



# Minutes

## ORDINARY COUNCIL MEETING

**25 June 2019**

*By signing these minutes I certify that they were confirmed at the Ordinary Meeting of Council held on 9 July 2019 by resolution of Council.*

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**CR DAN BULL, MAYOR  
CHAIRPERSON**



## **Meeting Procedures**

1. All Council meetings are open to the public, except for matters dealt with under 'Confidential Items'.
2. Members of the public who are unfamiliar with meeting proceedings are invited to seek advice prior to the meeting from a City Staff Member.
3. Members of the public may ask a question during 'Public Question Time'.
4. Meeting procedures are in accordance with the City's Standing Orders Local Law 2018.
5. To facilitate smooth running of the meeting, silence is to be observed in the public gallery at all times, except for 'Public Question Time'.
6. This meeting will be audio recorded in accordance with the resolution of Council of 17 May 2016.
7. Persons are not permitted to record (visual or audio) at the Council meeting without prior approval of the Council.
8. In the event of an emergency, please follow the instructions of City of Bayswater Staff.

### **City of Bayswater**

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Morley WA 6062

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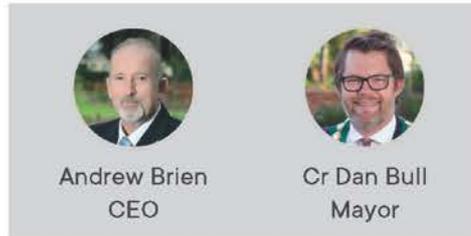
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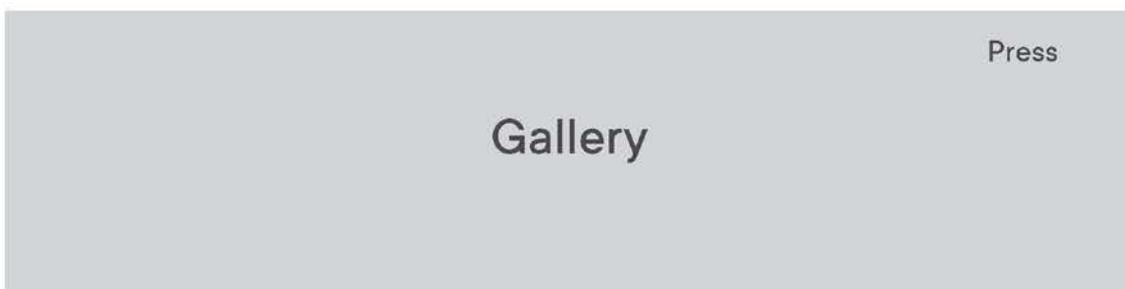
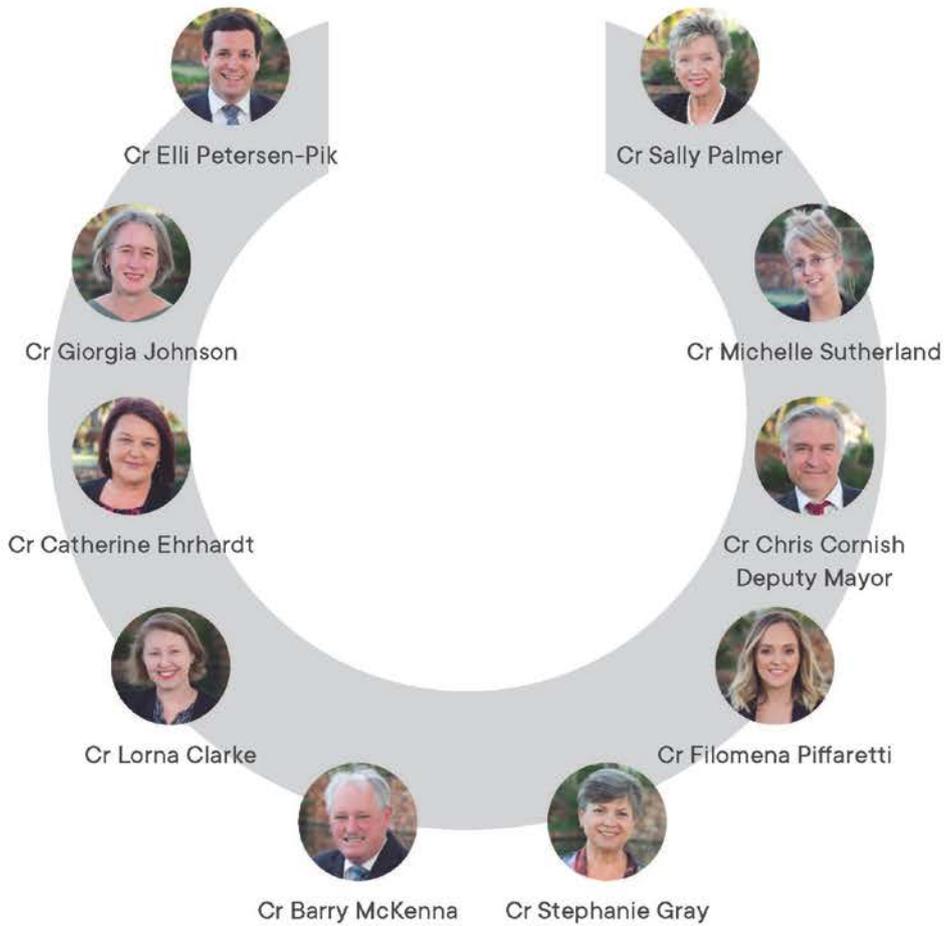
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# Council Chambers

## Seating Plan



Agendas  
and Minutes  
Officer



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

**Advocacy:** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.

**Executive/Strategic:** The substantial direction setting and oversight role of the Council, e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

**Legislative:** Includes adopting local law, town planning schemes and policies.

**Review:** When Council reviews decisions made by officers

**Quasi-Judicial:** When Council determines an application/matter that directly affects a persons rights and interests. The Judicial character arises from the obligations to abide by the principals of natural justice.

Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits/licenses (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

## *City of Bayswater Standing Orders Local Law 2018*

### **6.9 Deputations**

- (1) Any person or group wishing to be received as a deputation by the Council or a Committee open to the public is to either –
  - (a) apply, before the meeting, to the CEO for approval; or
  - (b) with the approval of the Presiding Member, at the meeting.
- (2) Upon receipt of a request for a deputation the CEO must refer the request to the relevant decision making forum, either Council or a Committee, to decide by simple majority whether or not to receive the deputation.
- (3) Deputations in relation to a decision which requires absolute or special majority should be made to Council, in all other circumstances Deputations should be referred to the forum making the final decision on the matter.
- (4) Unless Council or the Committee meeting resolves otherwise, a deputation invited to attend the meeting is not to address the meeting for a period exceeding 5 minutes.
- (5) Unless given leave by the Presiding Member, only two members of the deputation may address the meeting, although others may respond to specific questions from Members.
- (6) For the purposes of this clause, unless Council or the Committee resolves otherwise, a deputation is taken to comprise all those people either in favour of, or opposed to, the matter which is the subject of the deputation.
- (7) Unless Council or the Committee resolves otherwise, any matter which is the subject of a deputation to the Council or a Committee open to the public is not to be decided by Council or the Committee until the deputation has completed its presentation.
- (8) The Presiding Member may require deputations to leave the meeting while other deputations are being heard in relation to that matter.

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## MINUTES

**Minutes** of the Ordinary Meeting of the Bayswater City Council which took place in the Council Chambers, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on **25 June 2019**.

### 1. OFFICIAL OPENING

The Chairperson, Cr Dan Bull, Mayor, declared the meeting open at 6:31pm.

### 2. ACKNOWLEDGEMENT OF COUNTRY

The Chairperson, Cr Dan Bull, Mayor, acknowledged the Traditional Custodians of the land, the Whadjuk people of the Noongar nation, and paid respects to Elders past, present and emerging.

### 3. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

Nil.

### 4. ATTENDANCE

#### **Members**

##### West Ward

Cr Dan Bull, Mayor (Chairperson)  
 Cr Lorna Clarke  
 Cr Giorgia Johnson

##### Central Ward

Cr Chris Cornish, Deputy Mayor  
 Cr Barry McKenna  
 Cr Sally Palmer

##### North Ward

Cr Stephanie Gray  
 Cr Filomena Piffaretti  
 Cr Michelle Sutherland

##### South Ward

Cr Catherine Ehrhardt  
 Cr Elli Petersen-Pik

#### **Officers**

Mr Andrew Brien	Chief Executive Officer
Mr Doug Pearson	Director Works and Infrastructure
Mr Des Abel	Director Community and Development
Mr Jason Buckley	A/Director Corporate and Strategy
Mr Matthew Turner	Manager Strategic Planning and Place
Ms Helen Smith	Manager Development Approvals ( <i>until 8:15pm</i> )
Ms Cassandra Flanigan	Executive Support/Research Officer
Mr Mark Short	Consulting Arborist ( <i>until 8:15pm</i> )
Ms Karen D'Cunha	Administration Officer

**Observers**

Press - 1  
Public - 22

**Leave of Absence**

Nil.

**4.1 Apologies**

Nil.

**4.2 Approved Leave of Absence**

<b>Councillor</b>	<b>Date of Leave</b>	<b>Approved by Council</b>
Cr Stephanie Gray	1 July to 9 August 2019	Ordinary Council Meeting 14 May 2019
Cr Barry McKenna	16 July to 19 July 2019	Ordinary Council Meeting 28 May 2019

**4.3 Applications for Leave of Absence**

**COUNCIL RESOLUTION**

That Leave of Absence be granted as follows:

Cr Lorna Clarke from 11 July 2019 to 14 July 2019 inclusive;

Cr Michelle Sutherland from 5 July 2019 to 20 July 2019 inclusive; and

Cr Giorgia Johnson from 15 July 2019 to 22 July 2019 inclusive.

**CR SALLY PALMER MOVED, CR CATHERINE EHRHARDT SECONDED**

**CARRIED UNANIMOUSLY: 11/0**

**5. DISCLOSURE OF INTEREST SUMMARY**

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

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

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

The following disclosures of interest were made at the meeting:

<b>Name</b>	<b>Item No.</b>	<b>Type of Interest</b>	<b>Nature of Interest</b>
CR GIORGIA JOHNSON	10.1.1	<i>Impartial</i>	<i>Cr Johnson is a social member of Bayswater Bowling and Recreation Club.</i>

CR GIORGIA JOHNSON	10.2.1	Impartial	Cr Johnson is a social member of Bayswater Bowling and Recreation Club.
CR LORNA CLARKE	10.1.1	Impartial	Cr Clarke is a social member of Bayswater Bowling Club
CR LORNA CLARKE	10.2.1	Impartial	Cr Clarke is a social member of Bedford and Bayswater Bowling Clubs
CR LORNA CLARKE	10.2.3	Impartial	Cr Clarke is a social member of Bedford and Bayswater Bowling Clubs.
CR LORNA CLARKE	10.4.5	Financial	After the Director Community and Development referred to the Municipal Heritage Inventory (MHI), Cr Clarke declared an interest as her home is on the MHI.
CR CATHERINE EHRHARDT	10.4.2	Proximity	The addendum provided shows a map of Public Transport Authority land adjacent to Cr Ehrhardt's home.
CR CATHERINE EHRHARDT	10.4.5	Indirect Financial	Cr Ehrhardt owns property that is listed on the MHI. The MHI is listed in the recommendations.
CR BARRY MCKENNA	10.2.2	Financial	Cr McKenna is Chairman of Bayswater Community Financial Services (Bendigo Bank) with money invested from the Council.
CR BARRY MCKENNA	10.4.2	Financial	Regarding the current position location near the bridge, Cr McKenna's family has financial dealings with the owner of the premise opposite this location.
CR BARRY MCKENNA	10.4.5	Financial	Cr McKenna is Chairman of Bayswater Community Financial Services (Bendigo Bank) which owns 83 Whatley Crescent.
CR CHRIS CORNISH, DEPUTY MAYOR	10.1.1	Impartial	Cr Cornish is a social member of Bayswater Bowling Club.
CR SALLY PALMER	10.1.1	Impartial	Cr Palmer is a social member of Bayswater Bowling Club.
CR SALLY PALMER	10.2.1	Impartial	Cr Palmer is a social member of both Bayswater and Bedford Bowling Clubs.
CR SALLY PALMER	10.2.3	Impartial	Cr Palmer is a social member of Bedford Bowling Club.
CR STEPHANIE GRAY	10.2.1	Impartial	Cr Gray is a social member of Morley Noranda Recreation Club.
CR DAN BULL, MAYOR	10.2.1	Impartial	Cr Bull is a social member of Bedford Bowling Club which is in the report.
CR DAN BULL, MAYOR	10.2.1	Impartial	Halliday House is in the report. Cr Bull is a member of the Bayswater Historical Society, the tenant of Halliday House.
CR DAN BULL, MAYOR	10.2.1	Financial	The Filipino Club is listed in the report. Cr Bull received a gift from the Filipino Club over the threshold value.
CR DAN BULL, MAYOR	10.2.3	Impartial	Bedford Bowling Club is in the report. Cr Bull is a social member.

**6. PUBLIC QUESTION TIME**

In accordance with the *Local Government Act 1995*, the *Local Government (Administration) Regulations 1996* and the *City of Bayswater Standing Orders Local Law 2018* the following procedures relate to public question time:

1. A member of the public who raises a question during question time, is to state his or her name and address.
2. Each member of the public with a question is entitled to ask up to 3 questions.
3. The minimum time to be allocated for public question time is 15 minutes.
4. Questions from the public must relate to a matter affecting the local government. Questions relating to matters of business listed on the minutes will be considered in the first instance, followed by questions relating to Council business not listed on the minutes.
5. A summary of each question raised by members of the public at the meeting and a summary of the response to the question will be included in the minutes of the meeting.
6. Where a question is taken on notice at the meeting, a summary of the response to the question will be provided in writing to the member of public and included in the minutes for the following meeting.

**6.1 Responses to Public Questions Taken on Notice at the Ordinary Council Meeting of 11 June 2019.**

Nil.

**6.2 Public Question Time**

**Public Question Time commenced at 6:38pm.**

**The following questions were submitted both in writing/verbally:**

**Mr Ian Walters - 124 Lawrence Street Bedford**

**Question 1**

**Mr Mayor, can you please advise what financial benefit does the City of Bayswater realise by being a member of the East Metropolitan Regional Council.**

**Answer 1**

Cr Dan Bull, Mayor advised this question would be taken on notice and replied to in writing.

**Ms Erminia Giannagostino - 27 Eighth Ave Maylands**

**Question 1**

**My question is regarding the trees that are going to be removed and replaced in Eighth Avenue. I read the letter that was received and consultation was done through the MBA (Maylands Business Association). I live in Eighth Avenue, right in the middle, across from the entrance to the RISE. We had no consultation, and I'm just wondering, is there any way our section of Eighth Avenue can be left alone? We are quite separate to the business sector. We have massive, beautiful gum trees, not even 30 metres from where these trees**

are and I'm just hoping the Council can look at the possibility of leaving those trees where they are, and just looking after the business sector?

Answer 1

The Director Works and Infrastructure advised the question would be taken on notice and a written answer provided.

