed in accordance with the plans provided to Council. The footpath is only approximately 900mm wide as opposed to the 1.2m width detailed on the plan and the resultant width is not in accordance with City standards for a footpath.
- The close proximity of the parking to property boundaries.
- The impact of vehicles parking in the embayments for extended periods.
- The embayments impacting on proposed property redevelopment.

Accordingly, Council, at its Community, Technical, Finance and Corporate Services Committee Meeting held on 13 February 2018, considered the matter and resolved as follows:

That Council undertakes consultation with residents of Essex Street (The Strand to May Street) in relation to the proposed removal of the parking embayments adjacent to 24 The Strand and 24 Essex Street, Bayswater.

.../2

If the embayments were removed, the verge and footpath area would be widened accordingly and the planting of additional verge trees would also be considered.

In accordance with the above, the City is seeking residents' comments in relation to the proposed removal of the parking embayments adjacent to 24 Essex Street and 24 The Strand, Bayswater, by close of business, **Friday, 16 March 2018**. Comments should be forwarded via email to mail@bayswater.wa.gov.au or post to the Chief Executive Officer, City of Bayswater, PO Box 467, Morley WA 6943.

Should you wish to discuss this matter further, please contact the undersigned, on 9272 0654.

Yours faithfully

A handwritten signature in blue ink, appearing to be 'DP', with a long horizontal flourish extending to the right.

DOUG PEARSON
DIRECTOR OF TECHNICAL SERVICES



9.2.2 Bike Boulevard Stage 2

Reporting Branch: Engineering Services
Responsible Directorate: Technical Services

CR GIORGIA JOHNSON DECLARED AN IMPARTIAL INTEREST

In accordance with Regulation 11 of the Local Government (Rules of Conduct) Regulations 2017, Cr Giorgia Johnson declared an impartial interest in this item as she is parent to a child who attends Chisholm College which is adjacent to the proposed Bike Boulevard route. Cr Johnson remained in the room for voting on this item.

CR ELLI PETERSEN-PIK DECLARED AN IMPARTIAL INTEREST

In accordance with Regulation 11 of the Local Government (Rules of Conduct) Regulations 2017, Cr Elli Petersen-Pik declared an impartial interest in this item as his partner currently works in the Department of Transport in the branch which is responsible for the Bike Boulevard Project, and also worked for a time on the project. Cr Petersen-Pik remained in the room for voting on this item.

EXECUTIVE SUMMARY**Application:**

For Council to consider approving the continuation of the Bike Boulevard from Adelphi Street to the Morley City Centre (along May, Edward and Catherine Streets).

Key Issues:

- A Bike Boulevard provides a quiet and safe cycling network for children, families and cyclists.
- The Bike Boulevard compliments the City's current Bike Plan.
- The Department of Transport (DoT) is funding the total cost of the continuation of the Bike Boulevard (Stage 2).
- The DoT has already funded Stage 1 at \$1 million (2.7km).
- The continuation of the Bike Boulevard will also include the provision of a signalised pedestrian crossing at Beaufort Street and May Street (which is designated as Stage 3 under the agreement) which will greatly benefit all residents in the area as an added facility enabling the safe crossing of Beaufort Street.

BACKGROUND

The Bayswater to Morley Bike Boulevard project is an important strategic cycling connection for the City of Bayswater and supports the City's transport goals.

The project is part of a larger Safe Active Streets (SAS) program being rolled out across Perth, led by DoT.

The aim of the boulevard is to provide more options for people to travel safely for local and commute trips, prioritising active travel by creating a safe, comfortable, convenient riding environment for bike riders with all levels of experience.

The planned route connects Riverside Gardens to the Morley City Centre. Connecting four schools being Bayswater Primary, St Columba's Primary, Chisholm Catholic College and John Forrest College. Construction of Stage 1 of the route along Leake Street and May Street was completed in September 2017. Stage 2 has now undergone two phases of community consultation, of which are summarised in this report.

Council at its Ordinary Meeting in April 2016, Council resolved:

"That Council:

1. *Support for the provision of Stage one (Riverside Gardens to Adelphi Street) of a Bike Boulevard along Leake and May Street, Bayswater subject to:*
 - a) *Confirmation of funding for the implementation of stages two and three from the DoT.*
 - b) *Detailed design being undertaken with input from specific residents who have raised issues regarding slow points to achieve a suitable outcome that meets project objectives and addresses community needs.*
 - c) *Detailed design being undertaken with input from the Bayswater Primary School to manage potential impacts within and around the school area.*
 - d) *A community engagement program developed by the DoT being discussed with City officers and subsequently implemented to maximise understanding and usage of the Bike Boulevard.*
 - e) *Measurement of the success of the project by conducting a before and after study over two years being further managed by the DoT. This study will measure attributes such as:*
 - (i) *cyclist type using the route (e.g. commuter, recreational, fitness, utility);*
 - (ii) *demographics;*
 - (iii) *existing route choice;*
 - (iv) *use of path/road along mixed traffic routes;*
 - (v) *cyclist speed and volume;*
 - (vi) *trip purpose;*
 - (vii) *motorised vehicle speeds and volume; and*
 - (viii) *usage profile of corridor over the weekday/weekend.*
 - f) *Liaison with Murray Street residents in relation to the proposed design changes to improve access to St Columba's Primary School.*
2. *Advise affected residents accordingly."*

After addressing items 1 (a), (b), (c), (d) and (f) the City commenced construction of Stage 1 in March 2017 and fully completed in September 2017.

Item e) is a two year work in progress with pre-vehicle and cyclist usage measurements having been completed by DoT prior to construction as a base line recording to be able to compare after two years.

Stage 2 involves the continuation of the design style along May Street from Adelphi Street to Beaufort Street and further along Edward Street from Beaufort Street to Catherine Street, where it will turn along Catherine Street all the way to Russell Street (approximately 2.0km) [Attachment 1](#). Further work will also be incorporated along Drake Street and Rudloc Road from Catherine Street to Russell Street, however, these works will not involve a 30km/hr speed zone, only raised plateaus to reduce speed and make the street more bike friendly.

The DoT has provided confirmation of funding of Stage 2 which includes the provision of a signalised pedestrian crossing at Beaufort Street/May Street intersection, adjacent to Chisholm College which will greatly benefit all residents in the area as an added facility.

CONSULTATION

Consultation for Stage 2 of the project began in November 2017 when concept designs were presented to the community for comment (Phase 1 consultation as shown in [Attachment 2](#)). Feedback on the concept plan was gathered through a number of channels including the online Engage Bayswater platform, direct correspondence and a community drop-in session.

Following this initial phase, consultation closed in December 2017 and work was undertaken to review and analyse the feedback received with the design refined based on the feedback received (this was particularly in response to feedback received from residents in Edward Street that were not happy with the initial proposal). The concept design then underwent a Peer Review process which involved three independent transport and road safety experts reviewing the plans and providing recommendations to improve the design.

Community feedback along with the recommendations from the Peer Review process including a post construction Road Safety Audit of Stage 1 has been used to develop the current preferred concept design.

Phase 2 of the consultation was undertaken in March 2018 to gather additional feedback given some elements had changed significantly as a result of Phase 1 feedback in November 2017. The revised preferred concept design was sent via letter to all residents fronting the boulevard along with the two parallel streets with approximately 750 letters and plans mailed out. DoT and the City also advertised on their respective websites and a community drop-in session was held as part of bike week on Sunday 25 March 2018.

A summary report of both Phases 1 and 2 of the consultation program undertaken by the City and DoT are contained in [Attachments 2 and 3](#) respectively. [Attachment 4](#) highlights more detailed results in regards to residents directly fronting the road.

As can be seen the overall support in Phase 1 was 69% from 51 responses and in Phase 2 April 2018, 46% in support, 44% did not support and 10% unsure from 81 responses.

In addition to this the statistics for the responses received from residents living directly on the route showed 38 responses were received with 58% not supporting Stage 2, 29% in support and 13% unsure.

It should be noted that percentages as shown in brackets on [Attachment 4](#) indicate the result if owners of more than one property submitted or duplicated submissions were removed which in turn did not make a marked difference to the general trend.

ANALYSIS

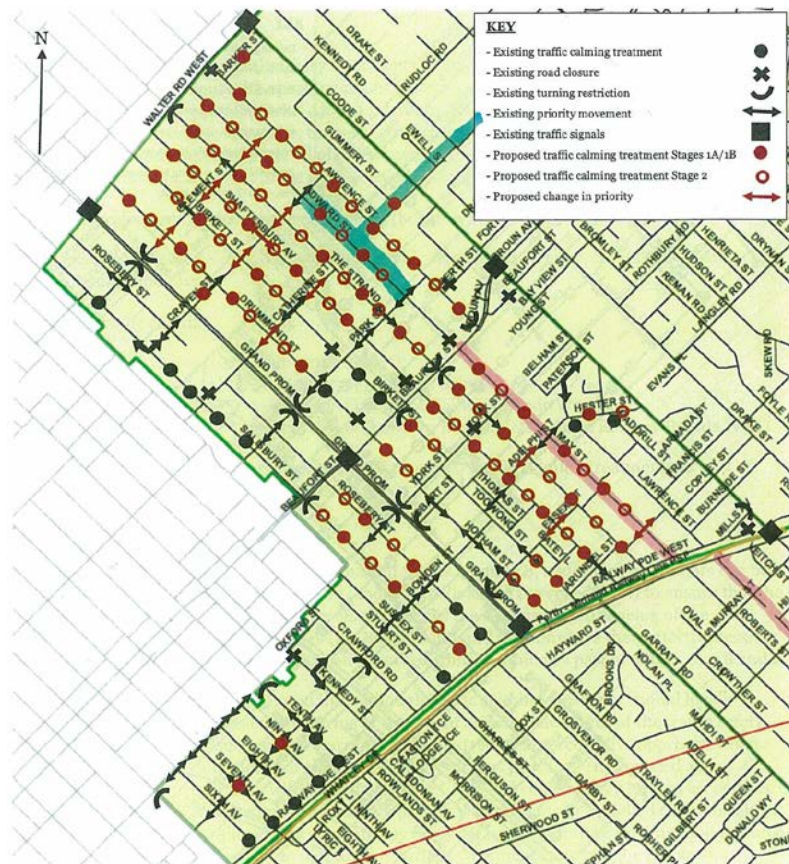
Since the completion of Stage 1, the DoT has commissioned a feedback survey of all the residents along with a post audit to take into account all comments to learn what can be done better for Stage 2.

Stage 2 (2.0km) provides the complete connection of the Bike Boulevard from Riverside Gardens through to the Morley City Centre and connects along the way to St Columba's Primary and Bayswater Primary Schools and Chisholm and John Forrest Secondary Colleges. The Bike Boulevard will also provide connection to the principal shared path running along the Perth to Midland Railway Line and will also have three signalised pedestrian crossings along the way at the crossing points of Guildford Road, Whatley Crescent and Beaufort Street.

The slowing of vehicle speeds down to 30km/hr and the enhancement of planting trees will have a corresponding effect on the safety for cyclists and pedestrians in the area.

The DoT are funding the entire project and once final designs are complete, costings will be provided to the DoT for their approval to proceed.

It should be noted that it was emphasised to all residents that the proposed works will not impact on their verges, crossover or kerbs fronting their property. The proposed design compliments the City's Local Traffic Area Management (LATM) plans for the area which includes calming devices along the sections of May, Edward and Catherine Streets as shown below.



As detailed the City received 38 responses from residents living directly on the street of which 58% did not support the project. It should be noted that the City did experience a strong local objection to the boulevard primarily from residents of Edward Street near both sides of Park Street. A number of separate meetings were held with the group with the view to modify the design to mitigate their concerns. While the design was changed significantly with the removal of a central island that would have restricted on street parking it appears, that the group are still not supportive of the concept design or the project in general.

The main concerns of loss of parking in Edward Street have been addressed by the removal of the central island. Some of the other concerns of the safety of road users were addressed by the independent expert consultants in the final concept design. The concerns of speed plateaus creating noise is addressed by the design being in accordance with the City's standard raised plateaus which are already in use throughout the City. Further issues raised are detailed in [Attachment 4](#).

Meetings were also held with John Forrest College and Chisholm College and after taking into consideration their suggested comments John Forrest College fully supports the project. Chisholm College were generally supportive of the concept, however, were concerned with the impact of pedestrian lights. The school has suggested the option of combining the traffic warden

crossing with the pedestrian lights which will require further investigation with Main Roads and the independent consultants.

OPTIONS

The following options are available to Council:

OPTION		BENEFIT	RISK
1.	Approve Stage 2 of the Bike Boulevard.	<ul style="list-style-type: none"> Satisfy a greater portion of respondents. Create safe cycling facilities for children and families i.e. children riding to school. Complete a major project from the City's Local Bike Plan. Funded by DoT. 	<ul style="list-style-type: none"> Dissatisfy the portion of respondents not happy with the Bike Boulevard concept. Implementation of changed traffic conditions that people are not used to.
2.	Not approve Stage 2 of the Bike Boulevard.	<ul style="list-style-type: none"> Satisfy the portion of residents that oppose the boulevard. Does not introduce 'nonstandard' road treatments which will take time for road users to adapt to. 	<ul style="list-style-type: none"> Dissatisfaction from children and families in support of the boulevard Safer cycle environment not provided. Loss of funding from DoT. Bike plan project not implemented.
3.	Undertake further consultation with residents on the bike boulevard route to refine the design.	<ul style="list-style-type: none"> May result in a design that is more acceptable to some of the affected residents. 	<ul style="list-style-type: none"> Given the level of opposition by some it is unlikely to resolve their concerns. Further delays in project implementation. Further modification in design may not be accepted by independent consultants on safety standards as many of the issues were raised with the consultants.

CONCLUSION

As detailed in the consultation report there is a strong level of opposition to Stage 2 of the Bike Boulevard from residents with properties on the route. Notwithstanding this there is a higher level of support with the responses from the wider community. In this regards it is interesting to note that some of the residents on the route verbally indicated that they would support the project if it was on another street. The difficulty for Council in this case, as in the case in many instances, is in balancing the wishes of a particular section of the community against those of the wider community. The Bike Boulevard is an aspirational project aimed at promoting cycling in a safe environment and it is acknowledged that it will take time for the true benefits of such a project to be adequately assessed. When adopting a project like this there are risks associated with being an 'early adopter', however this risk needs to be addressed against the potential benefits that can come from being an innovator and 'leader of the pack'.

It is recommended that the council continues to support the implementation of the bike boulevard and accordingly Option 1 is recommended.

FINANCIAL IMPLICATIONS

There are no financial implications as DoT will be fully funding Stage 2 and 3.

STRATEGIC LINK

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Our Built Environment
Aspiration: A quality and connected built environment.
Outcome B1: Appealing streetscapes.
Outcome B2: A connected community with sustainable and well maintained transport.
Outcome B3: Quality built environment.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

There are no council policy and legislative implications.

VOTING REQUIREMENTS

Simple Majority Required.

ATTACHMENTS

1. Stage 2 Phase 2 Design Plan
2. Phase 1 Consultation Undertaken in November - December 2017
3. Phase 2 Consultation Summary Undertaken in March 2018
4. Stage 2 Phase 2 Consultation Report April 2018

OFFICER'S RECOMMENDATION**That Council**

1. Endorses the continuation of the Bike Boulevard (Stage 2) along May, Edward and Catherine Streets
2. Advises residents and consultation respondents accordingly.

Cr Catherine Ehrhardt withdrew from the meeting at 8:41pm and returned to the meeting at 8:42pm.

MOTION

That Council not approve Stage 2 of the Bike Boulevard.

CR BRENT FLEETON MOVED, CR DAN BULL, MAYOR SECONDED

CARRIED: 5/4

FOR VOTE: Cr Dan Bull, Mayor, Cr Brent Fleeton, Cr Lorna Clarke, Cr Catherine Ehrhardt, and Cr Sally Palmer.

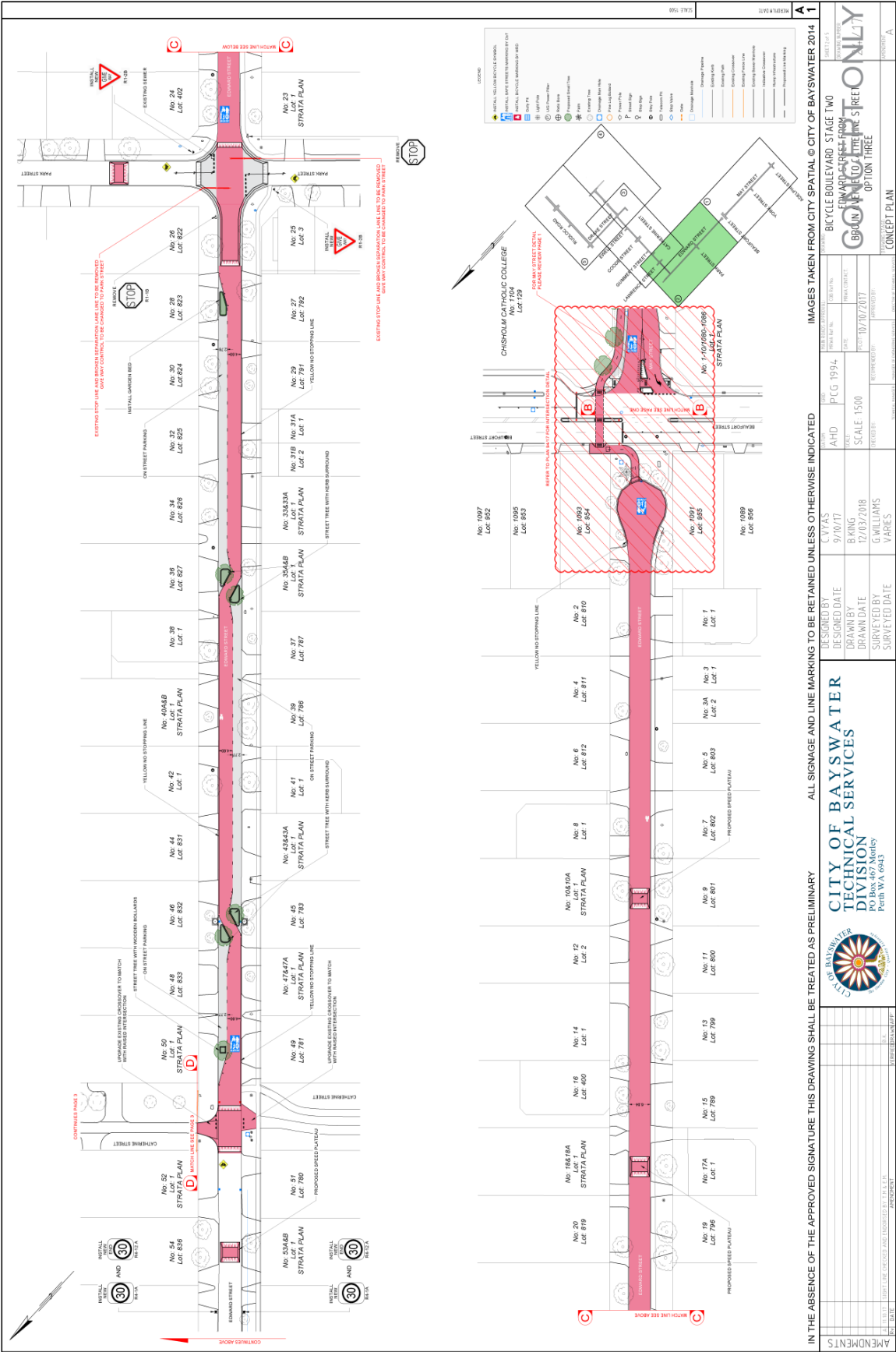
AGAINST VOTE: Cr Elli Petersen-Pik, Cr Chris Cornish, Deputy Mayor, Cr Barry McKenna, and Cr Giorgia Johnson

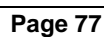
REASON FOR CHANGE

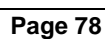
The Committee changed the officer's recommendation as it was of the opinion that there had been some issues with traffic caused by Stage 1 of the Bike Boulevard and the

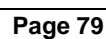
Committee was not satisfied that there would not be similar issues with traffic with Stage 2 of the plan.

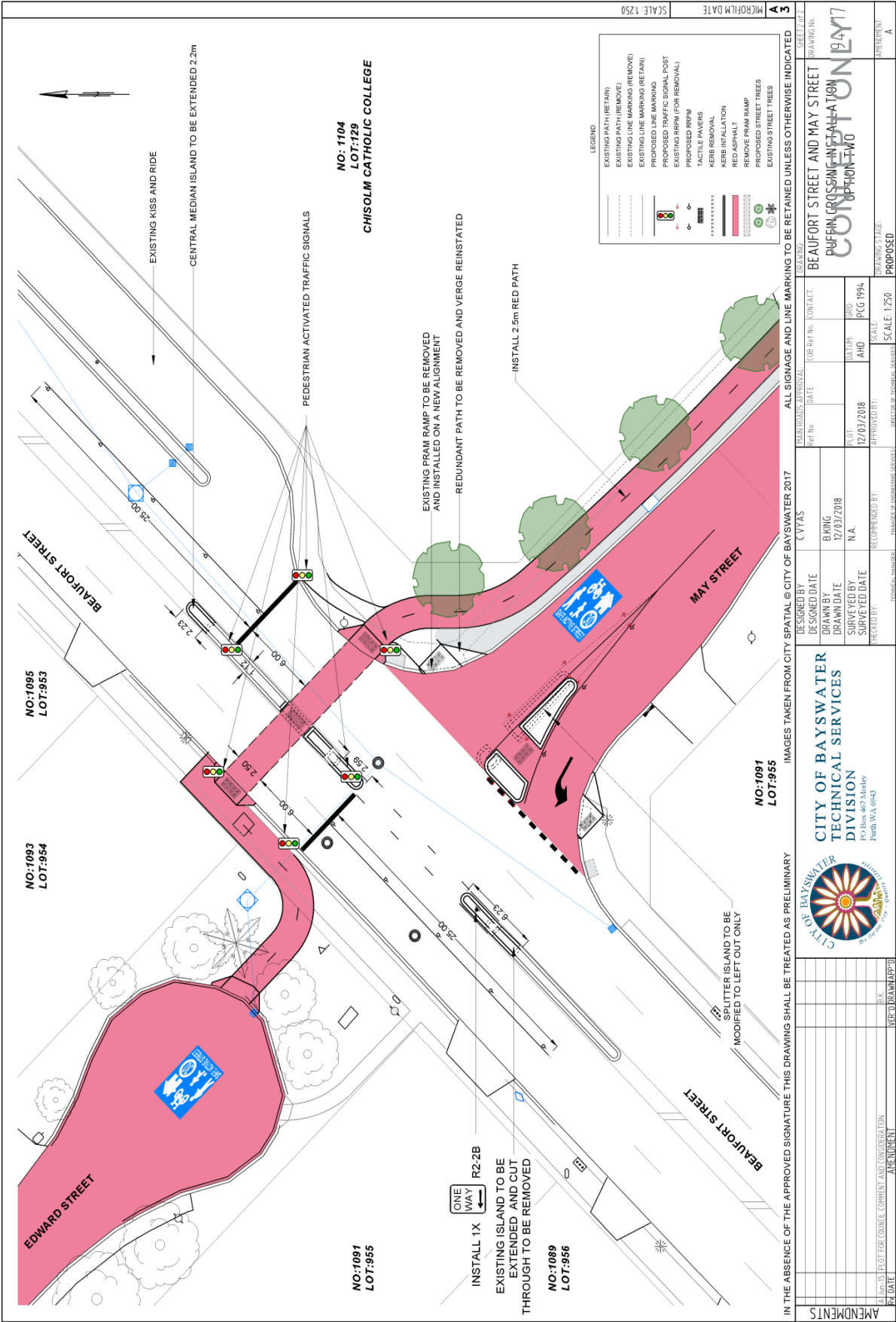
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Attachment 2 - Phase 1 Consultation Undertaken in November - December 2017



Department of
Transport

Bayswater to Morley Bike Boulevard Stage Two Consultation Report



Bayswater to Morley Bike Boulevard: Stage Two Consultation Report

Prepared for Department of Transport

Prepared by S Wallis, Upthink

5 December 2017

Version control

Version No.	Date	Prepared by	Revision or issue description	Issued to
A	26/11/2017	S Wallis	Draft for DoT review	Sarah Court
B	30/11/2017	S Wallis	Draft for CoB review	Sarah Court
C	5/12/2017	S Court	Final Report	City of Bayswater

Amendment record

This guidelines document is reviewed to ensure its continuing relevance to the systems and process that it describes. A record of contextual revisions is listed in the following table.

Page No.	Context	Revision	Date

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Executive summary

The Bayswater to Morley Bike Boulevard project is part of a larger Safe Active Streets (SAS) program being rolled out across Perth, led by the Department of Transport (DoT).

The Safe Active Streets Program aims to provide more options for people and help us to achieve our transport goals for Perth. Safe Active Streets aim to create safe and comfortable riding environments for bike riders with all levels of experience.

The City of Bayswater was one of the first four councils in Perth to implement a Safe Active Street project, planning a route connecting Riverside Gardens to the Morley shopping precinct. The initiative is fully funded by DoT.

Stage one of the route along Leake Street and May Street was completed in September 2017. Stage two is now in the concept design phase, with construction to commence in early 2018.

Overview of consultation

Consultation on the Stage two concept was undertaken by the City of Bayswater with support from DoT in November 2017. This consultation focused on residents and landowners in May Street, Edward Street, Catherine Street and surrounding streets with the aim of:

- Raising awareness of Safe Active Streets and the pilot project;
- Gathering feedback to determine the general level of acceptance in the community for both stages of the project;
- Gathering feedback to inform the monitoring and evaluation of Stage one;
- Direct engagement with residents and landowners to gauge their sentiment towards Stage two; and
- Direct consultation with the community and stakeholders to seek input on the concept designs for Stage two to inform the project and present to the City of Bayswater Council.

Consultation methods included:

- Online engagement via the Engage Bayswater web platform;
- A community drop in session;
- Meetings with landowners and stakeholders, including Chisholm Catholic College;
- Letters to residents and owners on Leake Street and May Street;
- Letters to residents and owners on Edward Street, Catherine Street and the surrounding local area; and
- Notifications on City of Bayswater Facebook Page.

Outcomes of consultation

Of the 51 responses to the consultation on Stage two of the bike boulevard:

- 69% were generally supportive of the proposed changes (including suggestions for improvement)
- 27% did not support the initiative.
- The remainder did not state whether they were supportive or not.

Some sections of the planned route attracted the most comments, and will require a combination of alternative treatment options and further discussion with stakeholders to finalise the design. These were:

- The median treatment on the cul-de-sac section of Edward Street. This was of concern for several reasons, including:
 - Reduction in on-street parking on Edward Street (for residents and for parents of Chisholm College students during peak drop off and pick up times);
 - Large vehicles, builders and caravans already have difficulty accessing or reversing and the potential for this proposal to exacerbate such issues; and
 - Increasing density will create greater street parking demand and if not available, may impact property prices.
- Congestion and parking concerns around drop off and pick up of students from Chisholm Catholic College along the route generally.
- Beaufort Street crossing concerns and suggestions.

Other issues raised included:

- Requests in relation to speed hump heights, choice of street trees and streetscape finishes;
- Requests that street-scaping be simplified to improve visibility and legibility;
- Need for additional 30km/hr signs especially at intersecting streets;
- Need for more guidance on how to use the street (such as information signs);
- Need to improve visibility of black bollards (if the same as those used in Stage one); and
- Need for clear temporary signage if traffic priority is switched (including prior to works).

The City of Bayswater continues to receive feedback on Stage one of the project with a mix of positive and negative comments. The main concerns are around people being unsure how to use the street and comments on specific design features such as the bollards near street trees.

Positive comments note a reduction in rat running and vehicle speeds, improvement to the streetscape through the natural landscaping elements, an increase in children riding on the road, and a safer connection for cyclists between the river and the railway.

The feedback on Stage one is not covered in detail in this report, but is being used to:

- Contribute to the process of continuous improvement to Stage one as the pilot project is utilised by the community;
- Inform the design of Stage two; and
- To streamline the design guidelines for future Safe Active Streets projects.

Monitoring and evaluation

Monitoring and evaluation is undertaken for all Safe Active Streets projects before and after construction to ensure they are achieving the objectives of the program.

A post construction Road Safety Audit is currently underway for the Stage one section. Outcomes from this will be incorporated into the detailed design of Stage two where appropriate.

Additional post construction data is collected six months after installation, which for Stage one of the Bayswater to Morley Bike Boulevard will be around March 2018. It is worth noting that post construction evaluation on the Shakespeare Street Bike Boulevard project (in the City of Vincent) has shown a reduction in traffic speeds and volumes, as well as an increase in cycling numbers and general activity on the street.



Next steps

The results and actions identified from the Stage two concept design consultation will be presented to the City of Bayswater Council in December 2017 and made available publically via the Engage Bayswater web platform. A detailed overview of recommendations is provided in this report.

A second phase of consultation on Stage two will begin early 2018 during the detailed design and construction of the project.

Background to Safe Active Streets

The development of the Safe Active Streets Program

DoT is the lead agency in the planning, development, implementation and promotion of cycling in Western Australia.

The Western Australian Bike Network Plan (WABNP) 2014 -31 provides a blueprint for the development of metropolitan and regional cycle facilities to support bicycle trips. The aim is to increase cycle trips for transport purposes (i.e. to work, shops and school) and the plan focuses on a network of routes to facilitate this.

In March 2015, DoT together with the RAC, hosted a Cycling Imagineering Workshop and Ministerial Roundtable Dinner with stakeholders and two visiting Dutch transport planners. The aim was to explore innovative options to provide a safe and connected cycling network for people of all ages in Perth and regional towns.

A key outcome of the workshop and roundtable dinner was the State Government commitment to a demonstration Safe Active Streets program that would aim to create safe and comfortable riding environments for bike riders with all levels of experience.

World-wide research has shown that more people will ride bikes when they feel safe, and bike lanes on streets where speeds are slowed down to 30km/h are recommended to maximise safety and increase bike riding. The 30km/h speed zone will only apply over the short distance of the Bike Boulevard, and therefore only adds a few seconds to daily car trips.

Safe Active Streets pilot projects

The pilot program has been developed to facilitate learning around what works and what doesn't within the Perth context by trialling design approaches based on best practice alongside elements tailored to local settings.

In 2015 four local authorities agreed to take part in pilot projects, selected on the basis of:

- achieving the desired outcomes of the program;
- constructability in the short term;
- the option to extend to a longer route/area; and
- high level support from executive staff and elected members within local government.

The projects progressed as pilots were:

- Leake and May Streets, Bayswater - Bike Boulevard
- Shakespeare Street, Mount Hawthorn - Bike Boulevard
- Surrey Road, Belmont - Bike Boulevard
- Robertson Road Cycleway, Joondalup - Connecting Stations and Schools Project

A number of other projects are now in development by DoT and local government authorities. Ongoing monitoring and evaluation of these projects is underway and will result in the development of design guidelines over time to inform the delivery of Safe Active Streets going forward.

Project background

DoT approached the City of Bayswater in 2015 to participate in the pilot program based on the City's commitment to delivering innovative cycling infrastructure projects as part of its Local Bike Plan.

The City of Bayswater Bike Network Plan had previously identified Leake Street and May Street as being a potential local bicycle route that could fill a network gap between the Swan River foreshore and Morley City Centre, providing great benefit to the community.

The development and construction of the bike boulevard from the Recreational Shared Path (RSP) along the Swan River to the Principal Shared Path (PSP) along the Midland rail line, and then onto the Morley Strategic Activity Centre was proposed in two stages.

Stage one project development

Route overview: Leake Street to May Street

Completed in September 2017, Stage one connects the Swan River Recreational Shared Path (RSP) to the Midland Line Principal Shared Path (PSP) and continues to Railway Parade via the existing rail underpass. From Railway Parade the route continues along May Street until the intersection of May Street and Adelphi Street.

Stage one runs past multiple key destinations, including Bayswater Primary School and St Columbus Primary School.

A pelican crossing was installed on Guildford Road (a separate project to the bike boulevard) and aided connection between the two sections of Leake Street on either side of Guildford Road. The route also utilises the guard controlled crossing on Whatley Crescent¹ at the northern end of Leake Street.

City of Bayswater commenced construction of Stage one in March 2017, and the facility was officially opened in September 2017.

Route selection, opportunities and constraints

Leake Street and May Street, and several other parallel options, were considered using the following criteria:

- route length and directness;
- potential for future cycling links;
- gradients;
- connectivity to destinations;
- local road intersections;
- traffic volumes and potential for traffic redistribution; and
- impact on parking and property access.

A number of opportunities and constraints led to the chosen route. These are shown in the Opportunities and Constraints Map in Appendix A. Ultimately, the streets chosen provided the most direct route available given a range of technical and safety issues as well as easy access to the Bayswater town centre, local schools and the train station.

¹ A signalised crossing of Whatley Crescent is currently under investigation.

The installation of the signalised pedestrian crossing on Guildford Road improved safety and therefore opened the possibility for children residing south of Guildford Road to ride and walk to school.

Consultation, monitoring and evaluation

The City of Bayswater is still receiving feedback on the Stage one pilot project with a mix of positive and negative comments. The main concerns of users in this street relate to people being unsure how to use the infrastructure correctly and issues with visibility of bollards near trees and in the dark.

Positive comments note more cyclists along the route (including an increase in children riding on the road), a reduction in rat running and vehicle speeds, and enhancement to the quality of the streetscape by the natural landscaping elements.

More negative comments have been received from people using the road as drivers. More positive comments have been received from people using the road as bike riders. In about 20% of cases it is not possible to categorise the respondent as a driver or rider.

A summary of the outcomes from the consultation process for Stage one were presented to Council in April 2016 and are described in the report: *Consultation Report: Leake Street and May Street, Bayswater*. This report is still available online and in hard copy on request.

A post construction Road Safety Audit is currently underway for the Stage one section. Outcomes from this will be incorporated into the detailed design of Stage two where appropriate.

Stage two project development

Route overview: May Street, Edward Street and Catherine Street

Stage two runs from where Stage one finishes at Adelphi Street along May Street, then crosses Beaufort Street. It continues along Edward Street to Catherine Street and ends at Russell Street. A section of Drake Street is also proposed to be treated to provide an alternative connection to Morley Centre via Rudloc Road.

Key components of the current concept design include:

- Continuation of a similar design to Stage one along the remainder of May Street through to Beaufort Street.
- A new signalised pedestrian crossing of Beaufort Street to provide connectivity between May and Edward Streets. This crossing has several constraints to be worked through. Concept designs are currently being developed and will be discussed with key stakeholders. The final design will take into account findings of the Traffic Impact Assessment, functioning of Chisholm College, safety considerations and community and stakeholder consultation processes.
- A median type treatment is currently proposed along Edward Street and was presented to the community at the drop in consultation session. This treatment will impact street parking availability. A second concept option addressing a number of the issues raised is currently under development and will be taken through to the peer review process for consideration.
- A combination of treatments along Catherine Street to take advantage of existing road closures. The final design will take into account stakeholder feedback and a peer review during the design process.
- Improved crossing facilities at Coode Street including road narrowing to assist in vehicle speed reductions.

Route selection, opportunities and constraints

Edward Street and several parallel options were considered using similar criteria to those listed for Stage one. An additional consideration was the need for good line of sight visibility at the Beaufort Street crossing, given the traffic volumes, speeds and topography in the area. The line of sight at The Strand means this is not a suitable crossing point on Beaufort Street, especially for a safe active street, and is not supported by MRWA.

A number of constraints and opportunities were considered in developing this route. These are shown in the map in Appendix B.

There are no existing or proposed roundabouts on the route which is a key consideration for safe active streets given that roundabouts are generally considered unsafe for cyclists. Traffic volumes are relatively low, other than on Beaufort Street and Coode Street where improved options are proposed to assist people crossing.

The options for crossing Russell Street to access the Morley shopping precinct are limited, so an extension from the bike boulevard at Catherine Street to Rudloc Road via Drake Street is proposed to provide a second traffic calmed option, albeit not a safe active street.

The route chosen provides the most direct route from Stage one and provides connections to Chisholm Catholic College and John Forrest Senior High School, as well as Morley Centre.

Consultation, monitoring and evaluation

Stakeholder and community consultation for the Stage two concept design is outlined in the next section. The draft concept design presented to the community is provided at Appendix C.

Monitoring and evaluation is undertaken for all Safe Active Streets projects before and after construction to ensure they are achieving the objectives of the program. Pre-construction data has already been collected. Post construction data will be collected six months after installation of Stage two.

Purpose of consultation

DoT and the City of Bayswater worked together to develop the consultation process for the Leake and May Street Bicycle Boulevard (Stage one). Consultation on the initial Stage two concept was undertaken by the City of Bayswater with support from the DoT in November 2017, and focused on residents and landowners in May Street, Edward Street, Catherine Street.

The objectives of this consultation period were to:

- Raise awareness of Safe Active Streets and the pilot project;
- Gather feedback to determine the general level of acceptance in the community for both stages of the project;
- Gather feedback to inform the monitoring and evaluation of Stage one;
- Directly engage with residents and landowners to gauge their sentiment towards Stage two; and
- Consult the community and stakeholders to seek input on the concept designs for Stage two to inform the project and present to the City of Bayswater Council.

Consultation messages

To meet the above objectives, key messages were developed for all communication material

Primary messages included:

- The DoT and the City of Bayswater were proceeding to Stage two of the project and had developed concept designs for a preferred route.
- Community feedback was sought and could influence some of the design elements, and all input will be deliberated alongside other safety, technical, and feedback considerations.

Secondary messages related to Safe Active Streets more generally and included:

- Safe Active Streets connect people to more destinations;
- Safe Active Streets prioritise people walking and cycling over cars on local streets;
- Safe Active Streets connect people to their neighbours;
- Safe Active Streets make bike riding for everyday trips easy and safe; and
- Safe Active Streets help reduce congestion.

Target audiences and stakeholders

The City of Bayswater considered May Street, Edward Street and Catherine Street residents to be the major stakeholders in the consultation program, with additional comment sought from other community members.

The key stakeholders for this project were identified as:

- residents on impacted streets / in impacted areas
- local schools along or near to the route
- cycling groups and sporting clubs
- ratepayer groups and other community groups
- local businesses on the route and local cycling shops

Community consultation program and methodology

The City of Bayswater and the DoT worked together to develop a consultation program that met the City's requirements for consulting with stakeholders.

The methodology involved engaging directly impacted stakeholders (May Street, Edward Street and Catherine Street residents) and other City of Bayswater residents using various consultation methods.

Methods included:

- Letter drop to 700 residents and owners in the Stage two area and 525 residents and owners in the Stage one area informing them of the project;
- Promotion of engagement opportunities via the City's social media channels;
- Engagement through feedback gathering and information giving via the Engage Bayswater interactive web platform;
- A Saturday morning drop-in session along the route; and
- Meetings and correspondence with key stakeholders and residents, including Chisholm Catholic College and landowners along Edward Street.

The following program was agreed and implemented:

PHASE ONE	PROGRAM
Consultation on concept design (as per above methods)	6 November 2017 – 24 November
Collation of feedback Summary of feedback in Report	24 November 2017 – 1 December 2017
Presentation to Council	6 December 2017
Community update via Engage Bayswater	mid-December 2017

PHASE TWO	PROGRAM
Design development incorporating: <ul style="list-style-type: none"> - Stakeholder feedback - TIA findings - Peer Review findings and recommendations² - Road Safety Audit findings and recommendations (from Stage one) - Additional consultation with directly affected stakeholders (residents, schools and businesses as required) 	December 2017–March 2018
Pre-construction phase:	March 2018 – April 2018

² All Safe Active Streets projects in WA undergo a formal peer review process to get expert advice on the safety of the design. Peer reviewers also take into account stakeholder feedback.

MRWA approvals Ongoing updates on Engage Bayswater and other forums Notice of upcoming works to directly affected stakeholders	
Construction phase: Ongoing updates on Engage Bayswater and other forums	March 2018 – June 2018
Activation phase: Direct engagement with community to encourage use	June 2018 – September 2018 (ongoing)

Communications and Engagement Plan

A Communications and Engagement Plan has been developed by DoT and City of Bayswater which outlines further details of stakeholders, communication channels, timings, issues and proposed responses. The two organisations continue to meet regularly to coordinate the implementation of the plan.

Consultation outcomes

Responses and engagement with the various consultation methods included:

ACTIVITY	RESPONSES OR ATTENDANCE
Engage Bayswater Stage two survey page (from 6-24 November 2017)	12
Community drop in session on Saturday 18 November 2017 (9am – 12pm)	50 (approximately) 23 feedback sheets returned Attendance by Mayor and 3 Councillors
Emails and correspondence to City of Bayswater and DoT relating to Stage two (up until 24 November 2017) ³ .	4 (2 had also submitted feedback at drop in session and via Engage Bayswater, 2 received after 24 November)
Engage Bayswater Stage one comment page	46 comments to public forum between 14 September and 24 November. 14 of these mention Stage two.
Emails and correspondence to City of Bayswater relating to Stage one	4 emails to CoB and/ or DoT between 9 November and 27 November. These do not mention Stage two.
Other	2 phone calls to Department of Transport Correspondence from and 2 meetings with Chisholm Catholic College Leadership Council. Meeting with John Forrest Secondary College Correspondence from WA Genealogical Society

Assessment methodology

Printed feedback forms included space to allow respondents to indicate whether they generally supported the project or not, and to indicate what street they live on.

Engage Bayswater survey/ feedback form for Stage two required respondents to indicate whether they generally supported the project or not, and to indicate what street they live on.

Both printed and on-line feedback forms allowed respondents to provide detailed comments on the project (including the concept design).

Some comments posted to the Stage one feedback page on Engage Bayswater included comments about Stage two. These statistics are provided below, and level of support is

³ Any correspondence received after the 24 November will still be considered as the design develops, however is not included in this summary. Residents were advised of this.

assumed from the context of the comments under the categories of “generally supportive”, “not clear” or “generally not supportive”.

Where residents provided feedback through more than one medium (i.e. online and via email), they have only been categorised once (in the cases where this could be identified).

Assessment of comments on Stage one

Stage one of the project continues to receive feedback which informs the City of Bayswater and DoT on the level of support or concern for this new treatment. This feedback has been analysed and used to further develop the tools and downloads on Engage Bayswater (such as “how to” guides, FAQs, maps etc.) and to enable the City to progress any changes or adjustments required to this section.

These comments are also assisting in the design process for Stage two, and in the planning for future consultation and engagement for both stages.

A general summary of the comments and issues is included in Appendix D for information. A summary of how issues from Stage one are being resolved / dealt with is currently under development and will be made available online in the near future.

Overview of submissions and response numbers

The submission statistics and issues raised during the consultation on the concept design are presented in the following sections. Additionally, an overview of the most frequently raised concerns is included.

Of the 51 responses received, there were:

- 18 from Stage two streets,
- 4 from Stage one streets,
- 14 from other parts of the City of Bayswater
- 3 from outside the City of Bayswater
- 12 where address is not known

Comments relating specifically to Stage one have been compiled separately as a part of the pilot review process. This will enable issues to be considered in the detailed design of Stage two, however only comments relating specifically to Stage two of the project are included in this report.

The following statistics are provided to indicate the level of support for the project as stated by respondents within the City's jurisdiction:

Streets on Stage two route

Generally support (incl with some changes)	12	67%
Generally don't support	5	28%
Not stated	1	5%
TOTAL	18	100%

Streets on Stage one route

Generally support (incl with some changes)	3	75%
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some changes)		
Generally don't support	1	25%
Not stated	0	0%
TOTAL	4	100%

Other parts of City of Bayswater

Generally support (incl with some changes)	10	71%
Generally don't support	4	29%
Not stated	0	0%
TOTAL	14	100%

Outside City of Bayswater

Generally support (incl with some changes)	3	100%
Generally don't support	0	0%
Not stated		0%
TOTAL	3	100%

Not known (most commented on Stage one page of Engage Bayswater, so are likely to reside in City of Bayswater)

Generally support (incl with some changes)	7	58%
Generally don't support	4	33%
Not stated	1	8%
TOTAL	12	99%

COMBINED TOTALS

Generally support (incl with some changes)	35	69%
Generally don't support	14	27%
Not stated	2	4%
TOTAL	51	100%

Key issues raised

Those who supported the plan generally noted the following positives:

- opportunity for bike riders to ride safely to the river, PSP, school, parks and Morley
- opportunity for kids to ride or walk to school instead of being driven
- reduction in traffic speeds and aggressive driving
- will reduce rat run at May Street related to Chisholm College.
- Some respondents didn't state specific reasons for their support.
- Opportunity to address issues with Chisholm College drop off / pick ups using Edward Street

Those who supported the plan also raised some concerns including:

- Need to keep some street parking or alternatively create verge embayments.
- The median proposed on Edward Street:
 - would prevent parking for residents and their visitors
 - would impact pick up and drop off capacity related to Chisholm College
 - may cause difficulties for reversing caravans and large vehicles
 - may affect access for builders/ developers
 - property value impacts if street parking not available
- Don't want issues with speed humps (eg if they're too high)
- Edward and Catherine Streets are already quiet. It would make a bigger difference to improve crossings at large roads instead – these are very uncomfortable to cross with kids on bikes.
- Choice of street trees was raised (didn't want bottle brushes, did want jacarandas. Something that doesn't drop leaves etc.)
- Potential issues (for people driving cars) at Coode Street, especially at peak times when right turn from Beaufort Street currently not allowed
- Some preference for wider footpaths for dual use.
- Suggestions for better signage and guidance than Stage one.
- Preference that kerbing is replaced, as this detracts from the streetscaping for Stage one.
- Need to prevent vehicle and motorbike access through Lawrence Street reserve
- Galleria and Coventry's will need to improve and increase bike lock options.

Those who objected generally raised the following issues:

- Stage one has some issues which need to be addressed
- Number of cars dropping off and picking up students from Chisholm Catholic College – congestion and parking
- Congestion concerns with proposed new traffic lights at Beaufort St.
- Want to keep right turn from May St to Beaufort St
- Concerns at loss of parking on Edward Street
- Need for consistent treatment along the route for legibility
- Didn't see a need for change
- Concerns at sharing space with bikes given new 1m distance laws
- Negative impacts on property development and property value

- Speed bumps will cause vibration and property damage.
- Safe system approach should be followed

Other key stakeholders

Chisholm Catholic College

Two meetings have been held with Chisholm Catholic College this year, most recently on 16 November 2017. During the consultation process for Stage one, feedback from the Deputy Principal of Chisholm College was:

- Route to Adelphi Street is supported as will encourage more kids to cycle.
- Potential link Adelphi to Beaufort is NOT supported due to traffic flow AM/PM and disruption, considered dangerous to bike riders.
- A link from Strand to Adelphi likely to be supported.

The school requested to be included in further consultation.

A Traffic Impact Assessment (TIA) was undertaken to better understand the forecast operation of the local transport network following the introduction of safe active street treatments, and the results of this study were shared with Chisholm on 16 November.

Chisholm clarified that their main concern with the proposal was the location of the proposed signalised crossing and the impact it has on traffic.

Chisholm recognise that the issue is only there during school peak periods which is at a limited time only at each end of the day – but that this period is very hard for them to manage and reflects badly on them if it is not managed / operating effectively

Other concerns included:

- how they will stop their students from using the signalised crossing instead of the warden crossing
- how traffic will be impacted / managed should the warden and signalised crossings be used at the same time / in close proximity – i.e. vehicles may need to stop in two phases, very close to each other. (DoT noted that warden staff can be trained to ensure coordination between the crossings)
- loss of space in the pick-up / drop-off area on Beaufort Street

Following this meeting, the City has been developing two concept designs for the intersection to help determine the impact of keeping the right turn from May Street to Beaufort Street versus removing it. In developing these designs it was agreed that impact on the pick-up / drop-off space will be minimised as much as possible.

John Forrest Secondary College

A meeting was held with John Forrest Secondary College Deputy Principal Brad Walsh on 10 November 2017, and written information provided to their School Board meeting of 14 November 2017. In general the project was supported. The Deputy Principal noted that a more direct route along Drake Street may get more use by students riding to school, as they are unlikely to go out of their way to use the bike boulevard⁴.

⁴ It should be noted that a cycling facility along Drake Street is proposed for the future within the City of Bayswater's Local Bike Plan and this would link into the current project, if progressed.

Student travel patterns were discussed, with many catching public transport from the Morley Bus Station or Coode Street, and others being dropped off at various points around the school. A major building program will expand the school buildings, particularly along the Catherine Street boundary in coming years.

The Deputy Principal expressed an interest in finding out more about the DoT's Your Move Schools program as he saw benefits in having more students riding to school rather than being driven. This information will be provided by DoT.

Catherine Street businesses

No comments have been received from businesses on Catherine Street to date. These businesses will be contacted to identify any opportunities or concerns with the concept design.

Insights from Stage one pilot project

Observations from the completed Stage one were mixed. Positive comments were:

- More pleasing street scape and new trees
- Reduced speeds and noise
- Safer to reverse onto street from driveways
- Kids play and ride their bikes on the street
- More kids now ride to school
- Has reduced rat running

Stage one experience offered some areas for improvement in Stage two:

- Need for additional 30km/hr signs especially at intersecting streets
- Need for more guidance on how to use the street (perhaps installing information signs)
- Need to improve visibility of black bollards around trees
- Bollards and trees made the streetscape very 'busy' and hard to see cyclists.
- Need for clear temporary signage if street priority is switched (including prior to switch)

Overall: Issues raised and mitigation

The most common issues identified throughout community consultation are recorded in the table below, and a response to each issue has been developed which reflects our current approach. A similar summary of issues and responses will be provided on the Engage Bayswater Stage two forum in the near future.

The following table outlines the common issues raised (and others) and the response/mitigation. A full list of the comments received is included in Appendix E.

ISSUE RAISED	RESPONSE/ MITIGATION
Reduction in on-street parking on Edward Street	The design for Edward Street median will be reviewed to identify ways to incorporate street parking into the design. Specific feedback on this section will be sought from expert peer reviewers through the peer review process to determine a preferred design, and taking into account stakeholder feedback.

	The City of Bayswater and DoT will continue to work with residents to take into account their parking requirements.
Congestion and parking concerns around drop off and pick up of students from Chisholm Catholic College	<p>The TIA confirmed that the proposed project is unlikely to have any significant impact on congestion and parking in and around Chisholm College.</p> <p>The design for the signalised crossing at Beaufort Street is being developed in a way that will limit the impact on the existing pick-up / drop-off facility on Beaufort Street as much as possible.</p>
Concern if speed humps are too high	The cushions used in this project will be designed to reduce noise compared with older style speed humps while still having the effect of reducing vehicle speeds to 30km/h. Noise complaints have not been received as a result of the speed humps provided in Stage one.
Suggestions for choice of street trees	<p>Residents who raised this had a preference that bottlebrushes not be planted. Some residents requested jacaranda trees.</p> <p>Choice of street tree will take into account full grown size, aesthetics and maintenance requirements. Placement of trees will also be reviewed as part of the design review process.</p>
Requests that streetscaping be simplified to improve visibility and legibility	This will be considered during the development of the detailed design.
Request that works take into account other planned works in the area such as water pipe replacement	Planned public works will be investigated to identify if there is a more efficient method and timing for bike boulevard construction.
<p>Beaufort Street crossing concerns/ suggestions:</p> <p>Congestion concerns with proposed new traffic lights at Beaufort St.</p> <p>Want to keep right turn from May St to Beaufort St</p>	<p>Two concept design options for this intersection are under development. Further development will take into account stakeholder feedback, results of the TIA and a road safety audit prior to construction.</p> <p>The TIA confirmed that the proposed signalised pedestrian crossing is unlikely to have any significant impact on congestion.</p> <p>The preferred option is to maintain the right turn movement from May Street into Beaufort Street however this may have implications for the pick-up / drop-off bay on Beaufort Street (i.e. maintaining the right turn may necessitate further shortening the length of this bay). These impacts are currently being investigated.</p> <p>Further discussions will be held with Chisholm Catholic College (as the most directly affected stakeholder).</p>
Comments based on experience with Stage one included:	<p>This is a pilot program, which facilitates learning around what works and what doesn't within the Perth context. Ongoing monitoring and evaluation is underway and will result in changes to the design over time.</p> <p>The aim of the pilot projects is to learn what works well and what changes are needed when further bike boulevards are introduced.</p> <p>Before construction starts, and after it has been completed, the DoT</p>

<p>(1) Need for additional 30km/hr signs especially at intersecting streets</p> <p>(2) Need for more guidance on how to use the street (perhaps installing information signs)</p> <p>(3) Need to improve visibility of black bollards</p> <p>(4) Need for clear temporary signage if street priority is switched (including prior to switch)</p>	<p>evaluates the performance of each bike boulevard so that decisions can be made on whether adjustments are needed. Comments on the pilot projects are also taken into account as part of this process.</p> <p>(1) DoT and CoB are currently in negotiations with MRWA to improve signage in Stage one. Additional signage should be implemented in late 2017.</p> <p>(2) As this is a pilot program, it is understandable that people may find it challenging to use the street in the first instance. As more of these projects are rolled out across WA, people will become more accustomed to using them. DoT are currently developing more online and interactive tools to help in the learning process. These can use existing communications channels to provide consistent information.</p> <p>(3) The City is investigating more effective reflective markings on the bollards and will implement improvements as required.</p> <p>(4) This will be planned and accommodated in the pre-construction process.</p>
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Recommendations

The City of Bayswater will make a final decision on the outcome and design of the project.

However, the following recommendations are suggested for consideration:

- Detailed design be undertaken considering input from specific residents and stakeholders who have raised issues to achieve a suitable outcome that meets project objectives and addresses community needs. In particular, some sections of the planned route attracted the most comments, and will require a combination of alternative treatment options and further discussion with stakeholders to finalise the design. These were:
 - The median treatment on the cul-de-sac section of Edward Street. This was of concern for several reasons:
 - Reduction in on-street parking on Edward Street (for residents and for Chisholm College drop off and pick up times)
 - Large vehicles, builders and caravans already have difficulty accessing or reversing and this would be made worse
 - Increasing density will mean more street parking will be needed. If not available this may impact property prices
 - Congestion and parking concerns around drop off and pick up of students from Chisholm Catholic College. Detailed design be undertaken with the Chisholm Catholic College to manage potential impacts within and around the school area.
 - Beaufort Street crossing concerns and suggestions
- The above issue areas should also form a key component of the peer review process which will enable input from design professionals external to DoT and City of Bayswater.
- Specific input should be sought on the section of Catherine Street between Drake Street and Russell Street. Although no comments were received on this section during the consultation period, the businesses in this area, and John Forrest High School should be engaged further to identify any opportunities and issues.
- The detailed design needs to take into account issues raised on Stage one to achieve a suitable outcome that meets project objectives and addresses community needs.
- Wayfinding options should be looked at to highlight the destinations linked by the bike boulevard, considering that the completion of this project will address a known gap in the local bike network.
- Additional/ improved linkages and end of trip infrastructure should be incorporated into planning of the project to ensure people have a secure place to lock their bike at key destinations along the bike boulevard route.
- An ongoing community engagement program developed by DoT and City of Bayswater should be implemented to maximise understanding and usage of the bike boulevard.
- A plan to address the concerns with Stage one regarding signage and speed limit markings, as well as looking at design features such as the bollards, should be progressed, and feedback provided promptly to respondents. The plan should recognise that:
 - changes to streets that prioritise people using modes other than cars will generate some opposition, given the dominance and general priority given to cars in Perth.
 - substantive concerns or suggestions may require design amendments,
 - further activation of the bike boulevard is required in order to develop a new 'social norm' in the area which will be the most effective mitigation.



Appendices

APPENDIX A – Leake Street and May Street (Stage one) constraints map

APPENDIX B – Edward Street and Catherine Street (Stage two) constraints map

APPENDIX C – Stage two concept design presented to community

APPENDIX D – Stage one comments and issues summary

APPENDIX E – Stage two summary of submissions



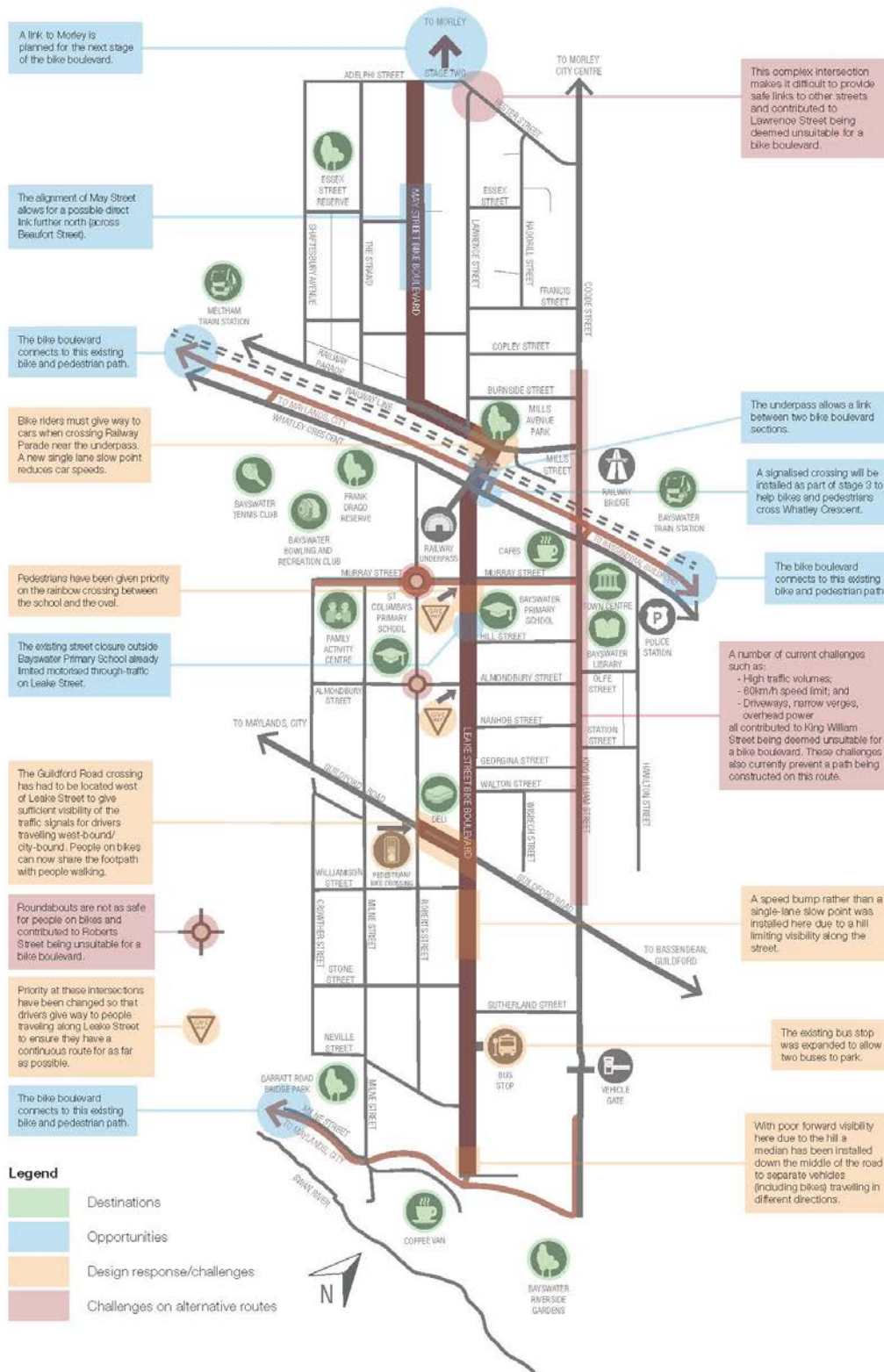
APPENDIX A – Leake Street and May Street (Stage one) constraints map





Department of
Transport

BIKE BOULEVARD Leake Street and May Street





APPENDIX B – Edward Street and Catherine Street (Stage two) constraints map



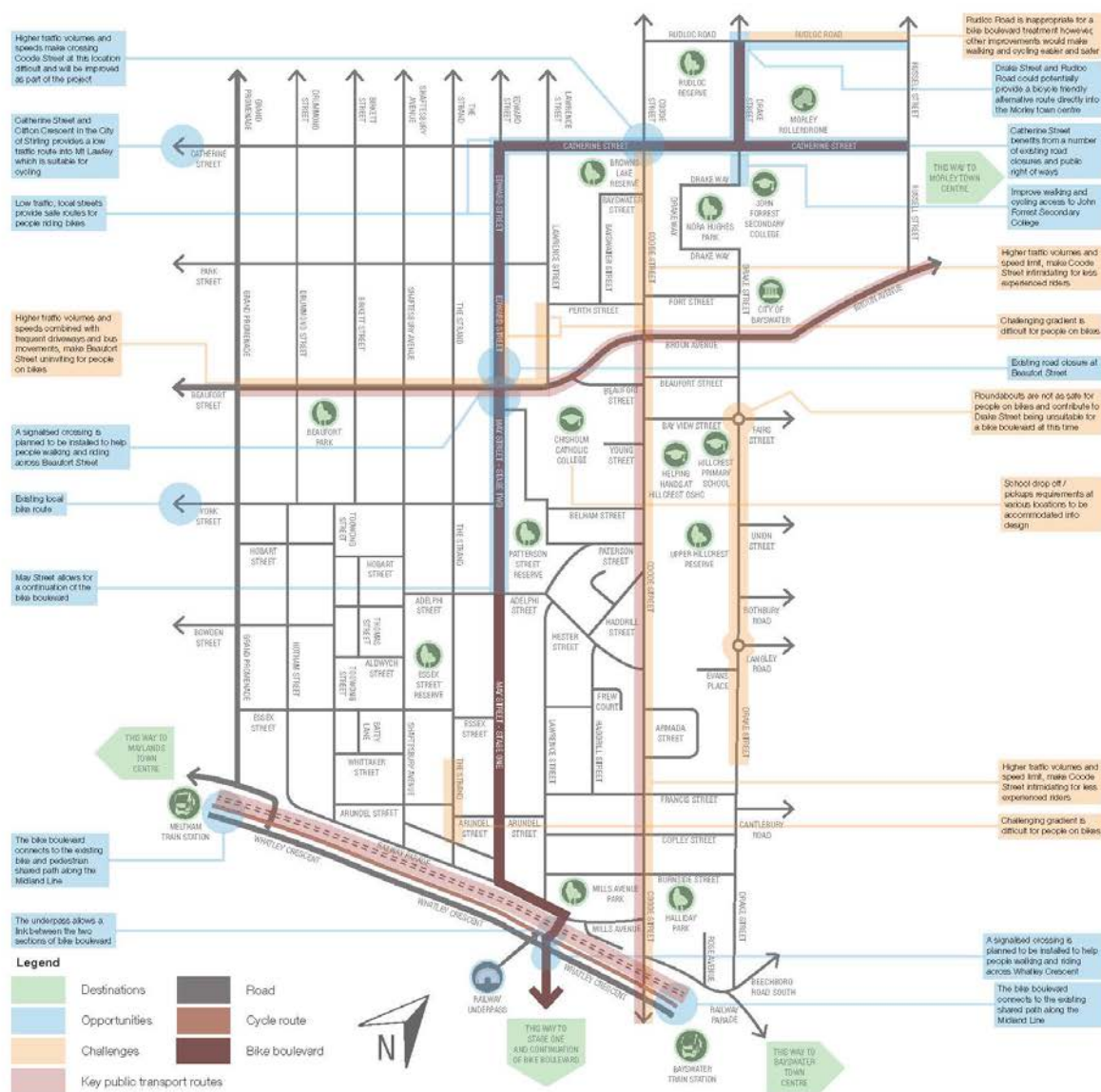


Department of
Transport



BAYSWATER TO MORLEY BIKE BOULEVARD

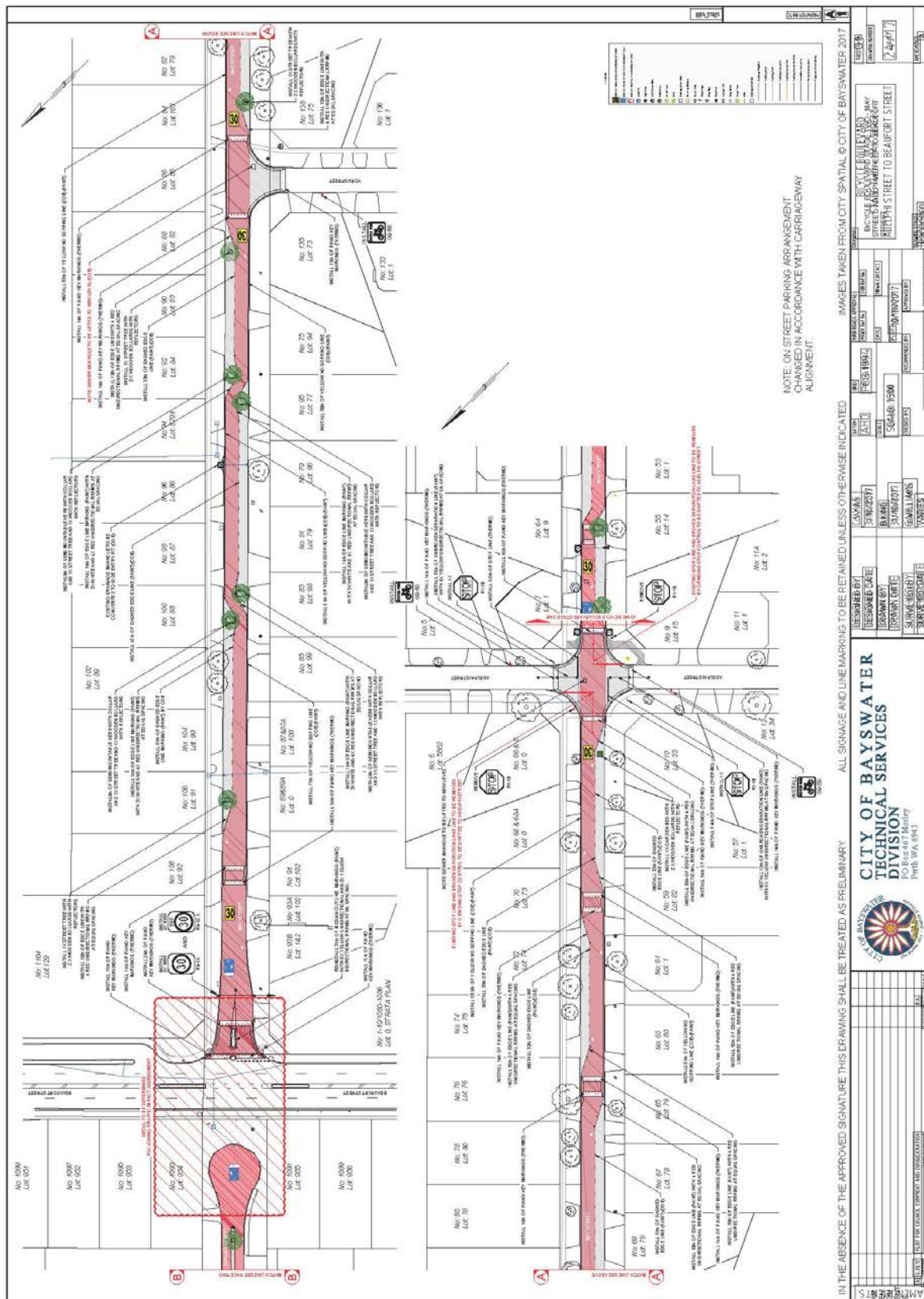
Stage two: Edward Street and Catherine Street Design opportunities and constraints map

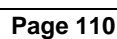


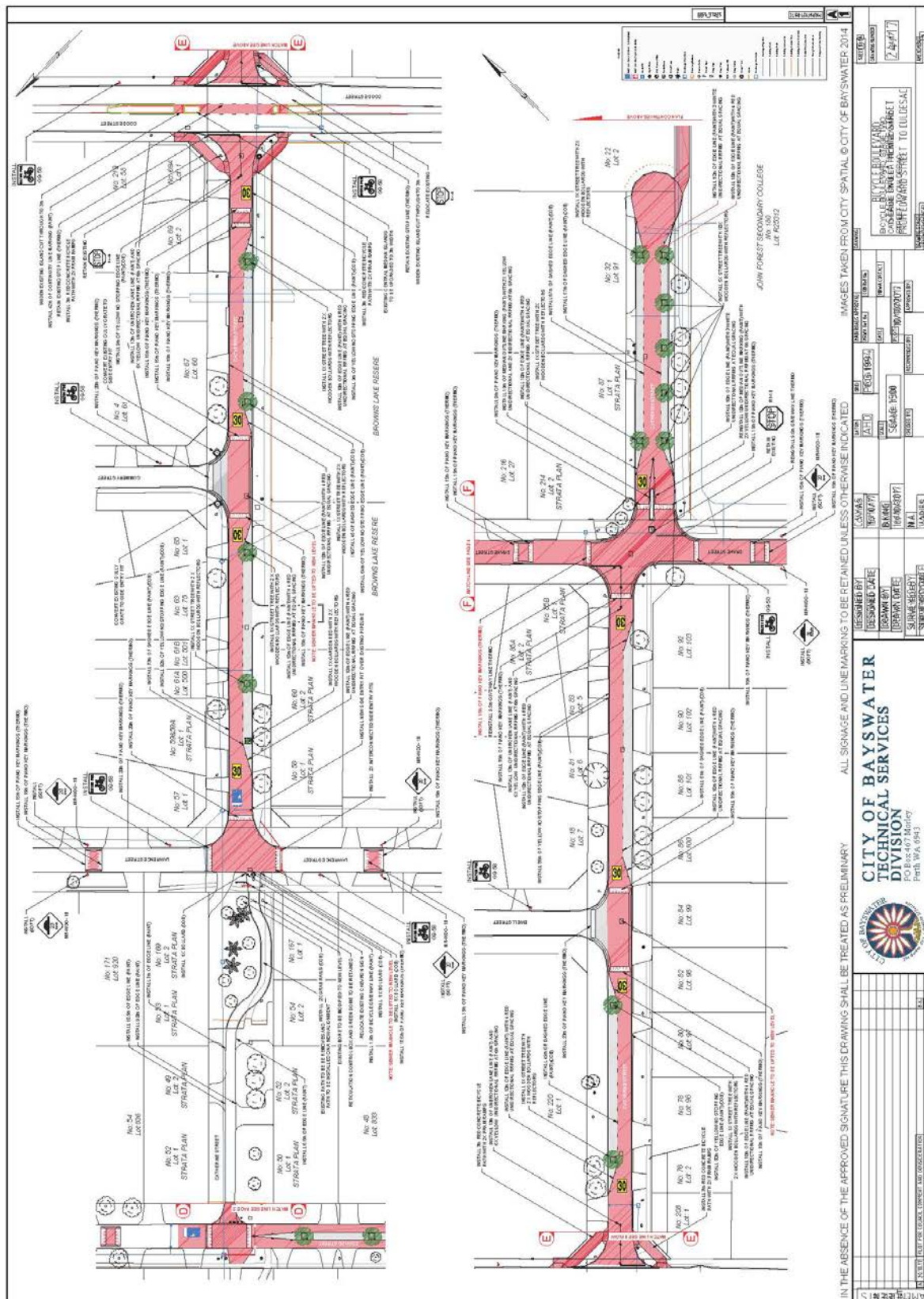


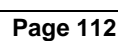
APPENDIX C – Stage two concept design presented to community











APPENDIX D – Stage one comments and issues summary

General comment	Number received
Would prefer different design	4
Generally good concept	10
Stage one delivery issues	3
Confusing	19
Waste of money	7
Not helpful/ safety concerns	9
Other people use it incorrectly	16
black bollards are hard to see at night	7
Need more signage (speed limit)/ guidance on use	9
Blue signs shouldn't show ball games	4
trees a hazard	2
Location of Guildford Rd crossing	2
Limited parking	1
Can ride to local places	8
Drivers will get used to it	2
Rat running has reduced	2
Others enjoying the space (kids etc)	3
More shade is good	2
Slows traffic	3
Total respondents	48



APPENDIX E – Stage two summary of submissions



Bike Boulevard Stage 2 Survey			
Date of contribution	Survey Response		What street do you live on?
	Do you generally support this project?	Do you have any comments on the project (including the concept design)?	
Nov 16 17 11:02:37 pm	Yes	have signs either painted on the road on post at side of road explaining the rules of dual use for motorists and bike riders.	cobden
Nov 22 17 05:50:20 pm	Yes	Having viewed Stage One as constructed, we would express some dismay that the existing kerbing has been left as is. It cheapens the look of the work which has been undertaken, especially where the kerbing is already cracked/broken and in need of repair. Also noted at times, some of the trees/bollards have been hit by cars, it would be great to see the tree wells given a bit more room to avoid this. In terms of trees, we are pleased to see one proposed at the front of our property. If we were to have a view on the species, we would likely prefer a Jacaranda given there are several nearby already.	Edward St (cul-de-sac section)
Nov 17 17 10:07:52 pm	No	If it is as dangerous and as unsuccessful at stage 1 who will care? No point in consulting it will happen anyway and massive \$ will be spent with no consideration for those having to live with the consequence.	Leake Street
Nov 21 17 08:31:44 pm	No	An ill conceived plan that does not conform to a safe system approach. The plateaus in Edward St near Park street will vibrate nearby houses and cause damage. This is based on previous issues with pot holes in the road. When a vehicle hit the hole, the whole house vibrates. Also, during the compaction of nearby house pads, our house suffered extensive cracking due to the vibration. For some reason, the sand dune we are on is very susceptible to vibration.	Edward Street
Nov 18 17 09:28:33 pm	Yes	Awesome.	Edward
Nov 21 17 02:22:49 pm	Yes		Flora Ave Bayswater
Nov 21 17 06:05:09 pm	Yes	I usually shop in Morley and usually go on my bike via back streets (Catherine St mainly). This project looks good but Galleria and Coventry's will have to improve their bike parking/looking stations - there are way too few of them	Harrow

Nov 21 17 06:41:09 pm	Yes		Well done. Safe liveable streets. Sometimes what people want, isn't always what they need.	Malisse way
Nov 22 17 03:01:38 pm	Yes		Stage 2 May Street to Beaufort St, should've been completed first, it is a known rat run and suffers congestion at pick up/drop off times at Chisholm college.	Former May st resident.
Nov 22 17 12:02:09 pm	Yes		Why not implement bike lanes on the shoulder of all future road upgrades? There are some of us that can ride at 40-50km/hr and bike paths are not always suitable and the roads are not always safe.	Wexcombe way
Nov 22 17 07:44:58 pm	Yes		I support the project but I won't be using the boulevard until there is a pedestrian crossing with lights across Guildford Rd. This is because I ride towing my 9 month old baby in her trailer making it extremely dangerous to cross Guildford Rd. This is a great shame as if there were lights it would be one of few safe crossing points that I would use across Guildford Rd. Currently to do a loop along the river and back along the rail line the safest places are at guildford bridge success hill or East Perth.	Woodcock Court, Ashfield
Nov 22 17 08:49:03 pm	Yes			Bayswater St

Bike Boulevard Stage 2 feedback sheets from drop-in session held 18 November 2017

Sheet No	Do you generally support this project	Comments [Comments in brackets were taken by team based on conversation]	What street do you live on?
1	yes	Just don't want issues with speed humps. It's different - good	Gunnery
2	yes	Make sure speed humps aren't too aggressive	Near route but not on it Edward Street
3	yes	Not keen on median all the way along Edward Street. North St Mt Lawley should be considered as a good design which allows for parking as well as nice streetscaping. People are subdividing, meaning more cars per household. Property price may drop if no on street parking. Medians and trees will help with traffic calming, as will raised plateau.	
4	yes	Some concerns about possible use of path though Lawrence Street Reserve by motorbikes and cars if path is too wide or not installed with some additional treatments in the park to stop drive-through by people short cutting on motor bikes and cars.	Lawrence Street
5	yes	supportive as long as street parking is provided. Don't support the proposed design [with median on Edward]. - street parking is required considering the increase in subdivision. - the design could be re-considered to allow for residents to park, reverse large vehicles, caravans...trees to avoid existing driveway access? - concerns of property value impacts - concerns of development works and parking/ access of heavier vehicles - the proposed design impacts the residents negatively and feel that a compromise could be made with an alternative design.	Edward Street
6	yes		Corner Catherine and Lawrence Street
7	yes	I think it's a good idea	Lawrence Street Bedford

8	yes	I like it. [rides through to Welshpool for work using Leake St BB to Tonkin Hwy PSP sees kids playing speed signs needed on Stage 1 Friend says its cutting rat runs]	Edward Street
9	yes	Parking issues - visitors won't be able to park. Is a huge concern. Only small driveway. Positive outcome from school traffic - ie no pick up/ drop off [would be possible from the street anymore] Its already a nice quiet street - proposed treatment is probably overkill/ disruptive. Supportive of crossing. [Centre road - trees - more low maintenance]	Edward Street (near cul-de-sac)
10	yes	My concern with no street parking. Please look at verge embayment.	Edward St
11	yes	I don't mind the bike path. Just the parking issue of Chisholm College on Edward St especially outside our house on top of the hill at #13. it is a kiss and drop zone in the morning for students and a park and pickup at the cul-de-sac	Edward St
12	yes	[Very supportive - rides a lot. Biggest difference can be made by fixing major road crossings - many local streets are very quiet and easy to use, but very uncomfortable taking kids across large roads like Guildford, Beaufort, Watley etc. if these were fixed as a priority it would make a much more significant difference. Recommends Bike Citizens App Would like to run another bike week event at Bayswater Primary in 2018 (as per 2017) if he can find enough people to support. Can DoT/ CoB help?]	Stage one
13	yes	Adding trees and bollards to the streetscape makes it very busy and hard to spot the cyclists. Prefer the Shakespeare St design. I have noticed many more kids now ride to school.	Murray Street
14	yes	Great idea! Only concern is added congestion on Beaufort Street with addition of controlled/ signalised crossing. Congestion is an issue city wide, we should find alternative solutions for pedestrian/ cycle crossings across major transport routes.	Farley Way, Bayswater
15	yes	Full support of project. Provides parking for our 9m wide block. NO bottlebrush trees.	Catherine Street

16	yes	I prefer a dual use pathway to the on-road option because there is less contact between bikes and cars.	Lawrence Street
17	yes	will it slow traffic down enough? Will traffic volumes actually decrease? Potential issues at Coode Street (especially during peak period when right turn not allowed) Beaufort between Coode and Drake - no footpath? Been asking for 30 years	May Street
18	yes	1) have wider footpaths for dual use 2) road to have a 40km limit 3) signage on ground	
19	no	- major concerns with no parking in the street - issues with share of single lane with bike and cars particularly given new legislation requiring 1 metre distance between car and bike. - concerns with impact on potential future negative impact on property development in the future and property values.	Own 2 properties on Edward Street
20	no	- major concerns with no parking on street - issues with share of single lane with bike and cars - limited overtaking opportunity I shall write detailed issues and send in by email, thank you	Own 2 properties on Edward Street
21	no	Concerns - location of trees - not outside house (Lot 100 - #87 May St). - What species? Don't want something that drops leaves etc. Traffic issues - want to keep right turn from May to Beaufort St Potential congestion as a result of new lights. Pick up/ drop off issues at school - will be escalated Traffic diverted from our street will go to others and cause problems at other streets.	May St
22	not stated	[Squeezes the street - can't pass groups Confident commuter Feels it will make the street nicer - resident]	
23	not stated	[Edward Street cul de sac is used as a kiss and ride for school parking. Do the Rangers check on illegal parking in this area? Parking on no-parking and parking side]	Edward Street

Attachment 3 - Phase 2 Consultation Summary Undertaken in March 2018

Bayswater to Morley Bike Boulevard: Stage two consultation program summary

The Bayswater to Morley Bike Boulevard project is an important strategic cycling connection for the City of Bayswater (CoB) and supports the City's transport goals.

The project is part of a larger Safe Active Streets (SAS) program being rolled out across Perth, led by the Department of Transport (DoT).

The aim of the boulevard is to provide more options for people to travel safely for local and commute trips, prioritising active travel by creating a safe a comfortable, convenient and safe riding environment for bike riders with all levels of experience.

The planned route connects Riverside Gardens to Morley shopping precinct. Construction of Stage one of the route along Leake Street and May Street was completed in September 2017. Stage two has now undergone two phases of community consultation, the results of which are summarised in this report.

Overview of consultation program

Consultation of Stage two was undertaken in two phases from November 2017 to April 2018.

Phase one was undertaken by the CoB with support from DoT in November-December 2017. This consultation presented an initial concept design of the route and focused on residents and landowners in May Street, Edward Street, Catherine Street and adjoining streets. The aim of this first phase of consultation was to:

- Raise awareness of the project, including the constructed Stage one section and the route in its entirety through to the Morley shopping precinct.
- Gather feedback on the initial concept design for Stage two, as well as the experience of residents and users of Stage one, to inform the responsive design process.
- Directly engage residents and landowners to understand and respond to any comments, queries or concerns they have about the project.
- Directly engage the broader community and stakeholders to seek input on the concept designs for Stage two, including Chisholm College and John Forrest Secondary College.
- Identify and progress changes to the constructed design of Stage one.
- Identify and make modifications to the design of Stage two to produce a preferred design to present to the community and CoB Council.

Phase two was carried out to gather additional feedback on the preferred design given that some elements had changed significantly the initial consultation. The aim of the second phase of consultation was to:

- Report back to the community on the design process and gather additional feedback on the preferred design.
- Assess the consultation program and identify opportunities for improvement on future projects.
- Directly engage with residents of Edward Street who had voiced significant concerns to inform them of the design changes that had occurred and understand any ongoing concerns they had with the project.
- Analyse all feedback to understand the sentiment of the community towards the project and identify any further modifications to prioritise in the design of Stage two as well as the constructed Stage one section.
- Provide a full overview of the consultation program and outcomes to the CoB Council in April 2018.

Consultation methods included:

Phase 1

November – December 2017

Concept design development

Incorporating preliminary monitoring and evaluation of Stage one

Online engagement via Engage Bayswater

incl. concept designs, info sheet, FAQs

Letter drop – Stage one

525 residents and owners on Leake Street and May Street

Letter drop – Stage two

700 residents and owners on Edward Street, Catherine Street and the surrounding local area

Community survey 1

via Engage Bayswater, letters, and drop in session

Community drop in session 18/11/17

Direct correspondence with residents

via phone and email

Meetings with directly impacted residents, landowners and stakeholders

Notifications on City of Bayswater social media

Promotion through local businesses, community groups and schools

Traffic Impact Assessment (TIA)

corner of Beaufort and May Streets

Community consultation summaries

published December 2017 and February 2018

Phase 2

January – April 2018

Preferred design development

Incorporating Peer Review findings, Road Safety Audit (Stage one), stakeholder feedback, consultation results

Online engagement via Engage Bayswater

incl. preferred design, info sheet, FAQs

N/A

Letter drop – Stage two

750 residents and owners on Edward Street, Catherine Street and the surrounding local area

Community survey 2

via Engage Bayswater, letters, and drop in session

Community drop in session 25/03/18

Direct correspondence with residents

via phone and email

Meetings with directly impacted residents, landowners and stakeholders

Notifications on City of Bayswater social media

Promotion through local businesses, community groups and schools

Road Safety Audit Summary

published on Engage Bayswater April 2018

Consultation program summary report

completed April 2018

Stage Two Consultation Report
presented to Council in December 2017

Outcomes of Phase 1 (concept designs):

51 responses received, representing:

- 18 from Stage two streets; 4 from Stage one streets; 14 from other parts of the CoB; 3 from outside the CoB; and 12 addresses unknown.

Results:

Generally support	35	69%
Generally don't support	14	27%
Not stated	2	4%
TOTAL	51	100%

Key comments and issues raised, responses and actions taken:

- Some sections of the planned route attracted the most comments, including the Edward Street cul-de-sac and the area around Chisholm Catholic College including the Beaufort Street crossing. These issues were addressed through further discussion with stakeholders and residents and resulted in a combination of alternative treatment options included in the preferred design. A full overview can be found in *Appendix 1: Stage Two Consultation Report*.
- Comments relating to Stage one highlighted a reduction in rat running and vehicle speeds, improvements to the streetscape, an increase in children riding on the road, and a safer connection for cyclists between the river and the railway. Concerns about Stage one included issues with understanding how to navigate the space, vehicles disobeying the giveaway signs on streets intersecting the boulevard, lack of visibility of the black bollards near trees, and a need for additional 30km/hr signage along the route and at intersecting streets. These concerns are currently being addressed through the implementation of additional signage and minor civil works.
- Requests that further consultation be undertaken once issues with the design were addressed. This resulted in the second phase of consultation being undertaken with the purpose of gaining feedback on the preferred design.

Outcomes of Phase 2 (preferred design):

81 survey responses received, representing:

- 38 from Stage two streets; 4 from Stage one streets; 39 from other parts of the CoB.
- 77 individuals/couples (two individuals submitted 2 surveys; one couple submitted 3 surveys for the three properties they own).
- 72 households (five households submitted multiple surveys)

Results:

Support	37 (37)	46% (48%)
Don't support	36 (33)	44% (43%)

Unsure	8 (7)	10% (9%)
TOTAL	81 (77)	100% (100%)

Note: Figures in brackets in red indicate the result if the duplicates (four submissions) are removed from the sample. The multiple submissions from a single household have been left in the sample if completed by a separate person.

Key comments and issues raised:

- For those who support the design, there was strong emphasise on the need to complete the full route to provide the connection from the river to the Morley shopping precinct, as well as to schools along the route. Other comments included:
 - Increased safety for all users, but especially families and children, by reducing speeding and rat running and prioritising people walking and cycling.
 - A more pleasant streetscape through the incorporation of more trees and vegetation along the route.
 - Anticipation that the project could increase property values.
 - Enthusiasm that schools along the route will be able to encourage more students to walk and cycle.
 - Support for a signalised crossing at Beaufort Street to help students cross when the wardens aren't operating (given many students do extracurricular activities outside those times).
- Supporters of the project also noted some concerns, including:
 - The design around Chisholm Catholic College. Comments on this issue were mixed; with some respondents concerned that the design doesn't address congestion issues at the school, while others noted they feel the design panders to the needs of the school and doesn't adequately address the inconvenience to residents.
 - People are concerned the left-only turn from May on to Beaufort will create congestion issues.
 - Some supporters are concerned with the route selection and while they support the project, they would prefer to see new facilities on Coode Street.
- There were several key themes from those who generally objected to the project, including:
 - Objection to funding being used for this project and reference to other projects it could be used for, including a bike path on the same route or on Coode Street.
 - An emphasis on issues with Stage one, including people not understanding how to navigate the street, statements that the design doesn't work, and frustration that issues haven't been addressed regarding additional signage and visibility of treatments.
 - Catherine Street being the main entry to Bedford from Morley and vice versa, and concern that this project will increase the bottleneck from Coode Street on to Catherine Street.

- Concerns about congestion around Chisholm Catholic College, including impacts on other local streets and the impact of the signalised crossing on traffic efficiency.
- Objection to the removal of street parking.
- Objection to the route selected, with notes that other roads would be more appropriate given the gradient of Edward Street and issues around Chisholm College.
- Concerns that the design is not safe, with specific reference to the removal of the stop sign at the intersection of Park Street and Edward Street and cars not being able to overtake on the narrow street while still obeying the one metre passing rule.
- Objections to the project based on the notion that residents did not ask for it and it will negatively impact their ability to access their property and future subdivided properties.
- Objection to the 30km/hr speed limit because it will inconvenience drivers.

A more detailed overview of feedback can be found in *Appendix 2: Preferred Design Engagement Summary*, *Appendix 3: Survey Responses* and *Appendix 4: Direct Correspondence*.

Consultation program review:

to inform the community of the project and gather their feedback.

The extension of the consultation program into Phase two2 was an important part of the responsive design process for this project. The preferred design responded to many of the issues and concerns that residents had noted with the concept designs and incorporated a range of ideas and input received.

Meetings with residents of Edward Street, including the facilitated meeting on Tuesday 6th March, were important for understanding the full range of concerns and objections to the project.

The second survey asked people if they were happy with the consultation program and results were mixed.

Feedback included the need to broaden the engagement activities to include more affected residents and stakeholders, suggestions that only those residents on the route should be able to vote on the project and feedback that all affected residents along the whole route should have been consulted prior to Stage 1 commencing.

Attachment 4 - Stage 2 Phase 2 Consultation Report April 2018**Bike Boulevard Stage 2 - Preferred Design engagement summary April 2018**

81 survey responses were received, representing:

- 77 individuals/couples (two individuals submitted two surveys, one couple submitted 3 surveys to represent the three properties they own)
- 72 households (five households submitted multiple surveys, under different names)

Of the 81 responses received, there were:

- 38 from Stage 2 streets
- 4 from Stage 1 streets
- 39 from other parts of the City of Bayswater

Streets on Stage 2 route

Support	11 (11)	29% (31%)
Don't support	22 (20)	58% (57%)
Unsure	5 (4)	13% (12%)
TOTAL	38 (35)	100% (100%)

Streets on Stage 1 route

Support	2	50%
Don't support	2	50%
Unsure		
TOTAL	4	100%

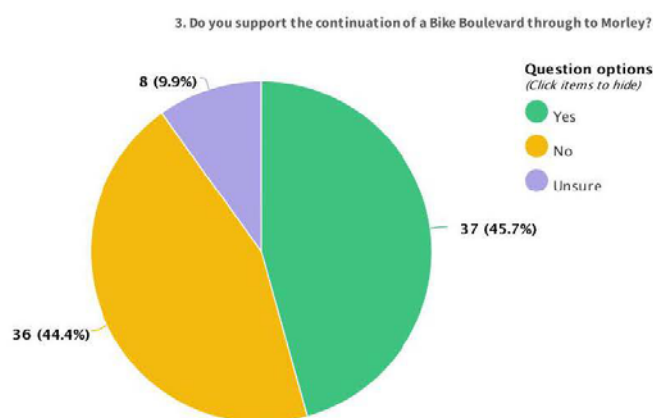
Other parts of City of Bayswater

Support	24 (24)	61% (63%)
Don't support	12 (11)	31% (29%)
Unsure	3 (3)	8% (8%)
TOTAL	39 (38)	100% (100%)

Combined totals

Support	37 (37)	46% (48%)
Don't support	36 (33)	44% (43%)
Unsure	8 (7)	10% (9%)
TOTAL	81 (77)	100% (100%)

Figures in brackets in red indicate the result if the duplicates (four submissions) are removed from the sample. The multiple submissions from a single household have been left in the sample if completed by a separate person.



Key issues raised

Those who supported the plan generally noted the following positives:

- Will increase safety by reducing speeding vehicles
- Is good for families and makes it safer for kids
- Will increase the value of properties
- It makes sense to continue the boulevard, would be pointless to stop where it currently does
- Will provide a safe riding route to shopping areas
- Will provide better connections to schools and the river
- Stage 1 made cycling safer and reduced rat-running
- Will encourage the use of bikes and exercise
- It looks better, including the incorporation of trees
- The issues with street parking expected on Stage 1 haven't eventuated
- Encouraging bike use over car use should be a priority

Those who supported the plan also raised some concerns including:

- The design doesn't address congestion issues at Chisholm College
- The design panders to the needs of the school, not local residents who will bear the brunt of the inconvenience
- The left-only turn from May on to Beaufort Street is not supported
- The decrease in street parking on Edward Street
- May increase traffic on other streets such as Lawrence Street
- Would be better going down Coode Street, with better lighting to increase safety

Those who objected generally raised the following issues:

- Concern about it being a waste of money - it could be spent on other more deserving cycle works
- The current bike boulevard is confusing

- Cyclists currently use roads or paths anyway
- Bikes don't currently use Catherine Street
- Catherine Street is the main entry to Bedford from Morley and vice versa; it will increase the bottleneck from Coode Street on to Catherine
- It will cause problems with the new 1m law for cyclists
- The pelican crossing will impact on Chisholm College and on traffic
- Steep gradient of Edward Street - 12% incline
- Streets are already ok for riding bikes; should spend funds on improving crossing over major roads
- It is punitive to property owners
- It will increase maintenance costs for the City
- It will create more congestion and make it dangerous for the traffic at Chisholm College
- Suggestion that a dedicated cycling shoulder on Coode Street would be better - cheaper and safer
- Plateaus are bad for cyclists
- It should be redirected to another street
- Speed humps adjacent to property will create noise and vibration
- 30km/hr is too slow and it will be inconvenient for vehicles commuting through streets
- The loss of street parking
- Having a median island in front of home will crease access issues for lots with multiple crossovers as well as those with trailers
- Further along Edward, Catherine etc is confusing like Stage 1.
- Concerns about the impact of new trees and kerbing on potential future access and egress for subdivided lots - will create an unsafe environment.
- Suggestion that it would make more sense to cut in to the verge to create a bike path
- It will devalue properties
- The design will create more traffic during school hours
- Businesses require parking on the road
- The idea sounds good but no residents asked for this.
- The roads will become inaccessible to large vehicles.
- Removal of stop sign on Edward street is an accident waiting to happen.
- The bike boulevard is supported, but not on Edward Street.

Further to the surveys completed, a further three (3) emails were received by the City in response to the consultation. All three do not support the preferred concept design - two of the three also completed an online survey.

Of the written submissions provided, the following main issues were raised:

- Not convinced the bike boulevard is correctly located. Alternative locations such as Coode St or The Strand should be re-examined.
- Width of road is too narrow - insufficient width to overtake a cyclist or pass one coming other way. Clearances don't meet Austroads guidelines.
- Confusion at chicanes.
- Inadequate lighting of the street.

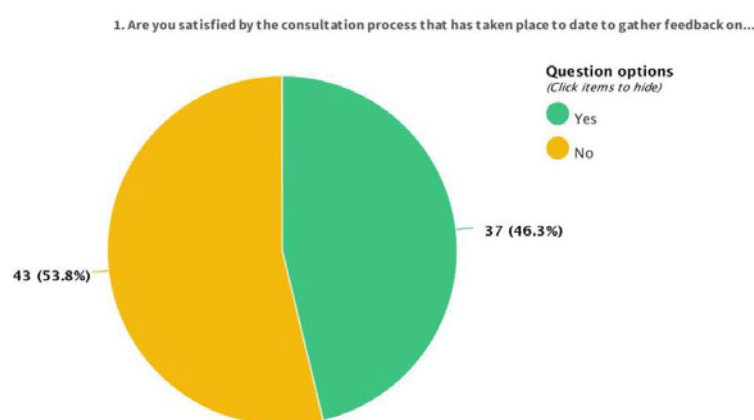
- Plateaus like to produce vibration and could damage house due to street being built on a sand dune.
- Loss of parking is more like 70-80%.
- Symbols on road suggest it is safe for pedestrians - it is illegal to talk on road if a path or verge is available.
- Russell Street is a poor end zone for a commuter route, due to high traffic volumes on Russell St.
- May Street in Stage 1 is confusing - different coloured bitumen without proper road markings and signage is not good enough.
- Immature trees add to poor visibility and obstructions.
- Plus other specific comments in relation to the design and/or in specific locations.

Feedback on consultation process

Participants were also asked to indicate if they were satisfied with the consultation process to gather feedback on the concept designs. Eighty (80) people responded, with one person skipping this question.

Satisfied	37 (37)	46% (49%)
Not satisfied	43 (39)	54% (51%)
TOTAL	80 (76)	100% (100%)

Figures in brackets in red indicate the result if the duplicates (four submissions) are removed from the sample. The multiple submissions from a single household have been left in the sample if completed by a separate person.



Comments about the consultation process included:

- The process was very good and they were well informed
- Information about the project should have been distributed to residents on streets that connect to the bike boulevard, including Gummery and the remainder of Edward Street
- Documents requested have not been provided

- Concern about the drop in session happening at a bike week event and so far away from Stage 2, resulting in bias
- Suggestions to have a notice board so that people can read what is going on, as well as information at local shops and events
- Consultation form is very superficial and does not seek all the comments that could be made
- Concern about some reports not being made available until after the consultation has concluded
- The entire project should be properly assessed in the concept stage and all owners along the entire proposed length of the BB should be included in the initial discussions (ie. from Stage 1)
- Only adjoining owners to the BB should be given a vote on the proposal
- Provide further detail to adjoining residents (ie. about cycling figures, dates of follow up counts, how will you determine if the infrastructure is successful)
- No consultation was done prior to the decision already being made
- Consult every individual occupier along the planned route before and AFTER implementation which is not occurring for stage 1
- Suggestions that home owners should be contacted via mail, phone and door knock
- Concern that consultation has been poor and residents not been treated fairly
- Given that decisions were made in 2015 why did it take so long to begin communicating with residents? Why were residents only informed after the 2017 Council elections?
- There has been little transparency or accountability. Changes to any processes have only occurred when residents have persistently raised concerns about the detail of the project
- Meetings with residents should be scheduled when all councillors can attend
- Concern about the size of the map provided - should have been A3 not A4
- Appreciative of the efforts of councillors taking time to discuss the concept design.
- The information drop was just information and feel that the bike boulevard would have gone ahead with no consultation
- Would like those people who can actually make decisions to be present at next consultation
- Give more lead time and consult more widely with residents and stakeholders, including schools
- Not happy about how information has been provided; only seems to be given when asked

9.2.3 Citywide Traffic Management Study

Reporting Branch:	Engineering
Responsible Directorate:	Technical Services
Refer:	Item 9.1: OCM 24.03.09
	Item 12.1.4: OCM 27.04.10
	Item 12.1.4: OCM 25.05.10
	Item 12.1.9: OCM 28.04.15
	Item 12.1.5: OCM 28.07.15
	Item 9.2.2: CTFCS 06.12.17

CR DAN BULL, MAYOR, DECLARED AN IMPARTIAL INTEREST

In accordance with Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Dan Bull, Mayor, declared an impartial interest in this item as he was a member of a community reference group as part of the study prior to being elected. Cr Dan Bull, Mayor, remained in the room for voting on this item.

EXECUTIVE SUMMARY**Application:**

To allow Council consideration of the comments received following public consultation on the Citywide Traffic Management Study reports for Precincts 3, 4, 5, 6 and 7, and for these reports to be adopted by Council.

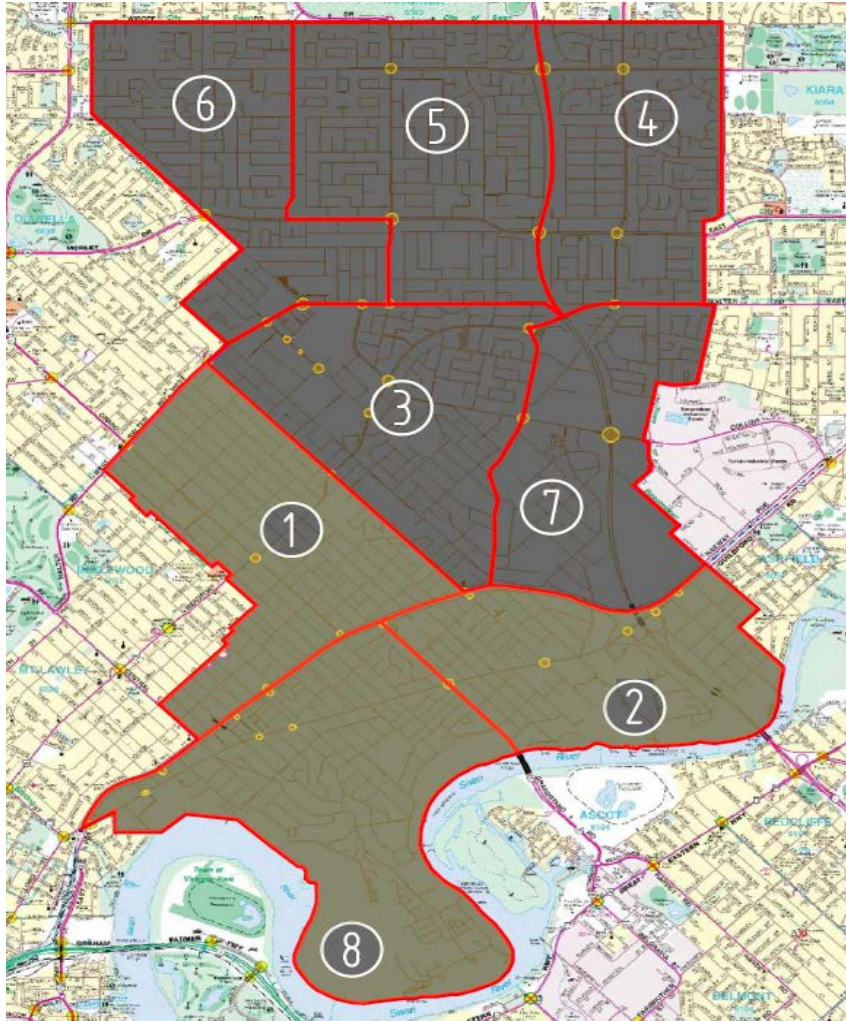
Key Issues:

- The previous Local Area Traffic Management (LATM) Study that was undertaken for Precincts 1, 2 and 8 has been endorsed by Council.
- The current LATM Study covers the remaining areas within the City of Bayswater, these include Precincts 3, 4, 5, 6 and 7.

BACKGROUND

The City has been undertaking a Citywide Traffic Management Study on a precinct basis over a number of years. Precincts 1, 2 and 8 were completed initially by Consultants, Opus International, and the reports were adopted by Council in 28 July 2015.

To complete the remaining precincts as part of this study, Cardno Consultants were engaged to undertake the study for Precincts 3, 4, 5, 6 and 7. The study is to investigate and identify any traffic concerns and road related issues, and to provide recommendations on (LATM) treatments in order to mitigate these issues whilst improving road safety within these precincts. The five precincts cover the central and northern two thirds of the City which completes the extent of the Citywide Traffic Management Study.



To complete the remaining precincts, Cardno undertook engagement with the local community for each of these precincts. Firstly, the Consultants reviewed each precinct on the basis of available traffic data, crash data and historical traffic concerns. Next, community reference group meetings were held where the consultant presented identified traffic issues relating to speed, volume of traffic and safety and sought the feedback of those present. Following this, issues within each local area were presented at public meetings to the local community for comment and feedback. The draft precinct reports were then finalised.

In order to close the consultation phase, the Council at its Community, Technical, Finance and Corporate Services Committee Meeting of 6 December 2017 resolved as follows:

"That Council receives the draft Citywide Traffic Management Study reports for Precincts 3 to 7 and advertises the documents in the local press and on the City's website for comment."

In accordance with the above, the documents were advertised for public comment on the City's website from 14 December 2017 and closed on 23 February 2018.

CONSULTATION

Consultation was undertaken via community forums as detailed above. Similar to the previous Citywide Traffic Study for Precincts 1, 2 and 8, the consultant's LATM reports for Precincts 3, 4,

5, 6 and 7 were made available on the City's website *Engage Bayswater* allowing the public to view and provide comments on these documents.

ANALYSIS

In summary, the reports were extensive and covered the following for each precinct:

- Review of the existing City's strategy, policy and guidelines;
- Review of the existing road network data;
- Site inspection findings;
- Results of community consultation;
- Identification of key issues and objectives;
- Mitigation options; and
- Recommendations

The potential traffic issues identified in the reports for each precinct is contained in Attachment 1. The recommended mitigations to address these identified issues were prioritised as Stage 1 and Stage 2. Stage 1 are treatments recommended to be implemented in the immediate (*short-term*) period whereas Stage 2 are treatments that would require further investigation and are to be implemented in the (*long-term*) period. The proposed treatments based on the priority stages is contained in Attachment 2.

Following the close of this public consultation period, the City received a total of six individual responses. Three responses were made in Precinct 3, One in Precinct 5 and two in Precinct 6.

From the public comments received, comments that were made by the community within the same precinct contained considerable similarities. The public responses are summarised and forms Attachment 3.

The main issues raised in Precinct 6 during the consultation phase relates to traffic speed on Smith Street. Residents have expressed concerns with the amount of traffic using Smith Street as a route to the Galleria Shopping Centre, the amount of traffic causing congestion near Peters Place during school hours, and excessive speed observed along Smith Street.

It should be noted that Cardno's LATM report had already identified Smith Street as having a speeding issue and the City is currently undertaking traffic survey and investigation to confirm the extent of this issue. Council should however be made aware that Smith Street is a boundary road between the City of Bayswater and City of Stirling. Due to this, any proposed road improvement works will need to be implemented with the cooperation from City of Stirling including a 50% funding contribution.

The other issue raised was concerns that Light Street will experience the flow-on effect of an increase in traffic volume and speed once traffic calming measures are implemented on Smith Street. The LATM report however had also identified traffic calming mitigation measures for Light Street due to reported antisocial driving behaviour on this street.

The main area of concern raised in Precinct 3 appears to relate to the existing traffic calming treatments on Langley Road. Speed cushions with raised central median islands were installed along the length of Langley Road to reduce the speed of vehicles. A number of respondents (3) were however dissatisfied with this outcome as these treatments have caused inconvenience to them such as difficulty in reversing from properties and having to take an alternative route to avoid this road. These reasons however demonstrates the existing traffic treatments are effective as these calming devices are forcing traffic to reduce their speed.

Another concern was vehicles and buses having to traverse close in proximity to the adjacent footpath at these treatment locations. Again the median islands channelize the traffic into appropriate paths through these treatments by narrowing the lane widths. Notwithstanding the above, it should be noted these treatments allow adequate width for vehicles to traverse through safely including buses.