**Mr Steven Ostaszewskyj - 35 Ivanhoe St Morley**

Question 1

**I'm just wondering how do I get a copy of the Statutory Version of the draft budget prior to next week's Council Meeting?**

Answer 1

The Acting Director Corporate and Strategy advised the agenda had been provided to Elected Members at this evening's meeting and will be published on the website later in the evening.

**Harvey Tonkin - harveyt@iinet.net.au**

Question 1

**A few months ago, after a period of a couple of years, the building section set out criteria for protecting the street trees out the front of new building sites. Can I ask what they've actually set out? The City of Stirling has a policy where a fence is erected, which is something like two or three metres square. Does the City of Bayswater have something similar to that?**

Answer 1

The Director Community and Development advised there is standard conditions, depending on the nature of the development. If it is a significant development, there is standard conditions that require protection of not just the tree but also the surrounding root system.

Question 2

**Is it a physical barrier?**

Answer 2

The Director Community and Development advised that it is a physical barrier.

Question 3

**Because what I am seeing now is there are developments where no one is doing anything to protect the trees. I'm not a tree lover, but I get fed up with watching the builders knock the trees down. So do I just report it to the Compliance Officer?**

Answer 3

The Director Community and Development advised that if Mr Tonkin could provide the details of the addresses of those developments, the City could investigate. However as the conditions started being applied approximately 12 months ago, developments which were approved prior to that time may not have those conditions applied.

**Public Question Time was closed at 6:44pm.**

**7. CONFIRMATION OF MINUTES**

**7.1 Ordinary Meeting: 11 June 2019**

**COUNCIL RESOLUTION**

The Minutes of the Ordinary Meeting of Council held on 11 June 2019 which have been distributed, be confirmed as a true and correct record.

**CR CATHERINE EHRHARDT MOVED, CR STEPHANIE GRAY SECONDED  
CARRIED UNANIMOUSLY: 11/0**

**8. PRESENTATIONS**

**8.1 Petitions**

Nil.

**8.2 Presentations**

Nil.

**8.3 Deputations**

**COUNCIL RESOLUTION**

That in accordance with the *City of Bayswater Standing Orders Local Law 2018*, Council agrees to receive deputations submitted for items 10.1.1 and 10.3.1.

**CR FILOMENA PIFFARETTI MOVED, CR STEPHANIE GRAY SECONDED  
CARRIED UNANIMOUSLY: 11/0**

**1. Bayswater Bowling and Recreation Club (Inc) – Request to Renegotiate Lease**

In relation to Item 10.1.1, Mr Mark Cameron (President of Bayswater Bowling and Recreation Club) was in attendance speaking on the item (*refer page 8*).

***CR GIORGIA JOHNSON DECLARED AN IMPARTIAL INTEREST***

*In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Giorgia Johnson declared an impartial interest in this item as she is a social member of Bayswater Bowling and Recreation Club. Cr Giorgia Johnson remained in the room during voting on this item.*

***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 social member of Bayswater Bowling Club. Cr Lorna Clarke remained in the room during voting on this item.*

***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, Deputy Mayor declared an impartial interest in this item as he is a social member of Bayswater Bowling Club. Cr Chris Cornish, Deputy Mayor remained in the room during 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 social member of Bayswater Bowling Club. Cr Sally Palmer remained in the room during voting on this item.*

**2. Request for Tree Removal - 1 Moran Street, Embleton**

In relation to Item 10.3.1, Mr Michael Hall (Owner of 1 Moran Street, Embleton) was in attendance speaking against the officer's recommendation (*refer page 67*).

**8.4 Delegates Reports**

Nil.

**9. METHOD OF DEALING WITH MINUTES BUSINESS**

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

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

- (a) that requires a 75% majority or a special majority;
- (b) in which an interest has been disclosed;
- (c) that has been the subject of a petition or deputation;
- (d) that is a matter on which a Member wishes to make a statement; or
- (e) that is a matter on which a Member wishes to move a motion that is different to the recommendation.

Withdrawn items:

- 10.1.1 A matter that is subject of a deputation.
- 10.3.1 A matter that is subject of a deputation.
- 10.2.1 A matter in which an interest has been disclosed.
- 10.2.2 A matter in which an interest has been disclosed.
- 10.2.3 A matter in which an interest has been disclosed.
- 10.4.2 A matter in which an interest has been disclosed.
- 10.4.3 A matter on which a Member wishes to make a statement.
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- 10.4.5 A matter on which a Member wishes to move a motion that is different to the recommendation.
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- 10.5.1.2 A matter on which a Member wishes to make a statement.
- 11.1 A matter on which a Member wishes to make a statement.
- 11.2 A matter on which a Member wishes to make a statement.
- 11.3 A matter on which a Member wishes to make a statement.
- 14.1.1 A matter on which a Member wishes to make a statement.

**10. REPORTS**

**10.1 Chief Executive Officer Reports**

**10.1.1 Bayswater Bowling and Recreation Club (Inc) - Request to Renegotiate Lease**

<b>Owner:</b>	City of Bayswater	
<b>Responsible Branch:</b>	Office of the Chief Executive Officer	
<b>Responsible Directorate:</b>	Office of the Chief Executive Officer	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required	
<b>Attachments:</b>	Nil.	
<b>Refer:</b>	OCM 13.09.2016 Item 11.1	

**CR GEORGIA JOHNSON DECLARED AN IMPARTIAL INTEREST**

*In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Georgia Johnson declared an impartial interest in this item as she is a social member of Bayswater Bowling and Recreation Club. Cr Georgia Johnson remained in the room during voting on this item.*

**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 social member of Bayswater Bowling Club. Cr Lorna Clarke remained in the room during voting on this item.*

**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, Deputy Mayor declared an impartial interest in this item as he is a social member of Bayswater Bowling Club. Cr Chris Cornish, Deputy Mayor remained in the room during 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 social member of Bayswater Bowling Club. Cr Sally Palmer remained in the room during voting on this item.*

**SUMMARY**

For Council to consider a request received from the Bayswater Bowling and Recreation Club (Inc) to renegotiate their lease based on the recently adopted Community Facility Lease and Licence/User Agreement Policy.

**OFFICER'S RECOMMENDATION**

That Council:

1. Advises the Bayswater Bowling and Recreation Club (Inc) that Council has considered their request and their lease will not be renegotiated; and

2. Notes that the new policy arrangements relating to Community Facility Lease and Licence/User Agreements will apply to Bayswater Bowling and Recreation Club (Inc) when a new lease is entered into following the expiry of the current lease.

### **COUNCIL RESOLUTION**

**That this item be deferred to the second Ordinary Council Meeting in August.**

**CR LORNA CLARKE MOVED, CR STEPHANIE GRAY SECONDED**

**CARRIED: 9/2**

**FOR VOTE:** *Cr Lorna Clarke, Cr Stephanie Gray, Cr Sally Palmer, Cr Michelle Sutherland, Cr Filomena Piffaretti, Cr Barry McKenna, Cr Catherine Ehrhardt, Cr Giorgia Johnson and Cr Elli Petersen-Pik.*

**AGAINST VOTE:** *Cr Dan Bull, Mayor and Cr Chris Cornish, Deputy Mayor.*

### **REASON FOR CHANGE**

***Council deferred the motion to the second Ordinary Council Meeting in August to enable further time for consideration.***

### **BACKGROUND**

Bayswater Bowling and Recreation Club (Inc) ('**BBRC**') are a long standing tenant within Frank Drago Reserve. The previous lease ran from May 1984 and expired in October 2005. The club requested a lease extension until 30 June 2007 and this was approved by Council at the Ordinary Council Meeting of 22 August 2006 with all existing obligations and associated costs being applicable for the extension period.

The lease was not immediately renewed after the expiration of the extension pending:

- Review of the lease/licence agreement process;
- Council adoption of a standard lease document;
- Review of the strategic direction on the provision of the bowling and tennis facilities; and
- Consideration of a master plan for Frank Drago Reserve.

BBRC continued to occupy the premises under the terms of the expired lease. At the Ordinary Council Meeting on 31 May 2016, Council resolved to advise BBRC that a new lease agreement for the site was to be finalised by August 2016.

The City and BBRC entered lengthy negotiations regarding the terms of the new lease. A number of proposed lease amendments were received from BBRC which the City sought legal advice on. Representatives from the City and BBRC then met to negotiate and finalise the draft lease document.

The final lease document was presented to Council at the Ordinary Council Meeting on 13 September 2016. BBRC were advised that the lease would be presented to Council on that date and confirmed that they were satisfied with the final document.

The report noted that the previous lease agreement for BBRC was set at \$1.00 peppercorn rental and the Club had again requested this. Given that a number of similar community clubs were granted peppercorn rental, the Officer's recommendation included \$1.00 peppercorn rental.

The lease document agreed between the City and BRCC provided:

‘3 RENT AND OTHER PAYMENTS

*The Lessee AGREES with the Lessor:*

(a) Rent

*To pay to the Lessor the Rent in the manner set out at Item 5 of the Schedule from the Commencement Date clearly of any deductions whatsoever.*

(b) Outgoings

(i) *To pay to the Lessor or to such person as the Lessor may from time to time direct punctually all the following outgoings or charges (if applicable), assessed or incurred in respect of all the Premises:*

(A) *local government services and other charges, including but not limited to local government rates, rubbish collection charges and Emergency Services Levy (ESL)*

...’

The report presented to Council also included the following information:

*Tenant Obligations:*

*Under the general terms of the lease the club is responsible for:*

- *Contents and Public Liability Insurance;*
- *Utilities – gas, electricity, water;*
- *Rates including Emergency Services Levy (ESL) and Refuse Collection;*
- *Cleaning;*
- *Minor Maintenance; and*
- *Grounds Maintenance – to include bowling green maintenance.*

*It should be noted that the property has not been previously rated and the Local Government Act requires the City to apply rates. The estimated rateable amount of \$5,269.48 plus \$1,305.22 for ESL would be the responsibility of the tenant.’*

Council subsequently adopted the following resolution en bloc:

*‘That Council:*

1. *Approves the lease agreement between the City of Bayswater and Bayswater Bowling and Recreation Club Inc. as outlined in the report including:*
  - (a) *A ten (10) year term with an option to renew for a further five (5) years.*
  - (b) *Rental to be \$1.00 peppercorn with the lessee responsible for all outgoings.*
  - (c) *Inclusion of a clause to allow reconstruction of the premises if the lessor is required to repair, alter, reconstruct or improve any part of the premises.*
2. *Council authorises the Mayor and Chief Executive Officer to sign the lease and affix the common seal of the City.*

The lease was executed by the City and BBRC on 16 June 2017. Following execution, conflicting information has been received from BBRC via elected members that the club disputes the obligation to pay rates. The Club has not paid any rates since execution of the lease.

BBRC, along with all other community lessees, were advised in October 2018 that the City was undertaking a review of the Community Facility Lease Policy and that all current obligations under an existing lease would continue to apply. Following adoption of the new Community Facility Lease Policy at the Ordinary Council Meeting of 9 April 2019, the City wrote to BBRC advising that the outstanding rates account required settlement.

BBRC has since written to the City requesting a renegotiation of the current lease.

At the Ordinary Council Meeting on 12 June 2019, Council considered a request from the Bayswater Child Care Association (Inc) to renegotiate their lease. Council resolved the following:

*'That Council:*

- 1. Notes the legal advice received confirms the least extensions entered into by the Bayswater Child Care Association are valid and that the policy in place at the time of acceptance will continue to apply;*
- 2. Advises the Bayswater Child Care Association (Inc) that the existing lease arrangements will continue in accordance with the current terms and conditions; and*
- 3. Notes that the new policy arrangements relating to Community Facility Leases and Licence/User Agreements will commence when a new lease is entered into following the expiry of the current lease extension.'*

## **EXTERNAL CONSULTATION**

The City has advised the Club previously that all terms and conditions would continue to apply during the review process.

On 1 October 2018, the Acting Chief Executive Officer advised the President of BBRC that rates payment would not be required until the review of the policy was completed and a Council decision made. Following the resolution on 9 April 2019 and the Council decision that the policy was not to be applied retrospectively, the Club was advised that the rates account was due and payable

## **OFFICER'S COMMENTS**

The lease entered into on 16 June 2017 between the City and BBRC provides that local government rates will be charged to the lessee as an outgoing. This was additionally highlighted in the report presented to Council on 13 September 2016. The Club did not raise any issue with the inclusion of the rates in the lease during the negotiation process or during review of the Council report. Consistent with the lease and the Council resolution, the City's position is therefore that the rates remain due and payable.

The resolution of Council on 12 June 2019 in relation to a separate request from the Bayswater Child Care Association (Inc) to renegotiate a lease provides that the new policy will only come into effect following the end of the lease extension period. A comparison of the leases between the Bayswater Child Care Association (Inc) and the BBRC indicates that there are different lease conditions for different community groups. It is noted that termination clause in the BBRC lease was removed at the request of BBRC during the negotiation period. Should Council be supportive of renegotiating the lease, legal advice would need to be sought on the correct process to undertake this.

To ensure consistency with the adopted policy and the club's existing lease it is recommended that the status quo continue to apply. The existing lease terms and conditions could be varied to align with the new policy at the expiry of the current term.

**LEGISLATIVE COMPLIANCE**

Nil.

**OPTIONS**

In accordance with the City’s Risk Management Framework, the following options have been assessed against the City’s adopted risk tolerance. Comments are provided against each of the risk categories.

<b>Option 1</b>	<b>That Council:</b> 1. <b>Advises the Bayswater Bowling and Recreation Club (Inc) that Council has considered their request and their lease will not be renegotiated; and</b>  2. <b>Notes that the new policy arrangements relating to Community Facility Lease and Licence/User Agreements will apply to Bayswater Bowling and Recreation Club (Inc) when a new lease is entered into following the expiry of the current lease term.</b>		
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Outcome</b>	<b>Assessment</b>
Strategic Direction	Moderate	N/A	
Reputation	Low	Low	
Governance	Low	Low	
Community and Stakeholder	Moderate	Moderate	
Financial Management	Low	Low	
Environmental Responsibility	Low	N/A	
Service Delivery	Low	N/A	
Organisational Health and Safety	Low	N/A	
<b>Conclusion</b>	This option represents the lowest risk to Council as it ensures consistency with the recently adopted Community Facility Lease and Licence/User Agreement Policy, particularly in the areas of reputation and governance. The risk for Community and Stakeholder is moderate as it is noted that it is not the preferred option for the Club but ensures even application of the Policy amongst other community groups. A low financial risk exists as this option will ensure payment of the current outstanding amount.		