It should also be noted the effect of the subject works that were installed over seven years ago was analysed and resulted in a general reduction in traffic volumes and speeds.

The remaining responses in Precinct 5 were minor in nature. It included a footpath request along McPherson Avenue and concerns with vehicles cutting corners at the intersection of McPherson Avenue and Burges Street. These requests can be considered as part of the City's footpath program and LATM implementation process.

OPTIONS

The following options are available to Council:

OPTION	BENEFIT	RISK
1. Adopts the recommendations of the Citywide Traffic Study for Precincts 3, 4, 5, 6 & 7, and develop an implementation plan for all precincts for Council consideration. Estimated Cost: Nil	<ul style="list-style-type: none"> In line with the previous adoption of the recommendations of the Citywide Traffic Study for Precincts 1, 2 and 8. The Citywide Traffic Study can be finalised and works scheduling plan can be progressed. 	<ul style="list-style-type: none"> Dissatisfaction of respondents on Langley Road. Potential community expectation that all recommendations will be implemented in the short term.
2. Adopts the recommendations of the Citywide Traffic Study for Precincts 3, 4, 5, 6 & 7, and develop an implementation plan for all precincts for Council consideration. Investigate the possibility and impact on the removal of median island on all existing treatments on Langley Road. Estimated Cost: \$ 25,000.	<ul style="list-style-type: none"> In line with the previous adoption of the recommendations of the Citywide Traffic Study for Precincts 1, 2 and 8. The Citywide Traffic Study can be finalised and works scheduling plan can be progressed. Address concerns of some Langley Road residents. 	<ul style="list-style-type: none"> The City can not expend required funds on traffic calming treatments on other higher priority locations. Potential community expectation that all recommendations will be implemented in the short term. May be of concern to Langley Road residents who are happy with the treatments.
3. Rejects the recommendations of the Citywide Traffic Study for Precincts 3, 4, 5, 6 & 7. Estimated Cost: Nil.	<ul style="list-style-type: none"> The City can expend on traffic calming treatments on an ad-hoc basis. 	<ul style="list-style-type: none"> Will not be in line with the previous adoption of the recommendations of the Citywide Traffic Study for Precincts 1, 2 and 8. The Citywide Traffic Study will not be able to be finalised and a works scheduling plan cannot progress.

CONCLUSION

Option 1 is recommended to adopt the recommendations for Precincts 3, 4, 5, 6 and 7 and to complete the Citywide Traffic Management Study.

Upon adoption of the recommendations, costings can now be identified and a program of works developed in conjunction with the recommendations for Precincts 1, 2 and 8 from the previous traffic study.

It should be noted that due to advancement of the study, the section of Noranda recently transferred from the City of Swan, is not covered in this study, however will be investigated in due course.

It should also be noted that this study mainly focused on local distributor and access roads. Traffic concerns may arise on connector roads and roads of a higher order such as district distributors and primary distributors. These issues may take precedence on implementation of treatment measures as they may be identified with a traffic issue of a higher order of magnitude.

Whilst it is acknowledged the study has identified a large number of traffic concerns, it should be noted that new areas of traffic safety concerns can arise. This is due to the nature of a built-up environment, ongoing new developments and expansion of existing developments, the increase in higher density housing and ongoing traffic improvement works implemented by the state government such as the NorthLink and Forrestfield Airport Link projects.

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

2017-18 BUDGET ALLOCATION	2017-18 BUDGET RECONSIDERATION	PROPOSED 2018-19 BUDGET ALLOCATION	ONGOING COSTS (e.g. MAINTENANCE)	LIFE OF PROJECT/LIFE EXPECTANCY OF ASSET
\$50,000	-	\$185,000	-	20 years

STRATEGIC LINK

In accordance with the City of Bayswater's Strategic Community Plan 2017-2027, the following applies:

Theme: Our Built Environment
 Aspiration: A quality and connected built environment.
 Outcome B2: A connected community with sustainable and well maintained transport.
 Outcome B3: Quality built environment.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Traffic Management Criteria Policy

VOTING REQUIREMENTS

Simple Majority Required

ATTACHMENTS

1. Consultant's identified potential traffic issues for each Precinct
2. Consultant's proposed mitigation treatments based on the priority stages for each Precinct
3. Public Responses

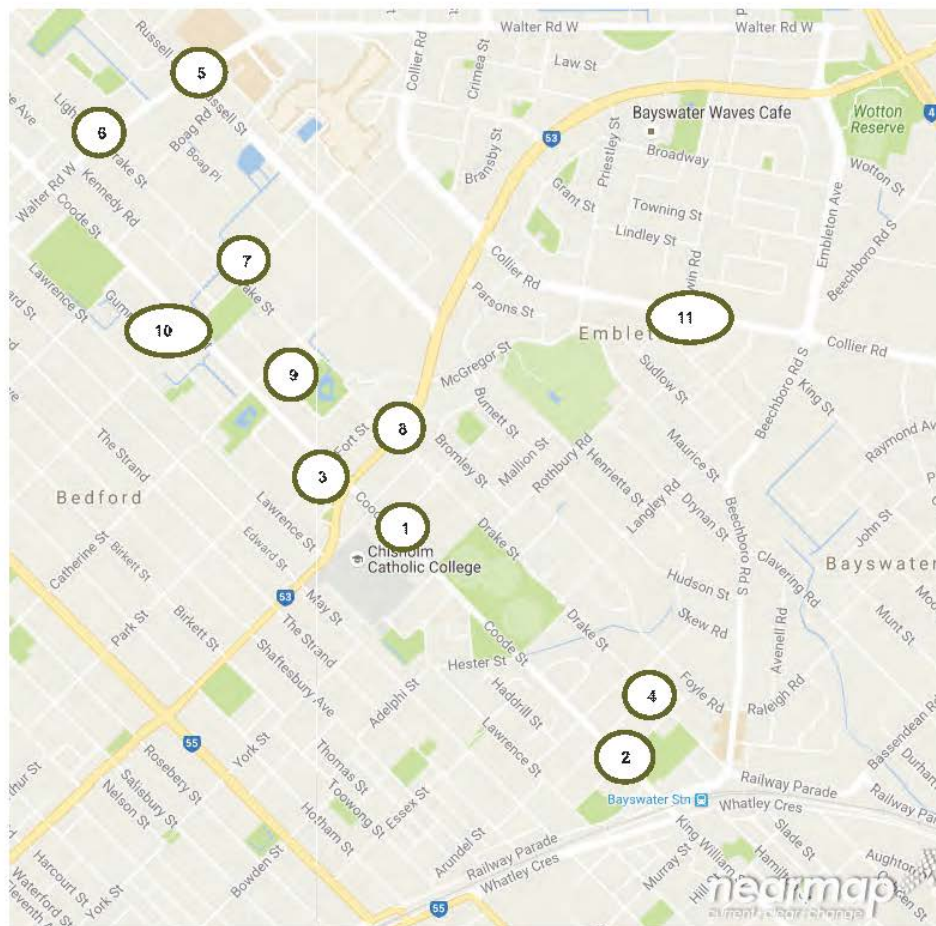
COMMITTEE RESOLUTION
(OFFICER'S RECOMMENDATION)

That Council:

1. **Notes the comments received during the consultation phase.**
2. **Adopts the recommendations of the Local Area Traffic Management Study for Precincts 3, 4, 5, 6 and 7.**
3. **Notes that a Traffic Management Implementation Plan for all precincts will now be developed for Council consideration.**

CR DAN BULL, MAYOR MOVED, CR LORNA CLARKE SECONDED

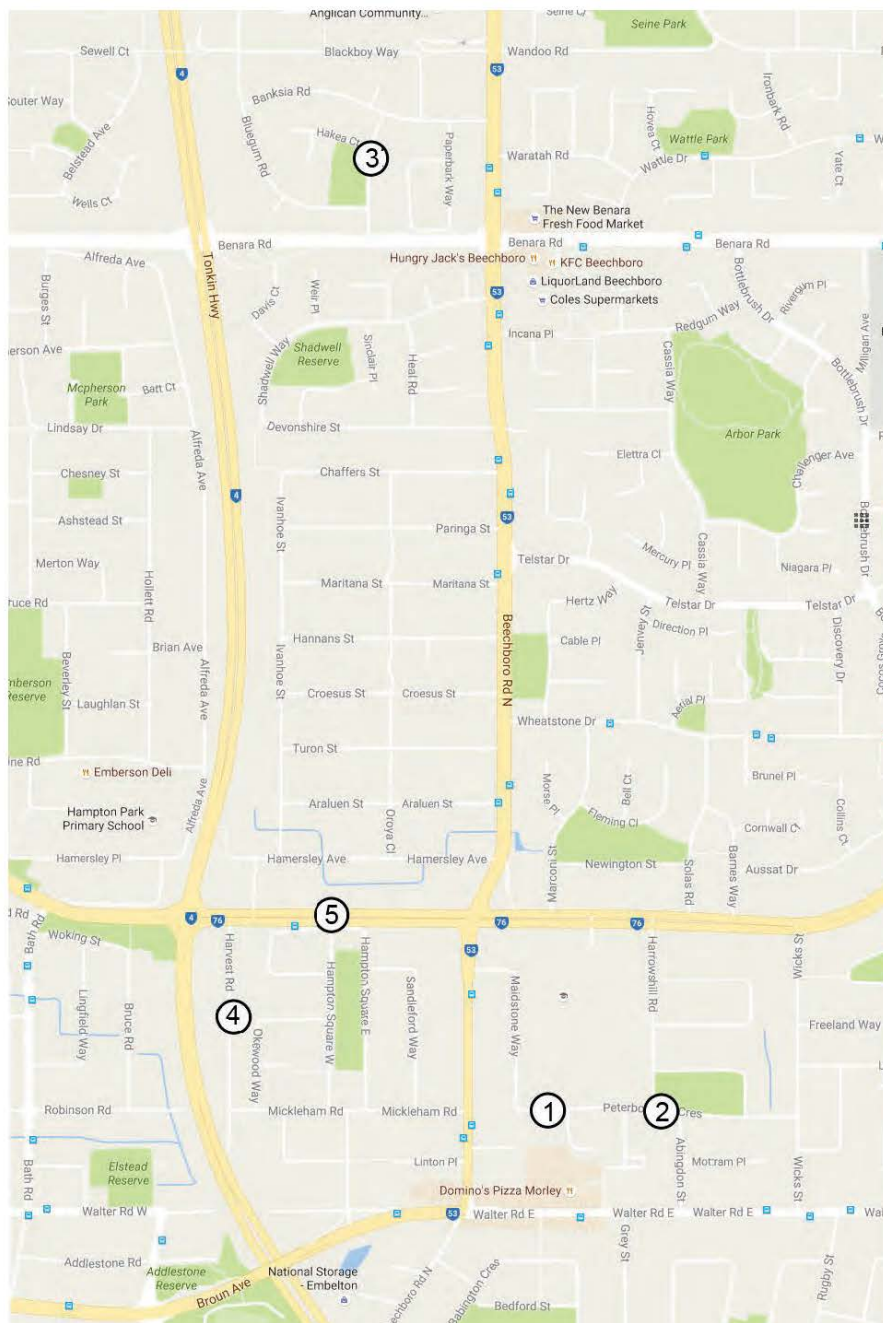
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION: 7/0

Attachment 1**Precinct 3****Figure 5-1 Observed Potential Issues**

Source of base: Neanmap

Precinct 4

Figure 5-1 Observation Locations



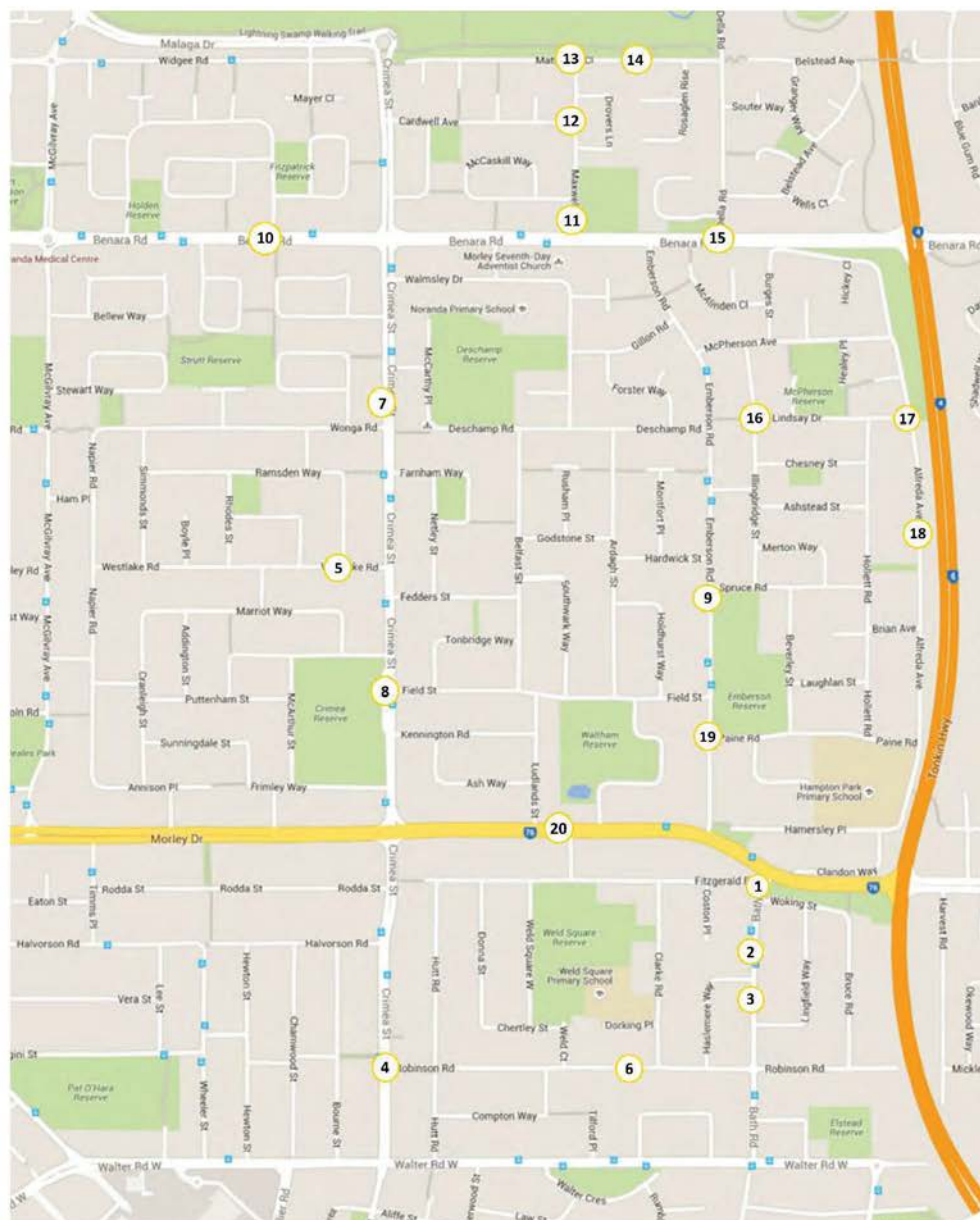
Source of base: Nearmaps



Precinct 5

Precinct 5, Bayswater
Local Area Traffic Management Study

Figure 5-1 Observation Locations

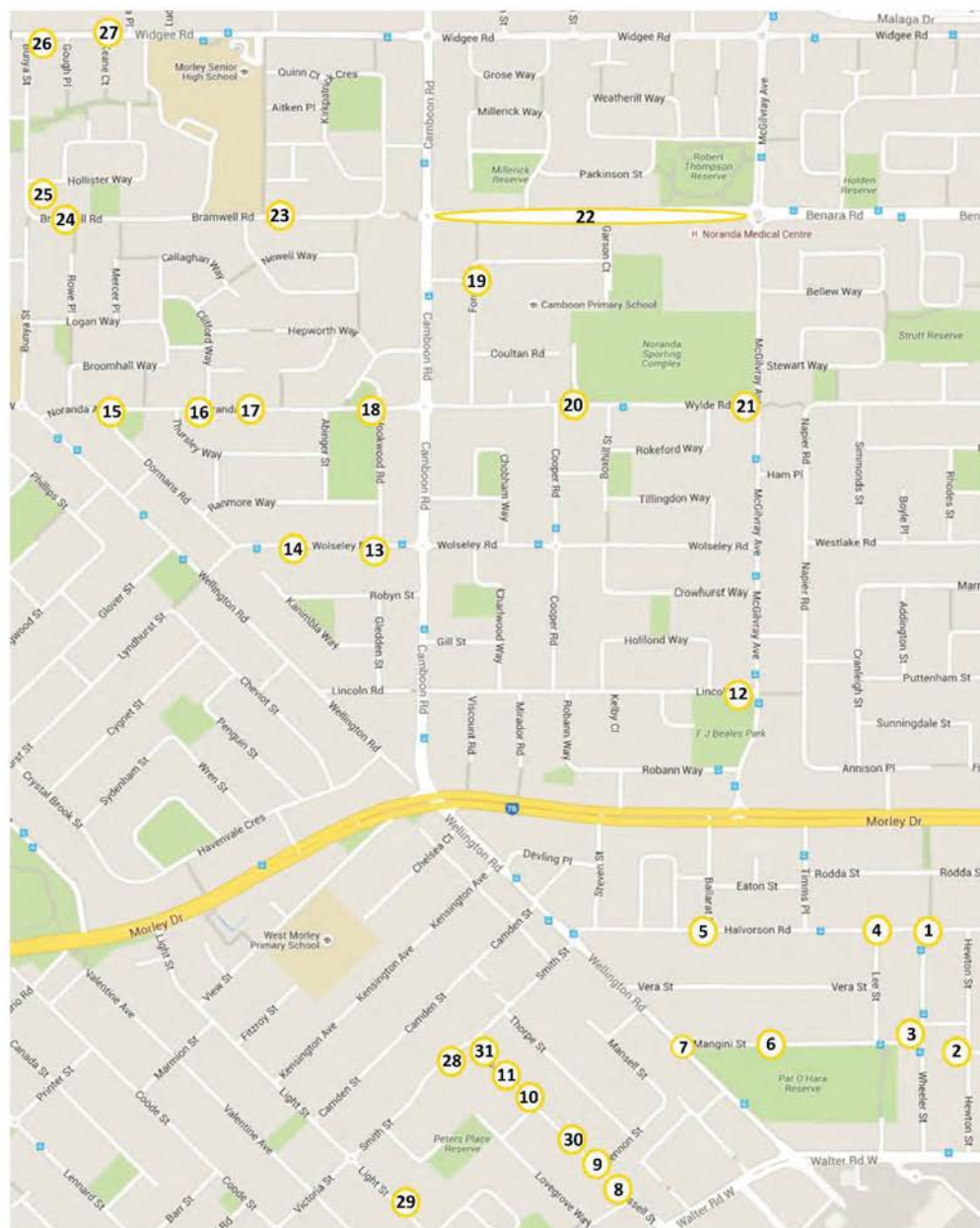




Precinct 6

Precinct 6, Bayswater
Local Area Traffic Management Study

Figure 5-1 Observation/Feature Locations

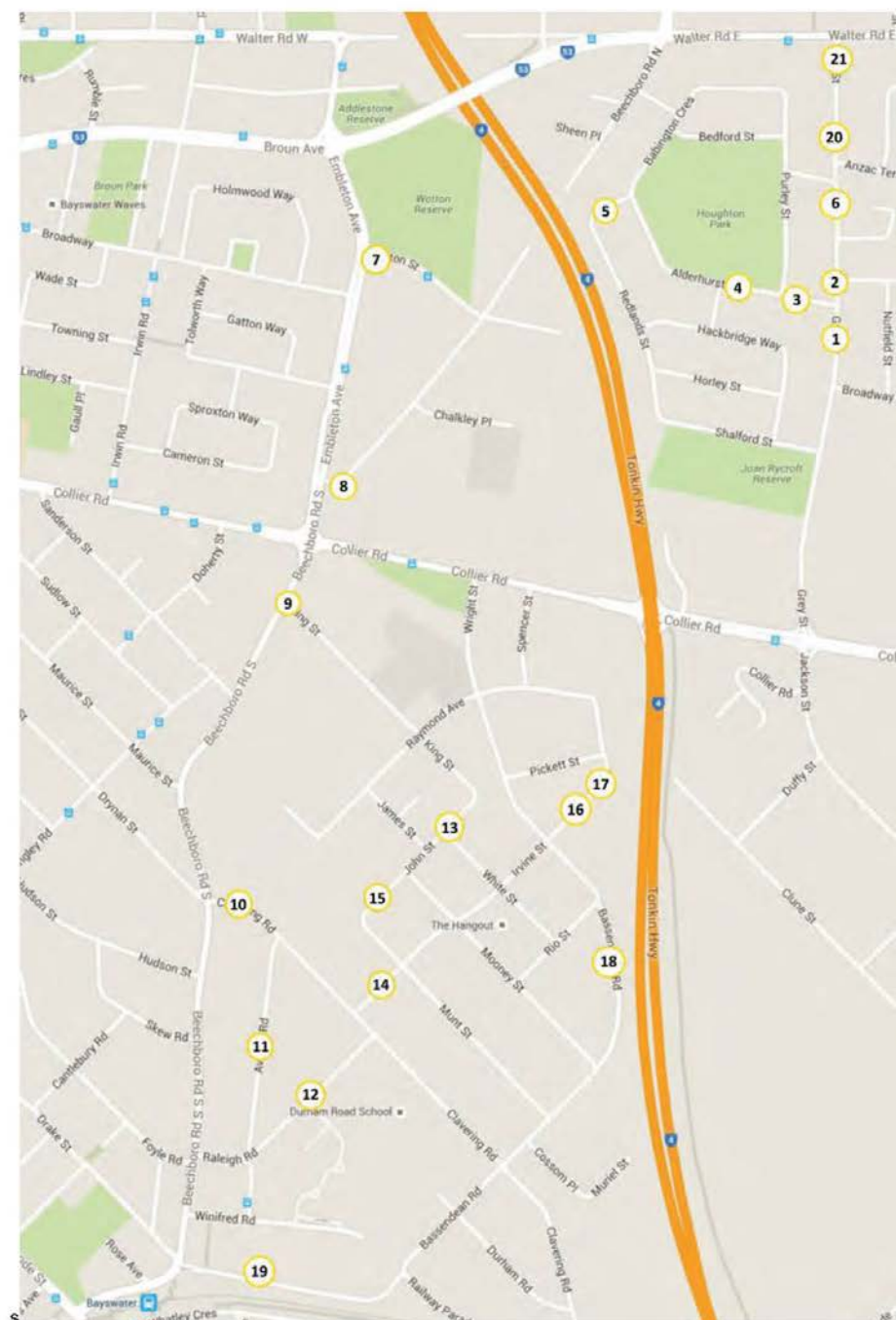


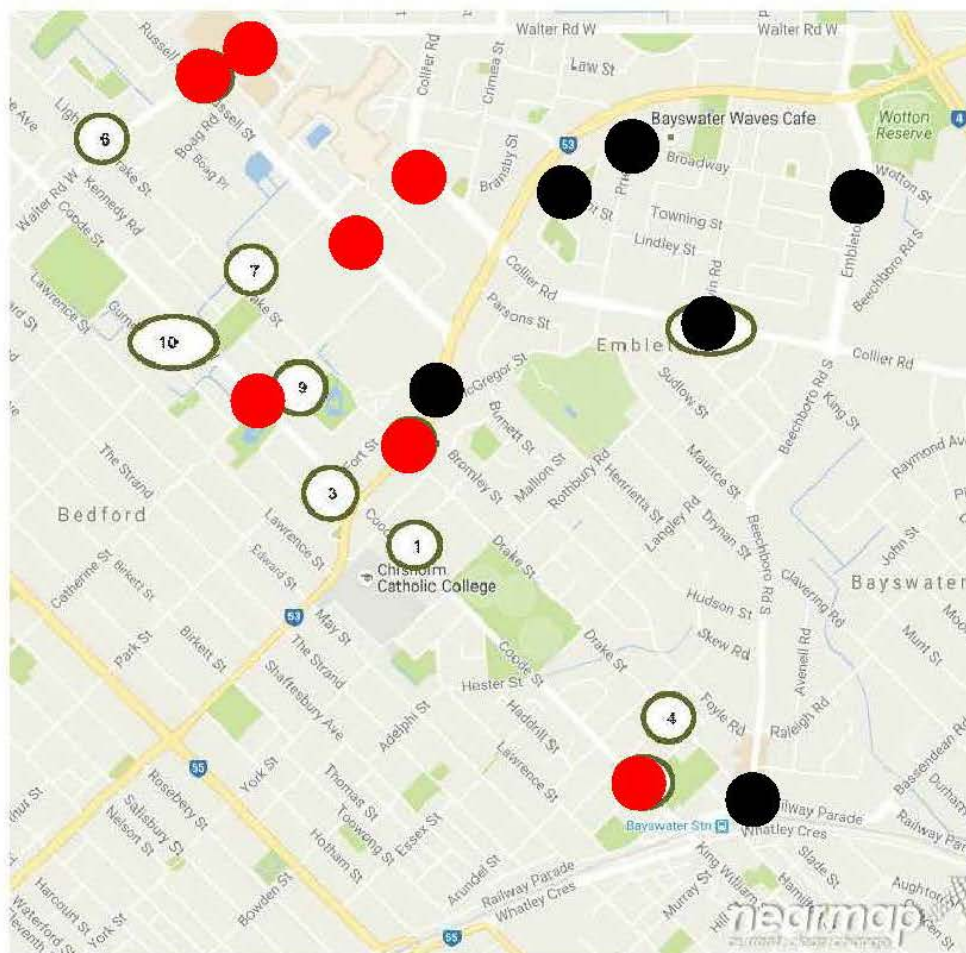


Precinct 7

Precinct 7, Bayswater
Local Area Traffic Management Study

Figure 5-1 Observation/Feature Locations



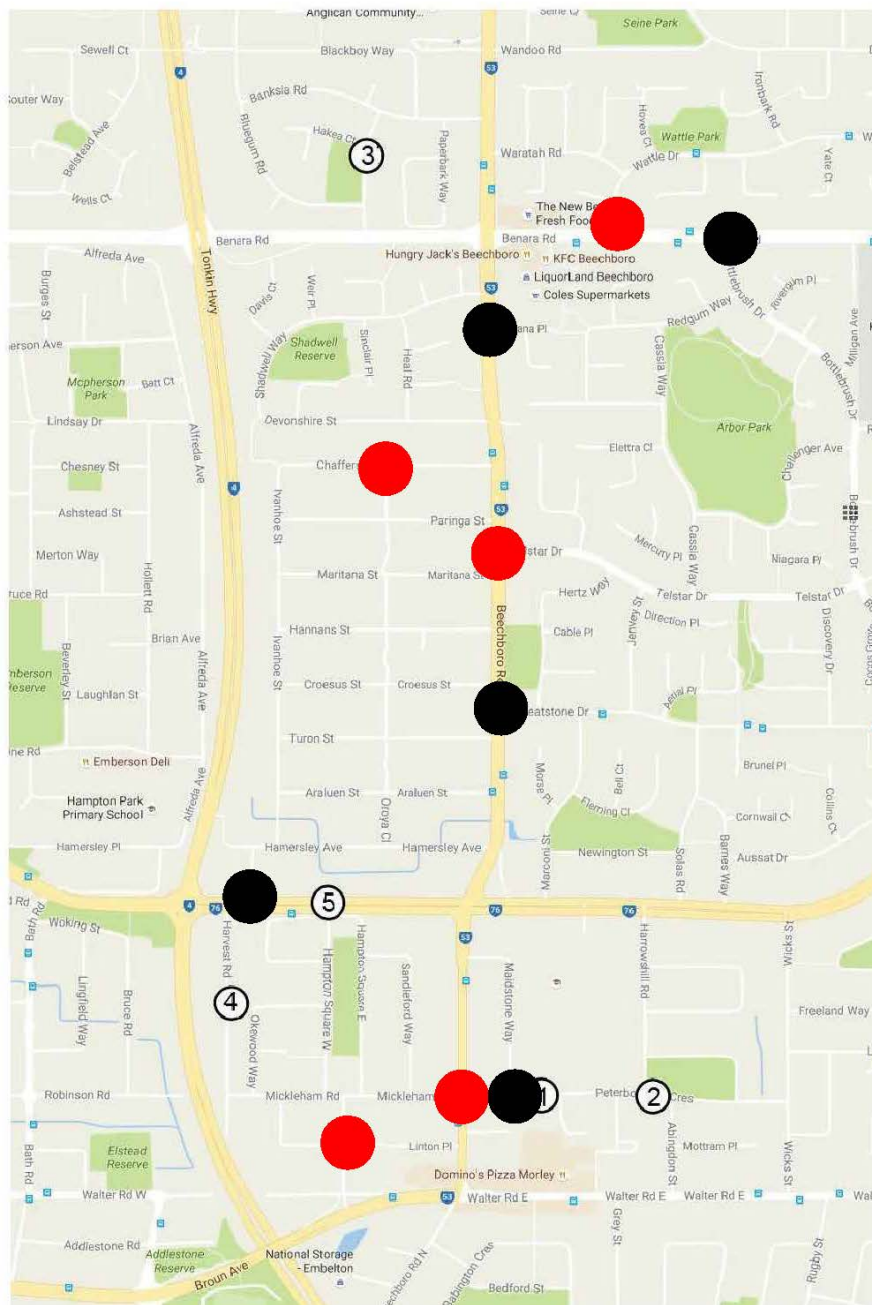
Attachment 2**Precinct 3****Figure 5-1 Observed Potential Issues**

Source of base: Nearmap

- PROPOSED TREATMENTS - STAGE ONE (SHORT TERM)
- PROPOSED TREATMENTS - STAGE TWO (LONG TERM)

Precinct 4

Figure 5-1 Observation Locations



Source of base: Nearmaps

● PROPOSED TREATMENTS - STAGE ONE (SHORT TERM)

● PROPOSED TREATMENTS - STAGE TWO (LONG TERM)

CW939800
Prepared for City of Bayswater

Cardno

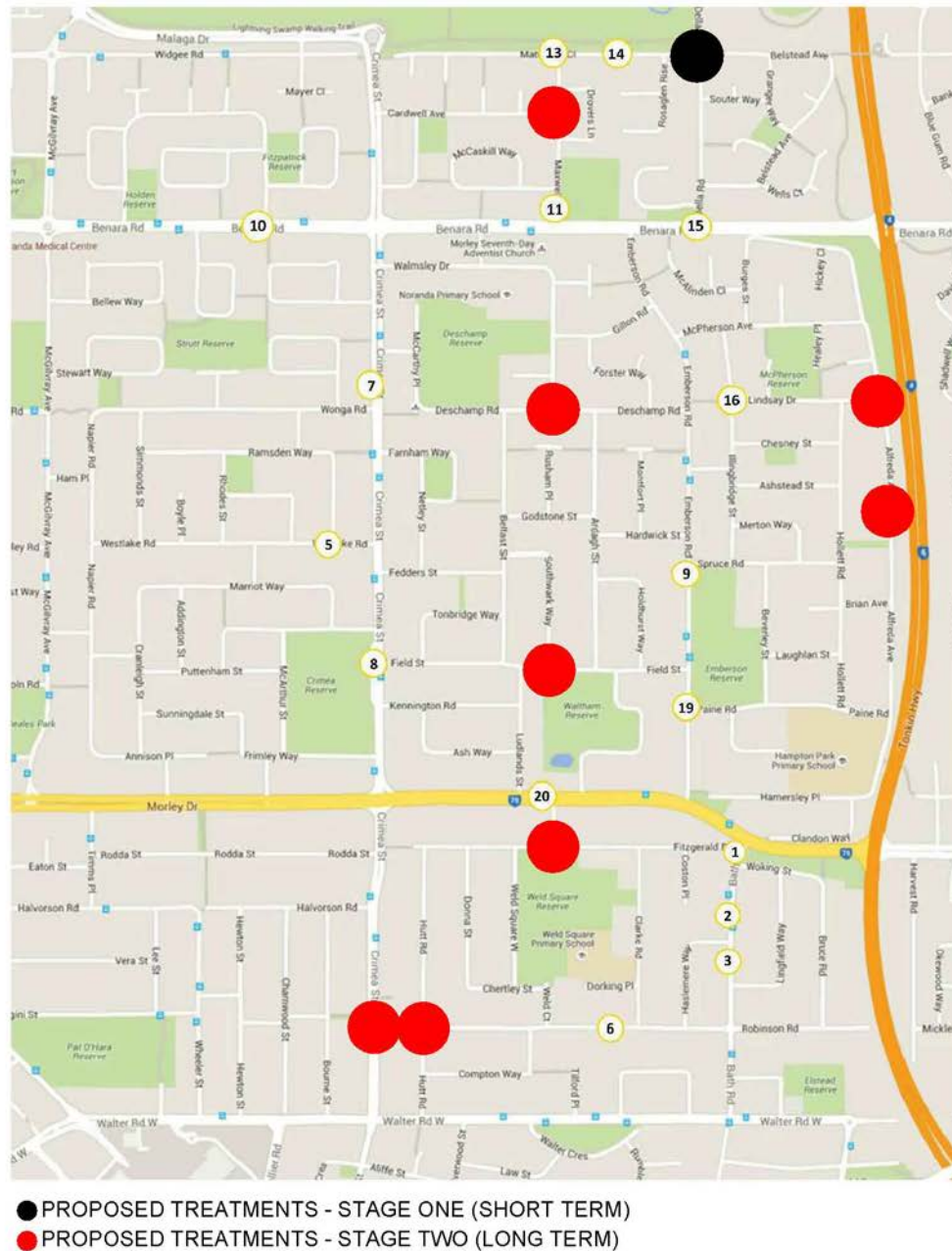
May 2017
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Precinct 5

Precinct 5, Bayswater
Local Area Traffic Management Study

Figure 5-1 Observation Locations

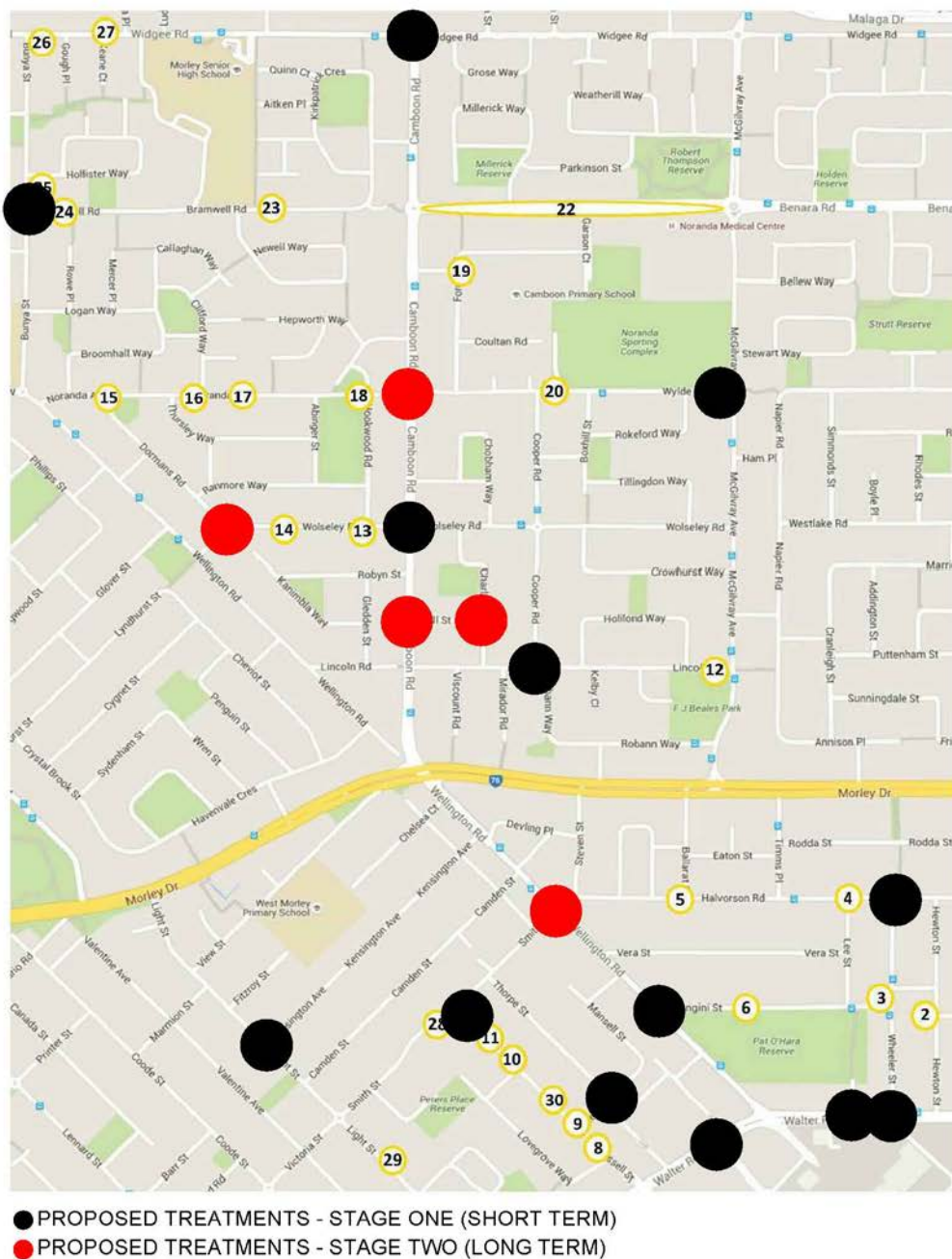




Precinct 6

Precinct 6, Bayswater
Local Area Traffic Management Study

Figure 5-1 Observation/Feature Locations



[illegible]

- May 2017
-
- Page 24

Bayswater Precincts 3, 4, 5, 6 and 7

Location		Mitigation Option
Various locations		
1		Give way or stop signage and line marking
2		Additional advanced warning signs, to warn of road gradient creating blind spots near the base and crests
3		Signage with retroreflective coating to improve its visibility at night (as required by AS 1742 and Main Roads Specification 601)
4		Retroreflective pavement markers to indicate road delineation and location of traffic calming devices such as slow points
5		Road centreline marking
6		Marked pedestrian crossings
7		Wombat crossings
8		Threshold treatments
9		Raised pavements
10		Median islands
11		Road Safety Audit
12		Additional lighting
13		Additional "Speed restriction" signs
14		Mid-block painted median
15		Mid-block physical median, with vegetation such as small bushes and trees along the median
16		Raised platforms
17		Lane narrowing or kerb extensions
18		Vertical displacement measures (such as raised pavements, speed humps, cushions or plateaus); accompanied with the appropriate signage as stated in Main Roads LATM design drawing 200331-128
19		Additional "Speed restriction" signs
20		Protected Traffic Treatments
21		Centre blister island slow points
22		Upgraded crossings to provide median refuges, hand rails, tactile paving, etc
23		Splitter islands
24		Additional signage to indicate 'no parking'
25		LED speed signs to reinforce speed limits
Precinct 3		
1	Collier Road/Irwin Road	Advanced warning signs ("Side road intersection" sign (W2-4) as per AS 1742 specifications) along Collier Road
2	Collier Road/Irwin Road	Median strip to assist in right turn movements as it provides a refuge for vehicles
3	Coode Street / Burnside Street	Widening Coode Street to facilitate passing of vehicles waiting to turn into Burnside
4	Coode Street / Burnside Street	Narrowing Coode Street to ensure that drivers do not attempt to pass a waiting vehicle (waiting to turn into Burnside)

5	Embleton Avenue / Broadway	Relocation of the poles closest to the intersection and/or realignment of the intersection with kerb build-outs, such that the Give-way line brought forward to give better visibility
6	Cycling lane along eastern side of Beechboro Road between Winifred Road and Coode Street	Upgrading of this cycle lane to meet the requirements as stated in Austroads Guide to Road Design Part 6A
7	Cycling lane along eastern side of Beechboro Road between Winifred Road and Coode Street	Removal of the narrow section between Winifred Road and Coode Street and installation of signage and line marking to advise cyclists to transition onto the footpath just before Raleigh Road
8	Drake Street between Broun Avenue and Beechboro Road South	Footpaths along both sides of the road
9	Drake Street	Improve geometric design of the existing chicane slow points (they are currently typically smaller than the recommended design as illustrated on Main Roads WA drawing 200331-132)
10	Drake Street / Burnside Street intersection	Modifying the angle of the intersection to 90 degrees, for left-turn movement from Drake Street into Burnside Street
11	Morley Drive / Camboon Road intersection	Lengthen right turn pocket for right-turners into Morley Drive from Camboon Road
Precinct 4		
1	Benara Road / Bottlebrush Drive	Relocation of median trees that obscure visibility
2	Mahogany Road	Raised pavements at Blue Gum Road and Hakea Court intersections and Removal of the existing flush threshold treatments
Precinct 5		
All covered under "Various locations"		
Precinct 6		
1	Camboon Road/Walseley Road intersection	Modify the roundabout approach lanes to increase its deflection (take into account of large vehicles such as buses)
2	Mangini Street/Wellington Road	Re-align the Give-way line of the intersection so that exiting drivers' view to the right is not obscured by overhanging trees
3	Mangini Street/Wellington Road	Seagull island
4	Walter Road West / Lee Street	Intersection warning sign
5	Walter Road West / Lee Street	Re-locating some of the obstructions (the clutter of business name signs, poles, and other obstructions on Walter Road West in the eastbound direction approaching Lee Street).
6	Walter Road West / Wheeler Street	Intersection warning sign
7	Walter Road West / Wheeler Street	Re-locating some of the telegraph poles to reduce the visual impedance (those on Walter Road West in the eastbound direction approaching Wheeler Street)
8	Walter Road West / Wheeler Street	Removing the median break – and thus the right turn from the Galleria
9	Shopping Centre entry and exits on Benara Road and McGilvray Avenue	Staged right turns
10	Shopping Centre entry and exits on Benara Road and McGilvray Avenue	Left-turn lanes on the major road
11	Benara Road / Garson Court	Staged right turn
12	Wyde Road / McGilvray Avenue	Roundabout
13	Morley Drive / McGilvray Avenue intersection	Installation of traffic lights
Precinct 7		
1	Walter Road/Grey Street	A median strip to assist in right turn movements as it provides a refuge for vehicles and allowing drivers to perform the turn in two stages
2	Walter Road East/Wicks Street	A right-turn refuge
3	Bassendean Road, Clavering Road and Wright Street (Industrial Area)	Modifying T-intersections to change priority
4	Rugby Street	Roundabouts at the intersections with Anzac Terrace and with Broadway, with an overrun area on the central island for buses

Attachment 3**Attachment 3**

PRECINCT 3			
SUBMISSION	ISSUE	NATURE OF CONCERN	COMMENTS
1	Langley Road	Existing median island is causing concerns to pedestrians	Consideration should be given to the removal of the paved median dividers in Langley Road. When walking on the footpath in Langley Road the paved divisions force Buses and other heavy vehicles to travel very close to the footpath/cycle way creating a very dangerous situation.
		Existing median island is causing inconvenience to drivers	I do not think that the median paving has any effect on speeding restriction.
			This paving causes inconvenience to residents when reversing from properties and this can result in traffic holdups.
2	Langley Road	Existing traffic management devices are causing inconvenience to drivers	We have avoided using this road ever since the installation of the management devices as we have a small vehicle which is greatly affected by them, and this results in increased travel times and costs to us.
3	Langley Road	Existing traffic management devices are causing inconvenience to drivers	As a 70 year old, I have great difficulty reversing out, particularly when reversing with the trailer, without hitting the centre island which is located very close to our drive. Suggest removal of centre island or replace with roundabouts as an alternative.

PRECINCT 4			
SUBMISSION	ISSUE	NATURE OF CONCERN	COMMENTS

PRECINCT 5			
SUBMISSION	ISSUE	NATURE OF CONCERN	COMMENTS
1	McPherson Ave	Footpath Request	I request the City to install a footpath along the length of McPherson Ave. McPherson Avenue is treated by some like a speedway and it is unsafe when walking to school, walking our dog twice daily and walking to the bus stop on Emberson Ave.
	McPherson Ave and Burges St intersection	Traffic cutting corners	Another area of concern is the intersection between McPherson and Burgess Street where cars cut the corner and / or plough through the intersection without stopping.

PRECINCT 6			
SUBMISSION	ISSUE	NATURE OF CONCERN	COMMENTS
1	Smith Street	Traffic Speeding	A study to identify speeding motorists at all times of the day and mostly about the general work finish times ie: 1700 to 1900 hrs.
	Smith Street & Peters Place intersection	Traffic Congestion during school hours	The applies at approximately 14.45 to 15.05 when children are being picked up from school and parents queue in Peters Place and extend into Smith Street.
2	Light Street	Traffic Speeding	Your plans identify the intersection of Russell and Smith Sts for this to occur. I am sorry to say that once the traffic, speeders and hoons get over this minor obstacle they will continue on towards Light Street without any further traffic slowing device to hinder them.

PRECINCT 7			
SUBMISSION	ISSUE	NATURE OF CONCERN	COMMENTS

9.2.4 Converting Grass Land into a Forest

Location: 129 King William Street, Bayswater Riverside Gardens East
Owner: City of Bayswater
Reporting Branch: Sustainable Environment
Responsible Directorate: Technical Services
Refer: Item 14.3: OCM 12.12.2017

CR GIORGIA JOHNSON DECLARED A PROXIMITY INTEREST

In accordance with section 5.60B of the Local Government Act 1995, Cr Giorgia Johnson declared a proximity interest in this item as she operates a business in a park adjacent to the proposed site. Cr Johnson withdrew from the meeting at 9:07pm.

EXECUTIVE SUMMARY**Application:**

To brief council on the preliminary opportunities and risks to convert the grass land at riverside gardens east into an urban forest and seek further direction.

Key Issues:

- A notice of motion was put forward and supported for officers to prepare a report on the possibility of converting the grass land, at Riverside Gardens East, into a forest.
- There are conflicting industry opinions on the risks associated with growing trees over a landfill site which relate to the risk of root penetration into the capping layer and resultant tree death.
- It would be problematic to plant trees in the existing site conditions at Riverside Gardens East
- To effectively grow trees at this location and ensure their longevity the site topography would need to be raised by 1.0m - 1.5m with suitable fill material across the 4 hectare site.
- Department of Water and Environmental Regulation (DWER) and the Department of Biodiversity, Conservation and Attractions (DBAC) approval or support would be required and the City would need to demonstrate that the approach would not present a risk to human health or the environment.
- The preliminary cost assessment for the project is \$2.15m. This is an order of magnitude cost. It is understood that the intent is to develop the design to an appropriate detail which can be used to lobby for alternative State and Federal funding sources for the project or to undertake the project on a staged basis as funding opportunities become available.

BACKGROUND

Council at its Ordinary Meeting held on 12 December 2017 considered a notice of motion relating to the conversion of the grass land at Riverside Gardens East, into a forest and resolved as follows:

'That Council request the City to prepare a report on the possibility of converting the grass land between Memorial Drive and the Eric Singleton Bird Sanctuary into a forest. The report should include the costs (including cost savings) and feasibility, as well as provide ideas for community consultation and community involvement. The report should be delivered in time for 2018-19 budget deliberations.'

As part of the resolution and the associated requirements of the project, the objective of this report is to:

- Identify a cost to develop a concept and detailed plan for the project;
- Develop an order of magnitude cost to increase the soil profile;
- Develop an order of magnitude cost to revegetate the area;
- Propose an approach for community involvement;
- Identify project approaches; and
- Identify project risks.

To inform this report, officers have undertaken or reviewed:

- The existing detailed site investigation for Riverside Gardens;
- A topographic survey and capping layer sampling of Riverside Gardens East;
- A review of tree planting approaches at 'old' landfill sites; and
- A review of soil depth for trees that currently exist at Riverside Gardens (West & East) and Gibney Reserve.

Strategic setting - Long Term Financial Plan

In reviewing the project it is understood that the Councillor who put forward the motion intended for the project to be developed to a level where it may attract state or federal funding to implement the project.

Funding has not been allocated in the long term financial plan for this project.

Strategic setting - Urban Forest Strategy

The City of Bayswater Urban Forest Strategy puts forward objectives, actions and principles to guide the planning, advancement and management of the City of Bayswater's Urban Forest.

At this initial stage the City aims to increase tree canopy coverage from 13.2% to an aspirational target of 20% by the year 2025 through street, parks and natural area plantings. The aspirational increase of tree canopy from 13.2% to 20% would require approximately 235 hectares of further tree planting without further loss of trees on private property.

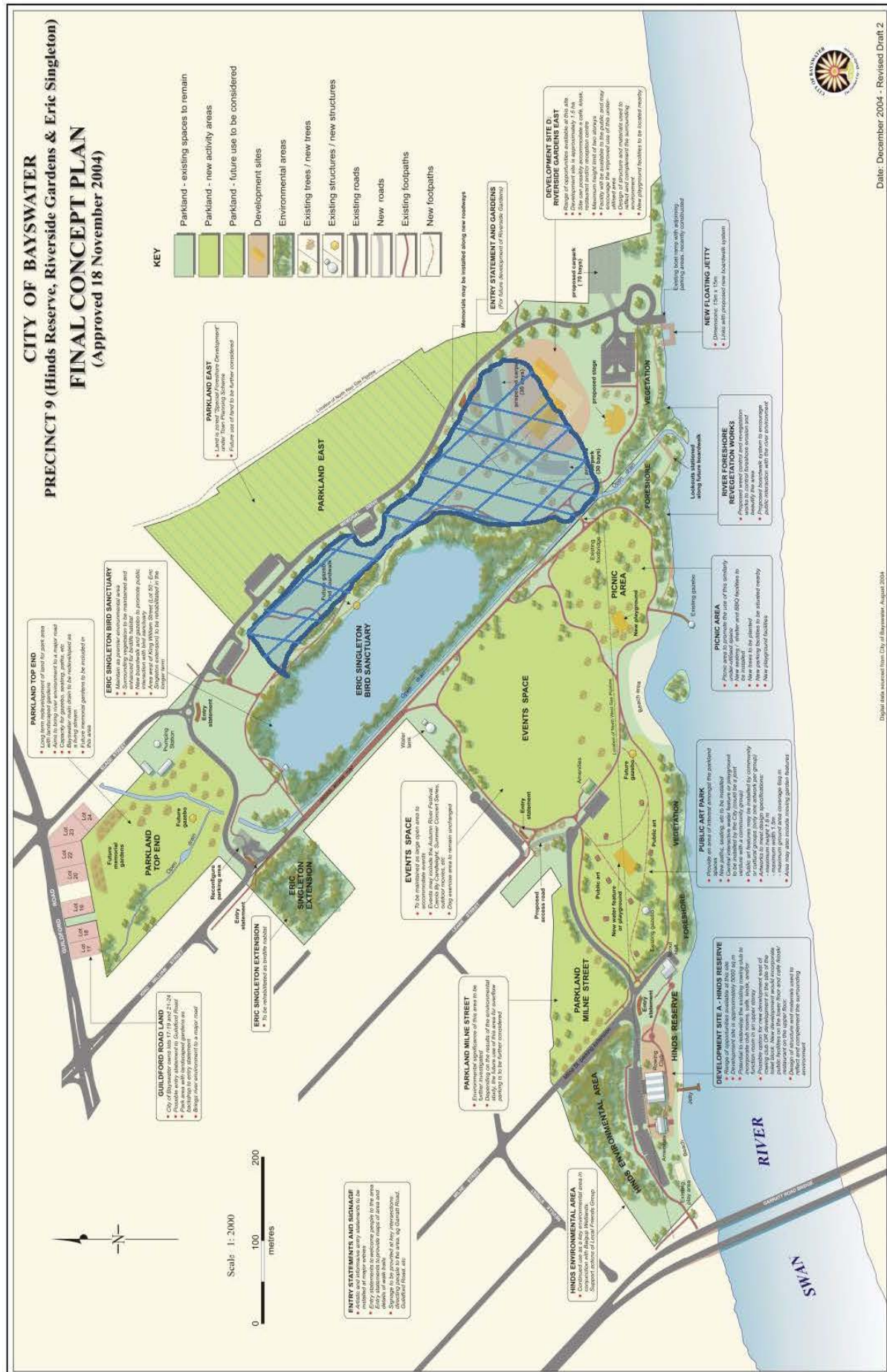
The area identified as part of this project is approximately 4 hectares.

Strategic setting - Riverside Gardens

The Precinct 9 Concept Plan for Riverside Gardens was approved, at the Ordinary Meeting of Council held on 18 November 2004.

The area (indicative) proposed to be converted from grass into a forest is indicated in blue (hatched). The planting of the forest in this location would secure environmental and passive recreation outcomes for the site. The Precinct 9 Final Concept Plan identified the northern portion of the proposed forest as grassland and the southern portion of the proposed forest as a development opportunity in keeping with a kiosk, café or reception area. The proposed forest may place some restrictions on this former plan.

The plan is 14 years old and may benefit from review as part of the play space or master plan action currently being implemented.



Detailed Site Investigation (contaminated sites report)

As a requirement of the Contaminated Sites Act 2003, the City has undertaken a preliminary (PSI) and detailed site investigation (DSI) of the former landfill site at this location. The DSI site investigation recommended that:

- The site remains suitable for its current use as no contaminants were present above the Health Investigation Limits.

It is the officer understanding that a forest would likely be considered an alternative use, as the trees could have a potential risk of establishing new contamination pathways, and require further approval or consideration by the Department of Water and Environmental Regulation (DWER).

- Riverside Gardens East and West remain classified '*Potentially Contaminated - Investigation Required*'. Further investigations that are required as a recommendation of the DSI include further groundwater and landfill gas monitoring.
- The report recommends that ongoing monitoring of the capping layer (soil and clay cap) be undertaken.
- Dependant on the monitoring a further landfill cap assessment may be required.

Soil Considerations for Tree Planting

Healthy trees require the right soil, environmental conditions and location to grow to their full potential. The key considerations identified for tree growth over a landfill include the following:

- Depth of soil cover over landfill or clay capping;
- Soil quality;
- Landfill gas impact;
- Landfill leachate impact;
- Water balance; and
- Tree species.

Appropriate quantity and quality of soil is the critical factor to the long term health of trees, as it provides a media for growing and helps to mitigate the negative impacts of the latter considerations.

On Ground Investigation into Soil Depth at Riverside Gardens East

As soil depth was identified as the critical factor, 15 hand augured excavations were undertaken across the site.

The average depth of clean fill or soil growth media across the site is as follows:

Average thickness of topsoil	Average depth to top of clay cap	Range
0.05m	0.35m	0.25 - 0.45m

The table above indicates that the depth of soil currently available is not appropriate for long term healthy tree growth. Trees grown under the existing site conditions could also compromise the integrity of the landfill cap.

Preliminary Review of Success of Tree Planting on Landfill Sites

The landfill at Riverside Gardens East received sanitary fill from 1972 - 1981. The landfill construction methodology entombed the landfill in a clay liner. The site was subsequently reticulated and planted with grass.

It is believed that grass was used to meet the amenity needs of the time, to reduce the cost of covering the site with additional fill, concern over tree survival and performance, concern that roots from trees may damage the clay caps and result in failure of the clay structure. Grass also allows for better visual inspection, repair of sections of the landfill capping and prevents erosion and soil turn over due to animal digging and other natural processes.

Review of Approaches to Landfill Revegetation

A preliminary review of a small number of landfills in Australia, the UK and United States indicated that there is not a consistent approach to revegetating decommissioned landfill sites. Generally 1m of cover is required above the landfill site, and 0.5m to 2.0m of soil for revegetation. It appeared that where trees were included in the works that 1m -1.5m of soil depth is generally included in the final design. For less than 1m metre only small shrubs were considered appropriate. It seems that there is not a consistent soil depth for best tree health, but rather a range based on the site specific requirements of the landfill site.

To add to this information Officers reviewed two case studies and conducted on ground examinations of trees growing over former landfill sites. The case studies described the success and impact of tree planting at 0.7m - 1.0m soil depth and 1.4m - 1.5m soil depth. A review of landfill sites in the UK indicated that at 1.5m soil depth, trees were likely to be healthy and not penetrate the clay capping up to the age of 16 years old.

Soil Depth of Trees at Gibney Reserve

Gibney Reserve is an old landfill site. As part of the detailed site investigation for the site DWER requested that the City further undertake risk investigations to ensure that the trees did not represent a risk to the environment or human health. At 1.5m of appropriate soil cover the review recommended that the trees did not represent a risk.

It should be noted that three mature trees have recently died at Gibney Reserve, with the cause undeterminable. There is officer concern that the decline may be in part due to the trees being located within the former landfill site.

Soil Depth at Redhill Revegetation

Officers contacted EMRC and were advised that the old landfill at Redhill is capped with 1m of clay and a further 0.3m of gravel soil. The revegetation at this site was limited to small native shrubs. Officers from the site noted concern that tree growth had the potential to damage clay capping.

Soil Depth of Trees at Riverside Gardens

It is observed that a number of trees grow at Riverside Gardens, and a further 18 hand augured holes were excavated at Riverside Gardens East and West to better understand the trees associated soil structure. The soil depth at this site ranged from 0.25m - 0.58m with an average

of 0.38m. The trees are in various conditions with some looking stunted; it was also observed however others looked in healthy condition. There is concern that the trees may have a reduced life expectancy and be more prone to wind-throw (being blown over during storm events). It should also be noted that whilst a few trees may not represent an immediate threat to the capping layer, there may be greater concern raised by the DWER if a larger section of the area was planted across the site and tree roots impact on the capping layer.

Conversations undertaken with previous staff members identified a number of trees were planted at Riverside Gardens East and West and did not survive after establishment.

Phytocapping Opportunities

An alternative landfill approach called phytocapping was identified during the review process. It is an emerging management approach used for landfill sites which are not clay capped.

The approach considers that clay capping over time develops failure points and instead the landfill design places 1.5m of soil above uncapped landfill for tree growth. The approach can reduce methane emissions from landfill and reduce leachate generation. This review observed that the technology is at an early stage in its development.

Phytocapping was noted in this report to identify that elements of the approach demonstrated a soil depth of 1.5m which could support young healthy tree growth for the landfill reviewed; and that the approach could potentially provide additional environmental benefits for the site.

Summary of Depth of Soil Depth Issues

The research identified that 1.5m of soil depth is likely to provide an appropriate growing media for trees at least up to 16 years. At this preliminary research stage it is thought that this level of fill would be reasonable for ongoing tree growth, however considering a design which included approximately 2.0m of soil depth over the site would assist managing existing risk and uncertainty inherent with the project.

Contrary to the preferred design position it was shown that trees could grow at Riverside Gardens at 0.35m depth of clean fill. This should be seen however in the context of concern that trees growing in this amount of clean fill may have a reduced life span and be susceptible to wind-throw.

Current Operating Cost to Maintain Riverside Gardens East

It has been identified that the current annual operating cost to maintain the turf and undertake minor repairs and maintenance is \$60,000. The cost of managing a natural area of the same size and shape would be approximately \$30,000. The cost of managing recreation and landscape features would be dependent on the final design.

Environmental Approvals and Requirements

Officers contacted the DWER and understand that there is not a Best Management Practice guideline for this situation and the approaches would be site specific.

It would be a requirement of the project to seek DWER and DBAC approval and for the City to demonstrate through engaging, appropriately qualified specialists, that the approach would not undermine the integrity of the former landfill site for this project. This would include addressing the risk of tree root invasion and eliminating new pathways that could transport contaminants.

As a critical element of the project this matter would need to be considered and addressed. It should also be noted that additional risks could be identified during this phase which could affect cost or project feasibility.

Other Project Risks and Restrictions

The DSI concluded that the existing condition of Riverside Gardens East is expected to remain as recreational parkland (grassed) and the site remains suitable for its current use.

Further significant works at the site has the potential to develop new ecological or health risks at the site. A detailed risk and mitigation investigation is required to identify any unidentified risks the city would be exposed to and help inform the project design.

The development of the forest would also affect the required Bushfire Attack Level (BAL) of future development within 100m of the proposed forest. This would result in additional costs for the development of properties in the subject area.

The final design would need to consider setbacks from existing infrastructure including memorials along Memorial Drive, the major gas pipeline, power supply, and integration with the surrounding landscape.

CONSULTATION

No community consultation for the project has been conducted at this stage.

It was identified that the existing concept plan for Riverside Gardens East and West was adopted in 2004, and could be considered in need of review. The Corporate Business Plan identifies that the City will develop and implement a recreation master plan for Pat O'hara Reserve, Grand Promenade Reserve and Maylands Peninsula by 2021. Council may wish to consider whether there is a need to review the concept plan for Riverside Gardens through the same process prior to progression of this project.

If Council considered that the City should progress with the project to convert the grassland at Riverside Gardens East into a forest then there is an opportunity to invite community members to be part of a design workshop for the forest. This approach was used to develop the concept plans for Gobba Lake and Claughton Reserve.

Further consultation is also recommended with the Friends of Riverside Gardens a community group which has recently formed.

DWER were consulted as mentioned in the report.

ANALYSIS

Approaches to provide appropriate soil for tree planting to Riverside Gardens East

It has been identified by officers that there appears to be different strategies or approaches to the remediation of decommissioned landfills. The following approaches have been identified to assist in the detail for developing an order of magnitude of cost of converting the grassed area into a forest at Riverside Gardens.

The development of concept and detailed designs would help to further address a number of the issues or risks identified in this report and provide a more accurate costing.

Approach A - Raise Riverside Gardens East soil profile by 1.5m

The site level is raised by approximately 1.5m with clean fill to provide an average depth of soil of 1.85 m. This site would then be fully landscaped into an urban forest. The likely long term health of trees at this stage would be greatest out of the options provided.

Activity	Cost (Approximate)
Capital Costs	
1.5m of additional fill	\$1,350,000
Landscaping and Revegetation	\$450,000
Reticulation adjustments	\$250,000
Detailed design, community engagement and ecological and health studies	\$100,000
Total	\$2,150,000
Maintenance Costs	
Maintenance once site is fully established	\$30,000

Approach B - Raise Riverside Gardens East soil profile by 1.0m

The site level is raised by approximately 1.0m with clean fill to provide an average depth of soil of 1.35m. The site would be fully landscaped into an urban forest. The case study indicates that the likely long term health of trees would be suitable to approximately 6 years however there is uncertainty after this time period. There would also need to be further investigation into the potential impact of tree roots on the landfill capping layer. That being said as trees are growing at minimum soil depth at Riverside Gardens West it would seem that this depth would probably be adequate.

Activity	Cost (Approximate)
Capital	
1M of additional fill	\$900,000
Landscaping and Revegetation	\$450,000
Reticulation adjustments	\$150,000
Detailed design, community engagement and ecological and health studies	\$100,000.
Total	\$1,600,000
Maintenance	
Maintenance once site is fully established	\$30,000

Approach C - Raise Riverside Gardens East soil profile by 0.5m

The site level is raised by approximately 0.5m with clean fill to provide an average depth of soil of 0.85m. There would be inherent uncertainty for tree health however it would be reasonable to expect a number of trees to survive, albeit they may be stunted in growth and form. There would also be concern for the long term integrity of the clay cap over the landfill. Small bushes would be recommended as the predominate vegetation cover.

Activity	Cost (Approximate)
Capital	
0.5M of additional fill	\$450,000
Landscaping and Revegetation	\$450,000
Reticulation adjustments	\$100,000
Detailed design, community engagement and ecological and health studies	\$100,000.
Total	\$1,100,000
Maintenance	
Maintenance once site is fully established	\$30,000

Approach D - Alternative option of pocket tree planting

In reviewing the detailed site investigation it was noted there are varying consistencies of soil cover throughout the entire site. Riverside Gardens East appears to have the least amount of soil depth, whilst at Riverside Gardens West there appears to be small areas with greater clean soil depth.

Although preliminary at this stage, there may be an opportunity to find pockets of clean fill that can supports smaller pockets of trees with less site preparation and cost.

A further consideration could be to develop a program to stockpile clean fill as it becomes available as part of City works and later used for increasing the clean soil depth of historical landfills in the City for tree planting.

As the scale for these options are smaller, the threshold for the magnitude of environmental investigations would be reduced.

In identifying the feasibility of planting at Riverside Gardens East at this stage:

- Approach A provides the best site conditions for the project for the long term health of future planted trees and minimises the risk of compromising the capping of the landfill.
- Approach B cannot be included or excluded as an option until a concept design and associated risk assessment is implemented on the site. It is likely that tree choice would be limited to specific species of trees.
- Approach C is not recommended for tree growth.

Approach A is the constructive approach used when considering the following options. Reduced depth of soil at the site would attract the identified risks in the report. Alternatively costs can be reduced by reducing the size of the project area. The concept design may also identify opportunities to reduce overall fill required.

Options

The planting of trees at Riverside Gardens East and West is feasible; however the approaches and options to move forward carry different risks and benefits. The report has noted a range of complex issues and risks for consideration in the following strategic or pragmatic approaches. Six options to move the project forward have been identified by officers as follows:

Option 1 - It is understood that at this stage the intent is to seek grant funding for the project. It is unlikely that a project of this scale will be supported through a regular grant program and as such will require a lobbying approach to seek specific funding opportunities at the State or Federal level. The approach of developing a concept plan which establishes a scope of works, design, risk assessment and business case for the project was the approach used to attract funding in the order of \$1.2 million for the Eric Singleton Bird Sanctuary Project and as such is recommended at Officer Level.

Option 2 - Use the existing information in this report to seek government funding for the project. A concept plan, business case and detailed design would still be required after funding had been established.

The risk is that a concept design or scope of works is required to refine the costings and risks for the project. If funding was sought and successful, additional costs or risks may occur as the scope is clarified, which could compromise the final outcome of the project.

Option 3 - The City allocate funding in its long term financial plan for the implementation of the project. The delivery of the project would include a concept and detailed design in year 1 and the on ground delivery of the project in year 2; or on a staged basis.

Option 4 - Identifies that there is an opportunity cost of using the land at Riverside Garden East as a forest. Examples of this could include if an outcome of the play strategy identified an alternative need in the area. This approach would develop a recreation masterplan for Riverside Gardens as part of the corporate business plan C1.1.6 by 2021.

Option 5 - Identifies that there is an opportunity cost for spending funds in developing this site to increase the urban forest. The project requires higher capital cost to revegetate because the site is a former landfill, as opposed to other revegetation opportunities that may exist in the City such as along the river or as part of the Bayswater Biodiversity Project.

Option 6 - Due to there being only an average of 0.35m of soil cover over the landfill site and the significant site preparation and resource cost to grow trees in this location; no further action be taken at this time.

Way Forward

The project is an aspirational project to return a former landfill site into an urban forest. Innovative projects which challenge traditional land use approaches can provide significant benefit to the current and future community, however, as identified they can also carry inherent risks. As the landfill is a legacy of local and State historical practices, it could be argued that the wider community should assist the rehabilitation of the site through State and Federal grant funding.

Although the investigation is preliminary, it has been demonstrated that there is potential to convert the landfill site into a forest. It is recommended that a concept plan be developed to define the scope of the project and give it the best competitive advantage of attracting funding.

DWER would need to give approval for the new use of the site and it would be beneficial to seek in principal support for the works as early as possible in the project.

During the design process the depth of soil could also be refined and it would be likely that two options could be developed with a detailed cost benefit analysis.

The critical milestones to develop this project are as follows:

Milestone 1 - Develop concept plan and attract funding.

1. Develop a concept plan with community involvement;
2. Seek in principal support from relevant legislative bodies;
3. Actively seek funding for the project through state and federal bodies;

Milestone 2 - Detailed design and approval.

4. Develop detailed design;
5. Seek formal approval from legislative bodies;
6. Budget allocation;

Milestone 3 - Implement the works

7. Implement project management and purchasing; and
8. Implement the project works

OPTIONS

The following options are available to Council:

OPTION	BENEFIT	RISK
<p>1. Give in principal support to develop a portion of Riverside Gardens East into a forest.</p> <p>Allocate \$60,000 in the 2018/2019 financial year budget to undertake a concept design, seek in-principle support from the DWER and hold a community workshop.</p> <p>Develop a lobbying approach to seek financial support for the project.</p> <p>Estimated Cost: \$60,000</p>	<ul style="list-style-type: none"> • Assist in requesting DWER for in principal support. • Provide a higher detail review process, refine costings and identify unforeseen risks and issues by a specialist in the contaminated sites field. • Community included in forest design. 	<ul style="list-style-type: none"> • There may be conflicting community vision for the use of the land at this site. • May not secure Federal or State funding. • Project risks and restrictions as identified in the report. • Opportunity cost of investing officer time in this project.
<p>2. Give in principal support to develop a portion of Riverside Gardens East into a forest.</p> <p>Develop a lobbying approach to seek financial support for the project.</p> <p>Estimated Cost: Officer time</p>	<ul style="list-style-type: none"> • The cost to progress to the lobbying time would be limited to Officer hours. • Lobbying for the project could begin immediately. 	<ul style="list-style-type: none"> • Increased risk of the project not attracting funding or DWER in principal support. • Increased project risks as identified in the report. • No community involvement until funding has been allocated. • Project risks and restrictions as identified in the report. • Opportunity cost of investing officer time in this project.

OPTION	BENEFIT	RISK
<p>3. Resolve to convert Riverside Gardens East into a forest.</p> <p>Allocate \$100,000 in the 2018/2019 financial year budget to undertake concept and detailed design, seek approval or support from DWER and hold a community design workshop.</p> <p>Allocation \$2.05 million dollars to construct the project as part of the review of the long term financial plan.</p> <p>Estimated Cost: \$2.15 Million</p>	<ul style="list-style-type: none"> • Improve certainty in delivering the project. 	<ul style="list-style-type: none"> • Opportunity cost of delivering the project over other priority projects in the City or increased rates to fund the project. • Project risks and restrictions as identified in the report.
<p>4. To strategically consider the future land use of Riverside Gardens the City develops a recreation masterplan for Riverside Gardens as part of the corporate business plan C1.1.6 by 2021.</p> <p>Estimated Cost: Officer time</p>	<ul style="list-style-type: none"> • Higher level community consultation for the future use of the land at the site. • Strategic cost benefit analysis would be developed for different land uses in the area. 	<ul style="list-style-type: none"> • Project proposal delay to a future year. • The development of this masterplan would need to be compared to the urgency of other masterplans already identified in the corporate business plan.
<p>5. Take no further action at this stage and the City provide a further review of opportunities and costs of further tree planting across the City, to increase the urban forest from 13.2% to 20% in the 2018/19 financial year.</p> <p>Estimated Cost: Nil</p>	<ul style="list-style-type: none"> • Council resources directed towards actions of the urban forest strategy. • Cost benefit analysis of different tree planting approaches in the city. 	<ul style="list-style-type: none"> • That the project would not be further considered until 2019/20.
<p>6. Take no further action.</p> <p>Estimated Cost: Nil</p>	<ul style="list-style-type: none"> • Council resources can be directed towards other priority projects for the City. • Would retain the risk profile for the site at its status quo. 	<ul style="list-style-type: none"> • That the project would not proceed.

CONCLUSION

To support the Council aspiration to convert the grass at riverside gardens east into a forest Option 1 is recommended.

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

2017-18 BUDGET ALLOCATION	2017-18 BUDGET RECONSIDERATION	PROPOSED 2018-19 BUDGET ALLOCATION	ONGOING COSTS (e.g. MAINTENANCE)	LIFE OF PROJECT/LIFE EXPECTANCY OF ASSET
-	-	\$60,000	\$2.15 million Capital \$30,000 Operating	100 years

The implementation of the project would require significant officer time to project manage and consideration would need to be made to delay other projects or increase officer resources for the project life.

STRATEGIC LINK

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Our Natural Environment
Aspiration: A green and sustainable environment.
Outcome N1: Natural environment and biodiversity which are conserved and protected.
Outcome N2: A resilient community that responds to sustainability challenges.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

- *Contaminated Site Act 2003*
- *Swan and Canning Rivers Management Act 2006*

VOTING REQUIREMENTS

Simple Majority required.

ATTACHMENTS

Nil.

COMMITTEE RESOLUTION
(OFFICER'S RECOMMENDATION)

That Council:

- 1. Gives in principal support to develop a portion of Riverside Gardens East into a forest.**
- 2. Considers an allocation of \$60,000 in the 2018/2019 financial year budget to undertake a concept design, seek in-principle support from Department of Water and Environmental Regulation and hold a community design workshop.**
- 3. Develop a lobbying approach to seek financial support for the project.**

CR CHRIS CORNISH, DEPUTY MAYOR MOVED, CR LORNA CLARKE SECONDED

CARRIED: 5/3

FOR VOTE: *Cr Chris Cornish, Deputy Mayor, Cr Lorna Clarke, Cr Sally Palmer, Cr Barry McKenna, and Cr Dan Bull, Mayor.*

AGAINST VOTE: *Cr Catherine Ehrhardt, Cr Brent Fleeton, and Cr Elli Petersen-Pik.*

Cr Giorgia Johnson returned to the meeting at 9:17pm.

9.2.5 Waste Strategy**Officer: Director Technical Services**

Confidential Attachment - in accordance with Sections 5.23(2) (c) and (e) of the Local Government Act 1995 -

(c) a contract entered into, or which may be entered into, by local government and which related to a matter to be discussed at the meeting;

(e) a matter that if disclosed, would reveal -

(i) a trade secret;

(ii) information that has a commercial value; or

(iii) information about the business, professional, commercial or financial affairs of a person.

EXECUTIVE SUMMARY**Application:**

For Council to consider options in regards to the development of a waste strategy, in conjunction with the community, with the purpose of redirecting the City's waste and increasing the City's waste diversion levels through waste management according to measures higher up the waste hierarchy than disposal.

Key Issues:

- The City's waste management practices are currently aligned with the Waste Authority's waste management strategies, the Eastern Metropolitan Regional Council Strategic Plan and the City's Strategic Community Plan.
- In developing a new waste strategy it is important to consider ongoing alignment with the Waste Authority's Waste Strategy, to ensure that money and resources are placed into areas which are consistent with other Local Government areas and are likely to have the most significant benefits in regards to reducing waste to landfill and implementing measures higher up in the waste hierarchy.
- Community consultation in the development of a new waste strategy will have benefits in regards to improving waste education and increasing participation in various waste initiatives.

BACKGROUND

At the Special Council Meeting on 16 February 2018, Council discussed the Eastern Metropolitan Regional Council's (EMRC) Resource Recovery Project and resolved (in part):-

"That Council:

- 2. Requests the Chief Executive Officer to investigate options in order to develop a waste strategy, in conjunction with the community, with the purpose of redirecting the City's waste production and increase the City's waste diversion levels through waste management according to measures higher up the waste hierarchy than disposal, with a report to be provided to the Committee by April 2018.*
- 3. Requests the Chief Executive Officer to provide a report to the Committee by April 2018 identifying all waste facilities in and around the metropolitan area and a comparison of gate fees and user fees (etc.) for the utilisation of such facilities."*

The City of Bayswater's waste management is currently aligned with the following:-

- The Waste Authority (State Government) Western Australian Waste Strategy (currently under review).
- The EMRC waste management strategies outlined within the 10 year Strategic Plan (2017-2027).
- The City of Bayswater Strategic Community Plan (2017-2027).

CONSULTATION

The City has liaised with different waste disposal/ processing facilities and the EMRC. The City has also provided feedback to the Waste Authority during their consultation period, in regards to the review of their Waste Strategy.

ANALYSIS

Although the City of Bayswater's waste management is currently aligned with the Waste Authority, EMRC (as a member Council) and the City's Strategic Community Plan, an investigation was undertaken in regards to the City developing a waste strategy in conjunction with the community, with the purpose of:-

- Redirecting the City's waste streams; and
- Increasing the City's waste diversion levels through waste management according to measures higher up the waste hierarchy than disposal.

As a part of this investigation, the City also compiled a list of waste facilities in and around the metropolitan area (Confidential Attachment 1). It should be noted that some disposal sites did not have fees and charges readily available and some advised that they were not willing to be used as a "price check".

Also in regards to the pricing for the different waste facilities it should be taken into consideration that:-

- The City is primarily involved with the disposal of residential and commercial waste, not construction and demolition waste.
- Although a gate fee may be lower, there may be greater travel distances for disposal, resulting in increased waste collection and transportation costs.
- The City's existing waste collection contract expires on the 30 June 2018. The City has released a Tender for the City's waste collection services which closes on the 23 April 2018.

In regards to increasing the City's waste diversion levels, it is important to note that the Waste Authority is currently undertaking a statutory review of the first Western Australian Waste Strategy titled *Creating the Right Environment*, which was published in 2012 to support the requirements under the Waste Avoidance Resource Recovery legislation.

Since the Waste Strategy was published, total waste generation within the State has reduced by 14%, the amount of waste disposed to landfill is down 30% and the amount of material recovered for recycling has increased. However recycling rates for municipal solid waste (mainly household waste) in the Perth metropolitan area are currently only 36%. Therefore this is an area that the Waste Authority intends to address.

The State Government recognises that waste performance within Western Australia needs to be improved and they have advised that they will *"work with the Waste Authority, industry, the community and local governments to turn this track record around"*.

The Waste Strategy review focuses on a circular economy which is self-sustaining and looks at keeping resource materials in use as long as possible, before recovering and regenerating new products, rather than a linear "cradle to grave" model of material and energy use.

This circular economy builds upon the waste hierarchy principles of:-

- Avoidance (highest priority / most preferred option) - unnecessary consumption.
- Resource Recovery (second priority) - keeping materials in the productive economy and reducing the need for new materials.
- Disposal (lowest priority / least preferred option) - it is recognised that some types of waste (ie. hazardous materials) cannot be safely recycled and disposal is therefore the most appropriate option.

The Waste Authority's current waste strategy involves the following:-

- Applying the waste levy and enforcing compliance at waste premises under the *Environmental Protection Act 1986* and Waste Avoidance and Resource Recovery legislation.
- Investigation of illegal dumping and education of the community.
- Litter prevention strategies.
- Collection, storage and disposal of hazardous waste from households.
- Reviewing and updating regulatory framework.
- Introducing a container deposit scheme.
- Banning single use lightweight plastic bags.
- Community education and communication.
- Supporting charitable organisations and other goods recycling services.
- Supporting community and industry initiatives.
- Providing funding through the Better Bins program for a three bin system.
- Providing funding to encourage the use of recycled construction and demolition products in civil projects such as road construction.

In accordance with the review of the waste strategy, the Waste Authority is also considering the following:-

- Expanding their illegal dumping program.
- Updating and reviewing waste classifications and definitions.
- Having a more equitable application of the waste levy.
- Further encouraging the use of waste-derived materials.
- Developing better practice guidance for waste facilities, waste streams and waste-derived products.
- Review the management of hazardous waste.
- Lead collaboration between state government agencies to reduce construction and demolition waste and promote the reuse of recycled materials.
- Develop a legislative framework to encourage the use of waste-derived materials.
- Develop industry guidance to reduce waste generation and increase resource recovery.
- Improve community awareness of waste generation issues and solutions.
- Engage with decision makers to shift thinking towards a community benefit focus.

- Implement consumer and industry recycling education and engagement programs.
- Implement a state government procurement policy to support sustainable government procurement principles and practices.
- Encourage behaviour change to reduce food waste.
- Promote food and garden organics kerbside systems to increase the recovery of food waste.

The EMRC's waste management strategies under their existing strategic documents currently align with and support the overarching strategies developed by the Waste Authority.

The City has the following waste strategy within the Strategic Community Plan:-

N2.2 Provide innovative waste and recycling services to reduce waste and empower the community to do the same.

It is recognised that there is an opportunity to develop a more detailed waste management strategy.

In the development of a new waste strategy, it is important to consider ongoing alignment with the Waste Authority's Waste Strategy, to ensure that money and resources are placed into areas which are consistent with other Local Government areas and are likely to have the most significant benefits in regards to reducing waste to landfill and implementing measures higher up in the waste hierarchy (ie. reducing, re-using and recycling waste).

Consistency is important in terms of ensuring that community education programs are able to extend beyond Local Government boundaries (eg. children who attend school in a different Local Government area to the one they reside in will still be able to apply any school based waste education programs at home).

It is also important to involve the community in the development of a new waste strategy, as this will have benefits in regards to improving waste education and increasing participation in various waste initiatives at a local level.

OPTIONS

The following options are therefore available to Council:

OPTION	BENEFIT	RISK
<p>1. The City forms a working group to develop a Waste Strategy and invites community representatives to nominate their interest.</p> <p>Estimated cost:</p> <ul style="list-style-type: none"> Officer time, facilitator costs (if required), advertising and catering. 	<ul style="list-style-type: none"> Includes representatives from the community with a waste management interest. Easier to maintain focus on significant strategic waste management issues. 	<ul style="list-style-type: none"> The number of community representatives will need to be limited, to ensure focus is maintained. The community may have differing expectations, which do not align with the City's Waste Collection Contract or Budget. The working group may attract people with specialised interests who may not be representative of the broader community and its expectations.
<p>2. The City develops a Waste Strategy and seeks public comment.</p> <p>Estimated cost:</p> <ul style="list-style-type: none"> Officer time and advertising costs. 	<ul style="list-style-type: none"> The City has greater control of the waste strategies to ensure alignment with overarching strategies. Faster Process 	<ul style="list-style-type: none"> Less interaction with the community in regards to the development of strategies and possibly less community participation in waste management initiatives. The community may have differing expectations, which do not align with the City's Waste Collection Contract or Budget.
<p>3. The City hosts workshops on the development of a Waste Strategy and invites community participation.</p> <p>Estimated cost:</p> <ul style="list-style-type: none"> Officer time, facilitator costs (if required), advertising costs and catering. 	<ul style="list-style-type: none"> A larger portion of the community may be involved in the consultation process. 	<ul style="list-style-type: none"> More difficult to maintain focus within larger groups. Greater chance of deviation from overarching Waste Authority strategies. The community may have differing expectations, which do not align with the

			City's Waste Collection Contract or Budget. <ul style="list-style-type: none"> The workshop may attract people with specialised interests who may not be representative of the broader community and its expectations.
4.	The City develops a Waste Strategy and advises the community. Estimated cost: <ul style="list-style-type: none"> Officer time, advertising costs. 	<ul style="list-style-type: none"> Faster process. The City has greater control of the waste strategies to ensure alignment with overarching Waste Authority strategies. 	<ul style="list-style-type: none"> Less community consultation and possibly less community participation in waste management initiatives.

CONCLUSION

In considering a way forward on this issue it is important to note that the City's current waste management services are highly valued by the community and the service ranks highly in community perception surveys. Accordingly any changes that are to be considered to the service need to have a high level of community input.

Option 1 is considered to be the most appropriate option in this instance. It will enable the City to advertise expressions of interest for a waste management working group and invite community members with a waste management interest to participate in the development of a waste strategy.

It is expected that this will have long-term benefits in regards to ensuring alignment with the Waste Authorities overarching waste strategies and improving the community's participation in waste management initiatives at a local level.

The City can develop a Terms of Reference in regards to the structure and objectives of the working group.

FINANCIAL IMPLICATIONS

The financial implications are yet to be finalised, however there is expected to be significant costs associated with officer time in relation to arranging a working group, developing terms of reference and assisting in the development of the waste strategy.

There will also be costs associated with advertising for members of the working group and any catering associated with the working group meetings.

The development of this waste strategy has not been incorporated into the City's Corporate Business Plan for 2018-19 and therefore has not been factored into the 2018-19 budget.

Although the City will try and accommodate the formalisation of the working group and utilise existing resources to assist in the development of a new waste strategy, it should be noted that there is the potential that additional funding or resources may be requested during future budget reviews.

It should also be considered that the City's existing waste management operations are aligned with the budget. Any additional expectations from the community may require additional funding/ budget variations.

STRATEGIC LINK

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

C1.2: Deliver community programs that encourage community interaction and participation.

N2.2: Provide innovative waste and recycling services to reduce waste and empower the community to do the same.

E2.2: Partner with and support communities to enhance their town/city centres.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

- *Waste Avoidance and Resource Recovery Act 2007*
- *Waste Avoidance and Resource Recovery Regulations 2008*

VOTING REQUIREMENTS***SIMPLE MAJORITY REQUIRED*****ATTACHMENTS**

1. Waste facilities and costings in and around the metropolitan area. (Confidential)

OFFICER'S RECOMMENDATION

That Council:

1. Endorses the City forming a working group to develop a Waste Strategy and inviting community representatives to nominate their interest.
2. Considers Terms of Reference for the working group at a future Committee Meeting.

Cr Elli Petersen-Pik withdrew from the meeting at 9:25pm and returned to the meeting at 9:27pm.

POINT OF ORDER

Cr Brent Fleeton raised a point of order that this item be deferred until all Councillors were present to nominate for the working group. The Chairperson, Cr Chris Cornish, deputy Mayor, advised this was not necessary as Cr Dan Bull, Mayor had discussed the working group with the absent Councillors prior to the meeting and ascertained if they wished to nominate.

COMMITTEE RESOLUTION

That Council:

1. Forms a working group to develop a Waste Strategy comprising the following Councillors:

- a) Cr Stephanie Gray;
- b) Cr Dan Bull, Mayor;
- c) Cr Giorgia Johnson; and
- d) Cr Lorna Clarke;

with next steps to be considered by the working group at a meeting date/time to be determined by the working group.

2. That the working group liaise with the Chief Executive Officer as required.

CR DAN BULL, MAYOR MOVED, CR SALLY PALMER SECONDED

CARRIED: 8/0

REASON FOR CHANGE

The Committee changed the Officer's Recommendation as it was of the opinion the Waste Strategy working group should be formed as soon as possible.

Cr Brent Fleeton withdrew from the meeting at 9:29pm and did not return.

At 9:30pm the meeting was adjourned for a 5 minute break.

Cr Catherine Ehrhardt withdrew from the meeting at 9:30pm and did not return.

At 9:35pm the meeting was reconvened.

9.3 Finance and Corporate Services**9.3.1 Financial Reports for the Period Ended 31 March 2018****Reporting Branch:** Financial Services**Responsible Directorate:** Finance and Corporate Services**CR LORNA CLARKE DECLARED AN IMPARTIAL INTEREST**

In accordance with Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Lorna Clarke declared an impartial interest in this item as she is a member of the Bayswater and Bedford Bowls Clubs and attended a dinner on behalf of the City of Bayswater for Bayswater/Morley Cricket Club (paid for so not a financial dinner). Cr Clarke remained in the room for voting on this item.

CR DAN BULL, MAYOR, DECLARED AN IMPARTIAL INTEREST

In accordance with Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Dan Bull, Mayor, declared an impartial interest in this item as he is a social member of the Bedford Bowling Club. He also knows the bowling coach and has children who attend St Columba's - regarding Bayswater Morley Cricket Club. Cr Bull, Mayor, remained in the room for voting on this item.

CR SALLY PALMER DECLARED AN IMPARTIAL INTEREST

In accordance with Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Sally Palmer declared an impartial interest in this item as she is a member of the Bayswater and Bedford Bowls Clubs. Cr Palmer remained in the room for voting on this item.

EXECUTIVE SUMMARY**Application:**

For Council to note the financial reports for the period ended 31 March 2018.

Key Issues:

- At its meeting on 28 June 2017, Council adopted the Annual Budget for the 2017-18 financial year. The figures in this report are compared to the adopted budget.
- The financial reports for the period ended 31 March 2018 comprise **Attachments 1-3.**

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 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 variance adopted by the Council for the 2017-18 Budget is 10%.

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.

ANALYSIS

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

- Financial Activity Statement Report (**Attachment 1**);
- Reserve Fund Statement (**Attachment 2**); and
- Capital Works Statement (**Attachment 3**).

The Financial Activity Statement reports the financial position of the City to program level. It discloses the current liquidity position of the City after adjustment for non-cash items (depreciation, provisions, etc.).

The Detailed Statement of Financial Activity by Program including Nature or Type Classifications discloses reportable variances and defines the description and purpose of each financial activity.

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

The projects summarised in the Capital Works Statement (**Attachment 3**) detail the capital expenditure for the period 1 July 2017 to 31 March 2018. A detailed overview of the status of these projects is the subject of a separate quarterly report to Council.

OPTIONS

Not applicable.

CONCLUSION

That Council notes the financial reports for the period ended 31 March 2018.

FINANCIAL IMPLICATIONS

All amounts quoted in this report are exclusive of GST.

STRATEGIC LINK

In accordance with the City of Bayswater's Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance.
Aspiration: Open, accountable and responsive service.
Outcome L1: Accountable and good governance.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

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.

VOTING REQUIREMENTS

Simple Majority Required.

ATTACHMENTS

1. Financial Activity Statement Report.
2. Reserve Fund.
3. Capital Works.

COMMITTEE RESOLUTION**(OFFICER'S RECOMMENDATION)**

That Council notes the financial reports for the period ended 31 March 2018, forming Attachments 1 - 3.

CR DAN BULL, MAYOR MOVED, CR LORNA CLARKE SECONDED

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION: 7/0

Attachment 1

City of Bayswater
Financial Activity Statement
For the period 1 July to 31 March 2018

	2018 Revised Budget \$	2018 Year to Date Budget \$	2018 Year to Date Actual \$	2018 Year to Date Budget %
Revenue				
General Purpose Funding (Excl Rates)	4,081,125	2,531,479	2,394,440	94.59
Law, Order, Public Safety	316,800	237,600	247,669	104.24
Health	226,663	169,997	289,314	170.19
Education and Welfare	11,779,995	8,834,996	7,621,151	86.26
Housing	93,020	69,765	76,943	110.29
Community Amenities	12,009,288	11,724,289	11,932,322	101.77
Recreation and Culture	7,277,216	5,457,912	5,756,219	105.47
Transport	486,850	365,138	424,438	116.24
Economic Services	560,380	420,285	418,286	99.52
Other Property and Services	26,209	19,657	83,556	425.07
	<u>36,857,546</u>	<u>29,831,118</u>	<u>29,244,338</u>	<u>98.03</u>
Expenses				
Governance	(6,188,382)	(4,641,287)	(5,161,615)	111.21
General Purpose Funding	(847,418)	(635,564)	(583,364)	91.79
Law, Order, Public Safety	(2,928,152)	(2,196,114)	(2,184,799)	99.48
Health	(1,854,928)	(1,391,196)	(1,206,157)	86.70
Education and Welfare	(13,269,993)	(9,952,495)	(8,993,468)	90.36
Housing	(130,474)	(97,856)	(88,473)	90.41
Community Amenities	(14,409,525)	(10,807,144)	(8,703,584)	80.54
Recreation and Culture	(29,569,062)	(22,176,797)	(20,087,326)	90.58
Transport	(8,356,010)	(6,267,008)	(5,971,806)	95.29
Economic Services	(1,742,429)	(1,306,822)	(1,049,389)	80.30
Other Property and Services	(2,232,459)	(1,674,344)	(1,915,870)	114.43
	<u>(81,528,832)</u>	<u>(61,146,627)</u>	<u>(55,945,851)</u>	<u>91.49</u>
Net Result Excluding Rates	<u>(44,671,286)</u>	<u>(31,315,509)</u>	<u>(26,701,513)</u>	
Adjustment for Cash Budget Requirements:				
Non-Cash Expenditure & Revenue				
(Profit)/Loss on Asset Disposal	383,533	287,650	-	
Depreciation & Amortisation on Assets	10,494,188	7,870,641	7,870,641	
Movement in Non-Current Assets	-	-	50,550	
Movement of Non-Current Liabilities	-	-	(11,800)	
Employee Entitlements Movement	(344,500)	(258,375)	22,446	
Aged Persons Liability Adjustment	-	-	150,332	
Net Non-Cash Expenditure & Revenue	<u>10,533,221</u>	<u>7,899,916</u>	<u>8,082,169</u>	
Capital Expenditure				
Purchase Land and Buildings	(8,908,916)	(6,681,687)	(6,710,584)	
Purchase Plant and Equipment	(2,070,900)	(1,553,175)	(708,087)	
Purchase Furniture and Equipment	(971,871)	(728,903)	(707,591)	
Infrastructure Assets	(11,622,135)	(8,716,601)	(4,785,329)	
Repayment of Debentures	(5,977)	(4,483)	(4,969)	
Net Capital Expenditure	<u>(23,579,799)</u>	<u>(17,684,849)</u>	<u>(12,916,560)</u>	
Capital Revenue				
Proceeds from Disposal of Assets	622,300	466,725	406,228	
Self-Supporting Loan Principal Income	5,977	4,483	4,969	
Grants & Contributions for the Construction of Assets	4,349,950	3,262,463	2,018,641	
Net Capital Revenue	<u>4,978,227</u>	<u>3,733,671</u>	<u>2,429,838</u>	
Transfers				
Transfers to Reserves (Restricted Assets)	(1,126,338)	(844,754)	(837,169)	
Transfers from Reserves (Restricted Assets)	4,516,579	3,387,434	-	
Net Transfers	<u>3,390,241</u>	<u>2,542,680</u>	<u>(837,169)</u>	
Surplus/(Deficit) July 1 B/Fwd	6,079,131	6,079,131	8,546,133	
Surplus/(Deficit) June 30 C/Fwd	1,529,914	16,055,219	22,839,443	
Amount Raised from Rates	<u>(44,800,179)</u>	<u>(44,800,179)</u>	<u>(44,236,545)</u>	

City of Bayswater
Net Current Assets
For the period 1 July to 31 March 2018

	2017 Actual \$	2018 Actual \$
Current Assets		
Cash & Cash Equivalents	69,235,427	80,827,976
Prepayments	110,526	118,494
Trade and Other Receivables	3,681,864	5,280,032
GST Receivable	361,306	249,361
Inventory	98,771	112,894
	<u>73,487,894</u>	<u>86,588,757</u>
Current Liabilities		
Sundry Creditors	4,531,986	2,483,482
Accruals	922,827	772,539
Other Current Trade and Other Payables	24,389,413	24,389,413
Current Employee Benefits Provision	4,857,374	5,204,297
Current Loan Liability	5,977	1,008
	<u>34,707,577</u>	<u>32,850,739</u>
Net Current Assets	<u>38,780,317</u>	<u>53,738,018</u>
Less:		
Reserves - Restricted Cash	(44,417,329)	(45,254,498)
Cash Backed Employee Provisions	1,190,894	1,213,340
Aged Persons Homes - Restricted	12,992,251	13,142,583
Surplus/(Deficit)	<u>8,546,133</u>	<u>22,839,443</u>

Statement of Financial Activity By Program For the period ending 31 March 2018				
<i>Program</i>	<i>YTD Budget Revenue</i>	<i>Revenue Actual</i>	<i>YTD Budget Expenditure</i>	<i>Actual Expenditure</i>
General Purpose Funding Objective: To collect revenue to allow for the provision of services. Activities: Rates, general purpose government grants, and interest revenue.				
	\$47,331,658 ●	\$46,630,985	\$635,564 ●	\$583,364
Governance Objective: To provide a decision making process for the efficient allocation of scarce resources. Activities: Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.				
	\$0 ●	\$0	\$4,641,287 ●	\$5,161,615
Redundancy payments and election expenses higher than the allocation due to timing of payments. Timing of allocation of telephone costs, LSL and Annual Leave annual accrual and bank fees for rates payments are over budget due to timing of processing and is estimated to be within the annual budget provision.				
Law, Order and Public Safety Objective: To provide services to help ensure a safer and environmentally conscious community. Activities: Supervision and enforcement of various local laws relating to fire prevention, animal control and protection of the environment and other aspects of public safety including emergency services and community policing.				
	\$237,600 ●	\$247,669	\$2,196,114 ●	\$2,184,799
Health Objective: To provide services to achieve community and environmental health Activities: Maternal and infant health facilities, immunisation, inspection of food outlets, noise control and pest control services.				
	\$169,997 ●	\$289,314	\$1,391,196 ●	\$1,206,157
Education and Welfare Objective: To provide services to children, youth, the elderly and disadvantaged persons Activities: Pre-school and other education services, child minding facilities, playgroups, senior citizens centres, meals on wheels, home care services and aged care facilities.				
	\$8,834,996 ●	\$7,621,151	\$9,952,495 ●	\$8,993,468
This revenue variance can be attributed to the timing difference of the receipts and payments of the Aged Persons Homes.				

Statement of Financial Activity By Program For the period ending 31 March 2018				
<i>Program</i>	<i>YTD Budget Revenue</i>	<i>Revenue Actual</i>	<i>YTD Budget Expenditure</i>	<i>Actual Expenditure</i>
Housing				
Objective: To provide and maintain community housing.				
Activities: Provision and maintenance of community housing.				
	\$69,765 ●	\$76,943	\$97,856 ●	\$88,473
Community Amenties				
Objective: To provide services required by the community.				
Activities: Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes.				
	\$11,724,289 ●	\$11,932,322	\$10,807,144 ●	\$8,703,584
Recreation and Culture				
Objective: To establish and effectively manage infrastructure and resources which will help the social wellbeing of the community.				
Activities: Maintenance of public halls, civic centre, aquatic centre, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.				
	\$5,457,912 ●	\$5,756,219	\$22,176,797 ●	\$20,087,326
Transport				
Objective: To provide safe, effective and efficient transport services to the community.				
Activities: Construction (if not capitalised) and maintenance of roads, streets, footpaths, depots, cycleways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting, etc.				
	\$365,138 ●	\$424,438	\$6,267,008 ●	\$5,971,806
Budgeted parking revenue has not been achieved due to position vacancy.				
Economic Services				
Objective: To help promote the city and its economic wellbeing.				
Activities: Tourism and area promotion. Building control.				
	\$420,285 ●	\$418,286	\$1,306,822 ●	\$1,049,389
Other Property and Services				
Objective: To monitor and control Council's overheads operating accounts.				
Activities: Private works operation, costs not elsewhere classified.				
	\$19,657 ●	\$83,556	\$1,674,344 ●	\$1,915,870
This expenditure variance can be attributed to public works overhead adjustments.				
Total by program	\$74,631,297 ●	\$73,480,883	\$61,146,627 ●	\$55,945,851

Statement of Financial Activity By Nature or Type For the period ending 31 March 2018		
<i>Nature or Type Classification</i>	<i>YTD Budget</i>	<i>Actual</i>
Revenue		
Rates		
All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates. Excludes administration fees, interest on instalments, interest on arrears, waste services.		
	\$44,800,179 ●	\$44,287,987
Operating Grants, Subsidies and Contributions		
Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.		
	\$9,937,929 ●	\$8,825,381
The Aged Person Homes Operating Subsidies are under budget due to timing of grants and subsidies received.		
Non-Operating Grants, Subsidies and Contributions		
Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.		
	\$3,262,463 ●	\$1,817,596
The variance is caused by the delay in receiving capital grants in Technical, Recreation and Security Services. Some grants are dependant on the completion of capital projects.		
Fees and Charges		
Revenue (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees.		
	\$18,533,225 ●	\$18,730,686
Interest Earnings		
Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.		
	\$1,787,319 ●	\$1,184,110
Interest is received on investment maturity.		
Other Revenue		
Other revenue, which cannot be classified under the above headings, includes Aged Persons bond retention income.		
	\$286,101 ●	\$452,718
Total Revenue by Nature or Type	\$78,607,216 ●	\$75,298,478

Statement of Financial Activity By Nature or Type For the period ending 31 March 2018		
<i>Nature or Type Classification</i>	<i>YTD Budget</i>	<i>Actual</i>
Expenditure		
Employee Costs		
All costs associated with the employment of persons such as salaries, wages, allowances, benefits such as vehicle and superannuation expenses, workers compensation insurance and training costs, conferences, safety expenses, medical examinations, fringe benefits tax etc.		
	\$26,138,675 ●	\$24,550,887
Material and Contracts		
All expenditure on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc.		
	\$23,790,367 ●	\$21,431,698
Utilities (Gas, Electricity, Water, etc.)		
Expenditures made to respective agencies for the provision of power, gas or water. Excludes expenditure incurred for the re-instatement of works associated with these agencies.		
	\$2,709,064 ●	\$1,499,813
Amortisation and Depreciation		
Amortisation and depreciation of non-current assets including buildings, plant, furniture and infrastructure assets		
	\$7,870,641 ●	\$7,870,641
Interest Expenses		
Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and re-financing expenses.		
	\$2,036 ●	\$578
Insurance		
All insurance other than worker's compensation.		
	\$635,844 ●	\$592,234
Total Expenditure by Nature or Type	\$61,146,627 ●	\$55,945,851

Attachment 2

City of Bayswater
Reserve Fund Statement
For the period 1 July to 31 March 2018

	Budget \$	Actual \$
(a) City Buildings & Amenities		
Opening Balance	1,996,065	1,996,735
Interest	52,896	37,634
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	(130,677)	0
	1,918,284	2,034,369
(b) Bore & Reticulation		
Opening Balance	625,531	625,918
Interest	16,577	11,797
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	0	0
	642,108	637,715
(c) Building Furniture & Equipment		
Opening Balance	636,503	636,367
Interest	16,867	11,994
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	0	0
	653,370	648,361
(d) Major Capital Works		
Opening Balance	3,065,654	3,143,716
Interest	81,240	59,252
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	(1,103,950)	0
	2,042,944	3,202,968
(e) Plant & Works Equipment		
Opening Balance	191,714	191,797
Interest	5,080	3,615
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	0	0
	196,794	195,412
(f) Workers Compensation		
Opening Balance	490,008	579,556
Interest	12,985	10,923
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	0	0
	502,993	590,479

City of Bayswater
Reserve Fund Statement
For the period 1 July to 31 March 2018

	Budget \$	Actual \$
(g) Long Service Leave & Entitlements		
Opening Balance	1,190,149	1,190,894
Interest	31,539	22,446
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	0	0
	<u>1,221,688</u>	<u>1,213,340</u>
(h) Bayswater Aquatic Centre Replacements		
Opening Balance	484,226	349,430
Interest	12,832	6,586
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	(327,857)	0
	<u>169,201</u>	<u>356,016</u>
(i) The Rise		
Opening Balance	565,956	565,954
Interest	14,998	10,667
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	0	0
	<u>580,954</u>	<u>576,621</u>
(j) Maylands Waterland		
Opening Balance	56,596	56,596
Interest	1,500	1,067
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	0	0
	<u>58,096</u>	<u>57,663</u>
(k) Civic Centre		
Opening Balance	565,956	565,954
Interest	14,998	10,667
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	0	0
	<u>580,954</u>	<u>576,621</u>
(l) Roads & Drainage & Traffic Management		
Opening Balance	362,567	487,041
Interest	9,608	9,180
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	0	0
	<u>372,175</u>	<u>496,221</u>

City of Bayswater
Reserve Fund Statement
For the period 1 July to 31 March 2018

	Budget \$	Actual \$
(m) Footpath/Cycleway		
Opening Balance	315,956	312,734
Interest	8,373	5,894
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	0	0
	324,329	318,628
(n) Playground & Parks		
Opening Balance	1,613,456	1,613,926
Interest	42,757	30,419
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	0	0
	1,656,213	1,644,345
(o) Golf Courses		
Opening Balance	624,914	1,086,204
Interest	16,560	20,473
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	(480,000)	0
	161,474	1,106,677
(p) Streetscapes		
Opening Balance	669,550	669,492
Interest	17,743	12,618
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	0	0
	687,293	682,110
(q) Information Technology		
Opening Balance	190,129	190,314
Interest	5,038	3,587
Transfer from Municipal	112,555	0
Amount Used / Transfer from Reserve	0	0
	307,722	193,901
(r) Eric Singleton Bird Sanctuary		
Opening Balance	1,132,013	1,131,910
Interest	29,998	21,334
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	0	0
	1,162,011	1,153,244

City of Bayswater
Reserve Fund Statement
For the period 1 July to 31 March 2018

	Budget \$	Actual \$
(s) Les Hansman Centre Development		
Opening Balance	4,788,143	4,787,516
Interest	126,886	90,234
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	0	0
	4,915,029	4,877,750
(t) Senior Citizens Building		
Opening Balance	339,574	339,572
Interest	8,999	6,400
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	0	0
	348,573	345,972
(u) Morley City Centre		
Opening Balance	565,956	565,954
Interest	14,998	10,667
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	0	0
	580,954	576,621
(v) Landfill Restoration		
Opening Balance	498,351	551,927
Interest	13,206	10,403
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	(150,000)	0
	361,557	562,330
(w) Sustainable Environment		
Opening Balance	565,956	565,954
Interest	14,998	10,667
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	(404,000)	0
	176,954	576,621
(x) Morley Sport & Recreation Centre		
Opening Balance	565,956	565,954
Interest	14,998	10,667
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	0	0
	580,954	576,621

City of Bayswater
Reserve Fund Statement
For the period 1 July to 31 March 2018

	Budget \$	Actual \$
(y) Community Housing		
Opening Balance	32,320	32,378
Interest	856	610
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	0	0
	33,176	32,988
(z) General Waste Management		
Opening Balance	26,317	26,273
Interest	697	495
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	0	0
	27,014	26,768
(aa) River Restoration Reserve		
Opening Balance	170,917	170,902
Interest	4,529	3,221
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	(166,717)	0
	8,729	174,123
(ab) Bayswater Bowling Club Capital Improvements		
Opening Balance	10,000	0
Interest	265	0
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	0	0
	10,265	0
(ac) Bayswater Tennis Club		
Opening Balance	143,250	149,418
Interest	3,975	2,816
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	(43,250)	0
	103,975	152,234
(ad) Strategic Land Acquisition Reserve		
Opening Balance	1,509,937	1,509,657
Interest	40,013	28,454
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	(1,500,000)	0
	49,950	1,538,111