<b>Option 2</b>	<b>That Council requests the Chief Executive Officer to seek legal advice in relation to potential renegotiation of the Bayswater Bowling and Recreation Club (Inc) lease terms and conditions to align with the new Community Facility Lease and Licence/User Agreement Policy.</b>		
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Outcome</b>	<b>Assessment</b>
Strategic Direction	Moderate	N/A	
Reputation	Low	Low	
Governance	Low	Moderate	
Community and Stakeholder	Moderate	Moderate	
Financial Management	Low	Moderate	
Environmental Responsibility	Low	N/A	
Service Delivery	Low	N/A	
Organisational Health and Safety	Low	N/A	
<b>Conclusion</b>	This option represents a higher risk as the outcome of the legal advice is unknown. It could potentially be seen to be unfair to other community groups		

	to seek advice on how to renegotiate the lease when other groups are required to pay rates under their current terms.
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<b>Option 3</b>	<b>That Council advise Bayswater Bowling Recreation and Bowling Club (Inc) that upon payment of all current and overdue accounts, Council will consider renegotiating the current lease under the new Community Facility Lease and Licence/User Agreement Policy.</b>
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Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	N/A
Reputation	Low	Low
Governance	Low	Moderate
Community and Stakeholder	Moderate	High
Financial Management	Low	Low
Environmental Responsibility	Low	N/A
Service Delivery	Low	N/A
Organisational Health and Safety	Low	N/A

<b>Conclusion</b>	This represents a higher Community and Stakeholder as the key Stakeholder has advised that they do not want to pay rates. Other clubs may also wish to pay outstanding accounts and also request a renegotiation which also represents a governance risk. As the outstanding accounts are required to be paid, this represents a low Financial Management risk.
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<b>Option 4</b>	<b>That Council:</b> <ol style="list-style-type: none"> <li><b>Approves the request from Bayswater Bowling Recreation to renegotiate their lease in accordance with the new Community Facility Lease and Licence/User Agreement Policy; and</b></li> <li><b>Waives the outstanding rates account.</b></li> </ol>
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Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	N/A
Reputation	Low	High
Governance	Low	Moderate
Community and Stakeholder	Moderate	High
Financial Management	Low	High
Environmental Responsibility	Low	N/A
Service Delivery	Low	N/A
Organisational Health and Safety	Low	n/A

<b>Conclusion</b>	This option represents the highest risk as it is contrary to the Council decision that the new Community Facility Lease and Licence/User Agreement Policy will only apply to new leases. A high Reputation and Community and Stakeholder risk exists as it does not represent consistency across other community groups who are in a current lease with the City. A high Financial Management risk exists as other clubs who are currently paying rates may also request their rates account be waived and lease renegotiated under the new Policy.
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**FINANCIAL IMPLICATIONS**

Nil.

## **STRATEGIC IMPLICATIONS**

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  
Outcome B3: Strong stewardship and leadership

## **CONCLUSION**

To ensure consistency with Council's new Community Facility Lease and Licence/User Agreement Policy, it is not recommended that Council renegotiate the Bayswater Bowling and Recreation Club (Inc) lease and that payment of the rates account be required.

**10.2 Corporate and Strategy Directorate Reports**

**10.2.1 Financial Reports for the Period 1 July 2018 to 31 May 2019**

<b>Responsible Branch:</b>	Financial Services	
<b>Responsible Directorate:</b>	Corporate and Strategy	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required	
<b>Attachments:</b>	1. Financial Activity Statement Report. 2. Reserve Fund. 3. Capital Works.	

**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 social member of Bedford and Bayswater Bowling Clubs. Cr Lorna Clarke remained in the room during voting on this item.*

**CR GIORGIA JOHNSON DECLARED AN IMPARTIAL INTEREST**

*In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Giorgia Johnson declared an impartial interest in this item as she is a social member of Bedford and Bayswater Bowling Clubs. Cr Giorgia Johnson remained in the room during 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 social member of both Bedford and Bayswater Bowling Clubs. Cr Sally Palmer remained in the room during voting on this item.*

**CR GIORGIA JOHNSON DECLARED AN IMPARTIAL INTEREST**

*In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Giorgia Johnson declared an impartial interest in this item as she is a social member of Bayswater Bowling and Recreation Club. Cr Giorgia Johnson remained in the room during voting on this item.*

**CR STEPHANIE GRAY DECLARED AN IMPARTIAL INTEREST**

*In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Stephanie Gray declared an impartial interest in this item as she is a social member of Morley Noranda Recreation Club. Cr Stephanie Gray remained in the room during 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 Bedford Bowling Club which is in the report. At 7:19pm, Cr Dan Bull, Mayor withdrew from the meeting.*

**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 Halliday House is in the report. Cr Bull is a member of the Bayswater Historical Society, the tenant of Halliday House. At 7:19pm, Cr Dan Bull, Mayor withdrew from the meeting.*

**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 the Filipino Club is listed in the report. Cr Dan Bull, Mayor received a gift from the Filipino Club over the threshold value. At 7:19pm, Cr Dan Bull, Mayor withdrew from the meeting.*

*Cr Chris Cornish, Deputy Mayor, assumed the chair.*

**SUMMARY**

This report presents the financial reports for the period 1 July 2018 to 31 May 2019 comprising **Attachments 1 - 3**.

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

**That Council notes the financial reports for the period 1 July 2018 to 31 May 2019, forming Attachments 1 - 3.**

**CR ELLI PETERSEN-PIK MOVED, CR SALLY PALMER SECONDED**  
**CARRIED UNANIMOUSLY: 10/0**

*At 7:21pm, Cr Dan Bull, Mayor, returned to the meeting and resumed the Chair.*

**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.

At its meeting on 3 July 2018, Council adopted the Annual Budget for the 2018-19 financial year. The figures in this report are compared to the adopted budget including any amendments subsequently approved by the Council.

Regulation 34(5) determines the mechanism required to ascertain the definition of material variances which are required to be reported to Council as part of the monthly report. It also requires Council to adopt a 'percentage or value' for what it will consider to be material variances on an annual basis.

The material variance adopted by the Council for the 2018-19 Budget is \$100,000 or 10% of the appropriate base, whichever is the higher.

As part of the City's commitment to continuous improvement, the presentation of the monthly statutory reports has been revised. These reports are intended to not only meet the City's regulatory obligations in a form that is easy to understand, but also to enhance accountability, governance and financial management. These reports will continue to be refined, having regard to these principles and any feedback.

### **EXTERNAL CONSULTATION**

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

### **OFFICER'S COMMENTS**

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

- 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 (actual and committed) expenditure for the period 1 July 2018 to 31 May 2019. The Monthly Financial Statement Snapshot (**Attachment 1**) for Capital summarises total actual expenditure only.

### **LEGISLATIVE COMPLIANCE**

Section 6.4 of the *Local Government Act 1995* requires a local government to prepare an annual financial report for the preceding year and such other financial reports as are prescribed. Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* as amended requires the local government to prepare each month a statement of financial activity reporting on the source and application of funds as set out in the annual budget.

### **OPTIONS**

Not applicable.

### **FINANCIAL IMPLICATIONS**

All amounts quoted in this report are exclusive of GST.

### **STRATEGIC IMPLICATIONS**

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

Theme: Leadership and Governance.

Aspiration: Open, accountable and responsive service.

Outcome L1: Accountable and good governance.

These financial reports will assist Council in meeting its responsibilities in relation to governance of the City of Bayswater's finances.

## **CONCLUSION**

Local Government (Financial Management) Regulation 34 requires local government to prepare each month a Statement of Financial Activity, reporting on revenue and expenditure for the month in question.

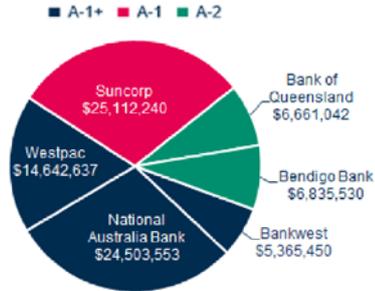
This report demonstrates responsible financial management in line with Council's strategic priorities to ensure the City is financially sustainable.

**Attachment 1**

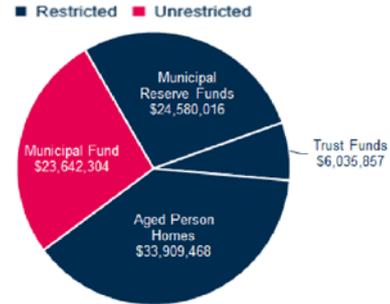
# Monthly Financial Statement Snapshot

May 2019

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



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



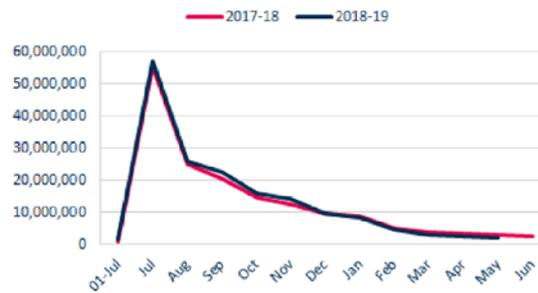
	Sundry Debtors*	Creditors
Total Outstanding	\$255,130	\$857,374
Current	96%	68%
Over 30 days	0%	31%
Over 60 days	4%	1%

\*excludes infringements and recreation debtors

### Rates & Charges

Collected	97%
Total Outstanding	\$2,050,004
Deferred Rates	\$616,018

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



### Capital

	Annual Budget	YTD Budget	YTD Actual	YTD % Spent
Expenditure <small>*excludes commitments</small>	\$20,424,380	\$16,535,802	\$9,401,574	57%
	Annual Budget	YTD Budget	YTD Actual	YTD % Received
Revenue	\$3,935,796	\$1,659,190	\$1,974,802	119%

### Operating

	Annual Budget	YTD Budget	YTD Actual	YTD % Spent
Expenditure	\$85,252,957	\$67,038,489	\$64,847,876	97%
	Annual Budget	YTD Budget	YTD Actual	YTD % Received
Revenue <small>*excludes rates</small>	\$34,639,695	\$31,622,385	\$32,940,207	104%



**City of Bayswater  
Financial Activity Statement  
for the period 1 July 2018 to 31 May 2019**

	Budget	Amended Budget	YTD Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
<b>Net current assets at start of year - surplus/(deficit)</b>	4,400,853	9,901,143	9,901,143	9,901,143	0	0%
<b>Operating activities</b>						
<b>Revenue from operating activities (excludes rates)</b>						
General purpose funding	3,973,844	3,083,161	2,713,939	3,293,242	(579,302)	(21%)
Governance	105,060	82,360	96,140	203,441	(107,301)	(112%)
Law, order, public safety	267,224	267,224	248,415	359,105	(110,691)	(45%)
Health	262,102	251,502	235,373	346,433	(111,060)	(47%)
Education and welfare	137,351	137,351	97,358	158,753	(61,395)	(63%)
Housing	10,208,073	10,157,600	8,353,602	8,237,083	116,519	1%
Community amenities	12,170,200	12,206,100	12,103,000	12,416,279	(313,279)	(3%)
Recreation and culture	7,378,697	7,253,697	6,779,773	6,774,574	5,200	0%
Transport	585,669	572,069	453,769	522,509	(68,740)	(15%)
Economic services	490,235	440,235	448,017	465,121	(17,104)	(4%)
Other property and services	188,396	188,396	92,998	163,668	(70,670)	(76%)
	35,766,851	34,639,695	31,622,385	32,940,207	(1,317,822)	(4%)
<b>Expenditure from operating activities</b>						
General purpose funding	(857,207)	(815,507)	(704,427)	(639,231)	(65,196)	9%
Governance	(6,512,510)	(6,632,458)	(4,933,320)	(5,654,062)	720,742	(15%)
Law, order, public safety	(2,965,423)	(2,965,399)	(2,638,002)	(2,640,909)	2,907	(0%)
Health	(1,897,918)	(1,935,254)	(1,653,408)	(1,658,203)	4,795	(0%)
Education and welfare	(1,768,306)	(1,767,461)	(1,421,376)	(1,561,966)	140,590	(10%)
Housing	(10,027,824)	(10,232,956)	(8,533,796)	(8,214,180)	(319,616)	4%
Community amenities	(16,113,025)	(16,479,123)	(13,934,426)	(12,373,000)	(1,561,426)	11%
Recreation and culture	(28,127,117)	(28,125,538)	(22,459,343)	(22,245,625)	(213,718)	1%
Transport	(14,983,957)	(14,854,498)	(8,700,102)	(7,796,201)	(903,901)	10%
Economic services	(1,194,939)	(1,171,839)	(1,033,806)	(1,008,543)	(25,263)	2%
Other property and services	(355,476)	(272,925)	(1,026,484)	(1,055,957)	29,474	(3%)
	(84,803,701)	(85,252,957)	(67,038,489)	(64,847,876)	(2,190,613)	3%

	Budget	Amended Budget	YTD Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
<b>Operating activities excluded from budget</b>						
Depreciation and amortisation	13,219,659	13,219,659	5,402,815	5,219,982	182,833	3%
(Profit) on asset disposals	(18,669)	(18,669)	0	(19,664)	19,664	No Budget
Loss on asset disposals	435,866	435,866	0	94,887	(94,887)	No Budget
Movement in non-current leave provisions	(243,498)	(243,498)	0	0	0	No Budget
Movement in non-current assets	0	0	0	24,034	(24,034)	No Budget
Employee entitlement reserve movement	0	0	0	30,075	(30,075)	No Budget
Aged persons liability adjustment	0	0	0	(310,608)	310,608	No Budget
	13,393,358	13,393,358	5,402,815	5,038,707	364,108	7%
<b>Amount attributable to operating activities</b>	<b>(31,242,639)</b>	<b>(27,318,762)</b>	<b>(20,112,146)</b>	<b>(16,967,819)</b>	<b>(3,144,327)</b>	<b>16%</b>
<b>Investing activities</b>						
Non-operating grants, subsidies and contributions	3,471,678	3,935,796	1,659,190	1,974,802	(315,612)	(19%)
Purchase of property, plant and equipment	(7,317,707)	(8,025,057)	(6,586,190)	(4,408,747)	(2,177,443)	33%
Purchase and construction of infrastructure	(11,845,559)	(12,149,323)	(9,699,612)	(4,790,210)	(4,909,402)	51%
Purchase of intangible assets	(250,000)	(250,000)	(250,000)	(202,616)	(47,384)	19%
Proceeds from disposal of assets	685,600	685,600	0	379,961	(379,961)	No Budget
<b>Amount attributable to investing activities</b>	<b>(15,255,988)</b>	<b>(15,802,984)</b>	<b>(14,876,612)</b>	<b>(7,046,812)</b>	<b>(7,829,800)</b>	<b>53%</b>
<b>Financing activities</b>						
Repayment of borrowings	(4,200)	(4,200)	(4,200)	(4,202)	2	(0%)
Proceeds from self-supporting loans	4,200	4,200	4,200	4,202	(2)	(0%)
Transfer to reserves	(1,129,892)	(3,586,632)	(2,617,907)	(3,342,523)	724,616	(28%)
Transfer from reserves	2,977,052	3,640,082	0	1,651,620	(1,651,620)	No Budget
<b>Amount attributable to financing activities</b>	<b>1,847,160</b>	<b>53,450</b>	<b>(2,617,907)</b>	<b>(1,690,903)</b>	<b>(927,003)</b>	<b>35%</b>
<b>Budget deficiency before general rates</b>	<b>(44,651,467)</b>	<b>(43,068,296)</b>	<b>(37,606,665)</b>	<b>(25,705,534)</b>	<b>(11,901,130)</b>	<b>32%</b>
<b>Estimated amount to be raised from general rates</b>	<b>46,151,467</b>	<b>45,829,352</b>	<b>46,151,467</b>	<b>45,996,582</b>	<b>154,885</b>	<b>0%</b>
<b>Net current assets at the end of the year - surplus/(deficit)</b>	<b>1,500,000</b>	<b>2,761,056</b>	<b>8,544,802</b>	<b>20,291,048</b>	<b>(11,746,246)</b>	<b>(137%)</b>

**City of Bayswater**  
**Financial Activity Statement - Significant Variances**  
**for the period 1 July 2018 to 31 May 2019**

**Operating activities****Revenue from operating activities (excludes rates)**

## General purpose funding

- Interest earnings are higher than the budget phasing estimate for this period.
- Interest and charges on rate instalments are higher than expected.

## Governance

- A reimbursement has been received for an insurance claim made in the 2017-18 financial year.
- Unbudgeted reimbursement has been received for a training course due to a Councillor's resignation.
- Unbudgeted workers' compensation insurance claims have been received for expenses incurred in 2017-18.

## Law, order, public safety

- The 1<sup>st</sup> quarter operating grant 2018-19 for Bayswater SES was received in advance, in June 2018, contrary to the budget.
- Infringements for animal and fire prevention are higher than budget. The City successfully prosecuted a dog attack resulting in additional unexpected income for July 2018.
- The impounding and disposal fees are also higher than budget.
- Reimbursements for legal costs are higher than budget phasing estimate for this period.
- Cat and dog registration fees are higher than expected.

## Health

- Food business licences are higher than the budget phasing estimate. So far, this income for 2018-19 has met the annual budget.
- Unbudgeted revenue has been received for: the City's hosting of the Local Government Heatwave Workshop; and mosquito control treatment.
- Unbudgeted grant received from Contiguous Local Authority Group (CLAG).
- Legal cost reimbursement received for court prosecution which was not budgeted.

## Education and welfare

- Lease income and utility reimbursements are higher than the budget phasing estimate for this period.
- Grant for the Age Friendly Strategy received earlier than budgeted.
- Other user charges such as membership, admission fees are higher than the budget phasing estimate for this period.
- Activity fees from the Community Centres are higher than estimated level.

## Housing

- Lease revenue is lower than budget due to the decrease in residents intake during the period in negotiating the sale of business.
- Personal care subsidies are lower than budget due to the budget phasing estimated.
- Management fee reimbursements are lower than budget due to the timing difference in raising invoices.

## Community amenities

- Refuse charges and royalties are higher than budget estimates.
- Grant received for environmental project are earlier than budget phasing estimate.

## Recreation and culture

- Within the 10% or \$100,000 variance threshold.

Transport

- Parking infringement revenue is higher than budget. The budget spread has been based on 2017-18 income patterns, however income in early 2017-18 was lower due to staff vacancies.
- Unbudgeted tree removal income was received.
- Income from parking prohibition signs and parking permits are higher than budget estimates.
- Subdivision supervision fees were received earlier than budgeted.
- Unbudgeted income for reimbursement of street signs installation. This will be offset against the corresponding expenditure in installation costs.

Economic services

- Within the 10% or \$100,000 variance threshold.

Other property and services

- Unbudgeted reimbursements received for general insurance and workers compensation claims as well as employees' long services leave entitlements claimed from other councils are the contributing factors for the variance.

**Expenditure from operating activities**

General purpose funding

- Within the 10% or \$100,000 variance threshold.

Governance

- Overall expenditure is over budget due to phasing of the budget.

Law, order, public safety

- Within the 10% or \$100,000 variance threshold.

Health

- Within the 10% or \$100,000 variance threshold.

Education and welfare

- Project costs and sundry expenditure in Community Development areas are higher due to the budget phasing estimate. Payments for leave entitlements will be adjusted against provisions at the end of the year.

Housing

- Personal care subsidies and management fee reimbursements for aged care services are lower than budget due to the budget phasing estimate and the timing difference in raising invoices.

Community amenities

- Employee costs are lower than budget due to a previous vacant position in the sustainability and environment section, however agency staff have been utilised in some areas of work.
- Invoices for waste collection services are normally received weeks after end of month resulting in accounts showing underspending. The City also achieves some savings due to a review of the waste contracting arrangement.
- Litter control expenses such as dog bags and bins are lower than the budget phasing estimate for this period.
- Expenses under Strategic Planning for the heritage incentives and inventory programs are lower than the budget phasing estimate for this period.
- Other project costs and sundry expenditure under community amenities program are lower due to the budget phasing estimate.

Recreation and culture

- Employee costs are lower than budget due to several vacant positions during the year in the Parks and Gardens areas, however agency staff have been utilised in some areas of work.
- Utility is lower than budget due to the timing of supplier's billing.
- Garden maintenance contractors under budget due to timing of work completed.

- Tree maintenance is lower than budget due to the timing of tree pruning works. The expenditure will pick up in the coming months.
- Expenditure such as program activities, pool chemicals, equipment maintenance and libraries' book purchases are lower than budget due to budget phasing estimate.

Transport

- Employee costs are lower than budget due to several vacant positions during the year in the Engineering areas, however agency staff have been utilised in some areas of work.
- Street lighting is lower than budget due to the timing of supplier's billing.
- Overhead allocations are lower than budget due to the variance in year-to-date expenditure for relevant cost accounts; this will pick up by the end of year.
- Insurance premium, software maintenance, utilities costs, general office expenses and contract maintenance are lower than budget due to budget spread timing.

Economic services

- Within the 10% or \$100,000 variance threshold.

Other property and services

- Within the 10% or \$100,000 variance threshold.

**Operating activities excluded from the budget**

Depreciation and amortisation

- Depreciation variance is lower due to budget phasing estimate.

**Investing activities**

Non-operating grants, subsidies and contributions

- Capital grant income is higher than budget due to a grant received in 2018-19 for a project completed in 2017-18.

Capital acquisitions

- Capital expenditure is lower than budget due to commencement timing of projects. The details of all capital works can be found in **Attachment 3**.

**Financing activities**

Borrowings

- The self-supporting loan is repaid quarterly to the West Australian Treasury Corporation. The club is subsequently invoiced and the City reimbursed.

Reserve transfers

- A transfer from a reserve is processed once a reserve's funds are expended and is subject to the timing of the transaction processing. The transfer to reserves for 2018-19 has been processed to date.

Rates

- The variance is caused by adjustment for prepaid rates.

**City of Bayswater  
Net Current Assets  
as at 31 May 2019**

<b>Municipal and Aged Persons Homes</b>	<b>Opening Balance</b>	<b>Closing Balance</b>
	\$	\$
<b>Current assets</b>		
Cash and cash equivalents	70,006,604	82,131,788
Trade and other receivables	4,844,389	4,925,505
Inventories	145,962	129,307
Prepayments	29,918	104,575
<b>Total</b>	<b>75,026,873</b>	<b>87,291,175</b>
<b>Current liabilities</b>		
Trade and other payables	(32,107,253)	(28,844,552)
Current portion of long-term borrowings	(4,202)	0
Provisions	(5,079,680)	(5,079,680)
Clearing accounts	0	(3,169,864)
<b>Total</b>	<b>(37,191,135)</b>	<b>(37,094,096)</b>
<b>Net current assets</b>	<b>37,835,738</b>	<b>50,197,079</b>
Restricted - Reserves	(41,134,262)	(42,825,165)
Cash backed employee provisions	1,221,897	1,251,972
Restricted - Aged Persons Homes	11,977,771	11,667,163
	<b>9,901,143</b>	<b>20,291,048</b>

**City of Bayswater**  
**Statement of Comprehensive Income**  
**by Nature or Type**  
**for the period 1 July 2018 to 31 May 2019**

	Budget	Amended Budget	YTD Budget	YTD Actual
	\$	\$	\$	\$
<b>Revenue</b>				
Rates	46,151,467	45,829,352	46,151,467	45,996,582
Operating grants, subsidies and contributions	10,598,442	9,474,759	8,601,530	8,671,876
Fees and charges	21,727,697	21,464,224	20,405,350	20,522,003
Interest earnings	2,366,713	2,566,713	2,200,907	2,622,870
Other revenue	1,055,330	1,115,330	414,598	1,103,793
	<u>81,899,649</u>	<u>80,450,378</u>	<u>77,773,852</u>	<u>78,917,125</u>
<b>Expenses</b>				
Employee costs	(33,242,729)	(33,116,229)	(30,110,852)	(29,493,296)
Materials and contracts	(25,116,292)	(25,942,049)	(20,287,763)	(19,582,753)
Utility charges	(3,619,560)	(3,619,560)	(3,154,635)	(2,918,745)
Depreciation and amortisation	(13,219,659)	(13,219,659)	(5,402,815)	(5,219,982)
Insurance expenses	(1,050,300)	(800,300)	(1,050,300)	(796,224)
Interest expenses	(1,308)	(1,308)	(1,109)	(1,250)
Other expenditure	(8,117,988)	(8,117,988)	(7,031,015)	(6,740,740)
	<u>(84,367,835)</u>	<u>(84,817,093)</u>	<u>(67,038,489)</u>	<u>(64,752,989)</u>
	<u>(2,468,188)</u>	<u>(4,366,716)</u>	<u>10,735,363</u>	<u>14,164,136</u>
Non-operating grants, subsidies and contributions	3,471,678	3,935,796	1,659,190	1,974,802
Profit on asset disposals	18,669	18,669	0	19,664
(Loss) on asset disposals	(435,866)	(435,866)	0	(94,887)
	<u>3,054,481</u>	<u>3,518,599</u>	<u>1,659,190</u>	<u>1,899,579</u>
<b>Net result</b>	<u>586,295</u>	<u>(848,117)</u>	<u>12,394,553</u>	<u>16,063,714</u>
<b>Other comprehensive income</b>				
Changes on revaluation of non-current assets	0	0	0	0
<b>Total other comprehensive income</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total comprehensive income</b>	<u>586,295</u>	<u>(848,117)</u>	<u>12,394,553</u>	<u>16,063,714</u>

**Attachment 2**

**City of Bayswater  
Cash Backed Reserves  
for the period 1 July 2018 to 31 May 2019**

	Budget Amended				Actual			
	Opening Balance	Transfer to	Transfer (from)	Closing Balance	Opening Balance	Transfer to	Transfer (from)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Aged Persons Homes - General Reserve	16,206,268	240,492	(1,427,925)	15,018,835	16,206,268	372,879	(914,671)	15,664,476
Aged Persons Homes - Prudential Requirements Reserve	2,517,203	36,690	0	2,553,893	2,517,203	63,470	0	2,580,673
Bayswater Bowling Club Capital Improvements Reserve	0	10,000	0	10,000	0	10,042	0	10,042
Bayswater Tennis Club Reserve	152,675	2,972	0	155,647	152,675	3,758	0	156,433
Bayswater Waves Aquatic Centre Reserve	84,465	2,590	0	87,055	84,465	2,079	0	86,544
Bore and Reticulation Reserve	642,212	18,151	0	660,363	642,212	15,807	0	658,019
Building Furniture and Equipment Reserve	652,933	18,454	0	671,387	652,933	16,071	0	669,004
City Buildings and Amenities Reserve	1,920,044	71,266	0	1,991,310	1,920,044	47,258	0	1,967,302
Civic Centre Reserve	580,687	16,412	0	597,099	580,687	14,293	0	594,980
Community Housing Reserve	33,221	0	(33,210)	11	33,221	677	(33,221)	677
Eric Singleton Bird Sanctuary Reserve	1,161,376	32,824	0	1,194,200	1,161,376	28,585	0	1,189,961
Footpath and Cycleway Reserve	320,875	9,069	0	329,944	320,875	7,898	0	328,773
General Waste Management Reserve	26,957	762	0	27,719	26,957	664	0	27,621
Golf Courses Reserve	1,066,866	18,562	(410,913)	674,515	1,066,866	26,231	(6,482)	1,086,615
Information Technology Reserve	307,823	108,080	(27,000)	388,903	307,823	7,576	0	315,399
Landfill Restoration Reserve	480,587	11,395	(64,525)	427,457	480,587	11,733	(22,589)	469,731
Les Hansman Centre Development Reserve	4,912,146	138,829	0	5,050,975	4,912,146	120,903	0	5,033,049
Long Service Leave and Entitlements Reserve	1,221,897	313,367	0	1,535,264	1,221,897	30,075	0	1,251,972
Major Capital Works Reserve	2,372,752	2,250,721	(935,307)	3,688,166	2,372,752	2,275,386	(620,549)	4,027,590
Maylands Lakes Reserve	0	131,105	0	131,105	0	128,039	0	128,039
Maylands Waterland Reserve	58,069	1,641	0	59,710	58,069	1,429	0	59,498
Morley City Centre Reserve	580,687	16,412	0	597,099	580,687	14,293	0	594,980
Morley Sport and Recreation Centre Reserve	580,687	14,574	(65,000)	530,261	580,687	14,293	0	594,980
Plant and Works Equipment Reserve	196,790	5,562	0	202,352	196,790	4,844	0	201,634
Playground and Parks Reserve	1,655,940	42,312	0	1,698,252	1,655,940	40,758	0	1,696,698
River Restoration Reserve	353,741	364	0	354,105	353,741	8,707	0	362,447
Roads and Drainage Reserve	499,720	14,123	0	513,843	499,720	12,300	0	512,020
Senior Citizens Building Reserve	348,412	9,847	0	358,259	348,412	8,576	0	356,988
Strategic Land Acquisition Reserve	44,873	2,460	0	47,333	44,873	1,104	0	45,977
Streetscapes Reserve	686,920	13,760	(200,000)	500,680	686,920	16,907	0	703,827
Sustainable Environment Reserve	292,105	618	(276,202)	16,521	292,105	6,961	(54,107)	244,958
The RISE Reserve	580,687	16,412	0	597,099	580,687	14,293	0	594,980
Workers Compensation Reserve	594,644	16,806	0	611,450	594,644	14,636	0	609,280
<b>Total</b>	<b>41,134,262</b>	<b>3,586,632</b>	<b>(3,440,082)</b>	<b>41,280,812</b>	<b>41,134,262</b>	<b>3,342,523</b>	<b>(1,651,620)</b>	<b>42,825,165</b>

**Attachment 3**

**City of Bayswater  
Capital Acquisitions & Non-Operating Grants  
for the period 1 July 2018 to 31 May 2019**

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Non-operating grants, subsidies and contributions - summary</b>						
1622 Buildings	(71,530)	(211,530)	(211,530)	(413,587)	0	202,057
1632 Furniture and equipment	(277,976)	(252,458)	(190,715)	(190,715)	0	(61,743)
1652 Plant and equipment	0	0	0	(9,429)	0	9,429
1702 Roads	(1,510,322)	(1,809,958)	(1,187,445)	(1,187,445)	0	(622,513)
1722 Drainage	0	0	0	(104,126)	0	104,126
1732 Park development	(1,611,850)	(1,661,850)	(69,500)	(69,500)	0	(1,592,350)
	<u>(3,471,678)</u>	<u>(3,935,796)</u>	<u>(1,659,190)</u>	<u>(1,974,802)</u>	<u>0</u>	<u>(1,960,994)</u>
<b>Capital acquisitions - summary</b>						
<b>Purchase of property, plant and equipment</b>						
1622 Buildings	3,101,430	3,666,437	2,907,380	2,901,273	474,760	290,404
1632 Furniture and equipment	1,790,677	1,966,277	1,603,330	810,802	273,108	882,367
1652 Plant and equipment	2,425,600	2,392,343	2,075,480	696,672	724,370	971,301
	<u>7,317,707</u>	<u>8,025,057</u>	<u>6,586,190</u>	<u>4,408,747</u>	<u>1,472,238</u>	<u>2,144,072</u>
<b>Purchase and construction of infrastructure assets</b>						
1702 Roads	3,848,957	4,109,055	3,199,300	2,681,467	580,014	847,574
1722 Drainage	210,000	277,180	195,000	141,741	154,350	(18,911)
1732 Park development	7,461,052	7,393,356	5,996,762	1,663,002	904,096	4,826,258
1742 Other infrastructure	325,550	369,732	308,550	304,001	19,074	46,658
	<u>11,845,559</u>	<u>12,149,323</u>	<u>9,699,612</u>	<u>4,790,210</u>	<u>1,657,533</u>	<u>5,701,580</u>
<b>Purchase of intangible assets</b>						
1852 Intangible assets	250,000	250,000	250,000	202,616	63,681	(16,297)
	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>	<u>202,616</u>	<u>63,681</u>	<u>(16,297)</u>
	<u>19,413,266</u>	<u>20,424,380</u>	<u>16,535,802</u>	<u>9,401,574</u>	<u>3,193,452</u>	<u>7,829,354</u>