City of Bayswater
Reserve Fund Statement
For the period 1 July to 31 March 2018

	Budget \$	Actual \$
Summary		
Opening Balance	23,993,620	24,660,043
Interest	636,010	464,787
Transfer from Municipal	112,555	0
Amount Used / Transfer from Reserve	(4,306,451)	0
Closing Balance (Excluding Aged Persons Homes)	20,435,734	25,124,830
Aged Persons Homes		
Aged Persons Homes - General Reserves		
Opening Balance	15,578,935	17,272,240
Interest	327,851	325,544
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	(460,128)	0
	<u>15,446,658</u>	<u>17,597,784</u>
Aged Persons Homes - Prudential Requirements		
Opening Balance	2,490,000	2,485,046
Interest	49,922	46,838
Transfer from Municipal	0	0
Amount Used / Transfer from Reserve	0	0
	<u>2,539,922</u>	<u>2,531,884</u>
Total Aged Persons Homes	<u>17,986,580</u>	<u>20,129,667</u>
Closing Balance (Including Aged Persons Homes)	38,422,313	45,254,498

Attachment 3**Capital Listing 2017-18 - as at 31 March 2018**

<i>Cap Ex</i>			<i>Revised Budget</i>	<i>Actual</i>	<i>Committed</i>	<i>Total</i>
Division: 10 - Community Services						
Recreation Development						
L12900	Active Reserve Floodlight Upgrade - Audit Outcome Pending	Recreation Development	83,859	48,725	28,874	77,599
N11400	Playground Replacements		50,000	1,245	0	1,245
N11600	Golf Course Perimeter Fencing		15,000	0	0	0
N11800	John D'Orazio Memorial		40,000	30,735	273	31,007
N13000	Emberson Reserve (South Sect) - Floodlighting		110,000	45,306	61,131	106,437
N40200	Bayswater Tennis Club - Design & Approvals		43,250	631	0	631
N41100	Emberson Reserve (North Sect)	Prev L12900 Active Resv Floodlight Upgrade	46,500	31,556	0	31,556
N41200	Frank Drago Reserve - Pitch Levelling and Fencing		30,000	7,334	0	7,334
N41300	Frank Drago Reserve - Main Pitch Lighting		50,000	0	0	0
P10000	Netball Court Fencing Upgrade leaf Protection		15,000	7,381	0	7,381
P10100	Shade Sail Houghton Park Playground		25,000	11,245	0	11,245
P10200	Drinks Fountains In Dog Parks		20,000	14,393	174	14,567
P10300	Elstead Reserve - Changeroom/Storage		62,000	81,085	0	81,085
P10400	Emberson Reserve - Lighting		46,500	20,454	25,679	46,133
P10500	Goal Store Compound		10,000	0	8,568	8,568
P10600	Shade Sail - Lightning Park		15,000	13,907	0	13,907
P14300	Tennis Court Lighting Replacement Hampton Square		40,000	0	0	0
P14400	Replacement Sports Lighting (corrosion)		45,000	54,680	0	54,680
P14500	External Surfacing Morley Eagles Clubroom		15,000	0	11,152	11,152
P14600	Shot Put Replacements		15,000	14,377	1,858	16,235
P14700	Noranda Athletics Floodlight Replacement		225,000	114,241	111,262	225,504
P14800	Playground Replacements		415,000	166,628	233,037	399,665
P14900	Basketball Goal Replacements		45,000	0	227	227
P15000	Court Surfacing - Various		50,000	0	0	0
P15100	Goal Post Replacements		16,000	5,335	10,753	16,088
P15200	Turf Tennis Posts		10,000	0	10,180	10,180
P15300	Long Jump Runway Replacements		22,000	21,858	0	21,858
P15400	Raise and Returf Inside Edge of Running Track Noranda		30,000	25,630	380	26,010
P15500	Cricket Practice Net Replacement		40,000	38,286	0	38,286
P15600	Securing Padlocks on Reserves		5,000	113	0	113
P31500	Outdoor Community Facility-Morley Living Streams Project	Obstacle course equipment, lighting and seating	0	0	85,606	85,606
			1,635,109	755,145	589,155	1,344,299
The RISE						
P15700	Table Trolleys	Replace existing trolleys that are an OHS risk and contribut	15,000	0	0	0
P15800	Paint internal walls	Painting of internal walls in public areas is required and h	30,000	0	0	0
P15900	New carpet in the function suite	Replace worn carpet in the function suite	25,000	18,159	6,841	25,000
P16000	Health and Fitness small equipment replacement	Replacement of small equipment required to facilitate progra	10,000	7,256	1,931	9,188
P16100	Community Hall Flooring Replacement	Replace worn and damaged flooring with a suitably impact abs	50,000	17,480	52,164	69,644
			130,000	42,895	60,936	103,831
Bayswater Waves - Furniture & Equipment						
N13900	Boiler Replacement	Replacement of ageing pool boiler expected to fail within 12	0	0	0	0
N14000	Electrical equipment upgrade and repair	Address PLC issues for all pools	160,800	10,000	145,000	155,000
N14100	Chemical storage shed	Construction of new chemical storage area	34,391	44,276	0	44,276
N14200	Outdoor and hydrotherapy area refurbishment	Works consistent with the first stage of the GHD engineering	840,454	1,024,608	0	1,024,608
P10700	Hand Dryers for Indoor Change Rooms	Install hand driers to reduce expenses in paper towel consum	25,000	23,257	0	23,257
P10800	Chlorine gas sensors	Additional chlorine gas sensors for plant rooms not currentl	25,000	0	0	0
P16200	Health and Fitness Small Equipment Replacement	Small item replacement to enhance programs delivered by the	10,000	0	0	0
P16300	Group Fitness Room Carpet Replacement	Replace worn and damaged carpet at the end of reasonable lif	18,000	16,726	0	16,726
P16400	Pump seal replacement	Replace seals on all pumps to ensure optimal functionality a	30,000	9,873	0	9,873

Capital Listing 2017-18 - as at 31 March 2018

Cap Ex			Revised Budget	Actual	Committed	Total
P16500	Hydrotherapy Pool and Spa Refurbishment	Refurbishment works consistent with the remainder of the fir	900,000	41,277	22,444	63,720
P16600	Address Safety and aesthetic issues around the pool hall	Address issues of inconsistent presentation and inoperative	30,000	6,260	0	6,260
P16700	Ultrasonic depth sensors for balance tanks	Replace float valves that regularly fail with ultrasonic sen	16,000	0	0	0
P16800	Outdoor Pool Blankets	Replacement of the outdoor pool blankets to complete the sta	45,000	35,210	0	35,210
P16900	Chiller plant room extraction Fan	Extraction fan to address ventilation issues in the chiller	6,000	0	4,250	4,250
P17000	Replace pool cleaner	Replacement of automatic pool cleaner at end of economic lif	17,000	13,500	0	13,500
P17100	Replace carpet in mezzanine & staff room	Replace carpet to standard consistent with the main foyer	9,000	7,685	0	7,685
P17200	Gym strength equipment replacement	Replacement of ageing gym equipment that is reaching the end	88,000	76,881	0	76,881
P17300	Replace poolside lounge chairs	Replacement of ageing and damaged pool lounges	4,000	0	4,477	4,477
			2,258,445	1,309,554	176,170	1,485,724
Bayswater Library Furniture & Equipment						
P17400	Bayswater Library - refurbishment.	Furniture and fittings requirements	20,000	1,680	0	1,680
			20,000	1,680	0	1,680
Morley Library Furniture & Equipment						
N15000	Morley Library - Mobile pop-up furniture	Mobile pop-up furniture for Library Outreach Service	5,000	3,374	0	3,374
P10900	Library Management System Upgrade	Library Management System Upgrade	38,000	33,527	4,500	38,027
			43,000	36,901	4,500	41,401
Security Services						
M30700	Mobile Infringements	Hand held devices	0	15,300	0	15,300
N38600	Microchip scanners	Portable microchip scanners to allow enforcement of dog act	0	1,487	0	1,487
N38800	CCTV Bayswater Waves	Further CCTV coverage at Bayswater Waves	0	20,000	0	20,000
P12400	Noranda CCTV	Noranda Sporting Complex CCTV	147,023	76,951	67,248	144,199
P30700	Replacement tablets	Replacement tablets for vehicles	19,800	0	0	0
			166,823	113,738	67,248	180,986
Maylands Waterland - Equipment						
P30800	Maylands Waterland Redevelopment		200,000	2,720	0	2,720
			200,000	2,720	0	2,720
Community Requests						
P12500	Bayswater Lacrosse Club - Fence	Installation of divide fencing	6,000	6,000	0	6,000
P12600	Bayswater Lacrosse Club - Change rooms	Refurbishment of existing change rooms	5,100	5,100	0	5,100
P12700	Bedford Morley Cricket Club	Installation of turf match cricket wicket at Waltham Reserve	20,000	0	0	0
P12800	Casa Mia Montessori Playground Inc - Shade Sails	Replace and extend shade sails over playground	2,500	2,765	0	2,765
P12900	West Coast Model Rally Club Inc - Seating	Install additional seating to model race track	3,500	3,500	318	3,818
P13000	West Coast Model Rally Club Inc - Grandstand	Replace and extend grand stand for drivers on the off road t	37,000	0	0	0
P13100	Maylands Tennis Club - Automatic Gate Entry	Supply and install automatic gate entry for public tennis co	9,000	0	0	0
P13200	Maylands Tennis Club - Hard Courts	Resurface public pay and play hardcourts	15,000	15,000	0	15,000
P13300	Morley Eagle Baseball Club Inc - Paving	Install Paving to front of clubroom	23,900	19,557	4,785	24,342
P13400	Noranda Family Centre - Doors	Replace concertina doors between activity rooms	18,000	19,058	0	19,058
P13500	Noranda Netball Association - Fence	Install low level colour bond fencing around court perimeter	8,000	8,500	0	8,500
P13600	West Coast Model Rally Club Inc - Racing Track	Expansion and upgrade of the radio control racing track	5,000	5,000	500	5,500
			153,000	84,480	5,603	90,083
Division: 20 - Planning & Development Services						
Building Asset Management						
N41000	Solar Panels Mens Shed		0	11,855	0	11,855
			0	11,855	0	11,855
Bayswater Waves Building Improvements						
M14100	Waves Building Improvement	Replacement of floor tiles (stage 2 of 3)	30,000	11,500	19,768	31,268
N15500	Waves - Replace slide platform	Replace slide	0	5,255	0	5,255
N15600	Waves - Earthing pools	Provide earthing to pools	86,835	66,198	0	66,198

Capital Listing 2017-18 - as at 31 March 2018

Cap Ex			<u>Revised Budget</u>	<u>Actual</u>	<u>Committed</u>	<u>Total</u>
			116,835	82,953	19,768	102,721
Buildings						
M17200	Cloughton Reserve Public Toilets	Upgrade of internal fittings and fixtures	2,825	3,113	0	3,113
N16600	Bayswater Bowling Club	Upgrade switchboard and power supply	0	102	0	102
N19300	Halliday Park Lacrosse	Upgrade switchboard and power supply	0	22,657	0	22,657
N20000	Maylands Hall	Internal paint	20,000	9,985	0	9,985
N23200	Hinds Reserve	Toilet Facility Upgrade	0	680	0	680
N40500	Lightning Park	Relocation of Pumping Station	71,911	77,117	0	77,117
P17500	Bayswater Infant Health Clinic	Re lay uneven paving	5,000	0	0	0
P17600	Bayswater Library	Internal paint	58,000	0	19,990	19,990
P17700	Bayswater Library	Carpet replacement	45,000	750	23,342	24,092
P17800	Bayswater Library	Replacement of Auto doors	7,000	0	0	0
P17900	Bayswater Out of School care	Install compliant emergency exit doors	20,000	0	0	0
P18000	Bayswater Senior Citizen Centre	Toilet facility for disabled	100,000	22,840	0	22,840
P18100	Beaufort Hall public toilet	Upgrade	11,000	10,347	0	10,347
P18200	Bedford Bowling Club	Toilet upgrade (stage2)	55,000	42,661	0	42,661
P18300	Bedford Bowling Club	Replace air conditioners	10,000	13,025	0	13,025
P18400	Bedford Filipino Club	Main Hall floor cover	35,000	33,472	0	33,472
P18500	Bedford Filipino Club	Replace rotted door frames	10,000	890	859	1,749
P18600	Hampton Sq Bulgarian Club	Replace floor covering and lights	25,000	8,291	0	8,291
P18700	Clarkson Res Public toilets & Tennis Club	Connection to sewer	120,000	48,922	100,850	149,772
P18800	Maylands Sport and Recreation	External paint	15,000	13,250	0	13,250
P18900	Crimea Park Clubrooms	Internal paint	10,000	3,400	0	3,400
P19000	Crimea Park Public Toilet	Upgrade	6,000	4,240	0	4,240
P19100	Bayswater Croquet Club	Kitchen upgrade	12,000	18,671	0	18,671
P19200	De Lacy Reserve Clubrooms	Upgrade of toilets	6,000	0	0	0
P19300	Depot Workshop	Upgrade inspection pit	6,000	5,694	0	5,694
P19400	Depot Offices	Staff toilet upgrade	60,000	59,926	0	59,926
P19500	Deschamp Reserve Clubrooms	Replace external doors	4,000	4,170	0	4,170
P19600	Dick Lucas Park	Upgrade Gazebo	7,500	7,000	0	7,000
P19700	E B Brown Pavilion	Internal renovations	55,000	56,101	630	56,731
P19800	E B Brown Pavilion	External upgrade	37,000	38,227	0	38,227
P19900	Bayswater SES	Replace Air Cond	10,000	8,262	0	8,262
P20000	Ellis House	Replace veranda floor boards	20,000	18,970	0	18,970
P20100	Elstead Reserve	Roof replacement	12,000	11,586	0	11,586
P20200	Embleton Toy Library	Replacement of floor covering	10,000	9,088	0	9,088
P20300	Embleton Toy Library	Internal /external paint	10,000	12,140	0	12,140
P20400	Halliday Park Lacrosse Club	Replace window treatments	5,000	2,020	0	2,020
P20500	Hampton Infant Health Clinic	Upgrade kitchen and floor cover	14,000	10,603	1,343	11,946
P20600	Houghton Park Pavilion	Replace lights with LED	6,000	4,161	845	5,006
P20700	Les Hansman Community Centre	Roof cover replacement	40,000	36,146	0	36,146
P20800	Light Car Club	Internal/external paint	8,000	4,390	0	4,390
P20900	Light Car Club	Replace damaged floor	6,000	4,565	0	4,565
P21000	Lower Hillcrest Pavilion	Coat roof cover	20,000	14,072	0	14,072
P21100	Lower Hillcrest Public toilets	Internal paint and ventilation	4,000	2,013	0	2,013
P21200	Maylands Brickworks	Internal fencing off of drying shed	10,000	2,926	0	2,926
P21300	Maylands Old Police Station	Air conditioner replacement	25,000	14,310	0	14,310
P21400	Maylands Tennis Club	Upgrade of kitchen	25,000	20,088	229	20,317
P21500	MG Car Club	External repairs to brickwork	20,000	9,913	0	9,913
P21600	Model Railway Club	Replace Exit door locks	3,000	0	1,260	1,260
P21700	Model Railway Club	Internal Paint and LED lights	20,000	9,065	2,330	11,395
P21800	Morley Infant Health Clinic	Internal paint	4,000	3,390	0	3,390
P21900	Morley Senior Citizens Centre	Kitchen upgrade	35,000	2,400	32,600	35,000
P22000	Morley Senior Citizens Centre	Auto doors to entrance	10,000	393	9,934	10,327
P22100	Morley Training Centre	Replace floor covering/Air Cond	27,000	9,900	0	9,900
P22200	Pat O'Hara Rugby Club	Upgrade toilet (for disabled)	16,000	0	0	0
P22300	RA Cook Pavilion	External paint	15,000	9,520	0	9,520
P22400	Robert Thompson Reserve	Floor treatment	20,000	0	0	0
P22500	Riverside Gardens Gazebos x2	Repairs and repaint	10,000	647	7,600	8,247
P22600	Salisbury Street Childcare	Replacement of gutters	4,000	4,356	0	4,356
P22700	Silverwood Childcare	Replacement of patio/pergola	7,000	4,500	2,900	7,400
P22800	Silverwood Childcare	External paint	12,000	0	12,000	12,000
P22900	Upper Hillcrest Pavilion	Replacement of windows	20,000	10,345	0	10,345
P23000	Whatley Hall	Security screens	2,000	818	0	818
P23100	Wotton Reserve Clubrooms	Roof replacement	150,000	0	148,279	148,279
P23200	Wotton Reserve Clubrooms	Upgrade external doors/entrance	20,000	0	2,400	2,400
P23300	Bedford Filipino (Youth Club)	New sink and water connection	3,000	1,465	0	1,465
P23400	Maylands Sport and Recreation	Replacement of downpipes/drainage	20,000	0	3,420	3,420
P23500	Wotton Reserve	Power upgrade	35,000	0	0	0
P23600	Embleton Golf Course	Kitchen upgrade (Pro Shop)	37,000	43,142	4,148	47,290
P23700	Frank Drago Reserve	Repair water leak to grandstand	16,000	0	12,000	12,000
P23800	Bedford Bowling Club	Replace windows and treatments	40,000	17,906	0	17,906
P23900	Public Toilet Auto Doors	Staged Auto door installation	15,000	0	0	0
P24000	Bayswater ECHO	Air conditioner replacement	25,000	25,000	0	25,000
P24100	Morley Sport and Rec	Roof replacement (Stage 1)	80,000	67,974	0	67,974
P24200	Morley Sport and Rec	Replacement of operable wall	80,000	0	0	0
P24300	Bayswater Tennis Clubrooms	Redevelopment	1,350,000	521,412	888,065	1,409,476

Capital Listing 2017-18 - as at 31 March 2018

Cap Ex			Revised Budget	Actual	Committed	Total
P31600	Bayswater SES	Install Electric Motors on Roller Doors	0	10,335	0	10,335
			3,135,236	1,433,354	1,275,023	2,708,377
Major Strategic Projects						
M19000	Town Planning Scheme Review	Local Planning Strategy	93,055	113,942	70,331	184,273
M19100	Morley Activity Centre - Streetscape Enhancement Plan	Detailed Plan (outsource)	50,000	450	0	450
M19200	Maylands Town Centre	Car Parking Strategy	17,500	0	0	0
M31700	Bayswater Town Centre	Structure Plan	19,620	2,394	0	2,394
N23700	Significant Tree Register	Develop Register & compliance	25,000	0	0	0
P11000	Carters Land	Strategic Land Acquisition	2,000,000	3,513,499	0	3,513,499
			2,205,175	3,630,284	70,331	3,700,616
Morley City Centre						
L20100	Morley City Centre - Infrastructure Plan	Detailed Design and Approvals	8,800	11,218	0	11,218
			8,800	11,218	0	11,218
Division: 30 - Technical Services						
Arterial Road Construction						
P24400	Camboon Rd	Various R/B s	72,000	65,251	0	65,251
P24500	Grand Promenade	Broun Intersection	50,000	30,598	0	30,598
P24600	Russell St	Walter to KFC Driveway	60,512	44,621	12,346	56,967
			182,512	140,471	12,346	152,817
Other Road Construction						
M19500	McGann St ROW NO 1	Upgrade ROW	45,000	0	0	0
M19600	Shaftesbury Ave & Arundel St ROW No 47	Upgrade ROW	20,000	17,677	0	17,677
N24000	ROW No 98 -East St	East/Elizabeth/Central/Peninsular	67,935	68,124	0	68,124
N24100	ROW No 11-Frinton St	Frinton/Roberts/Neville/Milne	12,000	959	10,025	10,984
N24200	ROW No 12 - Williamson St	Williamson/Milne/Roberts/Frinton	15,000	14,279	0	14,279
N24300	ROW NO 41- Hamilton st	Hamilton/Offe/Station/Slade	24,000	2,018	520	2,538
P11100	DOT Bike Boulevard Stage 2 and 3	May/Edward/Catherine/Rudloc	1,100,000	107,936	0	107,936
P24700	Resurface ROWs	Various	48,000	0	0	0
P24800	Police Academy Cycleway	Resurface Swan Bank To Clarkson	80,000	48,274	5,455	53,729
			1,411,935	259,267	16,000	275,267
Other Road Grants						
M20100	Coode/Broun	Protected right turn	0	200	10,791	10,991
P24900	Broun Ave	Drake To Russell	242,289	240,815	3,320	244,135
P25000	Benara Rd East Bound	Holden To Crimea	59,282	58,628	0	58,628
P25100	Benara Rd West Bound	B/Dary To Beechboro Rd	181,741	185,002	12,315	197,316
P25200	Walter Rd	Beechboro To B/Dary	235,148	220,448	0	220,448
P25300	Beechboro Incana Black Spot	Black Spot Lighting	50,000	4,029	30,600	34,629
			768,460	709,122	57,025	766,147
Base Grant Road Reconstruction						
N26000	Wright St	Pickett to Depot	46,000	0	31,524	31,524
N26100	Hinds Reserve Access Rd	Access Rd	26,275	0	0	0
P25400	Lindsay Dve	Alfreda To McPherson	56,000	81,480	0	81,480
P25500	Hampton Square West	West Side	45,000	0	35,088	35,088
P25600	Hampton Square East	East Side	45,000	0	35,088	35,088
P25700	Mickleham Rd	Beechboro To Harvest	56,000	0	37,237	37,237
P25800	Drainage/ Kerbing Renewal	Various	96,000	52,246	29,221	81,466
P25900	Paterson St	Belham to Hester To Coode	47,000	39,347	0	39,347
P26000	Boronia Ct	Redgum To Culdesac	18,000	15,148	3,078	18,226
P26100	Mallee PL	Redgum To Culdesac	1,000	8,770	0	8,770
P26200	Redgum Way	Cassia To Bottlebrush	61,000	63,458	0	63,458
P26300	Silkyoak Pl	RedgumTo Culdesac	7,000	2,267	3,825	6,092
P26400	Eugene Ct	RedgumTo Culdesac	11,000	8,003	1,791	9,794
P26500	Cassia Way	Telstar To Redgum	70,000	72,862	0	72,862
P26600	Carparks	Carpark Resurfacing Program	48,000	0	0	0
P26700	Eighth Ave	Guildford To Whatley	83,000	59,836	6,454	66,290
P26800	Williamson Rd	Garraatt To Milne	24,000	29,442	1,818	31,260
P26900	Camboon Rd	Widgee To Frinton	46,000	43,323	0	43,323
P27000	Replace B/Paved Entry/s	Various	26,000	5,720	3,314	9,034
P27100	Roseberry St	Craven To culdesac	10,000	12,523	0	12,523
			822,275	494,424	188,439	682,863
Roads to Recovery						
P27200	Birkett St	Walter To Beaufort	142,000	142,053	0	142,053
P27300	Catherine St	The Strand To Roseberry	73,000	0	0	0
P27400	Holdhurst Way	Ardagh To Field	35,000	22,673	0	22,673
P27500	Bruce Rd	Robinson To Woking	39,000	31,905	0	31,905
P27600	Clarke Rd	Robinson To Fitzgerald	38,000	30,653	0	30,653
P27700	Bayswater Rd	Coode To Perth	65,000	33,104	0	33,104
P27800	Gummary Rd	Coode To Catherine	68,000	59,369	0	59,369
P27900	Rothbury Rd	Drake To Drynan	61,000	58,114	0	58,114
P28000	Clavering Rd	Beechboro To Raleigh	67,000	1,062	46,481	47,543
P28100	Luderman	Widgee To Camboon	98,109	109,274	0	109,274
P31400	Drummond Street	Beaufort Street To York Street	0	30,669	610	31,280

Capital Listing 2017-18 - as at 31 March 2018

Cap Ex			<u>Revised Budget</u>	<u>Actual</u>	<u>Committed</u>	<u>Total</u>
			686,109	518,876	47,091	565,967
Footpath/Slab Replacement Programme						
P11200	New Footpath Construction	Various	553,950	324,009	41,538	365,546
			553,950	324,009	41,538	365,546
Parks Development						
N31300	Halliday Park	Replace Gazebo	15,000	450	17,734	18,184
			15,000	450	17,734	18,184
Bore & Reticulation Development						
N33100	Peninsula Golf Course Irrigation replace (Year 1 of 2)	Replace dilapidated and unreliable irrigation system	1,080,000	7,061	25,481	32,542
N33400	Charles/Belgrave Res Irrigation	Replace dilapidated and unreliable irrigation system	25,000	808	0	808
N33500	Morley Drive West Median Irrigation	Replace dilapidated and unreliable irrigation system	109,138	103,821	0	103,821
N33600	Tom Cameron Res Irrigation	Replace dilapidated and unreliable irrigation system	18,133	698	0	698
N33800	Boxhill Res Irrigation	Replace dilapidated and unreliable irrigation system	7,273	312	0	312
N33900	Allan Hill Res Irrigation	Replace dilapidated and unreliable irrigation system	7,500	265	0	265
N34000	Birkett Res Irrigation	Replace dilapidated and unreliable irrigation system	10,000	824	0	824
N34100	McPherson Res Cubicle	Replace obsolete retic cubicle and electronics	0	4,940	0	4,940
N34400	Alf Brooks Res Cubicle	Replace obsolete retic cubicle and electronics	0	3,898	0	3,898
N34600	Logan Res Cubicle	Replace obsolete retic cubicle and electronics	0	4,540	0	4,540
P11300	Central Irrigation Expansion		50,000	23,440	0	23,440
P28200	Park Timber Structures Refurbish		50,000	17,339	15,294	32,633
P28300	Park Post and Rail Replace		87,600	59,708	11,605	71,313
P28400	Bore and pump Maintenance		150,000	133,421	455	133,875
P28500	Irrigation Control Cubicles Replace		55,000	48,226	5,385	53,610
P28600	Fence Replace & Extend Shearn Park		35,000	20,326	3,830	24,156
P28700	Park Entry Gates Replace		20,000	15,028	0	15,028
P28800	Park Seats Replace		20,000	14,876	0	14,876
P28900	Park Shelters Replace		48,000	34,004	0	34,004
P29000	Morley Drive - Reticulation		100,000	93,829	0	93,829
P31300	New Supply Bore Noranda Sports		50,000	850	20,115	20,965
			1,922,644	588,216	82,163	670,380
Gardens & Landscaping						
N34900	Tree Planting	Various	61,393	78,800	3,098	81,898
P11500	Tree Planting	Various	200,000	363	0	363
P11600	Enhanced Tree Management		200,000	0	0	0
			461,393	79,163	3,098	82,261
Environmental Development						
K32100	Eric Singleton Bird Sanctuary	Wetland rehabilitation	80,000	21,629	12,229	33,858
M28200	Cloughton Reserve Toilet Block upgrade	Art Upgrade of Toilet Block	22,400	6,688	0	6,688
M28700	Russell Street Park	Temporary Park	49,279	48,726	0	48,726
N35700	Tree canopy data capture		30,000	0	30,000	30,000
N40900	Russell Street Park - Grant Funds	Jacobson Living Stream	90,338	6,792	17,616	24,408
P11700	Living Stream Morley City Centre	Create living stream, identified in Morley City Centre Maste	150,000	8,127	21,690	29,817
P11800	Building efficiency and water efficiency	Solar and water efficiency	50,000	8,509	23,091	31,600
P11900	Lightning Swamp Environmental Centre	Stage 1 of funding for environmental centre	50,000	0	0	0
P12000	Maylands Lakes Stage 1	Stage 1 of project	404,000	92,177	7,760	99,937
P12100	Civic Centre Verge Upgrade and Tree Planting	Verge makeover	40,000	25,176	1,201	26,377
P29100	Riverbank Restoration		317,017	2,431	9,447	11,878
P29200	Wetland Restoration Stage 1	Stage 1 restoration of Council owned land known as ESBS West	25,000	0	0	0
P29300	Hillcrest Bushland Cockatoo Habitat and Greening Project	Greening project	14,150	0	11,300	11,300
			1,322,184	220,256	134,334	354,590
Traffic Management						
N36500	Traffic Management General	Council	49,940	2,483	5,261	7,744
P29400	Traffic Management General	Council	50,000	0	0	0
P29500	Disability Access	DAIP	20,000	0	0	0
P29600	Traffic Management Paving	Various	25,000	0	0	0
			144,940	2,483	5,261	7,744
Drainage Construction						
P29700	Urban Water Sensitive Design	Various	90,000	10,214	3,482	13,696
P29800	Drainage Grates	Various	40,000	36,809	0	36,809

Capital Listing 2017-18 - as at 31 March 2018

<i>Cap Ex</i>			<i>Revised Budget</i>	<i>Actual</i>	<i>Committed</i>	<i>Total</i>
			130,000	47,023	3,482	50,505
Other Technical Services Capital						
M32900	Urban Tree Planting Programme	Various	141,049	29,517	93,445	122,962
N37600	Enhanced Tree Management	Various	190,000	56,983	8,818	65,801
P11400	Depot Security		15,000	0	0	0
P12200	Crossovers	Various	620,000	354,493	49,894	404,387
P29900	Street Light Upgrade	Various	80,000	62,658	19,264	81,922
P30000	Paw Gates and Reserve Lighting	Various	15,000	23,796	980	24,776
P30100	Bus Shelters	Various/PTA	40,000	29,764	6,605	36,369
P30200	Street Sign upgrade Program	Last Year Of Program	80,000	68,686	4,899	73,585
P30300	Asset Management	Various	15,000	9,450	0	9,450
			1,196,049	635,347	183,905	819,252
Golf Course Development						
P30400	Golf Course Development	Various	100,000	9,014	29,240	38,254
			100,000	9,014	29,240	38,254
Health Dept Capital						
P12300	Landfill Restoration		150,000	3,435	15,590	19,025
P30500	Fence re-alignment for 271 Collier Road Bayswater		10,000	0	0	0
			160,000	3,435	15,590	19,025
Plant & Equipment						
P30600	Plant & Fleet Replacement Prog	Plant and Fleet	2,070,900	708,087	436,502	1,144,589
			2,070,900	708,087	436,502	1,144,589
Geographic Services						
N39200	GIS - Earthmine Capture	Earthmine Capture	51,000	320	13,490	13,810
P30900	Spatial - Workstations	Upgrade 4 Spatial Core Workstations (Plant placement program)	16,000	16,636	0	16,636
P31000	Spatial - Storage Server	Upgrade Spatial Storage Server (Plant placement program)	25,000	0	0	0
P31100	Spatial - Field Capture	Upgrade Spatial Zeno field capture devices (Plant placement)	18,000	17,130	0	17,130
P31200	Communications Hut	Upgrade Hardware in Comm Huts (Rack, Switch, UPS)	6,500	5,200	0	5,200
			116,500	39,286	13,490	52,776
Division: 40 - Finance and Corporate Services						
Information Services						
N10100	PC replacement program	4 Year replacement program for workstations	0	281	0	281
P13700	Virtual Infrastructure Server Replacement Program	4 Year replacement program for servers	70,686	66,617	4,682	71,299
P13800	Network infrastructure	4 Year replacement program for network infrastructure	122,976	98,000	18,336	116,336
P13900	Virtual Infrastructure Storage Replacement Program	4 Year replacement program for storage	84,150	58,120	4,636	62,757
P14000	PC replacement program	4 Year replacement program for workstations	121,500	94,039	26,086	120,125
P14100	Equipment Renewals	Replacement schedule for laptops and printers	33,736	62,898	1,374	64,273
P14200	Communications Hut Fibre	Upgrade communications hut to fibre optics	3,500	3,182	0	3,182
			436,548	383,138	55,115	438,253
Aged Care			1,250,000	232,747	0	232,747
Grand Total			23,823,822	12,911,591	3,611,086	16,522,677

9.3.2 List of Payments for the Month of March 2018

Reporting Branch: Financial Services
Responsible Directorate: Finance and Corporate Services

CR DAN BULL, MAYOR, DECLARED A FINANCIAL INTEREST

In accordance with Section 5.60A of the Local Government Act 1995, Cr Dan Bull, Mayor, declared a financial interest in this item as Success Print received a payment and is the print shop he used during his election campaign and from whom he received a gift/donation from for his campaign. Cr Bull, Mayor, withdrew from the meeting at 9:44pm.

EXECUTIVE SUMMARY

For Council to note the list of payments made under the CEO's delegated authority for the month of March 2018.

Key Issues:

This report presents the list of payments, comprising **Attachments 1, 2, 3, 4 and 5**, made under delegated authority for the month of March 2018 in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*.

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 by the Chief Executive Officer is to be provided to Council where such delegation is made.

CONSULTATION

Not applicable.

ANALYSIS

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

Payments drawn from the Municipal Account for the month of March 2018 are included at **Attachment 1** and summarised in the table below.

Payments drawn from the Trust Account for the month of March 2018 are included at **Attachment 2** and summarised in the table below.

Payments drawn from the Aged Persons Homes Account for the month of March 2018 are included at **Attachment 3** and summarised in the table below.

Payment Type	Reference	Amount
Municipal Account		
Cheques	104341 - 104438	133,627.28
Electronic Fund Transfers (EFT)	EF037179 - EF037574	<u>6,316,629.88</u>
Total		\$6,450,257.16
Trust Account		
Cheques	402331 - 402422	\$78,832.88
Aged Persons Homes		
Cheques	000095 - 000098	\$30,070.63
Total Payments		\$6,559,160.67

Note

For the month of March 2018, the following cheques from previous months were cancelled:

- **Municipal Fund**
Cheques numbered 104284, 104307 and 104329 totalling \$1,645.15.
- **Trust Fund**
Cheque No. 401628 - \$440.00.

All other payments of a direct debit nature made from the Municipal, Trust and Aged Persons Homes Accounts including: bank fees; payroll payments; and other direct payment arrangements, are represented at **Attachment 5**.

OPTIONS

Not applicable.

CONCLUSION

That Council notes the List of Payments for the month of March 2018 comprising **Attachments 1, 2, 3, 4 and 5**.

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 LINK

In accordance with the City of Bayswater's Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance.
Aspiration: Open, accountable and responsive service.
Outcome L1: Accountable and good governance.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Council Policy - Procurement (amended).

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.

VOTING REQUIREMENTS

Simple Majority Required.

ATTACHMENTS

1. Schedule of Accounts - Municipal Fund.
2. Schedule of Accounts - Trust Fund.
3. Schedule of Accounts - Aged Persons Homes Account.
4. Summary of Corporate Credit Card Expenses.
5. Electronic Fund Transfers.

COMMITTEE RESOLUTION

(OFFICER'S RECOMMENDATION)

That Council notes the list of payments for the month of March 2018 made under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* comprising Attachments 1, 2, 3, 4 and 5.

CR ELLI PETERSEN-PIK MOVED, CR SALLY PALMER SECONDED

CARRIED UNANIMOUSLY: 6/0

Cr Dan Bull, Mayor, returned to the meeting at 9:45pm.

Attachment 1

Chq/Eft No.	Date	Creditor Name	Invoice Details	Invoice Amt
CITY OF BAYSWATER - MUNICIPAL FUND				
LIST OF PAYMENTS FINALISED 01/03/2018 to 31/03/2018				
104341	07/03/2018	MARICHEL BUNGAY	Refund crossover	1,390.00
104342	07/03/2018	GOVERNANCE INSTITUTE OF AUSTRALIA	Staff training, development and support	990.00
104343	12/03/2018	AUSTRALIA POST (PO BOXES ONLY)	Postage and courier charges	127.00
104344	12/03/2018	CANCELLED	CANCELLED	0.00
104345	12/03/2018	GODFREY'S	Equipment purchases	499.00
104346	12/03/2018	ECR - SUNDRY CREDITOR ACCOUNT	Refund rates overpayment	292.50
104347	12/03/2018	ECR - SUNDRY CREDITOR ACCOUNT	Refund rates overpayment	377.59
104348	12/03/2018	JOHN FORREST SECONDARY COLLEGE	Refund bond	200.00
104349	12/03/2018	ECR - SUNDRY CREDITOR ACCOUNT	Refund rates overpayment	416.57
104350	12/03/2018	ECR - SUNDRY CREDITOR ACCOUNT	Refund rates overpayment	1,060.43
104351	12/03/2018	MICHAEL PEARSON	Crossover subsidy	749.00
104352	12/03/2018	MORLEY EAGLES BASEBALL CLUB INC	Grants & funding	436.70
104353	12/03/2018	NATIONAL GEOGRAPHIC	Memberships and subscriptions	75.00
104354	12/03/2018	ECR - SUNDRY CREDITOR ACCOUNT	Refund rates overpayment	258.21
104355	12/03/2018	PACIFIC MAGAZINES	Memberships and subscriptions	125.00
104356	12/03/2018	PAUL & JENNIFER VARRONE	Refund rates overpayment	789.81
104357	12/03/2018	PET CITY	Animal supplies & services	220.19
104358	12/03/2018	ECR - SUNDRY CREDITOR ACCOUNT	Refund rates overpayment	2,377.04
104359	12/03/2018	ECR - SUNDRY CREDITOR ACCOUNT	Refund rates overpayment	218.96
104360	12/03/2018	TELSTRA	Office telephone and communication expenses	1,075.50
104361	12/03/2018	TIME MAGAZINE	Memberships and subscriptions	135.00
104362	12/03/2018	WA ASSOCIATION OF POLISH WOMEN INC	Refund bond	1,000.00
104363	12/03/2018	WATER CORPORATION	Water usage charges	17,183.24
104364	12/03/2018	AUSTRALIA POST (PO BOXES ONLY)	Postage and courier charges	191.00
104365	15/03/2018	AL SALAAM ISLAMIC SOCIETY OF WA INC	Refund bond	750.00
104366	15/03/2018	CITY OF BAYSWATER - WAVES M/SHIPS	Payroll deduction	662.73
104367	15/03/2018	CITY OF BAYSWATER TRUST ACCOUNT	Payroll deduction	101.93
104368	15/03/2018	COB - SUNDOWNER CLUB	Payroll deduction	120.00
104369	15/03/2018	CYCLE TOURING ASSOCIATION OF WA INC.	Refund bond	500.00
104370	15/03/2018	DEVELOPMENT SOLUTIONS RB PTY LTD	Refund bond	500.00
104371	15/03/2018	ENERGY SAFETY	Licence and permit renewal	250.00
104372	15/03/2018	ERIC SCHULSTAD	Crossover subsidy	749.00
104373	15/03/2018	JULIAN OON	Crossover subsidy	749.00
104374	15/03/2018	MOHAN RAJPUT	Refund bond	742.20
104375	15/03/2018	PETER RIGGS AND BRONWYN ACHEMEDEI	Refund crossover	2,030.60
104376	15/03/2018	SPEEDO AUSTRALIA PTY LTD	Kiosk stock	2,513.50
104377	15/03/2018	TELSTRA	Office telephone and communication expenses	1,074.20
104378	15/03/2018	TONY D'ONOFRIO	Functions and events entertainment expenses	180.00
104379	15/03/2018	WATER CORPORATION	Water usage charges	13,896.08
104381	15/03/2018	YOON SEN LEE	Refund hall hire	321.00
104382	21/03/2018	TOWN OF VICTORIA PARK	Equipment hire	240.00
104383	22/03/2018	ECR - SUNDRY CREDITOR ACCOUNT	Refund rates overpayment	750.17
104384	22/03/2018	ECR - SUNDRY CREDITOR ACCOUNT	Refund rates overpayment	27.72
104385	22/03/2018	AUSTRALIAN COMMUNICATIONS AND MEDIA AUTHORITY	Licence and permit renewal	207.00
104386	22/03/2018	AUSTRALIAN LACROSSE	Refund facility hire bond	350.00
104387	22/03/2018	BAYSWATER FOOTBALL CLUB	Refund facility hire bond	350.00
104388	22/03/2018	CATHERINE ROYCE	Grants & funding	50.00
104389	22/03/2018	CB FENCING CONTRACTOR	Refund facility hire bond	1,000.00
104390	22/03/2018	DEPARTMENT OF TRANSPORT	Licence and permit renewal	80.20
104391	22/03/2018	ETHNIC COMMUNITIES COUNCIL OF WA	Refund bond	1,000.00
104392	22/03/2018	FINES ENFORCEMENT REGISTRY	Legal expenses and court costs	2,891.00
104393	22/03/2018	HOST PLUS	Staff superannuation and other deductions	58.37
104394	22/03/2018	JESSICA A BOYD	Refund dog registration	150.00
104395	22/03/2018	JOACHIM A FREIHERR VON DOERNBERG	Refund dog registration	30.00
104396	22/03/2018	KELLY TAN	Refund facility hire bond	550.00
104397	22/03/2018	MG CAR CLUB	Refund facility hire bond	550.00
104398	22/03/2018	MICHAEL STEIN	Refund facility hire bond	550.00
104399	22/03/2018	ECR - SUNDRY CREDITOR ACCOUNT	Refund rates overpayment	109.68

Chq/Eft No.	Date	Creditor Name	Invoice Details	Invoice Amt
104400	22/03/2018	ECR - SUNDRY CREDITOR ACCOUNT	Refund rates overpayment	501.10
104401	22/03/2018	MORLEY VETCENTRE	Animal supplies & services	311.52
104402	22/03/2018	CANCELLED	CANCELLED	0.00
104403	22/03/2018	NARCOTICS ANONYMOUS	Refund bond	1,000.00
104404	22/03/2018	SEBASTIAN D'ANNA	Refund rates overpayment	635.85
104406	22/03/2018	THE POTTERS HOUSE CHURCH	Refund facility hire bond	500.00
104407	22/03/2018	ECR - SUNDRY CREDITOR ACCOUNT	Refund rates overpayment	31,999.18
104408	22/03/2018	UNITED SRI LANKAN AUSTRALIAN MUSLIMS OF	Refund sundry debtor	100.00
104409	22/03/2018	WA FOOTBALL COMMISSION	Refund facility hire bond	350.00
104410	22/03/2018	WA TOURNAMENT ANGLES INC	Refund facility hire bond	350.00
104411	22/03/2018	TELSTRA	Office telephone and communication expenses	619.83
104412	22/03/2018	AUSTRALIA POST (PO BOXES ONLY)	Postage and courier charges	191.00
104413	28/03/2018	MAYLANDS TENNIS CLUB	Building maintenance and services	15,000.00
104414	28/03/2018	MAYLANDS TENNIS CLUB	Building maintenance and services	995.50
104415	29/03/2018	CARBON GROUP	Refund bond	2,150.00
104416	29/03/2018	CHERRY JOHNSON	Refund miscellaneous	77.00
104417	29/03/2018	CITY OF BAYSWATER - WAVES M/SHIPS	Payroll deduction	650.84
104418	29/03/2018	CITY OF BAYSWATER TRUST ACCOUNT	Payroll deduction	101.93
104419	29/03/2018	COB - SUNDOWNER CLUB	Payroll deduction	120.00
104420	29/03/2018	ECR - SUNDRY CREDITOR ACCOUNT	Refund rates overpayment	50.00
104421	29/03/2018	FINES ENFORCEMENT REGISTRY	Legal expenses and court costs	649.00
104422	29/03/2018	GARTH HOPKINSON	Crossover subsidy	2,247.00
104423	29/03/2018	ECR - SUNDRY CREDITOR ACCOUNT	Refund rates overpayment	209.53
104424	29/03/2018	INFINITE ENERGY	Refund development application fee	147.00
104425	29/03/2018	JUDY GOLDFINCH	Refund miscellaneous	77.00
104426	29/03/2018	KIM DOUNG	Refund bond	500.00
104427	29/03/2018	LOCALISE PTY LIMITED	Refund bond	247.00
104428	29/03/2018	LORENZO MARANTA	Crossover subsidy	322.00
104429	29/03/2018	MARY LYNCH	Crossover subsidy	749.00
104430	29/03/2018	MORLEY VETCENTRE	Animal supplies & services	2,952.80
104431	29/03/2018	MYTILINIAN BROTHERHOOD OF WA	Refund bond	550.00
104432	29/03/2018	NEWS LIMITED	Memberships and subscriptions	549.49
104433	29/03/2018	PET CITY	Animal supplies & services	96.95
104434	29/03/2018	ECR - SUNDRY CREDITOR ACCOUNT	Refund rates overpayment	839.84
104435	29/03/2018	SINEAD FRENCH-BLUHM	Refund bond	500.00
104436	29/03/2018	TELSTRA	Office telephone and communication expenses	561.09
104437	29/03/2018	WATER CORPORATION	Water usage charges	1,613.71
104438	29/03/2018	WEZ HONE	Refund bond	840.00
EF037179	06/03/2018	WEST-SURE GROUP PTY - PETTY CASH	Petty cash reimbursement	1,801.10
EF037180	07/03/2018	ABCO PRODUCTS	Cleaning supplies	1,898.38
EF037181	07/03/2018	ABSTRACT INVESTMENTS T/A SMOKE AND MIRRORS AUDIO VISUAL	Functions and events entertainment expenses	4,398.00
EF037182	07/03/2018	ACCESS ICON PTY LTD T/A CASCADA GROUP	Parks & gardens materials	8,553.16
EF037183	07/03/2018	ACTION GLASS & ALUMINIUM	Building supplies and hardware	338.20
EF037184	07/03/2018	BAILEYS FERTILISERS	Parks & gardens materials	1,489.40
EF037185	07/03/2018	ALS LIBRARY SERVICES	Library book stock and materials	1,975.22
EF037186	07/03/2018	BATTERY KING AUSTRALIA	Plant and vehicle parts and materials	550.00
EF037187	07/03/2018	BAVRIX PTY LTD T/A CUSTOM CARS	Plant and vehicle parts and materials	319.00
EF037188	07/03/2018	BGC CONCRETE	Construction and civil works tools and materials	394.24
EF037189	07/03/2018	W A PROFILING	Construction and civil works payments	5,972.16
EF037190	07/03/2018	BOLINDA PUBLISHING PTY LTD	Library book stock and materials	910.29
EF037191	07/03/2018	BOYA EQUIPMENT PTY LTD	Plant and vehicle parts and materials	214.87
EF037192	07/03/2018	BRIDGESTONE AUST LTD	Plant and vehicle parts and materials	494.98
EF037192	07/03/2018	BRIDGESTONE AUST LTD	Plant and vehicle repairs	3,395.36
EF037193	07/03/2018	CHRISTIE PARKSAFE	Building supplies and hardware	183.70
EF037194	07/03/2018	CONTRAFLOW PTY LTD	Construction and civil works technical support	1,047.67
EF037194	07/03/2018	CONTRAFLOW PTY LTD	Traffic management	26,633.60
EF037195	07/03/2018	CORSIGN (WA) PTY LTD	Building supplies and hardware	143.00
EF037195	07/03/2018	CORSIGN (WA) PTY LTD	Depot stores and consumables	742.50
EF037195	07/03/2018	CORSIGN (WA) PTY LTD	Parks & gardens materials	48.40

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EF037195	07/03/2018	CORSIGN (WA) PTY LTD	Signage and banners	1,492.70
EF037195	07/03/2018	CORSIGN (WA) PTY LTD	Traffic management	1,254.00
EF037196	07/03/2018	COVS PARTS PTY LTD	Building supplies and hardware	330.88
EF037196	07/03/2018	COVS PARTS PTY LTD	Plant and vehicle parts and materials	1,949.81
EF037196	07/03/2018	COVS PARTS PTY LTD	Plant and vehicle repairs	143.70
EF037197	07/03/2018	DI CANDILO STEEL CITY	Plant and vehicle parts and materials	107.80
EF037198	07/03/2018	ECO AUSTRALIA	Depot stores and consumables	682.00
EF037199	07/03/2018	ELDERS MIDLAND MERCHANDISE	Parks & gardens materials	25.93
EF037200	07/03/2018	FUJI XEROX (AUST) PTY LTD	Printing and graphic design expenses	11,909.05
EF037201	07/03/2018	GALVINS PLUMBING SUPPLIES	Building supplies and hardware	1,084.23
EF037202	07/03/2018	GEOFF'S TREE SERVICE	Parks & gardens tree pruning and associated services	27,192.94
EF037203	07/03/2018	GLOBE AUSTRALIA PTY LTD	Parks & gardens materials	918.50
EF037204	07/03/2018	HEATLEY SALES PTY LTD	Plant and vehicle parts and materials	481.23
EF037205	07/03/2018	IXOM OPERATIONS PTY LTD	Aquatic chemicals and consumables	8,081.21
EF037206	07/03/2018	JACKSON MCDONALD	Legal expenses and court costs	11,689.57
EF037207	07/03/2018	JAPANESE TRUCK & BUS SPARES PTY LTD	Plant and vehicle parts and materials	1,081.25
EF037207	07/03/2018	JAPANESE TRUCK & BUS SPARES PTY LTD	Plant and vehicle repairs	398.50
EF037208	07/03/2018	KEVREK (AUSTRALIA) PTY LTD	Plant and vehicle repairs	637.45
EF037209	07/03/2018	GATEWAY PRINTING	Printing and graphic design expenses	187.44
EF037210	07/03/2018	KLMEDIA PTY LTD	Library book stock and materials	628.64
EF037211	07/03/2018	LAWRENCE & HANSON	Building supplies and hardware	2,051.39
EF037212	07/03/2018	LIGHTBASE PTY LTD	Parks & gardens contract payments	1,892.00
EF037213	07/03/2018	LOCK, STOCK & FARRELL	Building maintenance and services	343.45
EF037214	07/03/2018	OCE AUSTRALIA LTD	Licence and permit renewal	388.94
EF037215	07/03/2018	PRO-LAMPS PTY LTD	Building supplies and hardware	3,637.44
EF037216	07/03/2018	RIVERJET PTY LTD	Environmental services & supplies	1,182.50
EF037217	07/03/2018	WESTBOOKS	Library book stock and materials	323.65
EF037218	07/03/2018	SPORTS TURF TECHNOLOGY	Parks & gardens contract payments	990.00
EF037219	07/03/2018	SPOTLESS FACILITY SERVICES PTY LTD	Staff uniforms and personal protective equipment	1,075.39
EF037220	07/03/2018	STATEWIDE BEARINGS	Plant and vehicle parts and materials	445.50
EF037221	07/03/2018	STATEWIDE CLEANING SUPPLIES PTY LTD	Cleaning supplies	529.94
EF037222	07/03/2018	SUCCESS PRINT	Office stationery and consumables	366.00
EF037222	07/03/2018	SUCCESS PRINT	Printing and graphic design expenses	605.30
EF037223	07/03/2018	T-QUIP	Plant and vehicle parts and materials	3,283.92
EF037224	07/03/2018	TREDWELL MANAGEMENT SERVICES	Professional consultancy services	5,392.75
EF037225	07/03/2018	TYRE AND TUBE SPECIALISTS	Plant and vehicle parts and materials	1,342.00
EF037226	07/03/2018	WALKERS PEST MANAGEMENT LAWN & GARDEN SERVICES	Pest control	2,310.00
EF037227	07/03/2018	WATTLE FACILITIES GROUP	Parks & gardens contract payments	10,667.80
EF037228	07/03/2018	BLACKWOODS ATKINS	Aquatic chemicals and consumables	279.99
EF037229	07/03/2018	WESKERB PTY LTD	Construction and civil works payments	3,663.00
EF037230	07/03/2018	WINC	Office stationery and consumables	2,671.04
EF037231	07/03/2018	CLICK SUPER	Payroll deduction	152,758.31
EF037232	09/03/2018	1ST BEECHBORO WEST SWAN SCOUT GROUP	Grants & funding	300.00
EF037233	09/03/2018	3RD MORLEY BOYS BRIGADE	Grants & funding	450.00
EF037234	09/03/2018	A1 LOCKSMITHS	KEY / LOCK SERVICES	124.75
EF037235	09/03/2018	ACCLAIMED CATERING	Functions and events catering expenses	2,425.50
EF037236	09/03/2018	ACES NETBALL CLUB	Grants & funding	300.00
EF037237	09/03/2018	AE SMITH SERVICE PTY LTD	Building maintenance and services	24,057.00
EF037238	09/03/2018	AIR LIQUIDE WA PTY LTD	Gas usage charges	240.08
EF037239	09/03/2018	ALINTA GAS	Gas usage charges	1,240.40
EF037240	09/03/2018	AMANI JABBOUR	Refund health centre memberships	128.44
EF037241	09/03/2018	AMGROW PTY LTD	Parks & gardens materials	4,565.00
EF037242	09/03/2018	ANDY'S BRATWURST HUT	Functions and events catering expenses	33.00
EF037243	09/03/2018	BAYSWATER NEWS & LOTTERIES	Memberships and subscriptions	406.70
EF037244	09/03/2018	ASHFIELD SPORTS CLUB	Grants & funding	165.00
EF037245	09/03/2018	ASIS SABBAGH-VERGARA	Podiatry services and materials	336.00
EF037246	09/03/2018	AUSCORP IT	Information technology minor purchases	3,193.42
EF037247	09/03/2018	AUSNET INDUSTRIES	Building maintenance and services	4,761.90
EF037247	09/03/2018	AUSNET INDUSTRIES	Parks & gardens contract payments	728.20
EF037248	09/03/2018	AUSTRALASIAN PERFORMING RIGHT ASSOC LTD	Licence and permit renewal	2,823.66
EF037249	09/03/2018	AUSTRALIA POST	Postage and courier charges	108.19
EF037250	09/03/2018	AUSTRALIAN SAFETY ENGINEERS	Aquatic chemicals and consumables	82.50