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	YTD Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Buildings</b>						
<b>Building major capital works</b>						
80059 Chlorine gas sensors	0	25,000	0	0	19,387	5,613
80116 Hydrotherapy pool and spa refurbishment	836,410	846,306	836,410	789,378	104,508	(47,580)
80118 Ultrasonic depth sensors for balance tanks	0	16,000	0	0	18,211	(2,211)
80189 Bedford Bowling Club	0	0	0	5,968	0	(5,968)
80194 Bayswater Tennis Clubrooms	50,524	19,683	50,524	109,006	12,335	(101,658)
80420 Maylands Town Centre Toilet Block	0	148,000	0	0	139,591	8,409
80423 Wotton Reserve Clubrooms - Upgrade toilet fixtures/fittures	0	8,000	0	8,528	359	(888)
80424 Morley Sport and Recreation Centre - Replace airconditioner	0	8,500	0	11,558	0	(3,058)
	886,934	1,071,489	886,934	924,439	294,391	(147,340)
<b>Building minor capital works</b>						
80332 Noranda Soccer Club - repair paving	6,000	6,000	6,000	0	0	6,000
80333 Noranda Child Care Centre - replacement of carpets	2,500	2,500	2,500	74	0	2,426
80334 Noranda Family Centre (Ngala) - replacement of windows	17,000	17,000	17,000	15,329	0	1,671
80335 MSRC - replace main electronic scoreboards in main stadium	24,000	24,000	24,000	34,634	0	(10,634)
80336 MSRC - replace ceiling (Green Room)	15,000	15,000	15,000	9,990	0	5,010
80338 Maylands Tennis Club - patio replacement and external paint	7,000	7,000	7,000	6,008	0	993
80339 Air Conditioners Replacement Program	45,000	45,000	45,000	61,224	0	(16,224)
80340 Whatley Hall Pigeon Club - external paint	5,000	5,000	4,000	7,155	0	(2,155)
80341 Jamieson Pav (Upper Hillcrest) - external painting incl roof	17,000	17,000	17,000	16,058	0	942
80342 Tara Street Child Care Centre - box gutter	5,000	5,000	5,000	4,270	0	730
80343 Sue Belcher Netball Centre - replace tapware	3,000	3,000	3,000	3,869	0	(869)
80344 Shearn Park Changerooms - external painting and signage	6,000	6,000	6,000	6,724	0	(724)
80345 Salisbury Street Child Care Centre - external painting	6,000	6,000	6,000	6,885	0	(885)
80346 Depot - reno toilet and showers (Stage 2) and internal paint	75,000	75,000	75,000	67,512	0	7,488
80347 Paddy Walker Depot - replacement of security system	15,000	15,000	10,000	0	13,561	1,439
80348 Bayswater Tennis Club Curators Shed - roof restoration	16,500	16,500	10,000	0	0	16,500
80349 Bayswater Library staff room upgrade (Stage 2)	20,000	20,000	15,000	18,203	2,435	(638)
80350 Bayswater Bowling Club - replacement of ceiling and carpets	75,000	75,000	65,000	48,450	0	26,550
80351 Bardon Park Public Toilet - painting	3,000	3,000	3,000	2,565	0	435
80352 ANA Rowing Club - lighting renewal	15,000	15,000	15,000	12,105	0	2,895
80353 Maylands Hall - replace carpet and stormwater connection	13,000	13,000	13,000	9,007	0	3,993
80354 Hampton Sq (Bulgarian Club) - paint ceiling, replace lights	10,500	10,500	10,500	5,128	0	5,372
80355 Hampton Park Scout Hall - upgrade of external access paths	12,000	12,000	9,000	16,200	0	(4,200)
80356 Halliday House - reinstatement of entry path	20,000	20,000	19,000	22,818	890	(3,708)

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	YTD Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
80357 Frank Drago Reserve - upgrade of toilets and outbuildings	2,000	2,000	2,000	2,903	0	(903)
80358 EB Brown Pav - render face brickwork, upgrade changerooms	90,000	90,000	90,000	111,641	0	(21,641)
80359 Drill Hall - paint internal toilet areas	6,000	6,000	6,000	8,854	0	(2,854)
80360 Civic Centre - roof replacement and box gutter	8,000	8,000	8,000	12,758	0	(4,758)
80361 Bedford Filipino Club - upgrade lighting and repair paving	17,000	17,000	17,000	22,905	0	(5,905)
80397 Wotton Reserve and Lightning Park Reserve separate meter	20,000	20,000	20,000	0	0	20,000
80399 Les Hansman Community Centre - security modifications	14,000	14,000	14,000	12,910	0	1,090
80400 Civic Centre - building alterations	0	0	0	26,937	0	(26,937)
80417 Environment House - Gutter renewal	0	6,000	0	7,817	0	(1,817)
80428 Bayswater SES Air Conditioner Upgrade	0	0	0	2,562	5,336	(7,899)
80430 Noranda Netball Association - New Patio	0	0	0	502	13,585	(14,087)
80568 Civic Centre - disability access building modifications	0	0	0	0	38,500	(38,500)
	590,500	596,500	559,000	583,997	74,307	(61,804)
<b>Aquatic facilities</b>						
80365 Bayswater Waves - refurbishment tender design	200,000	200,000	150,000	0	0	200,000
80368 Bayswater Waves - re-routing of the chlorine gas line	16,000	16,000	16,000	0	0	16,000
	216,000	216,000	166,000	0	0	216,000
<b>Aged care facilities</b>						
80390 Aged Persons Homes - general provisions	1,000,000	8,300	950,000	0	0	8,300
80402 Aged Care - Carramar ILUs	0	0	0	0	39,116	(39,116)
80405 Aged Care - Mertome ILUs	0	20,000	0	17,308	0	2,692
80409 Aged Care - Carramar Hostel Redevelopment Project	0	851,700	0	673,093	11,970	166,637
80410 Aged Care - Mertome Redevelopment Project	0	494,452	0	360,548	46,851	87,053
	1,000,000	1,374,452	950,000	1,050,950	97,937	225,565
<b>Community capital requests</b>						
80277 ANA Rowing Club - privacy wall	2,046	2,046	2,046	2,587	0	(541)
80279 Bayswater Bowls and Recreation Club - painting and carpet	32,000	32,000	32,000	43,595	0	(11,595)
80281 Bedford Morley Cricket Club - storage	24,450	24,450	16,500	37,753	68	(13,372)
80282 Eastern District Alliance Church - Carramar Ctr - LED lights	1,000	1,000	1,000	0	0	1,000
80284 Morley Bulldogs Junior Football - changerooms and toilets	17,000	17,000	17,000	20,864	0	(3,864)
80285 Morley Bulldogs Junior Football - meeting rooms & corridor	7,000	7,000	7,000	6,136	0	864
80287 Morley Noranda Recreation Club Inc - toilet refurbishment	20,000	20,000	20,000	27,580	0	(7,580)
80288 Noranda City Junior Football Club - changeroom upgrade	70,000	70,000	56,400	1,350	68	68,582
80289 Noranda Netball Association - fencing	9,500	9,500	6,000	9,350	0	150

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
80290 West Coast Model RC Inc - wash bay for toy trucks	5,000	5,000	4,000	0	0	5,000
	187,996	187,996	161,946	149,216	136	38,644
<b>IT capital</b>						
80363 Depot - upgrade communications tower from 28 to 50 metres	160,000	160,000	123,500	147,174	1,457	11,369
	160,000	160,000	123,500	147,174	1,457	11,369
<b>Sustainable environment</b>						
80271 Water and Energy Efficiency - building upgrades	50,000	50,000	50,000	36,407	6,532	7,061
	50,000	50,000	50,000	36,407	6,532	7,061
<b>Land</b>						
80256 Fence re-alignment for 271 Collier Road Bayswater	10,000	10,000	10,000	9,091	0	909
	10,000	10,000	10,000	9,091	0	909
<b>Total Buildings</b>	<b>3,101,430</b>	<b>3,666,437</b>	<b>2,907,380</b>	<b>2,901,273</b>	<b>474,760</b>	<b>290,404</b>
<b>Furniture and equipment</b>						
<b>Aquatic facilities</b>						
80366 Bayswater Waves - replace 50m pool lane ropes	10,000	10,000	10,000	8,901	0	1,099
80367 Bayswater Waves - replace spa booster hair and lint pot	6,000	6,000	4,000	6,845	0	(845)
80369 Bayswater Waves - replace pool cleaner	18,000	18,000	18,000	12,809	0	5,191
80421 Bayswater Waves - Replace UV filters to indoor pools	0	24,000	0	0	0	24,000
80422 Bayswater Waves - replace aluminium glass doors indoor pool	0	25,000	0	0	23,250	1,750
80425 Bayswater Waves - Repair of pool concourse	0	150,000	0	0	135,910	14,090
80572 Water cooler replacement	0	0	0	7,469	0	(7,469)
	34,000	233,000	32,000	36,024	159,160	37,816
<b>Community capital requests</b>						
80278 ANA Rowing Club - CCTV	4,400	4,400	4,400	0	2,550	1,850
80286 Morley Noranda Recreation Club Inc - furniture	17,140	17,140	17,140	8,600	0	8,540
	21,540	21,540	21,540	8,600	2,550	10,390
<b>Furniture and equipment</b>						
80075 Noranda CCTV	2,825	2,118	2,825	390	0	1,729
80337 MSRC - replace main air-conditioner in Wellington Room	65,000	65,000	65,000	0	0	65,000
80381 Library Services - 3 x Wi-Fi people counters	9,600	9,600	6,000	3,025	6,500	75

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
80382 Bayswater Library - replace public area furniture (Stage 2)	20,000	20,000	15,000	4,372	8,405	7,223
80383 Bayswater Library - replace workroom furniture (Stage 3)	9,200	9,200	6,000	0	790	8,410
80384 RFID asset control and security system	192,500	192,500	192,500	173,299	26,446	(7,245)
80385 The RISE - strength equipment replacement	75,000	75,000	75,000	78,595	0	(3,595)
80386 The RISE - upgrade Function Suite, Comm.Hall audio-visual	40,000	40,000	40,000	37,403	0	2,597
	<u>414,125</u>	<u>413,418</u>	<u>402,325</u>	<u>297,084</u>	<u>42,141</u>	<u>74,194</u>
<b>IT capital</b>						
80088 Virtual Infrastructure Server Replacement Program	289,600	289,600	250,000	45,704	17,000	226,896
80089 Network infrastructure	125,436	125,436	110,000	78,293	2,183	44,960
80090 Virtual Infrastructure Storage Replacement Program	250,000	250,000	210,000	24,449	0	225,551
80091 PC replacement program	192,000	192,000	192,000	197,142	5,540	(10,682)
80260 Spatial - workstations	9,000	9,000	6,000	8,873	0	127
80261 Spatial - storage server	25,000	25,000	20,000	0	24,767	233
	<u>891,036</u>	<u>891,036</u>	<u>788,000</u>	<u>354,461</u>	<u>49,491</u>	<u>487,084</u>
<b>IT renewal</b>						
80387 General IT Equipment Replacement Program	36,465	36,465	36,465	34,858	1,300	307
80388 Plant Replacement Program - lge. format scanner and printer	65,000	65,000	52,000	28,690	7,881	28,429
80389 Geodetic surveying GPS rover replacement	36,000	36,000	36,000	45,820	0	(9,820)
	<u>137,465</u>	<u>137,465</u>	<u>124,465</u>	<u>109,368</u>	<u>9,181</u>	<u>18,916</u>
<b>CCTV Renewal</b>						
80274 Integrated CCTV networks	27,000	27,000	20,000	0	0	27,000
80275 Riverside car parks - CCTV installation	265,511	242,818	215,000	5,265	10,586	226,967
	<u>292,511</u>	<u>269,818</u>	<u>235,000</u>	<u>5,265</u>	<u>10,586</u>	<u>253,967</u>
Total Furniture and equipment	<u>1,790,677</u>	<u>1,966,277</u>	<u>1,603,330</u>	<u>810,802</u>	<u>273,108</u>	<u>882,367</u>
<b>Plant and equipment</b>						
<b>Plant and equipment</b>						
80257 Plant and Fleet Replacement Program	2,425,600	2,392,343	2,075,480	696,672	724,370	971,301
	<u>2,425,600</u>	<u>2,392,343</u>	<u>2,075,480</u>	<u>696,672</u>	<u>724,370</u>	<u>971,301</u>
Total Plant and equipment	<u>2,425,600</u>	<u>2,392,343</u>	<u>2,075,480</u>	<u>696,672</u>	<u>724,370</u>	<u>971,301</u>

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining	
	\$	\$	\$	\$	\$	\$	
<b>Roads</b>							
<b>Road construction</b>							
80009	McGann Street ROW NO 1	45,000	45,000	40,000	0	38,560	6,440
80062	DOT Bike Boulevard Stage 2 and 3	250,000	250,000	210,000	2,450	0	247,550
80073	Crossovers	620,000	620,000	520,000	498,336	74,877	46,787
80197	Russell St	0	0	0	2,403	32,468	(34,870)
80198	Resurface ROWs	20,000	21,598	15,000	29,618	935	(8,954)
80245	Traffic management - general	90,000	90,000	90,000	17,222	12,774	60,004
80247	Traffic management - paving	25,000	25,000	20,000	3,287	2,727	18,986
80266	U-turn facility - Beechboro Road North & Hamersley Avenue	100,000	100,000	100,000	73,294	1,391	25,315
80302	Peninsula Road - Kirkham Hill Tce to 150m past Wall Street	436,800	436,800	300,000	222,507	164,355	49,938
80303	Morley Drive (WB) - Wicks Street to Harrowshill Road	84,400	84,400	60,000	51,903	15,290	17,207
80304	Russell Street - Walter Road to Smith Street	233,300	233,300	183,300	147,976	33,419	51,906
80419	ROW Widening - 110 Milne St	0	8,500	0	0	0	8,500
80426	Design of slip lane at 60 Russell St cnr Walter Rd	0	250,000	0	0	0	250,000
		1,904,500	2,164,598	1,538,300	1,048,994	376,796	738,808
<b>Road renewal</b>							
80267	Walter Road West resurfacing	85,555	85,555	60,000	111,355	0	(25,800)
80268	Railway Parade resurfacing	105,581	105,581	80,000	0	0	105,581
		191,136	191,136	140,000	111,355	0	79,781
<b>Roads to recovery</b>							
80292	Resurface Wattle Drive	82,000	82,000	82,000	95,573	326	(13,900)
80293	Resurface Wheatstone Drive	52,000	52,000	52,000	60,527	4	(8,530)
80294	Resurface Waratah Road	39,000	39,000	39,000	47,477	4	(8,481)
80295	Resurface Ironbark Road	28,000	28,000	28,000	30,542	0	(2,543)
80296	Resurface Silver Place	17,000	17,000	17,000	19,132	0	(2,132)
80305	Melaleuca Court - Darwin to cul-de-sac	22,000	22,000	22,000	25,708	0	(3,708)
80306	Yate Court - Wattle Drive to cul-de-sac	24,000	24,000	24,000	24,565	0	(565)
80307	Hovea Court - Wattle Drive to cul-de-sac	30,000	30,000	30,000	32,705	263	(2,968)
80308	Marlock Court - Wattle Drive to cul-de-sac	20,000	20,000	20,000	19,349	1	649
80309	Laurina Place - Wattle Drive to cul-de-sac	23,000	23,000	23,000	25,099	2	(2,101)
80427	Resurface Ivanac Place	0	0	0	25,015	0	(25,015)
		337,000	337,000	337,000	405,693	600	(69,293)