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EF037251	09/03/2018	AUSTRALIAN SERVICES UNION	Payroll deduction	647.84
EF037252	09/03/2018	COMMISSIONER OF TAXATION	Payroll deduction	245,751.00
EF037253	09/03/2018	AVANTGARDE TECHNOLOGIES PTY LTD	Information technology network maintenance	14,025.00
EF037254	09/03/2018	BASSENDAN JUNIOR FOOTBALL CLUB	Grants & funding	136.00
EF037255	09/03/2018	BELLISA CAFE	Functions and events catering expenses	66.00
EF037256	09/03/2018	BOC GASES AUSTRALIA LIMITED	Aquatic chemicals and consumables	18.18
EF037257	09/03/2018	BURDENS AUSTRALIA PTY LTD	Building supplies and hardware	95.91
EF037258	09/03/2018	CAT HAVEN	Animal supplies & services	1,071.00
EF037259	09/03/2018	CHLOE BUCHANAN	Functions and events entertainment expenses	100.00
EF037260	09/03/2018	CITY OF BAYSWATER SOCIAL CLUB	Payroll deduction	224.00
EF037261	09/03/2018	CITY SUBARU	Plant and vehicle purchasing	29,710.30
EF037262	09/03/2018	ERS AUST PTY LTD	Plant and vehicle parts and materials	143.55
EF037263	09/03/2018	CLEANAWAY	Waste collection and hygiene services	2,106.72
EF037264	09/03/2018	COLLEAGUESNAGELS PTY LTD	Printing and graphic design expenses	610.00
EF037265	09/03/2018	CRENDON MACHINERY DONNYBROOK	Plant and vehicle parts and materials	155.77
EF037266	09/03/2018	CREST PERSONNEL PTY LTD	Labour hire and temporary replacement	351.74
EF037267	09/03/2018	WORLDWIDE PRINTING SOLUTIONS - EAST PERTH	Printing and graphic design expenses	484.91
EF037268	09/03/2018	CHILD SUPPORT AGENCY	Payroll deduction	1,223.57
EF037269	09/03/2018	STIHL SHOP OSBOURNE PARK	Plant and vehicle parts and materials	327.18
EF037270	09/03/2018	CUROST MILK SUPPLY	Food & Drinks	214.84
EF037271	09/03/2018	DANISH PATISserie	Food & Drinks	250.03
EF037272	09/03/2018	DATA#3 LICENSING SOLUTIONS	Information technology systems licensing fees and support	15,963.29
EF037273	09/03/2018	DECIPHA PTY LTD	Postage and courier charges	1,161.46
EF037274	09/03/2018	DEPARTMENT OF TRANSPORT - VEHICLE SEARCH	Vehicle searches	394.45
EF037275	09/03/2018	DOMUS NURSERY	Parks & gardens plants and trees	1,534.59
EF037276	09/03/2018	EAST METRO REGIONAL COUNCIL	Waste collection and hygiene services	60,684.98
EF037277	09/03/2018	ECHO COMMUNITY SERVICES	Labour hire and temporary replacement	914.87
EF037278	09/03/2018	ELITE POOL COVERS PTY LTD	Aquatic maintenance and services	38,731.00
EF037279	09/03/2018	EMPORESS CATERING SERVICES	Functions and events catering expenses	3,806.00
EF037280	09/03/2018	ENVIRONMENTAL HEALTH AUSTRALIA (WA) INC	Staff training, development and support	875.00
EF037281	09/03/2018	ETHNIC COMMUNITIES COUNCIL OF WA	Donation	1,040.00
EF037282	09/03/2018	FLEXI STAFF	Labour hire and temporary replacement	1,926.90
EF037283	09/03/2018	GALLERIA PODIATRY	Podiatry services and materials	336.00
EF037284	09/03/2018	FUEL DISTRIBUTORS OF WA PTY LTD	Fuel and oil	12,454.00
EF037285	09/03/2018	FUJI XEROX BUSINESS FORCE PTY LTD	Photocopying contract charges	1,633.86
EF037285	09/03/2018	FUJI XEROX BUSINESS FORCE PTY LTD	Printing and graphic design expenses	1,294.41
EF037286	09/03/2018	LES MILLS AUSTRALIA	Licence and permit renewal	549.06
EF037287	09/03/2018	GFG CONSULTING	Professional consultancy services	3,449.03
EF037288	09/03/2018	GUARDIAN TACTILE SYSTEMS PTY LTD	Aquatic maintenance and services	262.42
EF037289	09/03/2018	HAYS SPECIALIST RECRUITMENT (AUST) PTY LTD	Labour hire and temporary replacement	6,061.43
EF037290	09/03/2018	HEALTH INSURANCE FUND OF WA	Payroll deduction	298.75
EF037291	09/03/2018	HEALTHY FRESH FOODS PTY LTD	Functions and events catering expenses	1,274.39
EF037292	09/03/2018	HICKEY CONSTRUCTIONS PTY LTD	Building maintenance and services	10,904.32
EF037293	09/03/2018	HIROTEC MAINTENANCE PTY LTD	Building maintenance and services	2,660.13
EF037294	09/03/2018	HOSPITAL BENEFIT FUND OF WA	Payroll deduction	1,696.75
EF037295	09/03/2018	HYDRO FLOW PTY LTD	Building maintenance and services	509.45
EF037296	09/03/2018	INDUSTRIAL BIOMEDICAL ELECTRONIC SERVICES	Building maintenance and services	159.49
EF037297	09/03/2018	INGLEWOOD UNITED SOCCER CLUB	Grants & funding	165.00
EF037298	09/03/2018	JB HI-FI GROUP PTY LTD	Information technology minor purchases	836.00
EF037299	09/03/2018	THE WATERSHED WATER SYSTEMS	Parks & gardens reticulation systems repairs and upgrades	13,668.96
EF037300	09/03/2018	SPORTSWORLD OF WA	Kiosk stock	1,884.30
EF037301	09/03/2018	K-LINE FENCING GROUP	Parks & gardens contract payments	1,224.30
EF037301	09/03/2018	K-LINE FENCING GROUP	Fencing	2,172.50
EF037302	09/03/2018	LAURA OH	Refund health centre memberships	571.36
EF037303	09/03/2018	LETS ALL PARTY	Functions and events entertainment expenses	1,100.00
EF037303	09/03/2018	LETS ALL PARTY	Functions and events site setup expenses	304.00
EF037304	09/03/2018	LYONS CARPENTRY & MAINTENANCE	Building maintenance and services	4,950.00
EF037305	09/03/2018	MAIA FINANCIAL PTY LTD	Licence and permit renewal	711.69
EF037306	09/03/2018	MARY MACKILOP NETBALL CLUB	Grants & funding	300.00

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EF037307	09/03/2018	MAY MCGUIRE	Functions and events entertainment expenses	500.00
EF037308	09/03/2018	MAYDAY EARTHMOVING	Construction and civil works payments	2,145.00
EF037309	09/03/2018	MCLEODS	Legal expenses and court costs	2,161.02
EF037310	09/03/2018	VIC'S SMASH REPAIRS	Plant and vehicle repairs	884.85
EF037311	09/03/2018	MIRACLE RECREATION EQUIPMENT PTY LTD	Parks & gardens contract payments	4,537.50
EF037312	09/03/2018	MULTI MIX CONCRETE PTY LTD	Parks & gardens materials	3,753.20
EF037313	09/03/2018	NANA ASOMANI - POKU	Refund swimming lessons	137.20
EF037314	09/03/2018	NATURAL AREA HOLDINGS PTY LTD	Parks & gardens contract payments	1,709.40
EF037315	09/03/2018	NESTLE AUSTRALIA	Functions and events bar stock	159.50
EF037316	09/03/2018	NEW LOOK DRYCLEANERS & LAUNDRY SERVICE	Functions and events site setup expenses	186.45
EF037317	09/03/2018	OFFICEMAX AUSTRALIA LTD	Cleaning supplies	240.08
EF037317	09/03/2018	OFFICEMAX AUSTRALIA LTD	Office stationery and consumables	583.00
EF037318	09/03/2018	OFFICEWORKS	Office stationery and consumables	592.87
EF037319	09/03/2018	PARAMOUNT BUSINESS SUPPLIES	Office stationery and consumables	247.20
EF037320	09/03/2018	PARK MOTOR BODY BUILDERS (W.A.) PTY LTD	Plant and vehicle repairs	12,958.00
EF037321	09/03/2018	PAYWISE	Staff superannuation and other deductions	94.24
EF037321	09/03/2018	PAYWISE	Payroll deduction	1,966.84
EF037322	09/03/2018	PERTH SAIL SHADES & UMBRELLAS	Aquatic maintenance and services	3,723.50
EF037323	09/03/2018	PERTH SCALE & SLICER SERVICES	Equipment repairs	283.25
EF037324	09/03/2018	PHOSLOCK WATER SOLUTIONS LTD.	Environmental services & supplies	93,280.00
EF037325	09/03/2018	PRO COPY	Office stationery and consumables	66.00
EF037326	09/03/2018	PROMOLAB	Marketing and promotional material	436.15
EF037327	09/03/2018	MKI GROUP T/A Q-SQUARED	Information technology network maintenance	1,320.00
EF037328	09/03/2018	QUICK CORPORATE AUSTRALIA PTY LTD	Food & Drinks	564.73
EF037329	09/03/2018	STRATEGIC CREATIVITY AT WORK	Staff training, development and support	365.00
EF037330	09/03/2018	REDFISH TECHNOLOGIES PTY LTD	Information technology network maintenance	3,960.00
EF037331	09/03/2018	RESOURCE RECOVERY SOLUTIONS PTY LTD	Waste collection and hygiene services	550.00
EF037332	09/03/2018	RF & DH MCINERNEY	Parks & gardens materials	2,106.81
EF037333	09/03/2018	ROSMECH	Plant and vehicle repairs	270.46
EF037334	09/03/2018	ROYAL LIFE SAVING SOCIETY	Medical services and materials	735.00
EF037334	09/03/2018	ROYAL LIFE SAVING SOCIETY	Aquatic maintenance and services	200.00
EF037335	09/03/2018	SHOOTERS NETBALL CLUB INC	Grants & funding	150.00
EF037336	09/03/2018	SOLVER PAINTS	Parks & gardens materials	509.41
EF037337	09/03/2018	SONIC HEALTH PLUS PTY LTD	Medical services and materials	1,079.81
EF037338	09/03/2018	SOUTH METROPOLITAN TAFE	Staff training, development and support	1,210.00
EF037339	09/03/2018	SPYKER BUSINESS SOLUTIONS	Buildings and events security expenses	69,302.25
EF037340	09/03/2018	ST JOHN AMBULANCE (WA) INC	Medical services and materials	204.90
EF037341	09/03/2018	STANLEE WA	Equipment purchases	30.69
EF037342	09/03/2018	STAR-MITES GYM SPORTS	Grants & funding	660.00
EF037343	09/03/2018	STRATCO PTY LTD	Building supplies and hardware	669.15
EF037344	09/03/2018	STUFFLERS	Youth and seniors community activities	200.00
EF037345	09/03/2018	SWAN DISTRICTS NETBALL ASSOCIATION INC.	Grants & funding	300.00
EF037346	09/03/2018	SWEET THURSDAY COMMUNITY SINGERS INC	Functions and events entertainment expenses	200.00
EF037347	09/03/2018	SYNERGY	Electricity charges (other than street lighting)	63,243.58
EF037348	09/03/2018	TALIS CONSULTANTS	Environmental services & supplies	3,778.50
EF037349	09/03/2018	TECHNOLOGICALLY SPEAKING	Youth and seniors community activities	300.00
EF037350	09/03/2018	TENDERLINK	Advertising public notices	165.00
EF037351	09/03/2018	THE GOODS AUSTRALIA	Cleaning supplies	649.18
EF037352	09/03/2018	THRIFTY TRUCK RENTALS	Vehicle & plant hire	496.91
EF037353	09/03/2018	TOLL TRANSPORT PTY LTD	Postage and courier charges	250.95
EF037354	09/03/2018	TOMATO & BASIL PIZZERIA	Functions and events catering expenses	50.00
EF037355	09/03/2018	TUART HILL JUNIOR SOCCER CLUB	Grants & funding	150.00
EF037356	09/03/2018	WA PUMP CONTROL SYSTEMS PTY LTD	Parks & gardens reticulation systems repairs and upgrades	328.31
EF037357	09/03/2018	BUNNINGS PTY LTD	Aquatic chemicals and consumables	1,422.73
EF037357	09/03/2018	BUNNINGS PTY LTD	Building supplies and hardware	1,912.77
EF037357	09/03/2018	BUNNINGS PTY LTD	Parks & gardens materials	417.96
EF037358	09/03/2018	WESTCOAST SURGICAL AND MEDICAL SUPPLIES	Medical services and materials	1,279.61
EF037359	09/03/2018	WESTOZ	Food & Drinks	184.10
EF037360	09/03/2018	WEST-SURE GROUP PTY - PETTY CASH	Petty cash reimbursement	2,311.05
EF037361	09/03/2018	WEST-SURE (WA) PTY LTD	Postage and courier charges	138.16

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EF037362	09/03/2018	WIZNBANG GABRIELLE MAZALEVSKIS	Youth and seniors community activities	265.00
EF037363	09/03/2018	WOOLWORTHS LTD (WA)	Functions and events catering expenses	449.70
EF037364	09/03/2018	WORK CLOBBER	Staff uniforms and personal protective equipment	380.40
EF037365	09/03/2018	YASHIZ & NICOLE DEEPLAUL	Refund miscellaneous	60.00
EF037366	09/03/2018	MORLEY SPORT & RECREATION CENTRE	Venue hire	804.00
EF037367	09/03/2018	ZIRCODATA PTY LTD	Document management and archiving	3,793.65
EF037368	15/03/2018	A1 LOCKSMITHS	Building supplies and hardware	46.50
EF037369	15/03/2018	ACCLAIMED CATERING	Functions and events catering expenses	2,090.00
EF037370	15/03/2018	COMMERCIAL AIR SOLUTIONS	Building maintenance and services	2,125.97
EF037371	15/03/2018	ANDREW CARTER	Refund crossover	5,000.00
EF037372	15/03/2018	BAYSWATER NEWS & LOTTERIES	Memberships and subscriptions	313.47
EF037373	15/03/2018	ARCUS AUSTRALIA PTY LTD	Medical services and materials	297.00
EF037374	15/03/2018	ASIS SABBAGH-VERGARA	Podiatry services and materials	471.00
EF037375	15/03/2018	ASPHALTECH PTY LTD	Parks & gardens materials	321.33
EF037376	15/03/2018	AUSTRALIA POST	Postage and courier charges	14,503.70
EF037376	15/03/2018	AUSTRALIA POST	Fees and charges	2,187.33
EF037377	15/03/2018	AUST INSTITUTE OF MANAGEMENT	Staff training, development and support	15,549.30
EF037378	15/03/2018	AUSTRALIAN SERVICES UNION	Payroll deduction	576.46
EF037379	15/03/2018	COMMISSIONER OF TAXATION	Payroll deduction	245,099.00
EF037380	15/03/2018	AYRES MAINTENANCE COMPANY	Building maintenance and services	8,826.18
EF037381	15/03/2018	BETTINA CAROLIN FIEBIG	Labour hire and temporary replacement	60.00
EF037382	15/03/2018	BRAJKOVICH LANDFILL & RECYCLING PTY LTD	Parks & gardens contract payments	61,050.00
EF037383	15/03/2018	BUILDING CONTROL SYSTEM	Information technology network maintenance	11,000.00
EF037384	15/03/2018	RAECO INTERNATIONAL PTY LTD	Office stationery and consumables	1,565.51
EF037385	15/03/2018	CINEADS AUSTRALIA PTY LTD	Marketing and promotional material	1,100.00
EF037386	15/03/2018	CITY OF BAYSWATER SOCIAL CLUB	Payroll deduction	220.00
EF037387	15/03/2018	CIVIC LEGAL	Legal expenses and court costs	10,972.50
EF037388	15/03/2018	CJS REFRIGERATION AND AIR CONDITIONING	Construction and civil works payments	15,741.00
EF037389	15/03/2018	CLEANAWAY	Waste collection and hygiene services	19,948.38
EF037390	15/03/2018	CORSIGN (WA) PTY LTD	Building supplies and hardware	184.80
EF037390	15/03/2018	CORSIGN (WA) PTY LTD	Signage and banners	4,389.39
EF037391	15/03/2018	WORLDWIDE PRINTING SOLUTIONS - EAST PERTH	Printing and graphic design expenses	113.38
EF037392	15/03/2018	CHILD SUPPORT AGENCY	Payroll deduction	1,223.57
EF037393	15/03/2018	DANISH PATISSERIE	Functions and events catering expenses	73.70
EF037394	15/03/2018	DECIPHA PTY LTD	Postage and courier charges	1,161.46
EF037395	15/03/2018	CANCELLED	CANCELLED	0.00
EF037396	15/03/2018	DINT AUSTRALIA PTY LTD	Parks & gardens materials	772.20
EF037397	15/03/2018	EAST METRO REGIONAL COUNCIL	Waste collection and hygiene services	143,407.09
EF037398	15/03/2018	FLEXI STAFF	Labour hire and temporary replacement	1,537.14
EF037399	15/03/2018	GALLERIA PODIATRY	Podiatry services and materials	360.00
EF037400	15/03/2018	FORUM GROUP PTY LTD	Information technology network maintenance	8,167.50
EF037401	15/03/2018	FREEMAN NOMINEES TA CHAMPION LAKES PONY PARK	Functions and events entertainment expenses	1,040.00
EF037402	15/03/2018	FRESH BOOST CORPORATE SUPPLY SOLUTIONS	Equipment hire	220.00
EF037403	15/03/2018	FUEL DISTRIBUTORS OF WA PTY LTD	Fuel and oil	25,254.71
EF037404	15/03/2018	JASON SIGNMAKERS	Environmental services & supplies	1,031.80
EF037405	15/03/2018	LES MILLS AUSTRALIA	Licence and permit renewal	1,111.64
EF037406	15/03/2018	GFG CONSULTING	Environmental services & supplies	6,792.61
EF037407	15/03/2018	GLOBE AUSTRALIA PTY LTD	Parks & gardens materials	4,218.50
EF037408	15/03/2018	GP ENVIRONMENTAL SOLUTIONS	Parks & gardens materials	4,581.50
EF037409	15/03/2018	HAYS SPECIALIST RECRUITMENT (AUST) PTY LTD	Labour hire and temporary replacement	5,610.38
EF037410	15/03/2018	HEALTH INSURANCE FUND OF WA	Payroll deduction	298.75
EF037411	15/03/2018	HEALTHY FRESH FOODS PTY LTD	Functions and events catering expenses	138.49
EF037412	15/03/2018	HIROTEC MAINTENANCE PTY LTD	Fire suppression and alarm monitoring	410.79
EF037413	15/03/2018	HOSPITAL BENEFIT FUND OF W A	Payroll deduction	1,696.75
EF037414	15/03/2018	IRIS CONSULTING GROUP PTY LTD	Staff training, development and support	840.00
EF037415	15/03/2018	JACKSON MCDONALD	Legal expenses and court costs	1,198.08
EF037415	15/03/2018	JACKSON MCDONALD	Professional consultancy services	2,750.00
EF037416	15/03/2018	THE WATERSHED WATER SYSTEMS	Parks & gardens reticulation systems repairs and upgrades	4,301.05
EF037417	15/03/2018	KENNARDS HIRE - MALAGA	Equipment hire	400.00
EF037418	15/03/2018	KIDZABUZZ	Marketing and promotional material	550.00

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EF037419	15/03/2018	K-LINE FENCING GROUP	Building maintenance and services	35,078.45
EF037420	15/03/2018	KS BLACK PTY LTD	Parks & gardens reticulation systems	6,273.30
EF037421	15/03/2018	LANDGATE - VALUER GENERAL'S OFFICE	repairs and upgrades	101.20
EF037422	15/03/2018	LETS ALL PARTY	Land enquiry	4,950.00
EF037423	15/03/2018	LUSH DIGITAL MEDIA	Functions and events entertainment expenses	2,750.00
EF037424	15/03/2018	ON HOLD MAGIC	Staff training, development and support	134.86
EF037425	15/03/2018	MAIA FINANCIAL PTY LTD	Licence and permit renewal	8,423.65
EF037426	15/03/2018	MARKETFORCE EXPRESS PTY LTD	Recreation and gymnasium equipment	4,235.56
EF037426	15/03/2018	MARKETFORCE EXPRESS PTY LTD	Advertising public notices	942.70
EF037426	15/03/2018	MARKETFORCE EXPRESS PTY LTD	Marketing and promotional material	1,092.29
EF037427	15/03/2018	MCINERNEY FORD	Printing and graphic design expenses	263.79
EF037428	15/03/2018	MCINTOSH HOLDINGS PTY LTD	Plant and vehicle parts and materials	167,200.00
EF037429	15/03/2018	MCLEODS	Plant and vehicle purchasing	3,277.47
EF037430	15/03/2018	VIC'S SMASH REPAIRS	Legal expenses and court costs	557.48
EF037431	15/03/2018	MOORE STEPHENS WA	Plant and vehicle parts and materials	2,200.00
EF037432	15/03/2018	MORLEY FLOORING CENTRE	Staff training, development and support	2,721.00
EF037433	15/03/2018	MORLEY MOWER CENTRE	Building maintenance and services	351.12
EF037434	15/03/2018	MULTI MIX CONCRETE PTY LTD	Plant and vehicle parts and materials	16,639.48
EF037435	15/03/2018	NEW LOOK DRYCLEANERS & LAUNDRY SERVICE	Parks & gardens contract payments	106.70
EF037436	15/03/2018	NEWCOMBE LOGISTICS PTY LTD	Cleaning services	418.00
EF037437	15/03/2018	OFFICEMAX AUSTRALIA LTD	Vehicle towing	134.01
EF037438	15/03/2018	OFFICEWORKS	Office stationery and consumables	509.29
EF037438	15/03/2018	OFFICEWORKS	Functions and events catering expenses	958.34
EF037439	15/03/2018	OSBORNE PARTY WORLD	Office stationery and consumables	220.80
EF037440	15/03/2018	PAYWISE	Functions and events site setup expenses	94.24
EF037440	15/03/2018	PAYWISE	Staff superannuation and other deductions	1,966.88
EF037441	15/03/2018	PERTH BIN HIRE	Payroll deduction	1,820.42
EF037442	15/03/2018	PERTH FROZEN FOODS	Waste collection and hygiene services	661.10
EF037443	15/03/2018	PRECISION CARPETS	Food & Drinks	18,398.91
EF037444	15/03/2018	QWEST PROPERTY PTY LTD	Building maintenance and services	1,650.00
EF037445	15/03/2018	RANDSTAD PTY LTD	Professional consultancy services	1,477.30
EF037446	15/03/2018	RHEEM AUSTRALIA PTY LTD	Labour hire and temporary replacement	812.46
EF037447	15/03/2018	ROYAL WOLF TRADING AUST PTY LTD	Construction and civil works payments	225.72
EF037448	15/03/2018	S BILLING & ASSOCIATES PTY LTD	Equipment hire	1,078.00
EF037449	15/03/2018	SAI GLOBAL LTD	Professional consultancy services	2,690.60
EF037450	15/03/2018	IRRIGATION EXCELLENCE	Memberships and subscriptions	1,276.00
EF037451	15/03/2018	SIEMENS LTD	Building maintenance and services	1,321.06
EF037451	15/03/2018	SIEMENS LTD	Equipment repairs	0.00
EF037452	15/03/2018	SIGMA CHEMICALS	Office equipment operating charges & maintenance	453.20
EF037453	15/03/2018	SUEZ ENVIRONMENTAL RECYCLING & WASTE RECOVERY	Aquatic chemicals and consumables	556.25
EF037454	15/03/2018	SJ AYRE PLUMBING & SERVICES	Parks & gardens materials	35,971.95
EF037455	15/03/2018	SOLUTION 4 BUILDING	Building maintenance and services	230,849.15
EF037456	15/03/2018	SONIC HEALTH PLUS PTY LTD	Building maintenance and services	446.60
EF037457	15/03/2018	SPECIALISED SECURITY SHREDDING	Medical services and materials	60.72
EF037458	15/03/2018	STILES ELECTRICAL & COMMUNICATION SVCS P/L	Document management and archiving	56,149.78
EF037458	15/03/2018	STILES ELECTRICAL & COMMUNICATION SVCS P/L	Building maintenance and services	14,971.70
EF037459	15/03/2018	SYNERGY	Parks & gardens contract payments	105,903.00
EF037460	15/03/2018	TEMPORARY NOISE SOLUTIONS	Electricity charges - Street lighting	2,847.16
EF037460	15/03/2018	TEMPORARY NOISE SOLUTIONS	Building maintenance and services	1,345.30
EF037461	15/03/2018	THE GOODS AUSTRALIA	Building supplies and hardware	1,575.46
EF037462	15/03/2018	TOLL TRANSPORT PTY LTD	Cleaning supplies	250.95
EF037463	15/03/2018	TONY AND SONS NURSERIES	Postage and courier charges	3,718.00
EF037464	15/03/2018	TRINITY	Parks & gardens plants and trees	484.00
EF037465	15/03/2018	TURF CARE WA PTY LTD	Conference expenses	7,700.00
EF037466	15/03/2018	TURF RENOS PTY LTD/A TOTAL TURF MACHINERY	Parks & gardens contract payments	1,600.50
EF037467	15/03/2018	ULL WA PTY LTD	Plant and vehicle parts and materials	7,000.00
EF037468	15/03/2018	ULTIMATE SLOTRACER	Parks & gardens contract payments	240.00
EF037469	15/03/2018	URENCO SUPPLIES	Functions and events entertainment expenses	158.75
EF037470	15/03/2018	VAUGHN JOSHUA MCGUIRE	Parks & gardens materials	1,000.00
EF037471	15/03/2018	WA LOCAL GOVERNMENT ASSOCIATION	Functions and events entertainment expenses	1,134.00
			Staff training, development and support	

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EF037472	15/03/2018	LGRCEU	Payroll deduction	881.50
EF037473	15/03/2018	WATTLEUP TRACTORS	Plant and vehicle parts and materials	3,088.15
EF037474	15/03/2018	WESFARMERS KLEENHEAT GAS PTY LTD	Gas usage charges	6,573.00
EF037475	15/03/2018	BUNNINGS PTY LTD	Building supplies and hardware	66.32
EF037475	15/03/2018	BUNNINGS PTY LTD	Parks & gardens materials	374.54
EF037475	15/03/2018	BUNNINGS PTY LTD	Environmental services & supplies	23.01
EF037476	15/03/2018	WESTBUILD PRODUCTS PTY LTD	Construction and civil works tools and materials	628.32
EF037477	15/03/2018	WEST-SURE GROUP PTY - PETTY CASH	Petty cash reimbursement	775.10
EF037478	15/03/2018	WEST-SURE (WA) PTY LTD	Fees and charges	2,048.31
EF037479	15/03/2018	ZIRCODATA PTY LTD	Document management and archiving	3,670.26
EF037480	19/03/2018	RW CONSULTING SERVICES PTY LTD	Information technology network maintenance	15,180.00
EF037481	22/03/2018	DEPARTMENT OF FIRE & EMERGENCY SERVICES	Emergency Services Levy	2,846,116.20
EF037482	22/03/2018	3RD MORLEY BOYS BRIGADE	Grants & funding	150.00
EF037483	22/03/2018	A1 LOCKSMITHS	Building supplies and hardware	2,313.10
EF037484	22/03/2018	ACCLAIMED CATERING	Functions and events catering expenses	3,014.00
EF037485	22/03/2018	ACTION DEMOLITION (WA) PTY LTD	Waste collection and hygiene services	3,883.00
EF037486	22/03/2018	ADT SECURITY	Buildings and events security expenses	59.60
EF037487	22/03/2018	COMMERCIAL AIR SOLUTIONS	Building maintenance and services	5,379.00
EF037488	22/03/2018	AMGROW PTY LTD	Parks & gardens materials	2,007.50
EF037489	22/03/2018	ANGELO DI CARLO	Marketing and promotional material	1,175.00
EF037490	22/03/2018	ASIS SABBAGH-VERGARA	Podiatry services and materials	360.00
EF037491	22/03/2018	ASPHALTECH PTY LTD	Parks & gardens contract payments	65,676.24
EF037491	22/03/2018	ASPHALTECH PTY LTD	Parks & gardens materials	33,426.97
EF037492	22/03/2018	AXIS CONTRACTING PTY LTD	Parks & gardens contract payments	27,122.55
EF037493	22/03/2018	AZURE PAINTING	Building maintenance and services	680.00
EF037494	22/03/2018	BAYSWATER/MORLEY DISTRICTS CRICKET CLUB	Parks & gardens contract payments	9,958.30
EF037495	22/03/2018	BURDENS AUSTRALIA PTY LTD	Building supplies and hardware	95.91
EF037496	22/03/2018	CHAMBER OF COMMERCE AND INDUSTRY WESTERN AUSTRALIA	Professional consultancy services	77.00
EF037497	22/03/2018	STIRLING SENATORS BASKETBALL CLUB	Grants & funding	165.00
EF037498	22/03/2018	CLEANAWAY	Waste collection and hygiene services	156,035.75
EF037499	22/03/2018	CLOCKWORK PRINT	Marketing and promotional material	359.57
EF037500	22/03/2018	COMMUNITY NEWSPAPERS LTD	Printing and graphic design expenses	1,256.41
EF037501	22/03/2018	COOLBINIA BOMBER JUNIOR FOOTBALL CLUB	Grants & funding	600.00
EF037502	22/03/2018	CUROST MILK SUPPLY	Food & Drinks	335.97
EF037503	22/03/2018	DANISH PATISSERIE	Functions and events catering expenses	55.44
EF037504	22/03/2018	DORMA BWN AUTOMATICS PTY LTD	Building maintenance and services	4,467.10
EF037505	22/03/2018	EAST METRO REGIONAL COUNCIL	Waste collection and hygiene services	10,465.29
EF037506	22/03/2018	WESTERN POWER	Electricity charges - Street lighting	5,943.00
EF037507	22/03/2018	ESRI AUSTRALIA PTY LTD	Information technology systems licensing fees and support	2,035.00
EF037508	22/03/2018	EZY LOCKERS PTY LTD	Fees and charges	443.36
EF037509	22/03/2018	F4 PHOTOGRAPHER	Photography / Video Production	300.00
EF037510	22/03/2018	FIRST ELEMENT IRRIGATION	Parks & gardens contract payments	40,015.01
EF037511	22/03/2018	FLEET COMMERCIAL GYMNASIUMS	Recreation and gymnasium equipment	1,860.10
EF037512	22/03/2018	FLEXI STAFF	Petty cash reimbursement	796.62
EF037512	22/03/2018	FLEXI STAFF	Labour hire and temporary replacement	1,537.14
EF037513	22/03/2018	GLOBE AUSTRALIA PTY LTD	Parks & gardens materials	27,055.60
EF037514	22/03/2018	GRASS CONCEPTS	Building maintenance and services	235.00
EF037514	22/03/2018	GRASS CONCEPTS	Parks & gardens contract payments	220.00
EF037515	22/03/2018	HARI NEWSPAPER PTY LTD	Memberships and subscriptions	34.40
EF037516	22/03/2018	HART SPORT	Recreation and gymnasium equipment	1,168.90
EF037517	22/03/2018	HAYS SPECIALIST RECRUITMENT (AUST) PTY LTD	Labour hire and temporary replacement	7,757.49
EF037518	22/03/2018	HEALTHY FRESH FOODS PTY LTD	Functions and events catering expenses	1,735.69
EF037519	22/03/2018	DR HEATHER COVENTRY	Medical services and materials	1,760.00
EF037520	22/03/2018	HICKEY CONSTRUCTIONS PTY LTD	Building maintenance and services	18,135.70
EF037521	22/03/2018	HOSKING LEANNE	Medical services and materials	880.00
EF037522	22/03/2018	INFANT JESUS NETBALL CLUB	Grants & funding	150.00
EF037523	22/03/2018	INSTANT TOILETS	Equipment hire	708.40
EF037524	22/03/2018	INTELIPE GROUP	Parks & gardens contract payments	3,137.20
EF037525	22/03/2018	INTERVID INTERNATIONAL	Buildings and events security expenses	980.10
EF037526	22/03/2018	AAA PRODUCTION SERVICES	Equipment repairs	88.00

Chq/Eft No.	Date	Creditor Name	Invoice Details	Invoice Amt
EF037527	22/03/2018	JB HI-FI GROUP PTY LTD	Information technology minor purchases	1,066.39
EF037528	22/03/2018	K-LINE FENCING GROUP	Parks & gardens materials	20,665.35
EF037529	22/03/2018	LANDFILL GAS AND POWER PTY LTD	Electricity charges (other than street lighting)	118,160.34
EF037530	22/03/2018	LANDGATE - VALUER GENERAL'S OFFICE	Land enquiry	1,073.05
EF037531	22/03/2018	LETS ALL PARTY	Functions and events catering expenses	550.00
EF037531	22/03/2018	LETS ALL PARTY	Functions and events entertainment expenses	495.00
EF037532	22/03/2018	LOCAL GOVERNMENT PROFESSIONALS AUST WA	Staff training, development and support	100.00
EF037533	22/03/2018	MARKETFORCE EXPRESS PTY LTD	Marketing and promotional material	2,510.96
EF037534	22/03/2018	MAYLANDS TENNIS CLUB	Lease and rental payments	5,706.80
EF037535	22/03/2018	MCLEODS	Legal expenses and court costs	1,343.03
EF037536	22/03/2018	MESSAGE MEDIA	Marketing and promotional material	33.00
EF037537	22/03/2018	MORLEY FLOORING CENTRE	Building maintenance and services	1,430.00
EF037538	22/03/2018	MORLEY WINDMILLS	Grants & funding	150.00
EF037539	22/03/2018	MOUNT LAWLEY TENNIS CLUB	Grants & funding	165.00
EF037540	22/03/2018	MULTI MIX CONCRETE PTY LTD	Parks & gardens materials	5,059.12
EF037541	22/03/2018	NATURAL AREA HOLDINGS PTY LTD	Parks & gardens contract payments	917.40
EF037542	22/03/2018	NEDLANDS RUGBY UNION FOOTBALL CLUB INC	Grants & funding	330.00
EF037543	22/03/2018	NESTLE AUSTRALIA	Food & Drinks	159.50
EF037544	22/03/2018	NEW LOOK DRYCLEANERS & LAUNDRY SERVICE	Cleaning services	88.55
EF037545	22/03/2018	NORTH BEACH RUGBY LEAGUE CLUB	Grants & funding	440.00
EF037546	22/03/2018	NORTHSTAR ASSET PTY LTD T/A ARTISTRIA	Functions and events entertainment expenses	1,375.00
EF037547	22/03/2018	PATH WASTE PTY LTD	Waste collection and hygiene services	156.75
EF037548	22/03/2018	PERFORM BETTER AU	Recreation and gymnasium equipment	1,622.12
EF037549	22/03/2018	PERTH AIRPORTS MUNICIPALITIES GROUP INC.	Memberships and subscriptions	500.00
EF037550	22/03/2018	PERTH SECURITY SERVICE	Buildings and events security expenses	2,190.32
EF037551	22/03/2018	PERTH STRIPES & SIGNS	Signage and banners	220.00
EF037552	22/03/2018	REBELS NETBALL CLUB	Grants & funding	450.00
EF037553	22/03/2018	REDFISH TECHNOLOGIES PTY LTD	Staff training, development and support	5,500.00
EF037554	22/03/2018	RF & DH MCINERNEY	Parks & gardens materials	439.11
EF037555	22/03/2018	SCHINDLER LIFTS AUSTRALIA PTY LTD	Building maintenance and services	4,499.48
EF037556	22/03/2018	SHAPE URBAN PTY LTD	Professional consultancy services	61,912.40
EF037557	22/03/2018	SIMONE DODD	Staff training, development and support	60.00
EF037558	22/03/2018	SJ AYRE PLUMBING & SERVICES	Building maintenance and services	1,549.75
EF037559	22/03/2018	SLINGERS NETBALL CLUB	Grants & funding	300.00
EF037560	22/03/2018	SONIC HEALTH PLUS PTY LTD	Medical services and materials	507.10
EF037561	22/03/2018	SOUTH METROPOLITAN TAFE	Staff training, development and support	2,375.56
EF037562	22/03/2018	ST JOHN AMBULANCE (WA) INC	Medical services and materials	59.95
EF037563	22/03/2018	SUBIACO CITY JUNIOR SOCCER CLUB	Grants & funding	165.00
EF037564	22/03/2018	SYNERGY	Electricity charges - Street lighting	2,728.15
EF037565	22/03/2018	TASK EXCHANGE PTY LTD	IT software/hardware upgrades and replacement	11,154.00
EF037566	22/03/2018	THRIFTY TRUCK RENTALS	Vehicle & plant hire	377.70
EF037567	22/03/2018	TOLL TRANSPORT PTY LTD	Postage and courier charges	200.76
EF037568	22/03/2018	TROPHY WAREHOUSE	Equipment purchases	315.35
EF037569	22/03/2018	BUNNINGS PTY LTD	Building supplies and hardware	705.77
EF037569	22/03/2018	BUNNINGS PTY LTD	Parks & gardens materials	56.05
EF037570	22/03/2018	WESTERN RESOURCE RECOVERY	Waste collection and hygiene services	529.10
EF037571	22/03/2018	WEST-SURE GROUP PTY - PETTY CASH	Petty cash reimbursement	2,698.40
EF037572	22/03/2018	WRAP N ROLL	Food & Drinks	62.00
EF037573	22/03/2018	MORLEY SPORT & RECREATION CENTRE	Memberships and subscriptions	90.00
EF037573	22/03/2018	MORLEY SPORT & RECREATION CENTRE	Grants & funding	-32.39
EF037574	23/03/2018	CLICK SUPER	Payroll deduction	148,899.47
Total Cheques				133,627.28
Total EFTs				<u>6,316,629.88</u>
Grand Total				<u>\$ 6,450,257.16</u>

Attachment 2

Chq/Eft No.	Date	Creditor Name	Invoice Details	Invoice Amt
CITY OF BAYSWATER - TRUST				
LIST OF PAYMENTS FINALISED 01/03/2018 to 31/03/2018				
402331	12/03/2018	A RASO	Residential Bond Refund	5,000.00
402332	12/03/2018	ASTRA HOMES WA PTY LTD	Refund residential verge deposit	750.00
402333	12/03/2018	CANCELLED	CANCELLED	0.00
402334	12/03/2018	CITY OF BAYSWATER	Refund residential verge deposit	460.00
402335	12/03/2018	CITY OF BAYSWATER	Refund residential verge deposit	460.00
402336	12/03/2018	CITY OF BAYSWATER	Refund residential verge deposit	460.00
402337	12/03/2018	GF SORELLA	Refund residential verge deposit	440.00
402338	12/03/2018	IJ AND SJ RIOU	Refund residential verge deposit	750.00
402339	12/03/2018	MY HOMES WA	Refund residential verge deposit	780.00
402340	12/03/2018	PLUNKETT HOMES (1903) PTY LTD	Refund residential verge deposit	780.00
402341	12/03/2018	SIMSAI CONSTRUCTION GROUP PTY LTD T/AS F	Refund residential verge deposit	750.00
402342	15/03/2018	CITY OF BAYSWATER	Refund building application fee	335.00
402343	15/03/2018	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	Refund building application fee	11,357.97
402344	15/03/2018	PLUNKETT HOMES (1903) PTY LTD	Refund residential verge deposit	319.91
402345	19/03/2018	BOSS DEMOLITION PTY LTD	Refund residential verge deposit	440.00
402346	22/03/2018	A ABELI	Refund residential verge deposit	750.00
402347	22/03/2018	A HUJDUROVIC	Refund residential verge deposit	750.00
402348	22/03/2018	A VIRGO	Refund residential verge deposit	750.00
402349	22/03/2018	ACTION DEMOLITION	Refund commercial verge deposit	780.00
402350	22/03/2018	ALLSITE SERVICES WA PTY LTD	Refund commercial verge deposit	750.00
402351	22/03/2018	ALLURE HOMES WA PTY LTD	Refund residential verge deposit	750.00
402352	22/03/2018	AUSSIE MODULAR SOLUTIONS PTY LTD	Refund commercial verge deposit	460.00
402353	22/03/2018	AUSTRALIAN OUTDOOR LIVING	Refund residential verge deposit	780.00
402354	22/03/2018	CELTIC BUILDERS PTY LTD	Refund residential verge deposit	750.00
402355	22/03/2018	CJH JACOBS	Refund residential verge deposit	440.00
402356	22/03/2018	COOPER AND OXLEY BUILDERS PTY LTD	Refund commercial verge deposit	460.00
402357	22/03/2018	CV LEUNIG	Refund residential verge deposit	750.00
402358	22/03/2018	DA DIMASI	Refund residential verge deposit	780.00
402359	22/03/2018	DALE ALCOCK HOMES PTY LTD	Refund residential verge deposit	460.00
402360	22/03/2018	DCL BULL	Refund residential verge deposit	750.00
402361	22/03/2018	DLUX BUILDERS	Refund residential verge deposit	780.00
402362	22/03/2018	DOR ARMSTRONG	Refund residential verge deposit	750.00
402363	22/03/2018	GL ROBERTSON	Refund residential verge deposit	780.00
402364	22/03/2018	GP MIGRO	Refund residential verge deposit	780.00
402365	22/03/2018	H AL-BIRKAWI	Refund residential verge deposit	750.00
402366	22/03/2018	JI MANOLEV	Refund residential verge deposit	750.00
402367	22/03/2018	K LEONG	Refund residential verge deposit	750.00
402368	22/03/2018	KEYSTONE BUILDING AND DEVELOPMENTS	Refund residential verge deposit	750.00
402369	22/03/2018	LA SYKES	Refund residential verge deposit	780.00
402370	22/03/2018	LJ GAME	Refund residential verge deposit	750.00
402371	22/03/2018	LT NGUYEN	Refund residential verge deposit	440.00
402372	22/03/2018	M SAVIC	Refund residential verge deposit	780.00
402373	22/03/2018	MASTER PROJECTS PTY LTD	Refund residential verge deposit	750.00
402374	22/03/2018	MD THOM	Residential Bond Refund	5,000.00
402375	22/03/2018	MGC CIVIL	Refund residential verge deposit	750.00
402376	22/03/2018	MJ HOPKINS	Refund residential verge deposit	780.00
402377	22/03/2018	MODCO MC PTY LTD	Refund residential verge deposit	780.00
402378	22/03/2018	MOTORWAYS 1984 PTY LTD	Refund commercial verge deposit	460.00
402379	22/03/2018	MURPHY GROUP CONTRACTING	Refund residential verge deposit	440.00
402380	22/03/2018	MZ WITTEK	Refund residential verge deposit	440.00
402381	22/03/2018	N SERPENTZIS	Refund residential verge deposit	460.00
402382	22/03/2018	ODIN DEVELOPMENT GROUP PTY LTD	Refund residential verge deposit	460.00
402383	22/03/2018	PINDAN PTY LTD T/AS SWITCH HOMES FOR LIV	Refund residential verge deposit	750.00
402384	22/03/2018	PS SUN	Refund residential verge deposit	440.00
402385	22/03/2018	RK WADE	Refund residential verge deposit	780.00
402386	22/03/2018	S PETKOVIC	Refund residential verge deposit	780.00
402387	22/03/2018	SG RADI	Refund residential verge deposit	750.00
402388	22/03/2018	SHELL BUILDING SERVICES PTY LTD	Refund residential verge deposit	780.00
402389	22/03/2018	SWIFT DEMOLITION	Refund residential verge deposit	750.00

Chq/Eft No.	Date	Creditor Name	Invoice Details	Invoice Amt
402390	22/03/2018	TA BRIGGS	Refund residential verge deposit	460.00
402391	22/03/2018	TDT WA PTY LTD	Refund residential verge deposit	780.00
402392	22/03/2018	TKN DU	Refund residential verge deposit	440.00
402393	22/03/2018	VENTURA HOME GROUP PTY LTD	Refund residential verge deposit	750.00
402394	22/03/2018	VS VIEGAS	Refund residential verge deposit	440.00
402395	22/03/2018	WEBB AND BROWN-NEAVES PTY LTD	Refund residential verge deposit	750.00
402396	22/03/2018	WESTLANTIC HOLDINGS PTY LTD	Refund residential verge deposit	750.00
402397	22/03/2018	YM CHIA	Refund residential verge deposit	780.00
402398	22/03/2018	Z BEBIC	Refund residential verge deposit	750.00
402399	22/03/2018	Z DU TOIT	Refund residential verge deposit	780.00
402400	29/03/2018	ACLIPS PTY LTD	Refund residential verge deposit	460.00
402401	29/03/2018	ACLIPS PTY LTD	Refund residential verge deposit	460.00
402402	29/03/2018	ACLIPS PTY LTD	Refund residential verge deposit	460.00
402403	29/03/2018	APG HOMES PTY LTD	Refund residential verge deposit	750.00
402404	29/03/2018	BARCLAYS BUILDING SERVICES	Refund residential verge deposit	780.00
402405	29/03/2018	BIRCHLEY GROUP PTY LTD	Refund residential verge deposit	440.00
402406	29/03/2018	CARBON DEVELOPMENTS	Refund residential verge deposit	460.00
402407	29/03/2018	D NARDELLI	Refund residential verge deposit	440.00
402408	29/03/2018	DA NORRISH	Refund residential verge deposit	440.00
402409	29/03/2018	ELEMENT CONSTRUCTION WA	Refund residential verge deposit	440.00
402410	29/03/2018	ELEMENT CONSTRUCTION WA	Refund residential verge deposit	440.00
402411	29/03/2018	GEMMILL HOMES PTY LTD	Refund residential verge deposit	750.00
402412	29/03/2018	IJ MANOLEV	Refund residential verge deposit	780.00
402413	29/03/2018	IP COULSON	Refund residential verge deposit	780.00
402414	29/03/2018	JCORP PTY LTD T/AS IMPRESSIONS	Refund residential verge deposit	750.00
402415	29/03/2018	LUKVA PTY LTD T/AS AQUILA HOMES	Refund residential verge deposit	750.00
402416	29/03/2018	R ZIVANCEV	Refund residential verge deposit	750.00
402417	29/03/2018	RESIDENTIAL BUILDING WA PTY LTD	Refund residential verge deposit	750.00
402418	29/03/2018	RESIDENTIAL BUILDING WA PTY LTD	Refund residential verge deposit	750.00
402419	29/03/2018	RESIDENTIAL BUILDING WA PTY LTD	Refund residential verge deposit	750.00
402420	29/03/2018	SOLARGAIN	Refund commercial verge deposit	780.00
402421	29/03/2018	TQ TRINH	Refund residential verge deposit	780.00
402422	29/03/2018	WESTPINE HOLDINGS PTY LTD T/AS WA LUCAS	Refund residential verge deposit	780.00
			Total Cheques	78,832.88
			Total EFTs	<u>0.00</u>
			Grand Total	<u>\$ 78,832.88</u>

Attachment 3

Chq/Eft No.	Date	Creditor Name	Invoice Details	Invoice Amt
AGED PERSONS HOMES				
LIST OF PAYMENTS FINALISED 01/03/2018 to 31/03/2018				
000095	15/03/2018	SEME SOLUTIONS PTY LTD	Building maintenance and services	2,288.00
000096	15/03/2018	T & Z ARCHITECTS	Professional consultancy services	478.50
000097	19/03/2018	JACKSON MCDONALD	Legal expenses and court costs	26,400.00
000098	22/03/2018	CATERALL EQUIPMENT HIRE	Equipment hire	904.13
Total Cheques				30,070.63
Total EFTs				<u>0.00</u>
Grand Total				<u>\$ 30,070.63</u>

Attachment 4

EXTRACT FROM CORPORATE CREDIT CARD STATEMENTS*			
March 2018			
DATE	STATEMENT NARRATIVE FROM BANK	DESCRIPTION	AMOUNT \$
	CHIEF EXECUTIVE OFFICER		
05/03/2018	Credit Card Purchase Caltex Applecross	Fuel Council Vehicle	86.84
16/03/2018	Credit Card Purchase BP Baldivis	Fuel Council Vehicle	87.86
22/03/2018	Credit Card Purchase Municipal Association of Victoria	Conference	594.00
26/03/2018	Credit Card Purchase BP Baldivis	Fuel Council Vehicle	85.09
26/03/2018	Credit Card Purchase Qantas	Conference	612.49
		SUB TOTAL	1,466.28
	DIRECTOR FINANCE & CORPORATE SERVICES		
01/03/2018	Credit Card Purchase Telstra	Telstra Development Office 365	11.20
01/03/2018	Credit Card Purchase Facebook	Advertising	309.99
02/03/2018	Credit Card Purchase Coles Express	Fuel Council Vehicle	91.77
02/03/2018	Credit Card Purchase Crown Metropol	Conference	1,543.30
02/03/2018	Credit Card Purchase Formstack	Website Maintenance	326.15
05/03/2018	Credit Card Purchase Zoom Video Communications	Video Conference for On Demand Meetings	19.57
12/03/2018	Credit Card Purchase Crown Metropol	Conference	688.16
12/03/2018	Credit Card Purchase Dropbox	Business Storage Online Subscription	272.00
14/03/2018	Credit Card Purchase United Mt Lawley	Fuel Council Vehicle	79.97
19/03/2018	Credit Card Purchase Atlassian	Atlassian IT Development Project Management Tools	28.84
21/03/2018	Credit Card Purchase Apple iTunes Store	Software	14.99
26/03/2018	Credit Card Purchase Coles Express	Fuel Council Vehicle	92.48
26/03/2018	Credit Card Purchase Campaign Monitor	Social Media Monthly Newsletter	218.90
28/03/2018	Credit Card Purchase Webmerge	Professional Plan	261.95
		SUB TOTAL	3,959.27
	DIRECTOR PLANNING & DEVELOPMENT SERVICES		
14/03/2018	Credit Card Purchase Createsent	Online Business Forum	108.90
19/03/2018	Credit Card Purchase Rawlinsons	Construction handbook	420.00
26/03/2018	Credit Card Purchase City of Perth	Parking	8.06
26/03/2018	Credit Card Purchase LGPA	Training	65.00
		SUB TOTAL	601.96
	DIRECTOR TECHNICAL SERVICES		
14/03/2018	Credit Card Purchase Secure Parking	Parking	15.38
		SUB TOTAL	15.38
	ACTING DIRECTOR COMMUNITY SERVICES		
01/03/2018	Credit Card Purchase Australian Financial Security Authority	Vehicle Searches	3.40
01/03/2018	Credit Card Purchase Facebook	Advertising	30.00
01/03/2018	Credit Card Purchase Coles Express	Fuel Council Vehicle	92.55
01/03/2018	Credit Card Purchase Facebook	Advertising	117.74
16/03/2018	Credit Card Purchase Coles Express	Fuel Council Vehicle	87.76
19/03/2018	Credit Card Purchase Createsent	Online Business Forum	108.90
28/03/2018	Credit Card Purchase Australian Financial Security Authority	Vehicle Searches	3.40
28/03/2018	Credit Card Purchase Australian Financial Security Authority	Vehicle Searches	3.40
28/03/2018	Credit Card Purchase Australian Financial Security Authority	Vehicle Searches	3.40
		SUB TOTAL	450.55
	TOTAL AMOUNT DEBITED FROM MUNICIPAL ACCOUNT IN APRIL 2018		6,493.44
* Copies of statements available on request from Councillors.			