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Based road grant</b>						
80310 Coralgum Court - Wattle Drive to cul-de-sac	11,000	11,000	11,000	17,827	294	(7,120)
80311 Blackbutt Court - Waratah Road to cul-de-sac	20,000	20,000	20,000	31,354	131	(11,484)
80312 Casuarina Way - Waratah Road to cul-de-sac	41,000	41,000	41,000	52,877	620	(12,497)
80313 Pitt Court - Waratah Road to cul-de-sac	18,000	18,000	18,000	35,003	1	(17,005)
80314 Hardy Road - Moojebing Street to River Road	70,000	70,000	70,000	85,367	162	(15,529)
80315 Cabramatta Street - Hardy Road to Kenmure Avenue	23,000	23,000	23,000	31,617	162	(8,779)
80316 Paddington Street - Moojebing Street to Pearson Street	26,000	26,000	26,000	31,308	0	(5,308)
80317 Drainage kerb renewal	120,000	120,000	120,000	76,608	17,896	25,495
80320 Raymond/Flinders/Cullen St - Spencer to Cullen	78,000	78,000	78,000	93,901	1,101	(17,002)
80321 Pickett Street - Cullen Street to Flinders Street	34,000	34,000	34,000	39,175	550	(5,726)
80322 Shaftesbury Avenue - Park Street to Beaufort Street	36,000	36,000	36,000	36,991	0	(991)
80323 Warnes Street - Ninth Avenue to Rowlands Street	17,000	17,000	17,000	18,735	291	(2,026)
80324 George Street - Ninth Avenue to Rowlands Street	19,000	19,000	19,000	20,332	0	(1,332)
80325 Charnwood Street - Wolseley Road to Lincoln Road	44,000	44,000	44,000	53,066	259	(9,325)
	557,000	557,000	557,000	624,160	21,467	(88,627)
<b>Traffic management</b>						
80291 Citywide traffic implementation	129,321	129,321	100,000	7,688	513	121,121
80297 Traffic Management - Disability Access Committee	20,000	20,000	15,000	0	12,812	7,188
	149,321	149,321	115,000	7,688	13,325	128,309
<b>Other road construction</b>						
80298 Resurface various ROWs	40,000	40,000	30,000	12,314	6,750	20,936
80299 Resurface cycleway - Woodhouse Road	28,000	28,000	28,000	35,649	0	(7,649)
80300 Reconstruct ROW No 56 - Adelphi, Shaftesbury, The Strand	20,000	20,000	15,000	3,067	5,247	11,686
80301 Whatley Crescent Ninth to Commercial - stencil infill	10,000	10,000	10,000	13,287	0	(3,287)
80429 Wellington Rd/Walter Rd intersection upgrade	0	0	0	9,355	13,125	(22,480)
	98,000	98,000	83,000	73,672	25,122	(794)
<b>Arterial road construction</b>						
80326 Resurface Grand Promenade - Walter Road to 100m	56,000	56,000	40,000	61,821	0	(5,821)
80327 Resurface Whatley Crescent - Guildford Road to 150m	50,000	50,000	40,000	57,424	0	(7,424)
	106,000	106,000	80,000	119,245	0	(13,245)

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Entry statement</b>						
80328 Beechboro Road entry statement - refurbishment	6,000	6,000	4,000	0	0	6,000
	6,000	6,000	4,000	0	0	6,000
<b>Footpath construction</b>						
80063 New footpath construction and Local Bike Plan	500,000	500,000	345,000	279,038	142,705	78,257
80415 Verge parking - Amana Living	0	0	0	11,622	0	(11,622)
	500,000	500,000	345,000	290,660	142,705	66,635
Total Roads	3,848,957	4,109,055	3,199,300	2,681,467	580,014	847,574
<b>Drainage</b>						
<b>Drainage construction</b>						
80047 Russell Street Park - grant funds	50,000	117,180	50,000	55,698	80,637	(19,155)
80248 Urban water sensitive design	90,000	90,000	80,000	632	68,206	21,162
80249 Drainage grates	40,000	40,000	35,000	38,490	5,508	(3,998)
80414 Seventh/Guildford Drainage MRWA	0	0	0	16,181	(2)	(16,179)
	180,000	247,180	165,000	111,001	154,350	(18,171)
<b>Drainage renewal</b>						
80331 Frank Drago Reserve - infield drainage	30,000	30,000	30,000	30,740	0	(740)
	30,000	30,000	30,000	30,740	0	(740)
Total Drainage	210,000	277,180	195,000	141,741	154,350	(18,911)
<b>Park development</b>						
<b>Community capital requests</b>						
80280 Bayswater Little Athletics Club - safety netting	5,000	5,000	5,000	2,987	0	2,013
80283 Morley Bowling Club - bowling greens rubbers upgrade	9,750	9,750	9,750	4,900	0	4,850
	14,750	14,750	14,750	7,887	0	6,863
<b>Park development construction</b>						
80002 Active reserve floodlight upgrade - audit outcome pending	6,260	6,260	6,260	6,113	0	147
80015 Playground replacements	41,305	42,550	30,000	0	0	42,550
80016 Golf course - perimeter fencing	16,543	16,543	16,543	15,411	0	1,132
80018 Emberson Reserve (South Section) - floodlighting	8,150	12,463	9,000	0	0	12,463
80032 Halliday Park	3,000	0	0	0	0	0

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
80033 Peninsula Golf Course - irrigation replacement (Year 1 of 2)	1,073,733	1,058,790	1,010,000	7,071	0	1,051,719
80038 Allan Hill Reserve - irrigation	8,440	4,531	8,440	1,286	0	3,245
80039 Birkett Reserve - irrigation	11,142	3,655	10,000	0	0	3,655
80043 Enhanced tree management	119,436	123,559	90,000	49,442	40,268	33,849
80048 Emberson Reserve (North Section)	14,944	14,944	14,944	0	0	14,944
80049 Frank Drago Reserve - pitch levelling and fencing	22,666	22,666	15,000	0	0	22,666
80050 Frank Drago Reserve - main pitch lighting	50,000	50,000	50,000	1,286	0	48,714
80064 Central irrigation expansion	95,000	95,000	95,000	91,305	3,773	(77)
80066 Tree planting	122,000	68,690	97,600	417	0	68,273
80067 Enhanced tree management	400,000	400,000	400,000	154,620	16,242	229,138
80071 Maylands Lakes Stage 1	196,010	116,202	170,000	89,080	31,141	(4,019)
80074 Landfill restoration	130,975	64,525	130,975	22,589	12,979	28,957
80081 West Coast Model Rally Club Inc - grandstand	37,000	37,000	37,000	32,306	0	4,694
80094 Tennis Court Lighting Replacement Hampton Square	0	32,183	0	32,490	0	(307)
80098 Noranda Athletics - floodlight replacement	10,000	9,086	10,000	2,728	0	6,358
80099 Playground replacements	435,000	435,000	435,000	202,062	71,447	161,491
80101 Court Surfacing - Various	0	50,000	0	66,808	0	(16,808)
80233 Park timber structures refurbishment	70,000	70,000	70,000	30,695	29,996	9,310
80234 Park post and rail replacement	80,000	80,000	80,000	42,393	35,501	2,106
80235 Bore and pump maintenance	100,000	100,000	100,000	119,838	0	(19,838)
80236 Irrigation control cubicles replacement	80,000	80,000	80,000	34,309	21,809	23,882
80238 Park entry gates replacement	20,000	20,000	20,000	21,952	0	(1,952)
80239 Park seats replacement	25,000	25,000	25,000	26,019	0	(1,019)
80240 Park shelters replacement	53,000	53,000	53,000	55,565	0	(2,565)
80242 Riverbank restoration	153,500	153,937	153,500	29,561	51,073	73,302
80255 Golf course development	125,000	125,000	100,000	32,216	58,975	33,809
80259 Maylands Waterland redevelopment	181,698	189,860	80,000	6,757	2,036	181,067
80264 Noranda Sports - new supply bore	28,000	25,799	28,000	1,281	14,830	9,688
80329 Irrigation upgrade/replacement program	302,000	302,000	210,000	174,534	107,481	19,985
80330 Bohemia Park - tubular fence renewal	7,500	7,500	7,500	7,057	0	443
80364 Maylands Waterland redevelopment	1,500,000	1,500,000	1,000,000	0	0	1,500,000
80370 Noranda Netball Court resurface	50,000	50,000	50,000	1,616	2,886	45,498
80371 Basketball Court Replacement Program	45,000	45,000	35,000	42,853	2,198	(51)
80372 Cricket wickets	24,000	24,000	24,000	33,276	0	(9,276)
80373 Install goal compounds at various locations	20,000	20,000	15,000	1,280	0	18,720
80374 Lightning and Houghton Parks - replace floodlight, switchbox	75,000	75,000	56,250	0	82,100	(7,100)
80375 Morley Bowling light replacement	80,000	80,000	60,000	2,131	61,911	15,958

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
80376 Bayswater Bowling Club and Frank Drago Reserve fencing	20,000	20,000	15,000	17,087	218	2,696
80377 Maylands Bowls Club fencing	35,000	35,000	35,000	40,180	0	(5,180)
80378 Wotton Reserve internal fencing	19,000	19,000	13,000	17,253	0	1,748
80379 Soccer goal post and sleeve replacement	16,000	16,000	16,000	4,835	11,683	(518)
80413 Hampton Tennis Court fencing	0	19,024	0	3,200	3,000	12,824
	5,911,302	5,798,767	4,962,012	1,520,899	661,547	3,616,321
<b>Sustainable environment</b>						
80269 Baigup Wetland Stage 1 - Activity Centre and Interpretation	160,000	160,000	100,000	3,721	15,843	140,436
80270 Bayswater Brook Living Stream	50,000	50,000	30,000	9,260	1,853	38,888
80272 Lightning Swamp Interpretation Plan Works	50,000	50,000	40,000	3,703	15,470	30,827
80273 Maylands Lakes restoration Stage 2	1,000,000	1,000,000	632,000	21,838	189,045	789,117
80418 Peters Place Living Stream	0	50,000	0	31,267	19,300	(567)
	1,260,000	1,310,000	802,000	69,788	241,511	998,701
<b>Tree management</b>						
80276 Streetscape upgrades	200,000	200,000	150,000	0	0	200,000
	200,000	200,000	150,000	0	0	200,000
<b>Drink fountains</b>						
80380 Drinks Fountains Replacement Program	30,000	30,000	30,000	37,758	15	(7,773)
	30,000	30,000	30,000	37,758	15	(7,773)
<b>Other infrastructure construction</b>						
80265 Eighth Avenue, Maylands - seating	20,000	20,000	20,000	23,433	1,022	(4,455)
	20,000	20,000	20,000	23,433	1,022	(4,455)
<b>Other infrastructure renewal</b>						
80362 BBQ Replacement Program	15,000	15,000	10,000	3,237	0	11,763
	15,000	15,000	10,000	3,237	0	11,763
<b>Land</b>						
80243 Wetland Restoration Stage 1	10,000	4,839	8,000	0	0	4,839
	10,000	4,839	8,000	0	0	4,839
Total Park development	7,461,052	7,393,356	5,996,762	1,663,002	904,096	4,826,258

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Other infrastructure</b>						
<b>Based road grant</b>						
80318 Carpark Resurfacing Program	48,000	48,000	40,000	15,716	0	32,284
80319 Replace various brick paved entries	32,000	32,000	30,000	18,035	32	13,932
	80,000	80,000	70,000	33,751	32	46,217
<b>Street lights</b>						
80250 Street light upgrade	80,000	80,000	80,000	92,450	4,346	(16,796)
	80,000	80,000	80,000	92,450	4,346	(16,796)
<b>Other infrastructure construction</b>						
80251 PAW gates and reserve lighting	15,000	15,000	10,000	14,722	0	278
80412 Pat O'Hara Floodlight revamp	0	44,182	0	50,022	0	(5,840)
	15,000	59,182	10,000	64,744	0	(5,562)
<b>Other infrastructure construction</b>						
80252 Bus shelters	40,000	40,000	40,000	37,343	0	2,657
80391 Noranda Town Centre City-led Infrastructure Activation	10,000	10,000	10,000	10,969	0	(969)
80392 Maylands Town Centre City-led Infrastructure Activation	10,000	10,000	8,000	6,181	0	3,819
80393 Bayswater Town Centre City-led Infrastructure Activation	10,000	10,000	10,000	8,564	0	1,436
80394 Morley Town Centre City-led Infrastructure Activation	20,000	20,000	20,000	0	4,695	15,305
	90,000	90,000	88,000	63,057	4,695	22,248
<b>Land</b>						
80007 Morley Activity Centre - Streetscape Enhancement Plan	60,550	60,550	60,550	50,000	10,000	550
	60,550	60,550	60,550	50,000	10,000	550
Total Other infrastructure	325,550	369,732	308,550	304,001	19,074	46,658
<b>Intangible assets</b>						
<b>Software</b>						
80395 eApprovals Program	90,000	90,000	90,000	73,225	15,625	1,150
80396 Learning & Development Module Technology One	10,000	10,000	10,000	0	0	10,000
80398 Software	150,000	150,000	150,000	129,391	48,056	(27,447)
	250,000	250,000	250,000	202,616	63,681	(16,297)
Total Intangible assets	250,000	250,000	250,000	202,616	63,681	(16,297)
<b>Total capital projects</b>	<b>19,413,266</b>	<b>20,424,380</b>	<b>16,535,802</b>	<b>9,401,574</b>	<b>3,193,452</b>	<b>7,829,354</b>

**10.2.2 Investment Portfolio for the Period Ended 31 May 2019**

<b>Responsible Branch:</b>	Financial Services	
<b>Responsible Directorate:</b>	Corporate and Strategy	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required	
<b>Attachments:</b>	1. Investment Summary as at 31 May 2019	

**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 (Bendigo Bank) with money invested from the Council. At 7:21pm, Cr Barry McKenna withdrew from the meeting.*

**SUMMARY**

This report presents the City's Investment Portfolio for the period ended 31 May 2019.