Attachment 5

ELECTRONIC FUND TRANSFERS			
1 MARCH TO 31 MARCH 2018			
	Date	Amount	Details
<u>MUNICIPAL ACCOUNT</u>			
	01/03/2018	7,877.96	NAB Merchant Fees
	01/03/2018	2,141.37	Wages
	02/03/2018	1,323.74	Wages
	05/03/2018	416.60	NAB Transact Fee
	07/03/2018	350,000.00	New Investments
	07/03/2018	56,739.00	Wages
	09/03/2018	188.69	NAB Account Fees
	13/03/2018	1,013,648.84	New Investments
	14/03/2018	771,996.58	Wages
	14/03/2018	279.79	NAB Connect Fee
	15/03/2018	1,322.80	Wages
	22/03/2018	654,363.01	New Investments
	27/03/2018	723,342.23	New Investments
	28/03/2018	783,091.66	Wages
	29/03/2018	4,115.82	NAB Merchant Fees
	Total	4,370,848.09	
<u>AGED PERSONS ACCOUNT</u>			
	07/03/2018	618,349.91	Aged Care Subsidies to Juniper
	09/03/2018	0.65	NAB Account Fees
	20/03/2018	1,925,738.98	New Investments
	29/03/2018	581,692.54	Aged Care Subsidies to Juniper
	Total	3,125,782.08	
	Grand Total	\$7,496,630.17	

9.3.3 Investment Portfolio for the Period Ended 31 March 2018

Reporting Branch: Financial Services
Responsible Directorate: Finance and Corporate Services

CR BARRY MCKENNA DECLARED A FINANCIAL INTEREST

In accordance with Section 5.60A of the Local Government Act 1995, Cr Barry McKenna, declared a financial interest in this item as he is Chairman of Bayswater Community Financial Services and money from the City's budget is invested in Bendigo Bank. Cr McKenna withdrew from the meeting at 9:45pm.

EXECUTIVE SUMMARY**Application:**

For Council to note the performance of the City's Investment Portfolio for the period ended 31 March 2018.

Key Issues:

The purpose of this report is for Council to note the Investment Portfolio as summarised by **(Attachment 1)**.

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

Council's Investment Policy FS-P09 details the manner in which 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).

Council's investment portfolio **(Attachment 1)** 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.

S&P Long-Term Rating	S&P Short-Term Rating	Maximum Risk Limit % Credit Rating
AAA	A-1+	100%
AA	A-1	100%
A	A-2	60%

CONSULTATION

Not Applicable

ANALYSIS

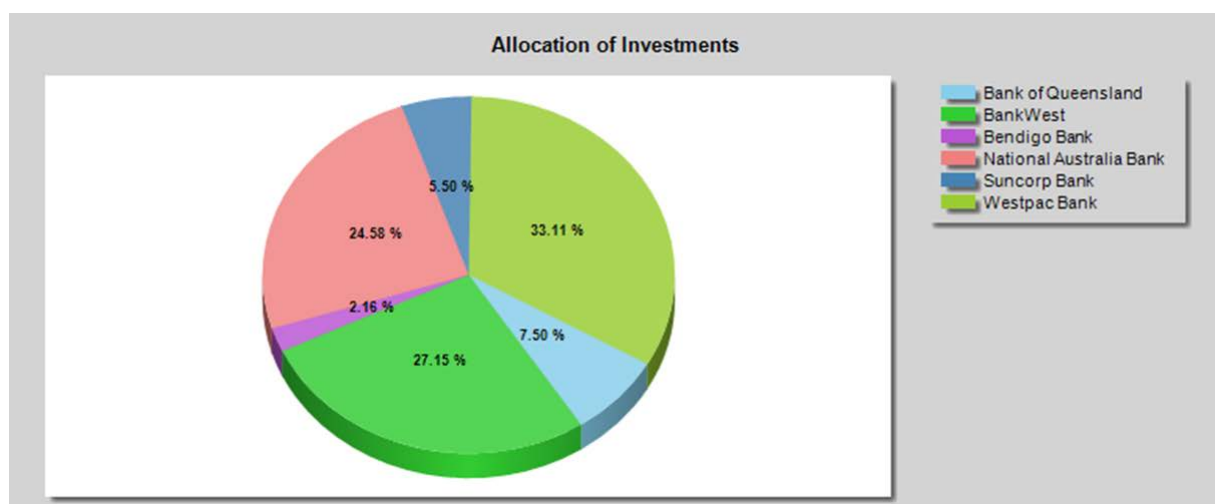
Total investments for the period ended 31 March 2018 were \$85,497,211.32 compared to \$82,126,301.16 for the period ended 31 March 2017.

The majority of the City's investment portfolio is held as internally restricted \$54,630,976.33 and externally restricted (\$5,663,733.12) cash reserves 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 2017-18 operating and capital expenditure requirements.

	31 March 2018			31 March 2017		
	\$	%	Average Rate %	\$	%	Average Rate %
COB General	25,202,501.87	29.48	2.48	24,878,850.17	30.29	2.56
COB Reserve	25,043,206.38	29.29	2.52	24,247,053.44	29.52	2.79
COB Trust	5,663,733.12	6.62	2.54	4,966,428.61	6.05	2.65
Aged	29,587,769.95	34.61	2.53	28,033,968.94	34.14	2.69
Total	\$85,497,211.32	100.00%	2.52%	\$82,126,301.16	100.00%	2.67%

ALLOCATION OF INVESTMENTS

S & P Rating	Bank	Actual \$ Invested	Diversification	
			% of Amount Invested	Threshold %
AA	BankWest	23,214,033.49	27.15	35
AA	NAB	21,017,702.44	24.58	35
AA	Westpac Bank	28,308,568.43	33.11	35
A	Bank of Qnsld	6,408,804.64	7.50	10
A	Suncorp Bank	4,704,305.05	5.50	10
A	Bendigo Bank	1,843,797.27	2.16	10
	Total	\$85,497,211.32	100.00%	



General Ledger Balances

Ledger Source	Account	Description	GL \$
Municipal	1000-5024	Investment - COB General Funds	25,702,501.88
	1000-5041	Investment - COB Reserve	24,543,206.37
	1000-5044	Investment - Trust	5,663,733.12
	Total: Municipal		\$55,909,441.37
Aged	1002-5046	Investment - Aged General Funds (Restricted)	9,535,052.39
	1002-5050	Investment - Prudential Requirements Reserve	2,535,341.37
	1002-5074	Investment - Aged General Reserve	17,517,376.19
	Total: Aged		\$29,587,769.95
	Grand Total		\$85,497,211.32

OPTIONS

Not applicable.

CONCLUSION

That Council receives the Investment Portfolio Report for the period ended 31 March 2018 for the amount of \$85,497,211.32.

FINANCIAL IMPLICATIONS

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

STRATEGIC LINK

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance.
 Aspiration: Open, accountable and responsive service.
 Outcome L1: Accountable and good governance.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Council Policy - Investment Policy.

VOTING REQUIREMENTS

Simple Majority Required.

ATTACHMENTS

1. Investment Register and Earnings for the period ended 31 March 2018.

COMMITTEE RESOLUTION
(OFFICER'S RECOMMENDATION)

That Council notes the Investment Portfolio Report for the period ended 31 March 2018 for the amount of \$85,497,211.32.

CR GIORGIA JOHNSON MOVED, CR SALLY PALMER SECONDED

CARRIED: 6/0

Cr McKenna returned to the meeting at 9:46pm.

Attachment 1**INVESTMENT REGISTER AS AT 31 MARCH 2018**

Source	Bank	Date Effective	Term	Interest Rate	Amount Invested \$	Investment Yield \$	Maturity Amount \$
COB General Funds	BankWest	19/12/2017	107	2.50%	1,112,487.93	8,153.16	1,120,641.09
	Westpac Bank	04/01/2018	91	2.49%	509,330.14	3,161.89	512,492.03
	NAB	02/01/2018	98	2.50%	1,009,233.43	6,774.31	1,016,007.74
	NAB	11/01/2018	90	2.47%	300,000.00	1,827.12	301,827.12
	Westpac Bank	14/12/2017	119	2.48%	1,008,054.79	8,150.61	1,016,205.40
	NAB	16/01/2018	90	2.48%	1,010,108.77	6,176.88	1,016,285.65
	BankWest	16/01/2018	90	2.50%	706,953.97	4,357.94	711,311.91
	BankWest	19/12/2017	121	2.50%	1,426,079.17	11,818.88	1,437,898.05
	BankWest	19/12/2017	126	2.50%	750,000.00	6,472.60	756,472.60
	NAB	23/01/2018	91	2.50%	909,805.46	5,670.71	915,476.17
	Westpac Bank	04/01/2018	112	2.49%	706,390.14	5,397.21	711,787.35
	Suncorp Bank	13/02/2018	79	2.35%	755,962.20	3,845.05	759,807.25
	Suncorp Bank	15/02/2018	77	2.35%	500,000.00	2,478.77	502,478.77
	BankWest	18/01/2018	110	2.50%	808,099.07	6,088.42	814,187.49
	BankWest	06/02/2018	93	2.45%	1,424,084.69	8,889.80	1,432,974.49
	BankWest	01/03/2018	77	2.35%	1,039,537.41	5,153.54	1,044,690.95
	NAB	25/01/2018	117	2.50%	700,000.00	5,609.59	705,609.59
	NAB	08/02/2018	103	2.45%	361,248.47	2,497.56	363,746.03
	NAB	08/03/2018	77	2.42%	604,349.59	3,085.33	607,434.92
	NAB	13/03/2018	79	2.47%	1,013,648.84	5,418.99	1,019,067.83
	NAB	22/03/2018	75	2.48%	654,363.01	3,334.56	657,697.57
	Westpac Bank	06/02/2018	121	2.47%	400,000.00	3,275.29	403,275.29
	NAB	29/03/2018	70	2.45%	302,505.02	1,421.36	303,926.38
	NAB	27/03/2018	79	2.50%	723,342.23	3,913.98	727,256.21
	Bank of Qnsld	19/12/2017	182	2.60%	808,439.45	10,480.92	818,920.37
	Westpac Bank	20/02/2018	119	2.52%	750,000.00	6,161.92	756,161.92
	Westpac Bank	20/02/2018	121	2.52%	1,000,000.00	8,353.97	1,008,353.97
	Westpac Bank	22/02/2018	126	2.53%	1,400,000.00	12,227.18	1,412,227.18
	BankWest	01/02/2018	152	2.55%	550,000.00	5,840.55	555,840.55
	Westpac Bank	06/03/2018	121	2.55%	858,478.09	7,257.08	865,735.17
	Bank of Qnsld	30/01/2018	182	2.60%	1,100,000.00	14,260.82	1,114,260.82
	COB General Funds Total				25,202,501.87	187,555.99	25,390,057.86
COB Reserve	Westpac Bank	02/11/2017	152	2.45%	3,685,404.80	37,601.23	3,723,006.03
	Suncorp Bank	19/10/2017	182	2.55%	860,798.64	10,945.11	871,743.75
	NAB	26/10/2017	180	2.51%	5,166,221.56	63,947.92	5,230,169.48
	Westpac Bank	02/11/2017	180	2.45%	2,000,000.00	24,164.38	2,024,164.38
	BankWest	07/12/2017	180	2.50%	1,968,356.91	24,267.41	1,992,624.32
	BankWest	04/01/2018	175	2.55%	1,977,047.79	24,171.44	2,001,219.23
	Westpac Bank	06/03/2018	135	2.55%	3,796,555.01	35,807.23	3,832,362.24
	Westpac Bank	22/02/2018	187	2.55%	3,745,024.40	48,926.44	3,793,950.84
	Bendigo Bank	29/03/2018	180	2.60%	1,843,797.27	23,641.02	1,867,438.29
	COB Reserve Total				25,043,206.38	293,472.18	25,336,678.56
Trust General	Bank of Qnsld	31/10/2017	182	2.60%	250,000.00	3,241.10	253,241.10
	BankWest	29/08/2017	280	2.53%	693,383.30	13,457.34	706,840.64
	BankWest	16/01/2018	151	2.55%	202,493.15	2,136.16	204,629.31
	BankWest	01/02/2018	152	2.55%	260,000.00	2,760.99	262,760.99
	Trust General Total				1,405,876.45	21,595.59	1,427,472.04
Trust Specific	Bank of Qnsld	31/10/2017	182	2.60%	192,500.00	2,495.64	194,995.64
	NAB	06/02/2018	107	2.45%	88,411.09	634.99	89,046.08
	BankWest	29/08/2017	280	2.53%	1,556,892.41	30,216.52	1,587,108.93
	NAB	12/12/2017	182	2.50%	535,194.38	6,671.60	541,865.98
	Suncorp Bank	28/11/2017	210	2.50%	513,539.78	7,386.53	520,926.31
	NAB	12/12/2017	198	2.50%	535,199.02	7,258.18	542,457.20
	Westpac Bank	13/03/2018	121	2.61%	301,666.42	2,610.12	304,276.54
	NAB	06/03/2018	182	2.55%	534,453.57	6,795.61	541,249.18
	Trust Specific Total				4,257,856.67	64,069.19	4,321,925.86

Source	Bank	Date Effective	Term	Interest Rate	Amount Invested \$	Investment Yield \$	Maturity Amount \$
Aged General Funds (Restricted)	Bank of Qnsld	10/10/2017	182	2.60%	1,462,713.98	18,963.19	1,481,677.17
	BankWest	11/01/2018	90	2.50%	492,331.22	3,034.92	495,366.14
	Bank of Qnsld	24/10/2017	184	2.60%	1,540,783.50	20,194.82	1,560,978.32
	Westpac Bank	07/11/2017	182	2.46%	1,087,752.71	13,342.70	1,101,095.41
	Suncorp Bank	28/11/2017	182	2.50%	582,454.52	7,260.73	589,715.25
	Bank of Qnsld	08/12/2017	179	2.60%	200,000.00	2,550.14	202,550.14
	Suncorp Bank	05/12/2017	189	2.61%	495,712.51	6,699.45	502,411.96
	BankWest	19/12/2017	191	2.55%	522,883.69	6,977.27	529,860.96
	Bank of Qnsld	18/01/2018	180	2.60%	813,647.67	10,432.52	824,080.19
	Westpac Bank	20/02/2018	182	2.54%	799,237.25	10,122.50	809,359.75
	NAB	08/03/2018	180	2.60%	1,496,815.30	19,192.04	1,516,007.34
	Aged General Funds (Restricted) Total				9,494,332.35	118,770.28	9,613,102.63
Aged Mertome Gardens (Restricted)	Bank of Qnsld	31/10/2017	182	2.60%	40,720.04	527.91	41,247.95
	Aged Mertome Gardens (Restricted) Total				40,720.04	527.91	41,247.95
Aged Prudential Requirements Reserve	BankWest	11/01/2018	90	2.50%	1,261,335.10	7,775.35	1,269,110.45
	Westpac Bank	13/02/2018	121	2.47%	1,274,006.26	10,431.84	1,284,438.10
	Aged Prudential Requirements Reserve Total				2,535,341.36	18,207.19	2,553,548.55
Aged General Reserve	BankWest	11/01/2018	90	2.50%	3,538,293.96	21,811.40	3,560,105.36
	BankWest	26/10/2017	180	2.48%	2,148,641.66	26,278.18	2,174,919.84
	Westpac Bank	02/11/2017	180	2.45%	150,669.56	1,820.42	152,489.98
	Westpac Bank	07/11/2017	191	2.46%	2,835,998.86	36,507.46	2,872,506.32
	Westpac Bank	07/11/2017	210	2.46%	2,000,000.00	28,306.85	2,028,306.85
	Suncorp Bank	05/12/2017	196	2.61%	995,837.40	13,957.00	1,009,794.40
	NAB	07/12/2017	201	2.50%	2,095,086.22	28,843.31	2,123,929.53
	BankWest	07/12/2017	203	2.50%	775,132.06	10,777.52	785,909.58
	NAB	04/01/2018	203	2.50%	1,051,977.50	14,626.81	1,066,604.31
	NAB	20/03/2018	156	2.55%	1,925,738.98	20,987.92	1,946,726.90
Grand Total	Aged General Reserve Total				17,517,376.20	203,916.87	17,721,293.07
					\$85,497,211.32	\$908,115.20	\$86,405,326.52

9.3.4 Status Report - Donations Granted Under Delegated Authority**Reporting Branch: Financial Services****Responsible Directorate: Finance and Corporate Services****EXECUTIVE SUMMARY****Application:**

For Council to receive the status report on donations granted under the CEO's delegated authority for the month of March 2018.

Key Issues:

In accordance with the Donations Policy, this report presents the list of donations made under delegated authority for the month of March 2018.

BACKGROUND

At its meeting of 25 May, 2014, Council resolved:

"That Council:

- 1. Adopts the new Policy FS-P43 Donations inclusive of the words 'State or National representative events' in Clause 1 of the Policy and removes Policies FS-P12 Donations and FS-P21 Donations to Groups from the Policy Register.*
- 2. Delegates authority to the Chief Executive Officer to approve donations, in accordance with section 5.42 of the Local Government Act 1995, where applications meet Council's policy and the amount does not exceed \$200.*
- 3. Received a monthly report noting the donations approved under delegated authority."*

CONSULTATION

Not applicable.

ANALYSIS

A list of donations granted under delegated authority for the month of March 2018 is attached for Councillors information (**Attachment 1**).

OPTIONS

Not applicable.

CONCLUSION

That Council receives this status report on the donations granted under delegated authority for the month of March 2018, as contained in Attachment 1.

FINANCIAL IMPLICATIONS

The Donations allocation in the 2017-2018 Budget is \$30,000, \$15,255.05 of which has been expended to date.

STRATEGIC LINK

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance.

Aspiration: Open, accountable and responsive service.

Outcome L1: Accountable and good governance.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Donations Policy applies.

VOTING REQUIREMENTS

Simple Majority Required.

ATTACHMENTS

1. List of donations granted under delegated authority during March 2018.

COMMITTEE RESOLUTION
(OFFICER'S RECOMMENDATION)

That Council receives this status report on the donations granted under delegated authority for the month of March 2018, as contained in Attachment 1.

CR DAN BULL, MAYOR MOVED, CR LORNA CLARKE SECONDED
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION: 7/0

Attachment 1

**REQUESTS FOR DONATIONS
DELEGATED AUTHORITY (\$200 AND UNDER) AS PER POLICY FS-P43**

INDIVIDUALS

The following eligibility criteria have been met for each application:

- Support documentation provided
- All are residents of the City of Bayswater
- All applications were received at least 2 weeks prior to event

<i>Name and Address</i>	<i>Age</i>	<i>Event</i>	<i>Cost to applicant</i>	<i>Previous financial assistance granted (date and amount)</i>	<i>Amount of Donation</i>
Kobe Brown Maylands 6051	13	Australian National Junior Athletics Competition 2018 100m and 200m Hurdles Sydney, 17 March 2018	\$2,270	No - First application	\$200
Myles White Bedford 6052	13	Representing Australia in speed skating 2018 Oceania Championships, Timaru, NZ	\$2,300	No - First application	\$200
					\$400.00

ORGANISATIONS

<i>Name and Address</i>	<i>Purpose of Organisation</i>	<i>Reason for Request</i>	<i>Previous Financial Assistance Granted (Date and amount)</i>	<i>Amount of Donation</i>
Nil.				

Total for March 2018 \$400.00



**Carissa Bywater
Director Finance and Corporate Services**

29 March 2018

9.3.5 Donation Request - Lions Australia - 'Razzamatazz'

Applicant: Lions Australia
Reporting Branch: Financial Services
Responsible Directorate: Finance and Corporate Services

EXECUTIVE SUMMARY**Application:**

For Council to consider a request from Lions Australia for financial assistance of \$300 to enable five disabled or special needs children and their carers from the City of Bayswater to attend the annual 'Razzamatazz' event.

Key Issues:

This report outlines a donation request for \$300 from Lions Australia to enable five disadvantaged children and their carers from the City of Bayswater to attend the annual 'Razzamatazz' event.

BACKGROUND

Lions Clubs District 201W1 (which represents the 32 Lions Clubs north of the river) annually hosts a live theatre event entitled "*Razzamatazz*" for the disadvantaged children of Perth.

This year the three shows will take place on Sunday 6 May at the Perth Convention and Exhibition Centre.

Over 4,000 severely disabled and disadvantaged children (and their families) from the local community, e.g. foster children, special needs children, Heart Kids and children from many other community support groups will attend one of the three shows, including:

- Approximately 80 children from Durham Road Special School; and
- Various other disadvantaged children throughout the City, including from group homes, Disability Foster, children requiring medical treatment and from Special Education units.

Lions Clubs District 201W1 has a special interest in helping children in Western Australia who are suffering from illness, and has had a longstanding involvement with Princess Margaret Hospital for Children, in particular King Edward Memorial Hospital Women's and Infant Research Foundation - the major beneficiary.

Proceeds are also donated towards the Association's projects including the Lions Hearing, Lions Alzheimers, Lions Save Sight, Lions Children's Cancer and Lions Children's Mobility.

The cost of sending five children and their carers will be \$300.

In the past, Council has donated financial assistance as follows towards this event:

Date of Council Meeting	Amount
October 2004	\$250
February 2005	\$250
December 2005	\$250
February 2007	\$250
May 2008	\$250
March 2009	\$250
March 2010	\$250
March 2011	\$250

March 2012	\$250
July 2013	\$250
May 2014	\$250
June 2015	\$250
April 2016	\$300
May 2017	\$300

CONSULTATION

Nil.

ANALYSIS

This request meets the eligibility criteria for a community donation as the initiative:

- provides a direct benefit to the City community by delivering community or cultural services, activities, or resources;
- meets the needs of the community in general or specific target groups such as: children, young people and culturally and linguistically-diverse groups; and
- is for a community group which is an incorporated not-for-profit organisation.

The applicant must also agree to acknowledge the contribution made by the City of Bayswater via, for instance, signage at the event/s; and/or inclusion of the City of Bayswater logo in any promotional material or advertising.

OPTIONS

The following options are available to Council:

OPTION		BENEFIT	RISK
1.	Council accedes to the donation request from Lions Australia. Estimated Cost • \$300	This donation will enable five children and their carers to attend the 'Razzamatazz' event.	May restrict funding available for other worthy causes.
2.	Council approves a smaller donation. Estimated Cost • \$250	This amount will enable four children and their carers to attend the 'Razzamatazz' event.	Retains the City's financial capacity to support other community events, initiatives and programs eligible under the Donations Program.
3.	Council declines the donation request from Lions Australia. Estimated Cost • Nil.	Retains the City's financial capacity to support other community events, initiatives and programs eligible under the Donations Program.	Less children will be able to attend the event.

CONCLUSION

Option 1 is recommended having regard to the Donations Policy and average levels of support for this type of event under the Community Donations Program; it is consistent with last year's donation toward this annual event.

FINANCIAL IMPLICATIONS

The donation allocation in the 2017-18 budget is \$30,000, \$15,255.05 of which has been expended to date this financial year.

STRATEGIC LINK

In accordance with the City of Bayswater Strategic Community Plan 2017-27, the following applies:

Theme: Our Community

Aspiration: A strong sense of community through the provision of quality services and facilities.

Outcome C2: Deliver community programs that encourage community interaction and participation.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Donations Policy applies.

VOTING REQUIREMENTS

Simple Majority Required.

ATTACHMENTS

Nil.

COMMITTEE RESOLUTION

(OFFICER'S RECOMMENDATION)

That Council grants a donation of \$300 to Lions Clubs District 201W1 towards its "Razzamatazz" event which is being conducted on Sunday 6 May 2018 at the Perth Convention and Exhibition Centre for special needs, disabled and disadvantaged children of Western Australia.

CR DAN BULL, MAYOR MOVED, CR LORNA CLARKE SECONDED

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION: 7/0

9.3.6 Review of Corporate Subscriptions

Reporting Branch: Corporate Services
Responsible Directorate: Finance and Corporate Services
Refer: Item 9.3.7: OCM 12.09.2017
 Item 14.2: OCM 25.07.2017

EXECUTIVE SUMMARY**Application:**

For Council to consider an update on the review of the City's corporate subscriptions for relevance and value for money.

Key Issues:

This report provides an overview of the City's corporate subscriptions further to Council's resolution at its September 2017 meeting.

BACKGROUND

Council resolved the following at its September 2017 meeting:

"That Council:

1. *Notes the report in relation to WALGA Membership.*
2. *Maintains the current level of membership and subscription services.*
3. *Requests that the Chief Executive Officer undertake a further review prior to the 2018-19 budget to identify potential savings and rationalisation of subscription services across all corporate memberships and that any changes be reflected in the draft budget."*

In addition to the WALGA corporate membership, the City has a number of other corporate memberships of professional associations. Some of these relate to internal professional development programs and others are associated with broader sector support.

The subscriptions are summarised below:

Provider	Description	Cost (net of GST)	Comments
Australian Institute of Management	Corporate Gold membership	\$5,000	Provides for discounts of up to 25% on some professional development and several 'no charge' items.
International Association for Public Participation (IAP2)	Professional membership for Community Engagement Advisor	\$1,600	Nationally-accepted standard for facilitating community engagement.
Local Government Professionals Australia WA	Corporate membership <i>Plus</i> individual membership - officers	\$1,836 <u>\$2,239</u> <u>\$4,075</u>	Sector advocacy and provides various discounts on resources and professional development activities.
Records and Information Management Professionals Australasia	Individual membership - various officers.	\$1,400	Professional development as part of internal sector best practice development.
Chamber of Commerce and Industry WA	Corporate membership (\$12,880), voluntary	\$13,545* (*excludes costs for	Provide access to advisory services and discounts to

(CCIWA)	contribution to training fund (\$390) and industry subscriptions (\$275).	advising on specific employment matters)	forums and training sessions on employment law and industrial relations
Institute of Public Works and Engineers Australia (IPWEA)	IPWEA's national asset management strategy NAMS plus annual subscription.	\$1,275	Provides access to on-line tools and resources to assist in asset modelling as part of IPWEA's (NAMS).

There are some professional associations and institutes which the City accesses on an 'as required' basis, but is not a corporate member of. For example, the City is not a corporate member of the Institute of Public Administration Australia (WA) but several other local governments are, including Gosnells, Melville, South Perth and Vincent.

In addition, the City paid \$44,514.79 for WALGA corporate membership in the 2017-18 financial year. Further to the advocacy and policy development role that WALGA plays on behalf of its members, the City's annual subscription entitles it to a range of services including preferred supplier arrangements, WALGA professional networks and working groups, advice, support and resources i.e. model policies, legal opinion and newsletters. This membership also enables the City access to a 25% discount on Local Government Insurance Services (LGIS) Scheme contributions. LGIS is a member-based organisation providing insurance cover and other valuable and ancillary services to Western Australian local governments.

CONSULTATION

Not applicable.

ANALYSIS

Generally, the decision to join any particular professional association is based on the overall benefits including sector advocacy and professional development, as well as any discounts for conferences, seminars and professional development. Where the City frequently accesses the services of the association, the discounts can often offset the membership costs, and participation is reviewed on a 'case by case' basis.

Approximately half of the total costs relate to professional advice and training on employment law and industrial relations matters (CCIWA), and the other costs relate either to training and best practice in specific sector topic areas such as record keeping and infrastructure management, as well as supporting the City's professional development program.

While the budgetary impact is relatively minimal, an administrative review process at least annually should minimise any potential overlap in training programs and subject matter.

OPTIONS

The following options are available to Council:

OPTION		BENEFIT	RISK
1.	Maintain all existing corporate association memberships and continue to review these annually for relevance.	Promotes sector advocacy and professional development. Membership discounts offset some of the costs.	Cost is approximately \$27,000 in addition to the WALGA membership fees.
2.	Discontinue all corporate memberships other than WALGA.	Cost saving of approximately \$27,000 per annum.	Professional training and advice is only made available to members in some cases and, in other cases, the loss of participation discounts would reduce the potential saving.

CONCLUSION

Option 1 is recommended as these subscriptions provide benefits to the City.

FINANCIAL IMPLICATIONS

Current corporate subscriptions and memberships are accommodated in the operating budget, and the overall cost across the City's operational areas is approximately \$27,000 in addition to the WALGA membership fees.

STRATEGIC LINK

In accordance with the City of Bayswater's Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance.
Aspiration: Open, accountable and responsive service.
Outcome L1: Accountable and good governance.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

There is no policy position on the issue.

VOTING REQUIREMENTS

Simple Majority Required.

ATTACHMENTS

Nil.

COMMITTEE RESOLUTION
(OFFICER'S RECOMMENDATION)

That Council maintains all existing corporate professional association memberships and continues to review these annually for relevance.

CR SALLY PALMER MOVED, CR GIORGIA JOHNSON SECONDED

LOST: 3/4

FOR VOTE: *Cr Sally Palmer, Cr Barry McKenna, and Cr Elli Petersen-Pik.*

AGAINST VOTE: *Cr Chris Cornish, Deputy Mayor, Cr Dan Bull, Mayor, Cr Lorna Clarke, and Cr Giorgia Johnson.*

9.3.7 Rates Incentive Draw

Reporting Branch: Rating Services
Responsible Directorate: Finance and Corporate Services
Refer: Item 9.3.9: CTF CSC 20.03.2018

EXECUTIVE SUMMARY**Application:**

For Council to consider and approve the format of the 2018-19 Rates Incentive Draw.

Key Issues:

This report provides an outline of the proposed format of the Rates Incentive Draw for the 2018-19 financial year.

BACKGROUND

In past years the City has conducted a Rates Incentive Draw, in accordance with section 6.46 of the *Local Government Act 1995*, to encourage ratepayers to pay their rates 14 days before the due date. The prize draw was offered to all eligible property owners who paid their rates and charges in full 14 days before the due date of the annual rate notice.

In 2017-18, there were 8,473 entries in the Rates Incentive Draw which resulted in a collection of \$14.7million in rates and charges by 4 August 2017. This number equates to payment of rates on 27% of the rateable properties by the Rates Incentive Draw due date.

There were 47 prizes on offer for 2017-18, totalling in value \$38,631, \$27,318 of which was contributed by the City of Bayswater. The total cost of the function night was \$32,258 (including prizes).

At its meeting of 20 March 2018, the Community, Technical, Finance and Corporate Services Committee considered the matter of not offering a Rates Incentive Draw in 2018-19, and it was resolved:

"That Council remodels the rates prize draw in 2018-19 for payments of rates 14 days before the due date and a further report be given to Council."

CONSULTATION

Not applicable.

ANALYSIS

Following Council's resolution at its March meeting, the following format for the draw is proposed:

- Modification of the prize pool and reduction in total cost of this initiative to \$27,000.
- The City will explore a campaign centred around a golden ticket themed event.
- Promotion of this initiative will comprise a social media project targeting ratepayers living within the City as well as a series of innovative advertisements showcasing the major prizes (car and holiday).
- The draw concludes with a function (similar to those of past years given they yielded positive feedback from participants).

OPTIONS

The following options are available to Council:

OPTION	BENEFIT	RISK
1. Approve the proposed revised form of the 2018-19 Rates Incentive Draw and include \$27,000 in the 2018-19 Budget for this initiative. Estimated Cost: Approximately \$27,000	<ul style="list-style-type: none"> • The Rates Draw incentivises early payment of rates and stimulates cash flow benefits. • The cost of the Rates Prize Draw is reduced with savings invested elsewhere in the budget. • The prizes provide the City an opportunity to partner with and support participating local businesses. 	<ul style="list-style-type: none"> • The City may not realise the same cash flow benefits from early payment of rates as in previous years. • The prize pool is reduced from past Rates Incentive Draws.
2. Maintain Rates Incentive Draw and Function as 2017-18 Estimated Cost: Approximately \$35,000	<ul style="list-style-type: none"> • The Rates Draw incentivises early payment of rates and stimulates cash flow benefits. • The prizes provide the City an opportunity to partner with and support participating local businesses. 	<ul style="list-style-type: none"> • The City may not realise the cash flow benefits from early payment of rates.
3. Council sponsors fewer prizes and further reduces the overall cost of this initiative. Estimated Cost: Approximately \$22,000	<ul style="list-style-type: none"> • The Rates Draw incentivises early payment of rates and stimulates cash flow benefits. The revised cost of this Draw optimises the overall cost benefit return of this incentive. • The prizes provide the City an opportunity to partner and support with participating local businesses. 	<ul style="list-style-type: none"> • The City may not realise the same benefits from early payment of rates as in previous years. • The business partnership and promotion of this incentive draw may be negated.

CONCLUSION

Option 1 is recommended as it encourages the early payment of rates, improves the cost/benefit return and reinvigorates the Rates Incentive Draw.

FINANCIAL IMPLICATIONS

The City's direct cost contribution to the Rates Incentive Draw for 2018-19 is expected to be \$27,000.

STRATEGIC LINK

In accordance with the City of Bayswater's Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance.

Aspiration: Open, accountable and responsive service.
Outcome L1: Accountable and good governance.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Nil.

VOTING REQUIREMENTS

Simple Majority Required.

ATTACHMENTS

Nil.

COMMITTEE RESOLUTION
(OFFICER'S RECOMMENDATION)

That Council offers a Rates Incentive Draw and Function for 2018-19 with a budget of \$27,000.

CR DAN BULL, MAYOR MOVED, CR LORNA CLARKE SECONDED
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION: 7/0

9.3.8 Mertome Village Redevelopment - Further Proposal

Location: 30 Winifred Road, Bayswater
Owner: City of Bayswater
Responsible Directorate: Finance and Corporate Services
Refer: Item 13.9 OCM 06.12.2016
Item 13.8 OCM 23.08.2016
Item 13.6 OCM 02.08.2016
Item 11.2 OCM 28.03.2017

EXECUTIVE SUMMARY**Application:**

For Council to receive an update on the Mertome redevelopment project.

Key Issues:

- This report provides an update on the process for the long-term lease of land and sale of business and any assets held by the City associated with Mertome Village as per the Heads of Agreement with Hall & Prior and Heathley.
- Representatives from Hall & Prior and Heathley have been invited to present to this meeting their Further Proposal.

BACKGROUND

The City of Bayswater has been involved with Mertome Village since it was built in 1972. At the time there were few service providers and a lack of affordable and accessible housing and care services for residents. The development of Mertome Village addressed these challenges, facilitated by access to government grants which contributed a substantial portion of the finance required to develop and construct the facility.

In more recent years, the Mertome Village (like all other City aged care facilities) has been managed by Juniper pursuant to a management agreement between the City and Juniper. As the village has aged, the housing and infrastructure maintenance needs for the site have increased and made 'renovation' unviable.

Mertome Village comprises 88 independent living units: Tranby Hostel; and 42 units in Mertome Gardens (14 units on Lot 16 and 28 units on railway reserve land).

Council resolved at its Ordinary Meeting of 2 August 2016 to, inter alia, approve Option 4a:

"Transfer ownership of the assets to a professional aged care operator [(through a long-term lease (a))] for the redevelopment of Mertome Village".

A number of steps are involved to effect this complex transaction and since then a number of tasks have been undertaken and comprise:

- The preparation and advertising of a business plan for the proposed disposal of Lot 16 on 13 December 2016 and 14 December 2016 respectively pursuant to section 3.59 of the *Local Government Act 1995* (the Act). Submissions closed on 25 January 2017. No submissions were received by the City in response to advertising.

- In December 2016, the City advertised an Information Memorandum which sought expressions of interest (being non-binding indicative offers {NBIO}) from reputable aged care/retirement village operators for:
 - a. The sale of the business and assets owned by the City and associated with Mertome Village (these assets were expressed to exclude the bed licences and existing operations of Tranby Hostel) (business assets).
 - b. A 99-year long-term lease of Lot 16.
- The City received 3 NBIO's in response to its Information Memorandum.
- At its Ordinary meeting on 28 March 2017, Council resolved to shortlist the NBIO from Hall & Prior Health and Aged Care Group (H&P) and Heathley Limited (Heathley) dated 17 February 2017 (Indicative Offer) as its preferred proponent for the proposed long-term lease of Lot 16, 30 Winifred Road and the sale of Business Assets.
- On 20 October 2017, the City of Bayswater entered into a Heads of Agreement (HOA) with Hall and Prior and Heathley. The HOA governs the process by which the City and the buyer will negotiate the long-term lease of Lot 16 to the buyer and the sale of the business assets to the buyer.
- At its Ordinary meeting on 14 November 2017, Council authorised Juniper to not make the vacant units on the Railway Reserve land forming part of Mertome Gardens available to prospective residents pending a final decision on the Mertome redevelopment project.
- At its Ordinary meeting on 12 December, Council adopted the Business Plan for the proposed disposal (via a long-term lease arrangement) of Lot 16 (30) Winifred Road, Bayswater and resolved to proceed with the transaction proposed by the Business Plan.
- Following the due diligence period Hall & Prior and Heathley submitted a Further Proposal to the City on 31 January 2018. Negotiations around the 'Further Proposal' and these differences are underway.
- At the Community, Technical, Finance and Corporate Services Committee meeting on 20 March 2018, Council approved a new licence agreement with Juniper for its continued operation of Tranby Hostel to 31 March 2019.
- Extensions have been granted to Hall & Prior and Heathley to certain dates under the Heads of Agreement; the last extension granted was to amend the meaning of the Second Exclusivity Period to end on 27 April 2018.

CONSULTATION

As part of maintaining open communication, a number of meetings have been held with residents of the village over the past two years culminating in Council's resolution of 2 August 2016 to essentially pursue a long-term lease arrangement for the land and sell the business and assets situated on Lot 16, 30 Winifred Road, Bayswater held by the City of Bayswater.

Since this resolution, Council, at its meeting of 23 August 2016, endorsed the Community Engagement Plan for the Redevelopment of Mertome Village project. Information sheets have been sent to residents and 'drop in' sessions also held at the Mertome Hall as part of the commitment given to keeping residents informed. The Mertome project has also featured in a number of corporate publications and media articles.

ANALYSIS

Following the due diligence period, and as outlined in the background section of this report, Hall and Prior and Heathley have submitted a Further Proposal for purchase of the business and a lease of lot 16 (30) Winifred Road, Bayswater and lot 386.

Further negotiation on the following aspects of this Further Proposal is required:

- indicative key terms of the long-term lease;
- the price at which Hall and Prior and Heathley is willing to acquire the business;
- their vision for the Mertome site and surrounding precinct;
- an outline of their experience; and
- benefits of their proposal for residents.

Representatives from Hall & Prior and Heathley have been invited, and will be in attendance at this meeting, to present to Council their Further Proposal. Also attending will be the City's legal and commercial advisors for the proposed transaction. This presentation will inform negotiations and evaluation of the Further Proposal which will be the subject of a further report to Council.

Next steps

At the end of this negotiation process, a further report will be provided to Council to consider the Further Proposal. At this stage the objective is to provide this report prior to the end of the Second Exclusivity Period: 27 April 2018.

Once Council determines if it wishes to accept Hall & Prior and Heathley's Further Proposal (prior to the end of the Second Exclusivity Period) the Third Exclusivity Period will start; this stage comprises preparation and negotiation of the transaction documents. If the City and the Buyer are able to reach a mutually-acceptable position in relation to the Further Proposal (Final Proposal), the HOA contemplates that the City must then proceed to advertise the Final Proposal by local public notice in accordance with the requirements of s3.58(4) of the Act before it makes a final decision to enter into the final lease of Lot 16 with the Buyer. Timing for initiating this advertising will depend upon how long it takes to obtain the valuation.

However, if the terms of the Final Proposal are significantly different from the transactions proposed in the Business Plan, the City will need to prepare and advertise a new Business Plan in respect of the Final Proposal before it can resolve to enter into the long term Lease and the Business Sale Agreement. The City will not need to give local public notice of the proposed Lease under s.3.58(3) of the Act if the proposed Lease is advertised in the new Business Plan.

OPTIONS

This report is for noting.

CONCLUSION

Not applicable.

FINANCIAL IMPLICATIONS

An allocation of \$200,000 has been made in the 2017-18 budget for redevelopment of Mertome Village. This allocation provides for legal advisory, commercial advisory and ancillary costs of this project.

The financial terms of the proposed transaction are outlined in Hall & Prior and Heathley's Further Proposal and subject to further negotiations.

STRATEGIC LINK

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Our Community.
Aspiration: An active and engaged community.
Outcome C1: A strong sense of community through the provision of quality services and facilities.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Section 17 of the *Retirement Villages Act 1992* states that a resident has a right to occupy his/her residential premises until:

- the resident dies; or
- the residence contract is terminated by the resident in accordance with the residence contract or under the *Retirement Villages Act 1992*; or
- the resident abandons the residential premises; or
- the residence contract is terminated by the State Administrative Tribunal (SAT); or
- the holder of the mortgage, charge or other encumbrance that was in existence before the commencement of this section becomes entitled to vacant possession of the premises in pursuance of rights conferred by the mortgage, charge or other encumbrance.

So, while a resident has a contract (which they all do), they cannot be moved out of Mertome Village without their consent, and any redevelopment needs to happen in consultation with residents.

Notwithstanding this, the Railway Reserve land (comprising Lots 402, 403, 404, 405 and 406 on Plan 3404 forming part of Mertome Gardens) has no registered memorial; the City has a leasehold interest in the Railway Reserve land. This lease with Western Australia Government Railways Commission ends on 31 December 2032.

The City has already undertaken a section 3.59 business plan process in relation to this transaction, however section 3.58 of the Act requires, inter alia, the City to prepare and advertise the proposed lease and obtain a market valuation before agreeing to dispose of Lot 16 by long-term lease. This will be attended to in due course should the transaction progress to that stage. Alternatively, it may be necessary to prepare a new Business Plan if the transactions proposed in the Final Proposal are significantly different from those described in the original Business Plan. If a new Business Plan is required, the advertising of this Business Plan will include the proposed transactions and it will not be necessary to also advertise them under s.3.58 of the Act.

VOTING REQUIREMENTS

Simple Majority Required.

ATTACHMENTS

Nil.

COMMITTEE RESOLUTION
(OFFICER'S RECOMMENDATION)

That Council:

- 1. Receives the Mertome redevelopment project update for the proposed disposal (via a long-term lease arrangement) of Lot 16 (30) Winifred Road, Bayswater.**
- 2. Receives a report at a future meeting to consider the Further Proposal from Hall & Prior and Heathley for the lease of land and purchase of business and assets associated with Mertome Village.**

CR DAN BULL, MAYOR MOVED, CR LORNA CLARKE SECONDED

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION: 7/0

10. REPORTS BY OFFICERS (COUNCIL DECISION)

Nil.

11. REPORTS FOR NOTING**11.1 EMRC Council Meeting Minutes - 22 March 2018**

Responsible Directorate: Technical Services

CR SALLY PALMER DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Sally Palmer declared an impartial interest in this item as she is a member of the EMRC for the City of Bayswater. Cr Palmer remained in the room during voting on this item.

CR BARRY MCKENNA DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Barry McKenna declared an impartial interest in this item as he is the City of Bayswater's EMRC representative. Cr McKenna remained in the room during voting on this item.

EXECUTIVE SUMMARY**Application:**

To allow Council consideration of recent Minutes from the Eastern Metropolitan Regional Council (EMRC).

Key Issues:

Issues considered at the 22 March 2018 meeting which may impact or be of interest to the City of Bayswater:

- Resource Recovery Facility - Request for Tender.
- Recognition of former Bassendean Councillor - Gerry Pule .
- Public Questions from Cr Georgia Johnson.
- Various Committee meetings.

BACKGROUND

An EMRC Council Meeting was held on 22 March 2018 with Cr Barry McKenna, Cr Sally Palmer, Cr Filomena Piffaretti (Observer), Cr Georgia Johnson (Visitor) and the Chief Executive Officer in attendance.

CONSULTATION

Not applicable.

ANALYSIS

The purpose of this report is to provide the Council with information detailing the items with implications for the City of Bayswater from the 22 March 2018 EMRC meeting. The Abridged Minutes forms Attachment 1 and the EMRC Investment Reports for January 2018 contained in Attachment 3.

A Memorandum distributed on 29 March 2018 detailed that following examination of the report items in the Council meeting held on 22 March 2018, it has been determined that a Delegates report was not required.

OPTIONS

Not applicable.

CONCLUSION

For Council to receive this report.

FINANCIAL IMPLICATIONS

Are contained within Attachment 2.

STRATEGIC LINK

In accordance with the City of Bayswater's Strategic Community Plan 2017-2027, the following applies:

Theme: Our Local Economy
Aspiration: A business and employment destination.
Outcome E3: Attractive to new services, businesses and investment.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Not applicable.

VOTING REQUIREMENTS

Simple Majority Required.

ATTACHMENTS

1. EMRC Abridged Minutes
2. EMRC Investment Reports

OFFICER'S RECOMMENDATION

That Council receives the Eastern Metropolitan Regional Council (EMRC) Delegate's Report, Abridged Minutes and Investment Report of the meeting of 22 March 2018.

MOTION

That Council:

1. Receives the Eastern Metropolitan Regional Council (EMRC) Delegate's Report, Abridged Minutes and Investment Report of the meeting of 22 March 2018; and

CR DAN BULL, MAYOR MOVED, CR GIORGIA JOHNSON SECONDED

CARRIED: 6/1

FOR VOTE: *Cr Dan Bull, Mayor, Cr Giorgia Johnson, Cr Barry McKenna, Cr Lorna Clarke, Cr Chris Cornish, Deputy Mayor, and Cr Elli Petersen-Pik.*

AGAINST VOTE: *Cr Sally Palmer.*

2. Requests the Chief Executive Officer write to the EMRC Chief Executive Officer requesting resolution dates for the items stated in the EMRC submission as part of the review of the *Local Government Act*.

CR DAN BULL, MAYOR MOVED, CR GIORGIA JOHNSON SECONDED

CARRIED UNANIMOUSLY: 7/0

REASON FOR CHANGE

The Committee changed the Officer's recommendation as it was of the view that greater transparency is required with the information being reported by the EMRC, particularly in regards to the items stated in the EMRC submission as part of the review of the Local Government Act 1995.

Attachment 1

CITY OF BAYSWATER DOCUMENT REGISTRATION			
HWM	TMH	FIN	
CEO		RAT	
HRM		IS	
COM		OSS	
REC		PLG	
LIB		BLD	
MRSS		OTS	
WAV		MEH	
EVCO		DEP	
- 4 APR 2018			
DOCUMENT No:			
ATTENTION: 74RS			
ATT:			

Eastern Metropolitan Regional Council
1st Floor Ascot Place, 226 Great Eastern Hwy,
Belmont, Western Australia 6104
PO Box 234 Belmont Western Australia 6984

MEMORANDUM

Enquiries: Mr Peter Schneider
Direct Line: 9424 2203
Our Ref: D2018/03504

TO Town of Bassendean

Cr Melissa Mykytiuk
Cr Jai Wilson
Cr Kathryn Hamilton (Deputy)

City of Belmont

Cr Janet Powell
Cr Steve Wolff
Cr Phil Marks (Deputy)

Shire of Mundaring

Cr John Daw
Cr David Lavell
Cr Doug Jeans (Deputy)

CC**Chief Executive Officers Advisory Committee**

Mr Bob Jarvis Mr Andrew Brien
Ms Rhonda Hardy Mr Jonathan Throssell

Technical Advisory Committee

Mr Simon Stewart-Dawkins Mr Doug Pearson
Mr Shane Purdy Mr Jim Coten

EMRC Officers

Mr Hua Jer Liew Mrs Wendy Harris
Ms Theresa Eckstein Mrs Annie Hughes-d'Aeth

Member Councils

Executive Assistants to the CEOs
Councillor Support

City of Bayswater

Cr Barry McKenna
Cr Sally Palmer
Cr Filomena Piffaretti (Deputy)

City of Kalamunda

Cr Dylan O'Connor (Deputy Chairman)
Cr Geoff Stallard
Cr Cameron Blair (Deputy)

City of Swan

Cr David McDonnell (Chairman)
Cr Adam Kovalevs
Cr Ian Johnson (Deputy)

Mr John Christie
Mr Mike Foley

Mr Ric Lutey
Mr Dennis Blair

Mr Steve Fitzpatrick

FROM Mr Peter Schneider, Chief Executive Officer**DATE** 29 March 2018**SUBJECT** ORDINARY MEETING OF COUNCIL 22 MARCH 2018 DELEGATES REPORT

Dear Councillors

Following examination of the report items in the recent Council meeting held 22 March 2018, it has been determined that a Delegates Report is not required.

Should you have any queries or require further information on any items contained in the Council agenda, please do not hesitate to contact me.

Regards

PETER B. SCHNEIDER
Chief Executive Officer

TEL (08) 9424 2222 FAX (08) 9277 7598 EMAIL mail@emrc.org.au WEB www.emrc.org.au

Member Councils: Town of Bassendean, City of Bayswater, City of Belmont, City of Kalamunda, Shire of Mundaring, City of Swan



ABRIDGED MINUTES

Ordinary Meeting of Council

22 March 2018

ORDINARY MEETING OF COUNCIL

ABRIDGED MINUTES

22 March 2018

(REF: D2018/02106)

An Ordinary Meeting of Council was held at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, BELMONT WA 6104 on Thursday, 15 February 2018. The meeting commenced at 6:00pm.

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EMRC
Abridged Minutes - Ordinary Meeting of Council 22 March 2018
Ref: D2018/02106

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 6:00pm, welcomed those in attendance and acknowledged the traditional custodians of the land on which the meeting was held and paid respects to the elders past, present and future.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Councillor Attendance

Cr David McDonnell (Chairman)	EMRC Member	City of Swan
Cr Dylan O'Connor (Deputy Chairman)	EMRC Member	City of Kalamunda
Cr Melissa Mykytiuk	EMRC Member	Town of Bassendean
Cr Jai Wilson	EMRC Member	Town of Bassendean
Cr Barry McKenna	EMRC Member	City of Bayswater
Cr Sally Palmer	EMRC Member	City of Bayswater
Cr Janet Powell	EMRC Member	City of Belmont
Cr Steve Wolff	EMRC Member	City of Belmont
Cr Geoff Stallard	EMRC Member	City of Kalamunda
Cr David Lavell	EMRC Member	Shire of Mundaring
Cr Doug Jeans (Deputising for Cr Daw)	EMRC Deputy Member	Shire of Mundaring
Cr Adam Kovalevs	EMRC Member	City of Swan

Apologies

Cr John Daw	EMRC Member	Shire of Mundaring
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EMRC Officers

Mr Peter Schneider	Chief Executive Officer
Mr Hua Jer Liew	Director Corporate Services
Mr Steve Fitzpatrick	Director Waste Services
Mrs Wendy Harris	Director Regional Services
Ms Theresa Eckstein	Executive Assistant to Chief Executive Officer
Mrs Annie Hughes-d'Aeth	Personal Assistant to Director Corporate Services (Minutes)

EMRC Observers

Mr David Ameduri	Manager Financial Services
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Observer(s)

Cr Kathryn Hamilton	EMRC Deputy Member	Town of Bassendean
Cr Filomena Piffaretti	EMRC Deputy Member	City of Bayswater
Cr Cameron Blair	EMRC Deputy Member	City of Kalamunda
Mr Andrew Brien	Chief Executive Officer	City of Bayswater
Ms Rhonda Hardy	Chief Executive Officer	City of Kalamunda

Visitor(s)

Cr Giorgia Johnson	Councillor	City of Bayswater
Mr Gerry Pule	Former Councillor	Town of Bassendean

EMRC
Abridged Minutes - Ordinary Meeting of Council 22 March 2018
Ref: D2018/02106

4 ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION

4.1 MR GERRY PULE

In accordance with the EMRC policy on Recognition of Members of Council, the Chairman announced it gave him great pleasure to present and acknowledge former Councillor Gerry Pule, Town of Bassendean for his service and dedication to the Council having served as an EMRC Councillor from 2007 - 2015 and EMRC Deputy Councillor 2015 - 2017.

The time commitment a member of the community makes once they are elected as a local Councillor is not something that the general public is necessarily aware of or appreciates. The time and civic commitment is even further emphasised by those who step up and also become regional Councillors.

During his term Mr Pule also served as a member or deputy member on the following EMRC committees:

Chief Executive Officers Performance Review Committee:

Member

- 2009 - 2011
- 2011 - 2013
- 2013 - 2015

Audit Committee:

Member

- 2009 - 2011
- 2011 - 2013
- 2013 - 2015

Deputy Member

- 2007 - 2009

Investment Committee:

Member

- 2009 - 2011
- 2011 - 2013
- 2013 - 2015

Resource Recovery Committee:

Member

- 2009 - 2011

Deputy Member

- 2007 - 2009
- 2011 - 2013
- 2013 - 2015

Municipal Waste Advisory Council (MWAC):

Member

- 2007 - 2009

Deputy Member

- 2009 - 2011

The Chairman presented Mr Pule with a certificate and gift of appreciation for his dedicated service as an EMRC Councillor.

EMRC
Abridged Minutes - Ordinary Meeting of Council 22 March 2018
Ref: D2018/02106

Item 4 continued

4.2 AUSTRALIAN ROAD SAFETY AWARD

The EMRC was the recipient of an Australian Road Safety award for its 'Share the Space' campaign, which was the winner in the Local Government Initiatives category.

'Share the Space' is a road safety initiative designed to increase awareness, encourage predictable and courteous behaviours, discourage distractions and improve the safety of all community members regardless of their mode of transport.