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

**That Council notes the Investment Portfolio Report for the period ended 31 May 2019 for the amount of \$83,120,452.32.**

**CR CHRIS CORNISH, DEPUTY MAYOR MOVED, CR ELLI PETERSEN-PIK SECONDED  
CARRIED UNANIMOUSLY: 10/0**

*At 7:21pm, Cr Barry McKenna returned to the meeting.*

**BACKGROUND**

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%

As part of the City's commitment to continuous improvement, the presentation of this monthly report, along with systems to manage investments, has been revised. This report is intended to not only meet the City's regulatory and policy obligations, but also to summarise how they are invested and with which financial institution.

**EXTERNAL CONSULTATION**

Not applicable.

**OFFICER'S COMMENTS**

Total investments for the period ended 31 May 2019 were \$83,120,452.32.

The majority of the City's investment portfolio is held as internally restricted \$54,596,702.36 and externally restricted \$4,514,060.59 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 2018-19 operating and capital expenditure requirements.

**General Ledger Balances**

Ledger Source	Description	GL \$
<b>Municipal</b>	Investment - COB General Funds	24,009,689.37
	Investment - COB Reserve	24,374,757.46
	Investment - Trust	4,514,060.59
		<b>52,898,507.42</b>
<b>Aged</b>	Investment - Aged General Funds (Restricted)	11,948,723.18
	Investment - Prudential Requirements Reserve	2,724,510.19
	Investment - Aged General Reserve	15,548,711.53
		<b>30,221,944.90</b>
		<b>\$83,120,452.32</b>

**LEGISLATIVE COMPLIANCE**

The City's Investment Policy applies.

**OPTIONS**

Not applicable.

**FINANCIAL IMPLICATIONS**

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

## **STRATEGIC IMPLICATIONS**

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.

This financial report will assist Council in meeting its responsibilities in relation to governance of the City of Bayswater's finances.

## **CONCLUSION**

Local Government (Financial Management) Regulation 34 requires local government to prepare each month a report on revenue and expenditure for the month in question. The City invests funds as per Council's Investment Policy and this report presents a summary of the investment portfolio for the period ended 31 May 2019.

**Attachment 1**

**City of Bayswater  
Investment Summary  
as at 31-May-2019**

**Investments By Maturity Date**

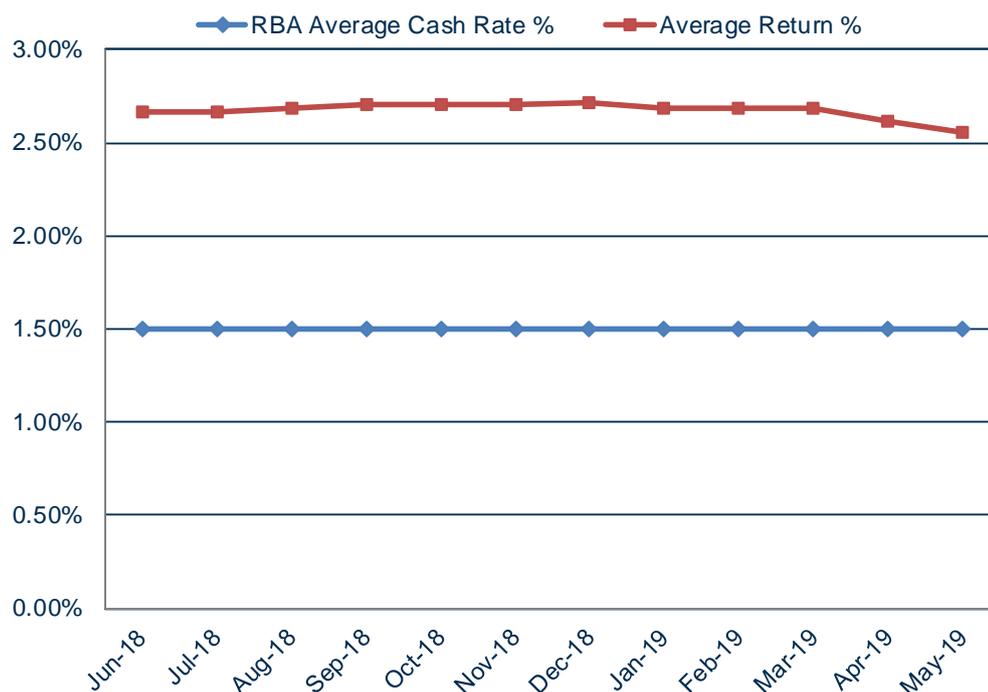
Maturity Dates	Principal	Portfolio %	Number of Investments
Less than 30 days	\$20,892,124.99	25%	17
Between 30 days and 60 days	\$20,301,016.73	24%	20
Between 61 days and 90 days	\$9,968,623.31	12%	4
Between 91 days and 180 days	\$31,044,016.10	37%	20
Between 181 days and 1 year	\$914,671.19	1%	1
<b>Total</b>	<b>\$83,120,452.32</b>	<b>100%</b>	<b>62</b>

**Allocation of Investments**

S&P Rating (Short-term)	Bank	Amount Invested	Amount Invested %	Threshold %
A-1+	Bankwest	\$5,365,449.93	6%	45%
A-1+	National Australia Bank	\$24,503,553.03	29%	45%
A-1+	Westpac	\$14,642,636.95	18%	45%
A-1	Suncorp	\$25,112,240.48	30%	35%
A-2	Bank of Queensland **	\$6,661,041.73	8%	10%
A-2	Bendigo Bank **	\$6,835,530.20	8%	10%
<b>Total</b>		<b>\$83,120,452.32</b>	<b>100%</b>	

\*\* Fossil fuel free investment

**Average Return on Investment**



**10.2.3 List of Payments for the Month of May 2019**

<b>Responsible Branch:</b>	Financial Services	
<b>Responsible Directorate:</b>	Corporate and Strategy	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required	
<b>Attachments:</b>	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	

**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 Bedford Bowling Club is in the report, and he is a social member. Cr Dan Bull, Mayor remained in the room during voting on this item.*

**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 social member of Bedford and Bayswater Bowling Clubs. Cr Lorna Clarke remained in the room during 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 social member of Bedford Bowling Club. Cr Sally Palmer remained in the room during voting on this item.*

**SUMMARY**

This report presents the list of payments, comprising **Attachments 1, 2, 3, 4 and 5** made under delegated authority for the month of May 2019 in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*.

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

That Council notes the list of payments for the month of May 2019 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 MICHELLE SUTHERLAND MOVED, CR ELLI PETERSEN-PIK SECONDED**  
**CARRIED UNANIMOUSLY: 11/0**

**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.

**EXTERNAL CONSULTATION**

Not applicable.

**OFFICER'S COMMENTS**

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 May 2019 are included at **Attachment 1** and summarised in the table below.

Payments drawn from the Trust Account for the month of May 2019 are included at **Attachment 2** and summarised in the table below.

Payments drawn from the Aged Persons Homes Account for the month of May 2019 are included at **Attachment 3** and summarised in the table below.

Payment Type	Reference	Amount
<b>Municipal Account</b>		
Cheques	105767 – 105854	
Electronic Fund Transfers (EFT)	DC000004-5 EF044493 - EF045087	5,731,143.42
Less: Cancelled May payments as listed		500.00
<b>Total</b>		<b><u>\$5,730,643.42</u></b>
<b>Trust Account</b>		
Cheques	403164 - 403229	
Electronic Fund Transfers (EFT)	EF044492, EF044734-5	183,982.82
Less: Cancelled May payment as listed		10,000.00
<b>Total</b>		<b><u>\$173,982.82</u></b>
<b>Aged Persons Homes</b>		
Electronic Fund Transfers (EFT)	EF044659, EF044732-3, EF044986	\$34,185.15
<b>Total Payments</b>		<b>\$5,938,811.39</b>

The following cheques from previous months were cancelled in May:

Municipal Fund:

- Cheques numbered 105654 and 105668, totalling \$1,500.

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**.

**LEGISLATIVE COMPLIANCE**

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.

### **OPTIONS**

Not applicable.

### **FINANCIAL IMPLICATIONS**

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

### **STRATEGIC IMPLICATIONS**

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

Theme: Leadership and Governance.  
Aspiration: Open, accountable and responsive service.  
Outcome L1: Accountable and good governance.

These financial reports will assist Council in meeting its responsibilities in relation to governance of the City of Bayswater's finances.

### **CONCLUSION**

That Council notes the List of Payments for the month of May 2019 comprising **Attachments 1, 2, 3, 4 and 5.**

**Attachment 1**

**City of Bayswater**

**List of Payment - Municipal**

**for the period 01 May 2019 to 31 May 2019**

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<b>Payments</b>				
105767	2/05/19	Aaron Lee Storey	Refund rates overpayment	1,104.91
105768	2/05/19	Christopher Dias	Refund bond	1,000.00
105769	2/05/19	Daniel Mustaqim Azizul	Refund facility hire bond	1,000.00
105770	2/05/19	Daniel J Leighton & Jaimie L Leighton	Refund rates overpayment	478.55
105771	2/05/19	Estate of B A Quinn	Refund rates overpayment	577.46
105772	2/05/19	Hudson Global Resources AU	Refund bond	665.00
105773	2/05/19	Messy Monkeys	Animal supplies & services	550.00
105774	2/05/19	Michael and Jacqueline L S Tranter	Refund rates overpayment	871.73
105775	2/05/19	Michael Hardwick	Refund rates overpayment	3,000.00
105776	2/05/19	Pet City	Animal supplies & services	104.96
105777	2/05/19	Pu Ti Lian She Society Perth Inc.	Refund bond	1,000.00
105778	2/05/19	Satish Dongre	Refund facility hire bond	1,000.00
105779	2/05/19	Siddhartha Karthik Pty Ltd	Refund rates overpayment	1,165.75
105780	2/05/19	Speedo Australia Pty Ltd	Kiosk stock	1,523.28
105781	2/05/19	Telstra	Office telephone and communication expenses	5,353.35
105782	2/05/19	Warren Carl Andersen	Refund infringement	100.00
105783	9/05/19	Aaron Truong	Refund Building Application	147.50
105784	9/05/19	Australian Institute of Building Surveyors WA	Staff training, development and support	450.00
105785	9/05/19	Brenton Tieleman	Crossover subsidy	600.40
105786	9/05/19	Buildwealth Investments Pty Ltd	Crossover subsidy	600.40
105787	9/05/19	Damian Hatchley	Refund facility hire bond	500.00
105788	9/05/19	Department of Attorney General Magistrate Court	Legal expenses and court costs	1,890.20
105789	9/05/19	Esther Mutanda	Refund facility hire bond	1,000.00
105790	9/05/19	Four D Homes Pty Ltd	Refund crossover	1,562.40
105791	9/05/19	Four D Homes Pty Ltd	Crossover subsidy	600.40
105792	9/05/19	H D'Netto	Refund miscellaneous	9.00
105793	9/05/19	Ilris Cruz	Refund crossover	561.00
105794	9/05/19	Jana-Lee Margaret Moss	Refund infringement	100.00
105795	9/05/19	Janet Hoath	Grants & funding	2,090.00
105796	9/05/19	Jason Breach	Crossover subsidy	1,321.00
105797	9/05/19	Jason Breach	Crossover subsidy	600.40
105798	9/05/19	Lucky Ngoshi	Refund facility hire bond	500.00
105799	9/05/19	Marijn Van Doorn	Refund hall hire	350.00
105800	9/05/19	Ngoc Thu Hien Tran	Refund infringement	100.00
105801	9/05/19	Public Transport Authority	Refund facility hire bond	550.00
105802	9/05/19	Tan Mooi Ngoh	Refund infringement	100.00
105803	9/05/19	Telstra	Office telephone and communication expenses	54.95
105804	9/05/19	Water Corporation	Water usage charges	32,499.84
105808	16/05/19	BP Australia Pty Ltd	Fuel and oil	815.43
105809	16/05/19	Bradley Scott	Crossover subsidy	600.40
105810	16/05/19	Colleen Ward	Refund Dog Registration	40.00
105811	16/05/19	Department of Mines, Industry Regulation and Safety	Licence and permit renewal	212.00
105812	16/05/19	Hamid Amini	Refund facility hire bond	1,000.00
105813	16/05/19	JP O'Neill & CM De Souza-Meally	Refund rates overpayment	135.32
105814	16/05/19	Kelsey Saar	Refund library charges	61.00
105815	16/05/19	Mytilinian Brotherhood of WA	Refund facility hire bond	700.00
105816	16/05/19	Telstra	Office telephone and communication expenses	2,033.69
105817	16/05/19	Transafe WA	Refund facility hire bond	500.00
105818	16/05/19	Trung Truc Tran	Refund infringement	100.00
105819	16/05/19	Uniting Care West	Refund facility hire bond	500.00
105820	16/05/19	V & L A M Merenda	Refund rates overpayment	418.09
105821	16/05/19	Water Corporation	Water usage charges	14,441.90
105823	23/05/19	Bayswater Industrial Estate P/L	Refund rates overpayment	33,481.26
105824	23/05/19	Department of Health	Licence and permit renewal	190.00
105825	23/05/19	Magpies Magazine	Licence and permit renewal	56.00
105826	23/05/19	Marijn Van Doorn	Refund bond	350.00
105827	23/05/19	Maureen O Fernandez	Refund rates overpayment	100.00
105828	23/05/19	Morley Vet Centre	Animal supplies & services	169.35
105829	23/05/19	Telstra	Office telephone and communication expenses	31,131.79
105830	23/05/19	Tony D'Onofrio	Functions and events entertainment expenses	200.00
105831	27/05/19	Department of Health	Licence and permit renewal	190.00
105832	27/05/19	Kazi Islam	Refund bond	550.00
105833	30/05/19	Amy Hodges	Refund bond	550.00
105834	30/05/19	Angela Harnden	Crossover subsidy	600.40
105835	30/05/19	Arunkumar A Bangalore	Refund bond	550.00
105836	30/05/19	Christina Sevasti Gerry	Infringement Refund	100.00
105837	30/05/19	David Ford	Refund bond	250.00