A series of three short videos were developed for use online and via social media advertising.

The campaign was coordinated by the EMRC on behalf of our six member Councils and other partners, including the Town of Cambridge, City of Cockburn, City of Vincent, City of Perth, Bicycling WA and Westcycle.

The RITS Implementation Advisory Group was consulted to provide advice and recommendations and the 'Share the Space' campaign was developed with input from the TravelSmart Officers' Working Group.

4.3 COMMITTEES ELECTIONS

During March 2018, two committee meetings were held for the first time since the local government elections. At those meetings the following members were elected as Chairman and Deputy Chairman:

Cr Steve Wolff, City of Belmont and Cr Melissa Mykytiuk, Town of Bassendean were elected Chairman and Deputy Chairman respectively of the Resource Recovery Committee.

Cr Melissa Mykytiuk, Town of Bassendean and Cr Geoff Stallard, City of Kalamunda were elected Chairman and Deputy Chairman respectively of the Audit Committee.

Congratulations and thank you to those committee members.

5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

5.1 QUESTION FROM CR GEORGIA JOHNSON

The following question was taken on notice at the Council meeting held on 15 February 2018 and a written response was supplied to Cr Johnson as follows:

Question: Can you please make the agenda available on the website at the same time as they are made available to councillors?

Response: *Agendas relating to EMRC council and committee meetings are available for inspection at the EMRC administration office at 226 Great Eastern Hwy, Belmont by members of the public consistent with s.5.25(1)(j) of the Local Government Act 1995 and hard copies are available at the meeting.*

The EMRC website has been updated recently. While it has not been possible for agendas to be made available on our website in the past, we will investigate the possibility of making them available online in the future.

EMRC
Abridged Minutes - Ordinary Meeting of Council 22 March 2018
Ref: D2018/02106

6 PUBLIC QUESTION TIME

6.1 QUESTIONS FROM CR GEORGIA JOHNSON

Question 1: What is your policy on publishing the committee minutes on your website as they have not been updated in this council and since approximately May 2017.

Response: *The question was taken on notice.*

Question 2: Are councillors aware that EMRC agendas are only available for viewing at the EMRC office and cannot be removed and copies can be purchased for approximately \$40?

Response: *The question was taken on notice.*

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 15 FEBRUARY 2018

That the minutes of the Ordinary Meeting of Council held on 15 February 2018 which have been distributed, be confirmed.

COUNCIL RESOLUTION

MOVED CR WOLFF

SECONDED CR LAVELL

THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 15 FEBRUARY 2018 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

CARRIED UNANIMOUSLY

11 QUESTIONS BY MEMBERS WITHOUT NOTICE

Cr Palmer enquired if the EMRC has made any submission in response to the review of the *Local Government Act*.

The CEO confirmed that the EMRC has made a submission and the submission is consistent with what was proposed by Council previously.

EMRC
Abridged Minutes - Ordinary Meeting of Council 22 March 2018
Ref: D2018/02106

12 ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH MEETINGS MAY BE CLOSED TO THE PUBLIC

NOTE: Section 5.23(2) of the *Local Government Act 1995*, details a number of matters upon which Council may discuss and make decisions without members of the public being present. These matters include: matters affecting employees; personal affairs of any person; contractual matters; legal advice; commercial-in-confidence matters; security matters; among others.

The following report item is covered in Section 19 of this agenda:

**12.1 ITEM 15.1 OF THE RESOURCE RECOVERY COMMITTEE MINUTES
RESOURCE RECOVERY FACILITY REQUEST FOR TENDER 2016-005**

Cr Wilson queried the confidential nature of this item and sought clarification with regards to the nature of the confidentiality.

The CEO advised that the item is commercial in confidence as reflected in Item 19.1 of the Agenda.

EMRC
Abridged Minutes - Ordinary Meeting of Council 22 March 2018
Ref: D2018/02106

14 REPORTS OF EMPLOYEES

QUESTIONS

The Chairman invited questions from members on the reports of employees.

RECOMMENDATION(S)

That with the exception of items, which are to be withdrawn and dealt with separately, Council adopts the recommendations in the Reports of Employees (Section 14).

COUNCIL RESOLUTION(S)

MOVED CR MCKENNA SECONDED CR LAVELL

THAT COUNCIL ADOPTS THE RECOMMENDATIONS IN THE REPORTS OF EMPLOYEES (SECTION 14).

CARRIED UNANIMOUSLY

Cr McKenna inquired if the EMRC has sought a compliance confirmation that all employees' superannuation has been paid.

The CEO took the question by Cr McKenna on notice.

EMRC
Abridged Minutes - Ordinary Meeting of Council 22 March 2018
Ref: D2018/02106

15 REPORTS OF COMMITTEES

15.1 RESOURCE RECOVERY COMMITTEE MEETING HELD 8 MARCH 2018 (REFER TO MINUTES OF COMMITTEE – SAND PAGES)

REFERENCE: D2018/12842 (RRC) – D2018/03338

The minutes of the Resource Recovery Committee meeting held on **8 March 2018** accompany and form part of this agenda – (refer to sand section of 'Minutes of Committees' for Council accompanying this Agenda).

QUESTIONS

The Chairman invited general questions from members on the minutes of the Resource Recovery Committee. Any questions relating to the confidential report will be dealt with under section 19.1 of the agenda "Confidential Items."

RECOMMENDATION(S)

That with the exception of items, which are to be withdrawn and dealt with separately, Council adopts the recommendations in the Resource Recovery Committee report (Section 15.1).

COUNCIL RESOLUTION(S)

MOVED CR LAVELL SECONDED CR WOLFF

THAT COUNCIL ADOPTS THE RECOMMENDATIONS IN THE RESOURCE RECOVERY COMMITTEE REPORT (SECTION 15.1).

CARRIED UNANIMOUSLY

EMRC
Abridged Minutes - Ordinary Meeting of Council 22 March 2018
Ref: D2018/02106

15.2 AUDIT COMMITTEE MEETING HELD 8 MARCH 2018
(REFER TO MINUTES OF COMMITTEE – PINK PAGES)
REFERENCE: D2018/00242 (AC) - D2018/03335

The minutes of the Audit Committee meeting held on **8 March 2018** accompany and form part of this agenda – (refer to pink section of 'Minutes of Committees' for Council accompanying this Agenda).

QUESTIONS

The Chairman invited general questions from members on the minutes of the Audit Committee.

RECOMMENDATION(S)

That with the exception of items, which are to be withdrawn and dealt with separately, Council adopts the recommendations in the Audit Committee report (Section 15.2).

COUNCIL RESOLUTION(S)

MOVED CR PALMER

SECONDED CR MYKYTIUK

THAT COUNCIL ADOPTS THE RECOMMENDATIONS IN THE AUDIT COMMITTEE REPORTS (SECTION 15.2) SUBJECT TO THE INCLUSION OF THE DISCUSSION OF THE LOAN AGREEMENT IN THE MINUTES.

CARRIED 8/4

Cr Palmer noted that her enquiry at the Audit Committee meeting in regards to the loan agreement highlighted in the Strategic Risk Steering Group minutes was not minuted.

The CEO advised that it is standard practice to only minute those discussions where there are substantial changes to the officer recommendation and general enquiry or clarification of the report are not minuted.

EMRC
Abridged Minutes - Ordinary Meeting of Council 22 March 2018
Ref: D2018/02106

19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

RECOMMENDATION (Closing meeting to the public)

That with the exception of, the meeting be closed to members of the public in accordance with Section 5.23 (2) of the *Local Government Act 1995* for the purpose of dealing with matters of a confidential nature.

COUNCIL RESOLUTION

MOVED CR PALMER

SECONDED CR WOLFF

THAT WITH THE EXCEPTION OF THE CEO, DIRECTOR CORPORATE SERVICES, DIRECTOR WASTE SERVICES, DIRECTOR REGIONAL SERVICES, CR BLAIR, EMRC DEPUTY MEMBER, CITY OF KALAMUNDA, CHIEF EXECUTIVE OFFICER, CITY OF BAYSWATER, CHIEF EXECUTIVE OFFICER, CITY OF KALAMUNDA, AND PERSONAL ASSISTANT TO THE DIRECTOR CORPORATE SERVICES THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2) OF THE *LOCAL GOVERNMENT ACT 1995* FOR THE PURPOSE OF DEALING WITH MATTERS OF A CONFIDENTIAL NATURE.

CARRIED 10/2

For Vote: Cr McDonnell, Cr O'Connor, Cr McKenna, Cr Palmer, Cr Powell, Cr Wolff, Cr Stallard, Cr Lavell, Cr Jeans, Cr Kovalevs.

Against Vote: Cr Mykytiuk, Cr Wilson.

The doors of the meeting were closed at 6:40pm and members of the public departed the Council Chambers.

The Chief Executive Officer, Director Corporate Services, Director Waste Services, Director Regional Services, EMRC Deputy Member, City of Kalamunda, Chief Executive Officer, City of Bayswater, Chief Executive Officer, City Of Kalamunda and Personal Assistant to the Director Corporate Services remained in Council Chambers.

19.1 ITEM 15.1 OF THE RESOURCE RECOVERY COMMITTEE MINUTES – RESOURCE RECOVERY FACILITY REQUEST FOR TENDER 2016-005

REFERENCE: D2018/03337

This item is recommended to be confidential because it contains matters of a commercial-in-confidence nature.

The Council considered the Confidential Item circulated with the Agenda under Separate Cover.

EMRC
Abridged Minutes - Ordinary Meeting of Council 22 March 2018
Ref: D2018/02106

Item 19.1 continued

RECOMMENDATION [Meeting re-opened to the public]

That the meeting be re-opened, the members of the public be invited to return to the meeting and the recommendations passed behind closed doors be recorded.

COUNCIL RESOLUTION

MOVED CR STALLARD

SECONDED CR KOVALEVS

THAT THE MEETING BE RE-OPENED, THE MEMBERS OF THE PUBLIC BE INVITED TO RETURN TO THE MEETING AND THE RECOMMENDATIONS PASSED BEHIND CLOSED DOORS BE RECORDED.

CARRIED UNANIMOUSLY

The doors of the meeting were re-opened at 7:11pm and members of the public returned to the Council Chambers.

Recording of the resolutions passed behind closed doors, namely:

19.1 ITEM 15.1 OF THE RESOURCE RECOVERY COMMITTEE MINUTES – RESOURCE RECOVERY FACILITY REQUEST FOR TENDER 2016-005

REFERENCE: D2018/03337

COUNCIL RESOLUTION(S)

MOVED CR O'CONNOR

SECONDED CR LAVELL

THAT COUNCIL NOTES THE ADVICE RECEIVED FROM THE TOWN OF BASSENDEAN AND THE CITY OF BAYSWATER REGARDING THEIR RESPECTIVE RESOLUTIONS ON THE RRF PROJECT AND WILL WORK WITH THESE MEMBER COUNCILS TO EXPLORE THEIR FUTURE WASTE DISPOSAL REQUIREMENTS.

CARRIED UNANIMOUSLY

20 FUTURE MEETINGS OF COUNCIL

The next meeting of Council will be held on **Thursday 19 April 2018 (if required)** at the EMRC Administration Office, 1st Floor, Ascot Place, 226 Great Eastern Highway, Belmont WA 6104 commencing at 6:00pm.

Future Meetings 2018

Thursday	19 April (if required)	at	EMRC Administration Office
Thursday	24 May (if required)	at	EMRC Administration Office
Thursday	21 June	at	EMRC Administration Office
Thursday	19 July (if required)	at	EMRC Administration Office
Thursday	23 August (if required)	at	EMRC Administration Office
Thursday	20 September	at	EMRC Administration Office
Thursday	18 October (if required)	at	EMRC Administration Office
Thursday	6 December	at	EMRC Administration Office
January 2019 (recess)			

21 DECLARATION OF CLOSURE OF MEETING

There being no further business, the meeting was closed at 7:12pm.

Attachment 2**CASH AND INVESTMENTS****JANUARY 2018**

JANUARY 2018			Full Year		
Actual June 2017	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance
Municipal Cash and Investments					
2,096,479	2,674,156	Cash at Bank - Municipal Fund 01001/00	7,539,345	2,062,992	5,476,353 (F)
3,450	3,450	Cash on Hand 01019/00 - 02	3,450	3,450	0 (F)
24,153,474	24,767,680	Investments - Municipal Fund 02021/00	8,947,076	2,447,076	6,500,000 (F)
26,253,403	27,445,286	Total Municipal Cash	16,489,871	4,513,518	11,976,353 (F)
Restricted Cash and Investments					
1,372,015	1,395,990	Restricted Investments - Plant and Equipment 02022/01	653,438	653,438	0 (F)
2,314,792	2,355,242	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	2,502,154	2,502,154	0 (F)
6,238,460	6,347,473	Restricted Investments - Future Development 02022/03	20,530,086	20,530,086	0 (F)
885,502	900,976	Restricted Investments - Environmental Monitoring Red Hill 02022/04	987,123	987,123	0 (F)
13,506	13,742	Restricted Investments - Environmental Insurance Red Hill 02022/05	11,811	11,811	0 (F)
14,378	14,629	Restricted Investments - Risk Management 02022/06	14,747	14,747	0 (F)
563,778	573,630	Restricted Investments - Class IV Cells Red Hill 02022/07	74,900	74,900	0 (F)
195,232	198,644	Restricted Investments - Regional Development 02022/08	141,786	141,786	0 (F)
48,550,081	49,398,464	Restricted Investments - Secondary Waste Processing 02022/09	45,920,296	45,920,296	0 (F)
4,344,485	4,420,402	Restricted Investments - Class III Cells 02022/10	800,946	800,946	0 (F)
72,594	73,862	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	74,456	74,456	0 (F)
169,765	86,880	Restricted Investments - Accrued Interest 02022/19	169,765	169,765	0 (F)
0	0	Restricted Investments - Unrealised Loss/Gain on Investments 02022/20	0	0	0 (F)
866,914	882,062	Restricted Investments - Long Service Leave 02022/90	911,018	911,018	0 (F)
65,601,501	66,661,996	Total Restricted Cash	72,792,525	72,792,525	0 (F)
91,854,904	94,107,282	TOTAL CASH AND INVESTMENTS	89,282,396	77,306,043	11,976,353 (F)

The Cash at Bank - Municipal Fund represents the balance on the last day of the relevant month. Any portion of the balance available for investment is transferred into the Investment - Municipal Fund account in the following period. Funds held in the Cash at Bank - Municipal Fund continue to accrue interest as per the Westpac commercial rates.

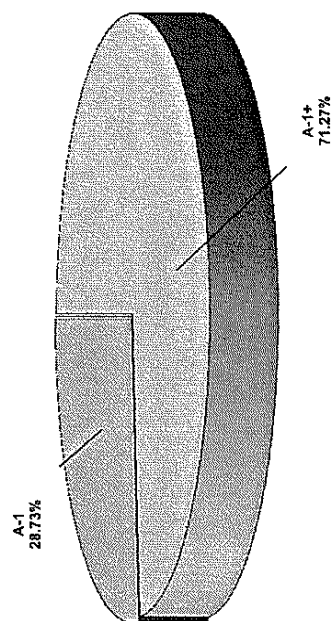
EMRC Investment Report

January 2018

I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	Investment Maximum %
AAA	A-1+	100%
AA	A-1	100%
		% Portfolio
		71.27%
		28.73%
		100.00%

Investment by S&P Rating



II. Single Entity Exposure

	% Portfolio
AMP	5.52%
ANZ Banking Group	38.13%
Bankwest	12.15%
ING	9.95%
NAB	15.47%
Suncorp	13.26%
Westpac / St. George Bank	5.52%
100.00%	

III. Term to Maturity Framework

Investment Policy Guidelines

Maturity Profile	% Portfolio	% Min	% Max
Less Than 1 Year	100.00%	40%	100%
Greater Than 1 Year	0.00%	0%	0%
		100.00%	

NB: This report is consistent with the reporting requirements of the Policy 3.3 - Management of Investments Policy

11.2 Corporate Business Plan Status Report 3RD Quarter

Responsible Directorate: Executive Services
Refer: Item 10.3: OCM 25.07.17
Item 11.2: CTFCS 8.11.17
Item 11.2: CTFCS 24.01.18

EXECUTIVE SUMMARY**Application:**

For Council to consider the status report on the current actions contained in the Corporate Business Plan 2017-2021 for the third quarter of the 2017-18 financial year.

Key Issues:

- There is a statutory requirement to review the actions and projects contained in the Corporate Business Plan on an annual basis.
- The Corporate Business Plan:
 - is used to drive development of the City's Annual Budget;
 - translates the Strategic Community Plan into actions;
 - provides a link to existing service delivery that supports achieving the aspirations and outcomes set out in the Strategic Community Plan;
 - links to key strategic initiatives; and
 - aligns with the financial and other resources set out in the Asset Management Plan, Long Term Financial Plan and Workforce Plan.

BACKGROUND

In accordance with section 5.56 of the *Local Government Act 1995* all local governments in Western Australia are required to effectively plan for the future. The components of this plan are contained in the Integrated Planning Framework. The key components of the Integrated Planning Framework are; the Strategic Community Plan, the Corporate Business Plan, and the Annual Budget. The intent of the framework is to ensure the priorities and services provided by the City of Bayswater are aligned with community vision, needs and aspirations.

The Corporate Business Plan is reviewed annually, providing an opportunity to re-prioritise projects and programs detailed in the plan, and track progress. A strategic review of the plan must be scheduled for two years from adoption and a full review of the plan scheduled for four years from adoption.

On 25 July 2017 Council adopted the 2017-2021 Corporate Business Plan. The corporate reporting Status Report (**Attachment 1**) is based on this new Corporate Business Plan.

CONSULTATION

The Corporate Business Plan was prepared under section 5.56 of the *Local Government Act 1995*, which was made available for public comment. The status of actions contained within this quarterly report has been informed by engaging responsible officers.

The quarterly status reports on the Corporate Business Plan will be made available on the City's Website Governance Portal.

ANALYSIS

Not applicable.

OPTIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC LINK

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance
Aspiration: Open, accountable and responsive service.
Outcome L1: Accountable and good governance.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Not applicable.

VOTING REQUIREMENTS

Simple Majority Required.

ATTACHMENTS

1. Corporate Business Plan 2017-2021 Status Report for the 2017-18 third Quarter.

COMMITTEE RESOLUTION
(OFFICER'S RECOMMENDATION)

That Council receives the Corporate Business Plan 2017-2021 Status Report for the 2017-18 third quarter.

CR DAN BULL, MAYOR MOVED, CR LORNA CLARKE SECONDED
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION: 7/0

Attachment 1



Corporate Business Plan



Quarterly Status Report January - March 2017

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ASPIRATIONS AND OUTCOMES

Our Community -an active and engaged community

C1 A strong sense of community through the provision of quality services and facilities

C2 Accessible services that recognise diversity'

Our Natural Environment -a green and sustainable environment

N1 Natural environment and biodiversity which are conserved and protected

N2 A resilient community that responds to sustainability challenges

Our Built Environment - a quality and connected built environment

B1 Appealing streetscapes

B2 A connected community with sustainable and well maintained transport

B3 Quality built environment

Our Local Economy - a business and employment destination.

E1 Support initiatives for local business

E2 Active and engaging town and city centres

E3 Attractive to new services, businesses and investment.

Leadership and Governance- open, accountable and responsive service

L1 Accountable and good governance

L2 Proactively communicates and consults

L3 Strong stewardship and leadership

OUR COMMUNITY

<p>Our Community -An Active and Engaged Community Strategic Community Plan 2017-2027: Measure Of Success: - Percentage of the community satisfied with the quality and amenity of community facilities and services. This measure of success is based on the outcomes of the City's community perception survey which is completed every two years. The next survey will be undertaken in 2018. Baseline examples from the 2016 survey include:</p> <ul style="list-style-type: none"> • Services and facilities for youth- 42% of respondents rated the City's performance as good or excellent. • Services and facilities for families- 55% of respondents rated the City's performance as good or excellent. • Facilities, services and care available for seniors - 58% of respondents rated the City's performance as good or excellent. 					
STRATEGIES	CBP Action Item	Relevant Projects	Target Completion Quarter	Comments	Status
C1.1 Plan and provide a range of community facilities and services to meet current and future needs.	C1.1.1 Implement the approved future option for the Maylands Waterland site.	Council has resolved to refurbish all pools and supporting facilities at the Maylands Waterland site.	April -June 2019	A budget of \$200,000 has been allocated in 2017/2018. The total estimated cost for this project is \$3 million.	A Design and Construct tender is currently being drafted to redevelop Maylands Waterland.
		Investigation of alternative funding and operation models for the kiosk at Maylands Waterland.	April -June 2019		The future design of Maylands Waterland will include the potential to build a kiosk in the future (if room allows). Additionally work is underway to find an external company to assess and report on the commercial viability of the site.
	C1.1.2 Implement a new playground policy.	New playground policy.	April -June 2018	No initial funding has been allocated to this project. Staffing resources have been provided by Recreation Services.	Policy drafted pending Committee approval

	C1.1.3 Implement the identified refurbishment actions for Bayswater Waves.	<p>Council has approved a tender to:</p> <ul style="list-style-type: none"> • Replace circulation pipework to outdoor pool; • Refurbish existing 50m shell and re-tile/repaint • Replace pool concourse directly surrounding 50m pool (approximately 854m²); • Refurbish grandstand roof and covered seating; and • Remove the dive pool. 	April -June 2021	\$920,000 was allocated for this project in the 2016/17 Budget. Unspent funds carried forward to 2017/18. At the Ordinary Council Meeting on 25 July 2017, Council approved an additional \$80,000 for a variation due to unforeseen construction issues.	This project has achieved practical completion and is currently in the 12 months defects liability period. Identified remedial works are scheduled.
		Work has begun on the next stage for the Hydrotherapy Pool and Spa Refurbishment.	April -June 2021	\$900,000 was allocated for this project in the 2017/18 Budget.	A consultant has been engaged and this project has been scoped and tendered with a closing date of 19 Mar 18. Submission evaluation is currently being scheduled with the consultant and project team.
	C1.1.4 Implement the findings of the review of Home and Community Care Services	Implement the review of Home and Community Care Services	April -June 2018		The City is implementing its Home and Community Care (HACC) Communication Plan to exit out of service delivery by 30 June 2018. Phase one of service transition has now been completed, with HACC in-home services ceasing on 31 December 2017. In-home services clients were all allocated a preferred provider to continue their care from 1 January 2018. The second phase of transition is underway with support from the WA Department of Health and is due to end on 30 June 2018.

C1.1.5 Review the City's dog exercise areas.	Council has resolved to conduct a review of existing and potential new dog exercise areas to accommodate increasing demand and improve public outcomes.	April -June 2018	\$30,000 has been allocated in the 2017/18 Budget for the project review.	Project team has concluded data analysis, desktop research and community engagement. Council report with recommendations is currently being finalised for the April meeting.
C1.1.6 Develop and implement recreation master plans for: <ul style="list-style-type: none"> Pat O'Hara Reserve Grand Promenade Reserve Maylands Peninsula 	Develop and implement recreation master plans.	April -June 2021	The estimated consulting cost is \$20,000 in 2017/18 and the same amount going forward each financial year until 2019/20. This money has been allocated in the 2017/18 Budget. In addition the appointment of a recreational planner has been included in the Workforce Plan and the 2017/18 Budget.	Needs Assessment for Pat O Hara Reserve completed. Scoping Masterplan to engage consultant by June 2018. Completion by October 2018. Grand Prom and Maylands Peninsula to be progressed in 2019/20
C1.1.7 Implement the City's five year floodlight replacement program	Floodlight replacement program	April -June 2021	Funds allocated in 2017/18 budget to replace lighting at Emberson Reserve.	Emberson Reserve North and South completed. Noranda Sporting Complex Athletics Completed.
C1.1.8 Develop and implement a City-wide play space strategy	City-wide play space strategy	April -June 2019	Funding has been allocated for a position to implement this project.	Preliminary community consultation and project scoping phase. Project completion anticipated December 2018.
C1.1.9 Develop and implement a library services strategy	Library Services Strategy	April -June 2018	\$50,000 has been allocated in the 2017/18 Budget for strategy development.	The following actions have been completed since the last report: Senior Library staff consultation 1. Desktop research and lit. review. Junior Library staff consultation 2 of 5 Community focus groups Online community consultation commenced.

	C1.1.10 Investigate possible locations for permanent event stage structures within the City's Regional reserves	No project has been commenced	April -June 2020		In line with the CBP it is not intended to commence a preliminary assessment to implement this action item until the July-September quarter 2018.
C1.2 Deliver community programs that encourage community interaction and participation.	C1.2.1 Develop and implement a Community Recreation Plan	No project has been commenced	April -June 2021		In line with the CBP It is not intended to commence a preliminary assessment to implement this action item until the July-September quarter 2019.
	C1.2.2 Undertake an annual review of the City's Events program.	The review of the City's Events program is an ongoing process which occurs every year.	April -June 2021		2017/18 Event review has been completed and will be reported to Council before June 2018.
	C1.2.3 Deliver and implement a youth strategy	No project has been commenced	April -June 2020		In line with the CBP it is not intended to commence a preliminary assessment to implement this action item until the July-September quarter 2018.
	C1.2.4 Develop and implement a Public Health Plan	Development of Public Health Plan.	April -June 2019	No funding has been allocated to this project. Resources have been obtained from the WA Department of Health and the Environmental Health Section.	The draft Public Health Plan has been developed and is to be reviewed by ELT.
	C1.2.5 Develop and implement a community grants program	Community Grants Program	April -June 2019	The purpose of this project is to streamline and centralise the process for local community groups to apply for and receive funding from the City.	The Community Grants program has been finalised and approved by Council in February 2018. The Launch of the new program will be held on 21 May 2018 and the official commencement of the program will be 1 July 2018.

	C1.2.6 Develop and implement an Arts Plan with support from an Arts Advisory Committee	No project has been commenced	April -June 2021		In line with the CBP it is not intended to commence a preliminary assessment to implement this action item until the July-September quarter 2018.
C1.3 Deliver a safety service which builds a strong sense of community safety.	C1.3.1 Review and implement the service delivery levels provided by Rangers and Security.	Council has resolved to employ a fulltime Parking Officer in year 1 of the city's workforce plan.	April -June 2019	As identified in the business case the revenue from parking related matters will ensure this position is cost neutral.	Parking Officer has been recruited and commenced work in November 2017. New vehicles have been purchased.
C2.1 Ensure the City's services and facilities are accessible and inclusive	C2.1.1 Develop and Implement a Reconciliation Action Plan with support from an Aboriginal Advisory Committee	Reconciliation Action Plan	April -June 2019	The city has budgeted \$50,000 to implement an Aboriginal Advisory Committee and subsequently develop a Reconciliation Action Plan.	The Aboriginal Advisory Committee memberships were approved by Council in January 2018. The first meeting was held on 28 February 2018 and meetings will be held bi-monthly thereafter. A report is being presented to Council in April 2018 on the project timeline and community engagement process for the development of the City's first Reconciliation Action Plan.
	C2.1.2 Review and implement the outcomes of the service delivery model of the City's senior citizen centres.	Review and implement the outcomes of the service delivery model of the City's senior citizen centres.	April -June 2019	Council were provided with further detail about the project and its engagement plan at a Council forum in August 2017.	Council adopted the Seniors Centre Review in December 2017 with implementation effective from 1 January 2019. A further report was presented to council in March in regard to the continuation of Podiatry services.
	C2.1.3 Implement the City's Age Friendly Strategy.	No project has been commenced	April -June 2021	The estimated cost to implement this strategy is \$30,000	In line with the CBP it is not intended to commence a preliminary assessment to implement this action item until the July-September quarter 2018. The City has applied for a \$10,000 Grant from the Department of

					Communities to assist with the Plan's implementation. Grants will be awarded by end of June 2018.
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OUR NATURAL ENVIRONMENT

Our Natural Environment -A Green and Sustainable Environment Strategic Community Plan 2017-2027 Measure Of Success: Number of trees planted annually 1050 Large Trees, 20,000 Tube Stock.					
Owner	CBP Action Item	Current Relevant Projects	Target Completion Quarter	Comments	Status
N1.1 Conserve, enhance and repair natural and urban areas.	N1.1.1 Seek funding and partnership opportunities to implement Reserve Conservation Plans.	Reserves with partnered community groups: Claughton, Gobba Lake, Eric Singleton, Baigup, Bardon Park, Swan lake, Lightning Swamp, Samphire flats , Other partners: Environment House, Department of Biodiversity Attractions & Conservation and Water Corporation	April -June 2021	Applied for 3 SALP grants Applied for 1 Riverbank grant	Grants Received: Lighting Park Revegetation \$80,000
	N1.1.2 Identify wetlands within the City.	Mapping of wetlands and other ecologically sensitive areas	April -June 2018	Received at the Community, Technical, Finance and Corporate Services Committee of 21 June 2017	Completed
	N1.1.3 Develop and implement a 10 year River Restoration Plan		April -June 2018	Project is not funded. Allocation of Environmental staff resources	The status of this project has not changed since the last Quarterly Report. A project to develop and implement a strategy for the City has not yet been commenced. It is intended to commence scoping this project in 2018
N1.2 Develop and implement management strategies to	N1.2.1 Develop and implement an urban heat island effect strategy.	No project has been commenced	April -June 2019		In line with the CBP it is not intended to commence a preliminary assessment to implement this action item until

strengthen the resilience of the environment					the July-September quarter of 2018.
	N1.2.2 Implement the Bayswater Brook and Bayswater Biodiversity strategy.	Bayswater Brook Projects: Eric Singleton Bird Sanctuary Russell street pop up park Weld square living stream Jacobson living stream Annual water quality monitoring program Water efficiency action plan (WC) Local water quality Improvement plan (DBAC)	April -June 2021	The LTFP identifies funding to upgrade one living stream every three years. The LTFP identifies funding to construct a Morley Central park in 2021/22	Russell Street Pop Up Park is 90% complete. Revegetation will occur in winter. Jacobson Living Stream is expected to be constructed in autumn and planted in winter 2018 As per the previous Quarterly Status Report the Eric Singleton Bird Sanctuary Project has met final completion and won three prestigious awards. As per the previous Quarterly Status Report Annual catchment sampling completed. Report to be completed in the April-June Quarter 2018.
		Bayswater Biodiversity strategy		Biodiversity Strategy Budget 2017/18 – Tree Planting (multiple action outcome as part of Urban Forest Strategy \$50,000 – Hillcrest bushland cockatoo habitat \$14,150	Tree tenders/quotes and orders have been placed for the 2018 winter planting seasons.
	N1.2.3 Develop and implement an urban forest strategy and associated actions	Urban Forest Strategy (Development)	April -June 2021	Urban Forest Budget 2017/18 – Urban Forest Strategy-\$15,000	Completed.
		Verge Greening Guideline	April -June 2021		Completed
		Significant tree register	April -June 2021		Completed: Development of the significant tree register guidelines.

		Urban Forest Strategy (Implement)	April-June 2021	Urban Forest Budget 2017/18 – Tree Canopy Capture \$30,000 – Tree Planting- \$350,000	The tree canopy capture has occurred and a report is currently being prepared.
	N1.2.4 Promote water sensitive urban design in private developments and existing drainage system.	No project has been commenced	April-June 2021		In line with the CBP it is not intended to commence a preliminary assessment to implement this action item until the July-September quarter of 2019.
	N1.2.5 Progress the provision of a Lightning Park bushland sustainability centre.	Lightning Park bushland sustainability centre.	April-June 2019	Proposed lightning swamp sustainability centre approach supported at the Community, technical and finance corporate services committee March 2017. Item resolved to consider \$300,000 on 17/18. This period was extended over the 17/18 & 18/19 financial years during the 17/18 budget deliberation.	This project has been put on hold.
N2.1 Reduce the City's energy and water use and greenhouse gas emissions and empower the	N2.1.1 Develop a City of Bayswater sustainability strategy.	No project has been commenced	April-June 2020		In line with the CBP it is not intended to commence a preliminary assessment to implement this action item until the July-September quarter of 2019.

community to do the same					
N2.2 Provide innovative waste and recycling services to reduce waste and empower the community to do the same	N2.2.1 Review waste collection practices and investigate and implement alternative waste treatment technologies.	Waste initiatives are currently being reviewed as a part of the City's new Lease for 271 Collier Road Bayswater and Kerbside, Bulk Bin and Public Litter Bin Collection Contract.	April -June 2019	No funding has been allocated. Staffing resources have been provided by the Environmental Health Section.	The City is in the process of advertising tenders for the lease of 271 Collier Road Bayswater and the City's Kerbside, Bulk Bin and Public Litter Bin Collection Contract. . The City is continuing to investigate alternate waste treatment technologies.

OUR BUILT ENVIRONMENT

Our Built Environment - A Quality and Connected Built Environment <i>Strategic Community Plan 2017-2027 Measure Of Success: Percentage of the community satisfied with the performance of the City in the area of streetscapes. This measure of success is based on the outcomes of the City's community perception survey which is completed every two years. The next survey will be undertaken in 2018. As a base line 47% of respondents in the 2016 community perception survey rated the City's Streetscape performance as good or excellent.</i>					
STRATEGIES	CBP Action Item	Current Relevant Projects	Target Completion Quarter	Comments	Status
B1.1 Develop and maintain streetscapes.	B1.1.1 Develop and implement a streetscape upgrade plan for each town/city centre.	<ul style="list-style-type: none"> Bayswater Town Centre Streetscape Plan Morley Streetscape Plan 	April -June 2021		The Bayswater Town Centre Streetscape Plan is on hold pending a decision on the Bayswater station. The consultant for the Morley Streetscape Plan has been appointed and they have commenced the project, due for completion in late 2018.
B2.1 Advocate for safe and accessible public transport	B2.1.1 Partner with the Department of Transport to deliver the Bike Boulevarde program	Bike Boulevarde program	April -June 2019	DOT is committed to fully funding the Bike Boulevarde program	During this current quarter community consultation commenced in relation to stage 2. The design is being reworked following comments received.
	B2.1.2 Complete and implement a City wide Local Area Traffic Management Study.	Local Area Traffic Management Study.	April -June 2021		During this current quarter plans for precincts 3 to 7 were referred to Council and advertised for public comment.
	B2.1.3 Develop and implement a Parking Management Strategy for each town/city centre.	<ul style="list-style-type: none"> Morley Activity Centre Parking Management Strategy Maylands Town Centre Carparking Management Plan 	April -June 2021	Funding for an additional Parking Officer and a Strategic Planning Officer was allocated in the 2017/18 Budget.	<ul style="list-style-type: none"> The Morley Strategy has been adopted and implementation will commence in 2018-19. The draft Maylands Plan has been advertised for public comment and was presented to Council for final approval in December 2017. Council deferred a decision until after it had been discussed at a Workshop. It is being presented to

					Council in April 2017 for adoption.
	B2.1.4 Investigate the implementation of a pedestrian friendly shared place in the Bayswater Town Centre (south of the subway).	Incorporated in the Bayswater Town Centre Streetscape Plan	April -June 2019		The Bayswater Town Centre Streetscape Plan is on hold pending a decision on the Bayswater station.
B3.1 Develop plans, policies and guidelines for quality built form.	B3.1.1 Prepare a Structure Plan and built form policies for each town/city centre.	<ul style="list-style-type: none"> • Morley Activity Centre Structure Plan • Bayswater Town Centre Structure Plan • Meltham Station Precinct Structure Plan 	April -June 2021	Additional resources will be required when the WAPC determine the developer submitted Meltham Plan.	<ul style="list-style-type: none"> • The Morley Plan is with the WAPC for final approval. • The draft Bayswater Plan has been advertised for public comment but its presentation to Council for final approval is on hold pending a decision on the Bayswater station. • The Meltham Plan was approved by the WAPC.
	B3.1.2 Develop and implement a Local Planning Strategy and develop a new town planning scheme.	Local Planning Strategy (LPS)	April -June 2021	Funding for a consultant was provided for in the 2017/18 Budget.	The preliminary consultation on the LPS commenced in October 2017 and finished in March 2018. The draft LPS will be presented to Council by late 2018. A Public Open Space Strategy is being prepared to be incorporated into the LPS.
	B3.1.3 Review and implement the Municipal Heritage Inventory and associated policies	Municipal Heritage Inventory (MI)	April -June 2018	\$66,000 was allocated in the 2017/18 Budget for this project.	A consultant has prepared a draft MI, which is being reviewed by the City. The draft is to be presented to the Heritage Committee and Council mid 2018 for advertising from July 2018.
B3.2 Facilitate the development of activity nodes	B3.2.1 Facilitate the development of food facilities in appropriate activity nodes.		April -June 2021		In line with the CBP it is not intended to commence a preliminary assessment to implement this action item until the July-September quarter of 2019.
	B3.2.2 Develop and implement a masterplan for the future use of the	Reactivation of Maylands Brickworks Feasibility Study	April -June 2019		The Heritage Directorate of the Department of Planning Lands and Heritage has commenced the

	Maylands Brickworks site.				preparation of the feasibility plan. An Engagement Plan was approved by Council in December 2017, and consultation occurred between February and March 2018. The submissions are being assessed by the Heritage Directorate.
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THE LOCAL ECONOMY

Our Local Economy - A Business and Employment Destination Strategic Community Plan 2017-2027 Measure Of Success- Percentage of the community satisfied with the activation of the town/city centres. This measure of success is based on the outcome of the City's community perception survey which is completed every two years. The next survey will be undertaken in 2018. As a base line 68% of respondents in the 2016 community perception survey rated how the Maylands town centre is being developed as good or excellent.					
STRATEGIES	CBP Action Item	Current Relevant Projects	Target Completion Quarter	Comments	Status
E1.1 Form partnerships to facilitate business training and support.	E1.1.1 Develop partnerships with local business associations/groups.	Ongoing process, rather than a specific project.	April -June 2021	\$4,500 is been allocated in the 2017/18 Budget for Business Forums and Marketing and Promotion. Other than this no additional funding has been allocated. The recommendation from Council when adopting the Economic/Business Development Framework was that this year's actions would be delivered from existing resources.	<ul style="list-style-type: none"> • Ongoing action, no substantial changes since the last Quarterly Report. • Place Activation groups have been established in Maylands (Creative Maylands), Noranda (Noranda Vibes), and Morley (Discover Morley). • The Place Managers continue to developed partnerships on various projects with existing associations and community groups, including the Baysie Rollers.
E1.2 Actively communicates and engage with the business community.	E1.3.1 Develop a database of local businesses.	Develop a contact list of businesses and residents for each town centre	April -June 2018	The recommendation from Council when adopting the Economic/Business Development Framework was that this year's actions would be delivered from existing resources and undertaken when time and resources permitted,	<ul style="list-style-type: none"> • The status of this project has not changed since the last Quarterly Report. • Project has not commenced due to other priorities • On track for completion by target quarter.

E1.3 Implement initiatives which support business growth.	E1.3.2 Liaise with local business groups/associations.	Ongoing process, rather than a specific project. .	April -June 2021	\$4,500 is been allocated in the 2017/18 Budget for Business Forums and Marketing and Promotion. Other than this no additional funding has been allocated. The recommendation from Council when adopting the Economic/Business Development Framework was that this year's actions would be delivered from existing resources.	<ul style="list-style-type: none"> Ongoing action. No substantial changes since the last quarterly report. The Place Managers continue to support existing associations and community groups, including the Baysie Rollers to implement initiatives which support business growth.
E2.1 Increase public amenity in town/city centres to enhance community interaction and public safety	E2.1.1 Strengthen the Morley City Centre to meet future community need including the redevelopment of the Les Hansman Centre.	<ul style="list-style-type: none"> Morley Activity Centre Structure Plan Morley Activity Centre Parking Management Strategy Morley Streetscape Plan 	April -June 2021	\$40,000 has been allocated in the 2017/18 Budget for Main Town Centre Events and \$40,000 for Town Centre Activation	<ul style="list-style-type: none"> The Structure Plan is with the WAPC for final approval. The draft Parking Strategy has been adopted by Council. The Streetscape Plan has been commenced.
	E2.1.2 Prepare and implement the Bayswater Town Centre Structure Plan.	<ul style="list-style-type: none"> Bayswater Town Centre Structure Plan 	April -June 2021	\$40,000 has been allocated in the 2017/18 Budget for Main Town Centre Events and \$40,000 for Town Centre Activation	The draft Bayswater Plan has been advertised for public comment but its presentation to Council for final approval is on hold pending a decision on the Bayswater station.
	E2.1.3 Develop and implement an Public Art Strategic Plan		April -June 2021		In line with the CBP it is not intended to commence a preliminary assessment to implement this action item until the July-September quarter of 2019.
E2.2 Partner with and support	E2.2.1 Develop and implement Place Activation Plans with local communities for each	<ul style="list-style-type: none"> Noranda Town Centre Place Activation Plan Morley Town Centre 	April -June 2021	\$40,000 has been allocated in the 2017/18 Budget for Main Town	The status of this project has not changed since the last Quarterly Report. All town centres have a Place

communities to enhance their town/city centres	town/city centre	<ul style="list-style-type: none"> Place Activation Plan Bayswater Town Centre Place Activation Plan Maylands Town Centre Place Activation Plan 		Centre Events and \$40,000 for Town Centre Activation	Activation Plan prepared. Place Managers are currently working with the community to implement the actions in the plan.
E3.1 Attract key industries to establish within the City.	E3.1.1 Implement the Economic/Business Framework.	<ul style="list-style-type: none"> Economic/Business Framework 	April -June 2021	No funding has been allocated. Staffing resources have been provided by the Planning and Development Services Directorate.	<p>The status of this project has not changed since the last Quarterly Report. Progress continues to be made against many of the actions for 2017-18: including the following:</p> <ul style="list-style-type: none"> Continued lobbying for the immediate delivery of NBN. Communication with Police, PTA's Railway Patrol and local social services providers to create a coalition that minimises anti-social behaviour in the Maylands town centre area. Traffic and walkability in the Bayswater and Morley town centres is being assessed and improved via the Streetscape Plans.
E3.2 Work in partnership to attract regional investment in infrastructure	E3.2.1 Co-ordinate lobbying activities with Eastern Metropolitan Regional Council and community associations/groups to attract regional investment in infrastructure.	Ongoing process, rather than a specific project. .	April -June 2021	\$5,000 has been allocated in the 2017/18 Budget for EMRC - Smart Cities.	Ongoing action. No substantial changes since the last quarterly report. Lobbying efforts continue to focus on a City Deal for the EMRC and on Metronet, particularly the alignment of the Ellenbrook rail line.

LEADERSHIP AND GOVERNANCE

Leadership and Governance- Open, Accountable and Responsive Service Strategic Community Plan 2017-2027 Measure Of Success: Increased participation in the City's social media and e-newsletter program. Figures for 1 October 2017 to 31 December 2017 show the following: <ul style="list-style-type: none"> Facebook likes: Increased from 3266 to 3515 Instagram followers: Increased from 460 to 786 E-Newsletter subscribers: increased from 192 to 209 					
STRATEGIES	CBP Action Item	Current Relevant Projects	Target Completion Quarter	Comments	Status
1.1 Integrate all planning, resources and reporting in accordance with best practice and statutory requirements.	L1.1.1 Develop and review management plans for key statutory processes including: <ul style="list-style-type: none"> Emergency risk management Security 	Review and testing of Information Services Security Ongoing process, rather than a specific project.	April-June 2018	\$75,000 has been allocated in the 2017/18 Budget for IT Systems Security.	Development of IT Security Policy has been completed. The annual external and internal network penetration testing has been completed for 2017. A new round of application and security testing is scheduled in April 2018. Security Management practices are due for completion in April 2018.
		Review of Emergency Risk Management Plan (ERMP) for the community of the City of Bayswater.	April-June 2018	\$10,000 has been allocated in the 2017/18 Budget for emergency management.	The status of this project has not changed since the last Quarterly Report. A review of the City of Bayswater's Emergency Risk Management (ERM) has not yet been initiated. The project methodology is yet to be determined. An Emergency Risk Management Plan (ERMP) is a required component of a local government's Local Emergency Management Arrangements (LEMA). The City of Bayswater's LEMA are due for review in mid-2018 which will include a review of the ERMP. It is anticipated that the Office of Emergency Management will conduct "Risk Workshops" in early 2018 to assist local governments in this process. It is possible that the LEMA

					review could take up to 18 months.
	L1.1.2 Undertake an organisational review to better align to customer requirements and the Strategic Community Plan.	Service Excellence Evaluation Discovery Project (SEED) <i>Note: This project also aligns with L1.2.1</i>	April -June 2019	No additional funding has been allocated for this project in the 2017/18 Budget. Internal staffing resources have been reallocated to facilitate the project.	Two Rounds of reviews for the SEED (Service Excellence Evaluation Discovery) project have now been completed covering 21 services. In addition to these reviews a discussion paper has been written to assess the organisational structure of the City. As a result of this discussion paper the SEED team is currently planning the implementation phase to realise changes to the structure. Once this task is finished the team will complete a third and final round of reviews.
	L1.1.3 Develop and implement a Workforce Plan linked to Business Planning outcomes and leadership development.	Develop and implement a Workforce Plan	April -June 2021	No initial funding has been allocated to this project.	The status of this project has not changed since the last Quarterly Report. The first draft of the Workforce Plan has been completed. The draft will be reviewed and updated during the second half of the 2017/2018 financial year.
L1.2 Ensure policies, procedures and practices are effective	L1.2.1 Investigate opportunities to simplify processes and reduce red tape in all areas of the City's business.	Local Laws Review- Council endorsed the local law review project plan in August 2017. Priority has been given to the Thoroughfare Local Law and the Standing Order Local Law.	January- March 2019.	No initial funding has been allocated to this project. Staffing resources have been provided by the Governance area. \$8000 of funding will need to be allocated to this project in the 2018/19 budget to cover the cost of Gazettal.	Internal stakeholder consultation has now been completed for the review of the Thoroughfares Local Law and the Standing Order Local Law. These documents will be presented to the Council Workshop for review on 3 April 2018. It is intended to publish a section 3.16 local and state wide public notice seeking submissions following this workshop.
		Review of all existing policies.	April-June 2021	No initial funding has been allocated to this project. Staffing resources have been	The Policy Review Committee met twice in this quarter. In line with its terms of reference the Committee has made a number of recommendations

				provided by the Governance area.	to Council which resulted in 24 policies being reclassified as administrative documents. Two policies have been revoked and eight policies have been amended. There are now 68 policies to be reviewed before October 2019. The Committee's terms of reference have also been amended to enable planning issues to be considered on an "as required" basis.
		Service Excellence Evaluation Discovery Project (SEED)	April -June 2019	No additional funding has been allocated for this project in the 2017/18 Budget. Internal staffing resources have been reallocated to facilitate the project.	The SEED (Service Excellence Evaluation Discovery) project has reviewed 11 prioritised services throughout the City and made recommendations for efficiency gains. A further 11 service reviews commenced in the second round in December along with an organisational structure assessment which investigates alternate structures that support common themes for improvement that have been identified..
		<i>Note: This project also a lines with L1.1.2</i>			
L1.3 Deliver long term financial planning	L1.3.1 Investigate alternative funding mechanisms to meet service level needs.	Investigate alternative funding mechanisms	April-June 2021	This work will be incorporated into the Council consideration of the 2018/19 budget.	The status of this project has not changed since the last Quarterly Report. In the previous quarter an Initial report was provided to Council to investigate reserve funding strategy and to look at specific revenue raising options eg WARR Act to raise funds for remediation of contaminated lands. The SEED project is continuing to undertake review work to look for opportunities for cost reductions and reinvestment into other areas of the

					organisation.
	L1.3.2 Develop a land asset disposal and acquisition strategy and program.		April-June 2021		In line with the CBP it is not intended to commence a preliminary assessment to implement this action item until the July-September quarter of 2018
L2.1 Communicate and engage with the community	L2.1.1 Implement a Public Relations and marketing strategy including online and social media.	Ongoing implementation of PR and marketing strategy	April-June 2021	The PR sections current focus is on corporate communications and media. With 1.8 FTEs, the section is able to provide only limited support to the organisation in terms of marketing.	During the reporting period the City continued to increase its online presence, including further developing the Instagram platform, Facebook and the monthly E-Newsletter. These continue to support and compliment the monthly Advertorial and weekly Councillor Column that appear in the local Community Newspaper.
	L2.1.2 Review and implement the Community Engagement Framework	An internal review of the Community Engagement Framework is currently being undertaken. Development of assessment criteria for the Community Engagement Framework is underway.	April-June 2021	A Community Engagement Support Officer was approved in the workforce plan.	Following completion of the CE Framework review, the CE Guidelines and associated templates are currently being revised. Appropriate assessment/evaluation criteria and processes are being developed and incorporated in the revised CE Guidelines and templates. It should be noted that new organisational KPIs for community engagement will be determined inline with the development of the next Community Perception Survey in late 2018 (as per item L2.1.3).
	L2.1.3 Undertake a community perception survey every two years.	Community perception survey	April - June 2018		This project is now scheduled to commence in the second quarter 2018/19, aligned with the timing of the next review of the Strategic Community Plan.
L2.2 Provide quality	L2.2.1 Develop, review and implement processes and	Review of the City's website.	April -June 2019	\$210,999 has been allocated in the 2017/18	Development of the City's website is underway. Completed project stages

customer services to the community	corporate systems to be more responsive to community needs and contemporary customer interaction.			Budget.	include: governance and engagement on functionality. Tenders will be invited for the design and development of the website in May 2018.
		Implement on-line tracking and electronic lodgement of applications	April -June 2019	\$80,000 has been allocated in the 2017/18 Budget for the development of online services.	Development of on-line tracking and electronic lodgement of applications is still progressing and is expected to be completed by April 2018.
L3.1 Advocate and lobby effectively on behalf of the community	L3.1.1 Develop and implement an advocacy strategy	Nil	April -June 2019		A project to develop and implement an advocacy strategy for the City has not yet been commenced. It is intended to commence scoping this project and to develop a project plan in 2018/19.
L3.2 Provide Council with information and support to enable informed decision making	L3.1.2 Maximise advocacy benefits associated with membership of Eastern Metropolitan Regional Council and Western Australian Local Government Association.	The City is currently working with other EMR members to develop a joint submission for the Review of the Local Government Act. It is noted that this submission is intended to focus on administrative matters and to represent the views of executive officers.	Jan-March 2018	No initial funding has been allocated to this project. Staffing resources have been provided by the Governance area.	EMRC presented to Council on the City Deals program proposal during the quarter and the City will continue to work on this and other advocacy initiatives
	L3.2.1 Co-ordinate ongoing training programs for Elected Members	Delivery of training to candidates following the election.	April -June 2018	There is a budget allocation of \$35,000 for elected members to attend conferences and training. No additional funding has been allocated to the induction project. Staffing resources have been provided by the	During this quarter an external trainer provided further training to elected members on the role of the audit and risk committee and elected members governance obligation.

				Governance area.	
L3.3 Deliver continuous improvement in all areas of the City's business.	L3.3.1 Develop a continuous improvement framework and reporting process for the organisation		April -June 2019		This project is not due to commence until the first quarter of 2018/19 financial year.
	L3.3.2 Continue to review the performance appraisal system to ensure individual performance requirements are linked to business outputs.	The City is currently undertaking a short term review of the process involved in the performance management of employees.	April-June 2019	No initial funding has been allocated to this project. Staffing resources have been provided by Corporate Services.	Analysis and review of existing performance review process complete. Process to be redesigned to align individual performance with corporate objectives. Currently investigating implementation of TechOne module to enable performance review process to be undertaken online.
		There is a long term project in place to link performance review to organisation KPIs and business outputs.	April-June 2021	No initial funding has been allocated to this project. Staffing resources have been provided by Corporate Services.	Generic KPI's linking individual performance to organisational performance are currently being drafted Implementation is subject to confirmation of system functionality.
L3.4 Develop and foster a strong, agile, supportive and respectful organisational culture.	L3.4.1 Develop and implement an organisational culture improvement plan including reward and recognition.	Organisational culture improvement plan.	April-June 2019		Recognition programme launched and in operation. Leadership programme developed and to commence in April 2018.

12. LATE ITEMS

Nil.

COMMITTEE RESOLUTION - EN BLOC RESOLUTION

To en bloc the Officer's Recommendations to Ordinary Items:

CR DAN BULL, MAYOR MOVED, CR LORNA CLARKE SECONDED

CARRIED: 7/0

13. CONFIDENTIAL ITEMS

13.1 Reports by Officers (Committee Delegation)

Nil.

13.2 Reports by Officers (Council Decision)

Nil.

14. NEXT MEETING

The next meeting of the Community, Technical, Finance and Corporate Services Committee will take place in the Council Chambers, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on 15 May 2018, commencing at **6:30pm**.

15. CLOSURE

There being no further business to discuss, the Chairperson, Cr Chris Cornish, Deputy Mayor, declared the meeting closed at 10:15 pm.