105838	30/05/19	Department of Health	Licence and permit renewal	125.00
105839	30/05/19	Duc Nguyen	Refund health centre memberships	237.07
105840	30/05/19	Francine Narelle Drew	Infringement Refund	100.00
105841	30/05/19	Australian Geographic	Licence and permit renewal	62.00
105842	30/05/19	Morley Vet Centre	Animal supplies & services	95.00
105843	30/05/19	People Who Care	Refund bond	550.00
105844	30/05/19	Perth Isagenix Events Council	Refund bond	1,000.00
105845	30/05/19	Pet City	Animal supplies & services	149.93
105846	30/05/19	Speedo Australia Pty Ltd	Staff uniforms and protective equipment	1,290.30
105847	30/05/19	Taryn Havan	Refund bond	1,000.00
105848	30/05/19	Telstra	Office telephone and communication expenses	880.85
105849	30/05/19	The Experience Lab	Refund bond	440.00
105850	30/05/19	The Greens WA	Refund bond	550.00
105851	30/05/19	VIC Roads	Vehicle searches	19.00
105852	30/05/19	WA Council of State School Organizations	Refund bond	500.00
105853	30/05/19	Water Corporation	Water usage charges	4,288.05
105854	30/05/19	Yvonne Lloyd	Refund bond	1,000.00
DC000004	17/05/19	Superchoice	Payroll deduction	153,093.05
DC000005	17/05/19	Easisalary Pty Ltd	Payroll deduction	1,462.39
EF044493	2/05/19	Access Icon Pty Ltd T/A Cascada Group	Parks & gardens contract payments	8,061.90
EF044494	2/05/19	Baileys Fertilisers	Parks & gardens materials	14,828.00
EF044495	2/05/19	ALS Library Services	Library book stock and materials	570.85
EF044496	2/05/19	Nuturf Australia Pty Ltd	Parks & gardens materials	787.60
EF044497	2/05/19	Benara Nurseries	Parks & gardens plants and trees	988.83
EF044498	2/05/19	Bolinda Publishing Pty Ltd	Library book stock and materials	766.26
EF044499	2/05/19	Boral Construction Materials Group Ltd	Construction and civil works tools and materials	23,029.11
EF044500	2/05/19	BP Australia Pty Ltd	Fuel and oil	714.47
EF044501	2/05/19	Bridgestone Aust Ltd	Plant and vehicle repairs	6,913.16
EF044502	2/05/19	Classic Hire	Parks & gardens contract payments	1,762.93
EF044503	2/05/19	Cockburn Cement Limited	Parks & gardens materials	455.58
EF044504	2/05/19	Stihl Shop Osborne Park	Plant and vehicle parts and materials	1,294.50
EF044505	2/05/19	Dimoff Engineering	Building supplies and hardware	16,827.30
EF044506	2/05/19	Downer Edi Engineering Power Pty Ltd	IT network maintenance	6,183.64
EF044507	2/05/19	Elders Midland Merchandise	Parks & gardens materials	457.24
EF044508	2/05/19	Galvins Plumbing Supplies	Building supplies and hardware	2,382.59
EF044509	2/05/19	Heatley Sales Pty Ltd	Depot stores and consumables	485.10
EF044510	2/05/19	Orica Australia	Aquatic chemicals and consumables	3,519.31
EF044511	2/05/19	Klmedia Pty Ltd T/A All Access Australasia	Library book stock and materials	1,276.03
EF044512	2/05/19	Lawrence & Hanson	Building supplies and hardware	121.78
EF044513	2/05/19	Living Turf	Parks & gardens materials	31,100.85
EF044514	2/05/19	Lovegrove Turf Services Pty Ltd	Parks & gardens contract payments	5,359.20
EF044515	2/05/19	Morrison's Public Address	Equipment purchases	2,013.25
EF044516	2/05/19	Pro-Lamps Pty Ltd	Building supplies and hardware	225.50
EF044517	2/05/19	Richgro Garden Products	Parks & gardens materials	17,694.00
EF044518	2/05/19	Roof Safety Solutions Pty Ltd	Building maintenance and services	2,490.81
EF044519	2/05/19	Roy Gripske & Sons Pty Ltd	Plant and vehicle parts and materials	2,211.00
EF044520	2/05/19	Stratagreen	Parks & gardens contract payments	1,123.65
EF044521	2/05/19	Sunny Industrial Brushware	Plant and vehicle parts and materials	1,442.10
EF044522	2/05/19	Synaco Global Recruitment	Labour hire and temporary replacement	5,354.58
EF044523	2/05/19	Unisure Assets Pty Ltd T/A Grano Direct	Depot stores and consumables	45.65
EF044524	2/05/19	Vorgee Pty Ltd	Kiosk stock	6.27
EF044525	2/05/19	Walcott Industries Pty Ltd	Building maintenance and services	5,736.50
EF044526	2/05/19	Bunnings Pty Ltd	Aquatic maintenance and services	8,639.79
EF044527	2/05/19	Weskerb Pty Ltd	Parks & gardens contract payments	6,789.20
EF044528	2/05/19	Westcare Industries	Printing and graphic design expenses	669.90
EF044529	2/05/19	Winc	Office stationery and consumables	2,124.52
EF044530	2/05/19	3 Monkeys Audiovisual	Equipment purchases	998.49
EF044531	2/05/19	A_Space Australia	Recreation and gymnasium equipment	15,178.90
EF044532	2/05/19	A1 Locksmiths	Building supplies and hardware	321.30
EF044533	2/05/19	ADT Security	Buildings and events security expenses	122.10
EF044534	2/05/19	Alinta Gas	Gas usage charges	400.60
EF044535	2/05/19	AllStyle Patios	Building supplies and hardware	2,035.00
EF044536	2/05/19	AMS Service & Maintenance Pty Ltd	Building maintenance and services	12,140.74
EF044537	2/05/19	ANL Container Hire & Sales P/L	Parks & gardens materials	61.60
EF044538	2/05/19	Arcus Australia Pty Ltd	Medical services and materials	297.00
EF044539	2/05/19	Auscorp It	Office stationery and consumables	1,047.11
EF044540	2/05/19	Ausnet Industries	Parks & gardens contract payments	5,318.50
EF044541	2/05/19	Australian Institute of Management WA Ltd	Staff training, development and support	123.00
EF044542	2/05/19	Australian Services Union	Payroll deduction	492.10
EF044543	2/05/19	Commissioner of Taxation	Payroll deduction	249,868.00
EF044544	2/05/19	Austswim	Memberships and subscriptions	59.95
EF044545	2/05/19	Avantgarde Technologies Pty Ltd	IT network maintenance	31,091.50
EF044546	2/05/19	Bayswater Bowling & Rec Club	Parks & gardens contract payments	416.60
EF044547	2/05/19	Bayswater Tennis Club	Parks & gardens contract payments	3,215.13

EF044548	2/05/19	Bindi Bindi Dreaming	Youth and seniors community activities	495.00
EF044549	2/05/19	BP Medical	Medical services and materials	1,920.12
EF044550	2/05/19	Brilliant Badges & Trophies	Printing and graphic design expenses	124.08
EF044551	2/05/19	Cai Fences	Parks & gardens contract payments	2,387.00
EF044552	2/05/19	Capital Recycling	Waste collection and hygiene services	217.80
EF044553	2/05/19	Cat Haven	Animal supplies & services	264.00
EF044554	2/05/19	Central Regional Tafe	Staff training, development and support	1,083.36
EF044555	2/05/19	Chemwest	Cleaning supplies	839.54
EF044556	2/05/19	City of Bayswater Social Club	Payroll deduction	192.00
EF044557	2/05/19	COB - Sundowner Club	Payroll deduction	92.00
EF044558	2/05/19	Cockburn Party Hire	Equipment hire	1,228.00
EF044559	2/05/19	Comspark	Building maintenance and services	548.45
EF044560	2/05/19	Contraflow Pty Ltd	Traffic management	5,276.46
EF044561	2/05/19	Cornerstone Legal	Legal expenses and court costs	6,452.78
EF044562	2/05/19	Corsign (WA) Pty Ltd	Signage and banners	2,934.80
EF044563	2/05/19	Couplers	Aquatic chemicals and consumables	53.42
EF044564	2/05/19	Crest Personnel Pty Ltd	Labour hire and temporary replacement	11,585.34
EF044565	2/05/19	Telford Industries	Aquatic chemicals and consumables	735.90
EF044566	2/05/19	Child Support Agency	Payroll deduction	1,346.87
EF044567	2/05/19	Dan West	Gifts and presentations	335.70
EF044568	2/05/19	Data#3 Licensing Solutions	IT network maintenance	6,545.66
EF044569	2/05/19	Decipha Pty Ltd	Postage and courier charges	1,171.91
EF044570	2/05/19	Department of Planning, Lands and Heritage		5,603.00
EF044571	2/05/19	Department of Transport - Vehicle Search	Vehicle searches	654.30
EF044572	2/05/19	Diana Kudsee	Youth and seniors community activities	270.00
EF044573	2/05/19	Domview Pty Ltd T/A The Hire Guys Balcatta & Osborne Park	Equipment hire	199.00
EF044574	2/05/19	Dowsing Concrete	Construction and civil works payments	4,222.41
EF044575	2/05/19	East Metro Regional Council	Waste collection and hygiene services	144,059.46
EF044576	2/05/19	Ergolink	Equipment purchases	931.00
EF044577	2/05/19	Evenflow Irrigation	Parks & gardens contract payments	693.00
EF044578	2/05/19	Exetel	IT network maintenance	1,250.00
EF044579	2/05/19	Flexi Staff	Labour hire and temporary replacement	10,151.27
EF044580	2/05/19	Fuel Distributors of WA Pty Ltd	Fuel and oil	27,669.08
EF044581	2/05/19	Fuji Xerox (Aust) Pty Ltd	Photocopying contract charges	1,757.80
EF044582	2/05/19	Future Engineering & Communication	Building supplies and hardware	11,000.00
EF044583	2/05/19	Jason Signmakers	Construction and civil works payments	11,920.70
EF044584	2/05/19	GFG Consulting	Professional consultancy services	4,092.83
EF044585	2/05/19	GFG Temporary Assist	Labour hire and temporary replacement	10,795.82
EF044586	2/05/19	GHD Pty Ltd	Professional consultancy services	2,138.40
EF044587	2/05/19	Green & Gold Hiab Services	Parks & gardens contract payments	1,040.60
EF044588	2/05/19	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	3,387.88
EF044589	2/05/19	Health Insurance Fund of WA	Payroll deduction	332.41
EF044590	2/05/19	Hickey Constructions Pty Ltd	Building maintenance and services	1,320.00
EF044591	2/05/19	Hirotec Maintenance Pty Ltd	Building maintenance and services	220.00
EF044592	2/05/19	Hospital Benefit Fund of WA	Payroll deduction	1,600.95
EF044593	2/05/19	Inglewood United Soccer Club	Grants & funding	100.00
EF044594	2/05/19	Instant Fence Hire	Parks & gardens contract payments	1,122.00
EF044595	2/05/19	Investigative Solutions WA Pty Ltd	Legal expenses and court costs	841.00
EF044596	2/05/19	IRP Pty Ltd	Labour hire and temporary replacement	1,225.79
EF044597	2/05/19	Jason A. Baxter	Donation	200.00
EF044598	2/05/19	Jenny Millman	Youth and seniors community activities	45.00
EF044599	2/05/19	JKD Design	Printing and graphic design expenses	720.00
EF044600	2/05/19	John Lodge T/A Landcare Weed Control	Parks & gardens contract payments	26,026.34
EF044601	2/05/19	John Ralph	Functions and events entertainment expenses	100.00
EF044602	2/05/19	Kennards Hire - Malaga	Equipment hire	405.00
EF044603	2/05/19	Kott Gunning Lawyers	Legal expenses and court costs	184.80
EF044604	2/05/19	Bedford-Dianella Vet Centre	Animal supplies & services	55.00
EF044605	2/05/19	Landgate - Valuer General's Office	Gross rental valuation charges	2,500.86
EF044606	2/05/19	LFA First Response	Aquatic chemicals and consumables	341.50
EF044607	2/05/19	Loftus Computing Services Pty Ltd	IT software/hardware upgrades and replacement	8,140.00
EF044608	2/05/19	M P Rogers & Associates	Professional consultancy services	2,364.92
EF044609	2/05/19	Manheim Pty Ltd	Vehicle towing	110.00
EF044610	2/05/19	McLeods	Legal expenses and court costs	465.89
EF044611	2/05/19	Modal Pty Ltd	Staff training, development and support	319.00
EF044612	2/05/19	Moore Stephens WA	Staff training, development and support	3,385.80
EF044613	2/05/19	Natural Area Management & Services	Parks & gardens contract payments	4,967.69
EF044614	2/05/19	Nintex Pty Ltd	Memberships and subscriptions	2,145.00
EF044615	2/05/19	Noranda Combined Probus Club Inc.	Donation	200.00
EF044616	2/05/19	AquamoniX	Parks & gardens contract payments	2,128.50
EF044617	2/05/19	Officemax Australia Ltd	Office stationery and consumables	404.89
EF044618	2/05/19	Officeworks	Volunteer reimbursements and expenses	55.00
EF044619	2/05/19	Osborne Towing Pty Ltd	Vehicle towing	345.00
EF044620	2/05/19	Parties Kids Remember	Functions and events entertainment expenses	695.00
EF044621	2/05/19	Paula Hart	Functions and events marketing expenses	924.00

EF044622	2/05/19	People Solutions	Medical services and materials	2,277.00
EF044623	2/05/19	Perth Recruitment Services	Labour hire and temporary replacement	1,571.55
EF044624	2/05/19	Prestige Property Maintenance Pty Ltd	Parks & gardens contract payments	2,197.80
EF044625	2/05/19	Reece Plumbing	Building supplies and hardware	53.96
EF044626	2/05/19	Repo	Plant and vehicle parts and materials	1,744.45
EF044627	2/05/19	Resource Recovery Solutions Pty Ltd	Construction and civil works payments	1,504.36
EF044628	2/05/19	Rovers Netball Club	Grants & funding	100.00
EF044629	2/05/19	SJ Ayre Plumbing & Services	Building maintenance and services	1,314.50
EF044630	2/05/19	Sonic Health Plus Pty Ltd	Medical services and materials	1,411.30
EF044631	2/05/19	Spyker Business Solutions	IT network maintenance	756.25
EF044632	2/05/19	St John Ambulance (WA) Inc	Functions and events marketing expenses	246.40
EF044633	2/05/19	Statewide Cleaning Supplies Pty Ltd	Cleaning supplies	725.74
EF044634	2/05/19	Stats Pty Ltd	Construction and civil works technical support	2,792.63
EF044635	2/05/19	Stiles Electrical & Communication Svces P/L	Building maintenance and services	2,426.53
EF044636	2/05/19	Synergy	Electricity charges (other than street lighting)	9,035.30
EF044637	2/05/19	Terrestrial Ecosystems	Parks & gardens contract payments	5,417.50
EF044638	2/05/19	The Chidlow Tavern	Youth and seniors community activities	700.00
EF044639	2/05/19	The Florist Tree	Functions and events site setup expenses	560.00
EF044640	2/05/19	The Goods Australia	Aquatic chemicals and consumables	44.55
EF044641	2/05/19	Toll Transport Pty Ltd	Postage and courier charges	361.13
EF044642	2/05/19	T-Quip	Plant and vehicle parts and materials	2,226.25
EF044643	2/05/19	Trisley Hydraulic Services	Aquatic maintenance and services	1,313.40
EF044644	2/05/19	Tudor House	Functions and events marketing expenses	438.00
EF044645	2/05/19	Turf Care WA Pty Ltd	Parks & gardens contract payments	24,826.99
EF044646	2/05/19	Marquee Magic	Functions and events marketing expenses	1,648.00
EF044647	2/05/19	Ull WA Pty Ltd	Parks & gardens contract payments	28,829.56
EF044648	2/05/19	Veev Group P/L	Professional consultancy services	7,986.00
EF044649	2/05/19	Logo Appointments	Labour hire and temporary replacement	1,604.96
EF044650	2/05/19	Viking Rentals	Equipment hire	529.76
EF044651	2/05/19	WA Ranger Assoc Inc	Staff uniforms and protective equipment	112.50
EF044652	2/05/19	LGRCEU	Payroll deduction	820.00
EF044653	2/05/19	Blackwoods Atkins	Cleaning supplies	549.58
EF044654	2/05/19	West Australian Newspapers	Memberships and subscriptions	131.60
EF044655	2/05/19	West Coast Turf	Parks & gardens contract payments	18,567.23
EF044656	2/05/19	West-Sure Group Pty - Petty Cash	Petty cash reimbursement	1,603.75
EF044657	2/05/19	Woolworths Ltd (WA)	Youth and seniors community activities	370.05
EF044658	2/05/19	Morley Sport & Recreation Centre	Management fee	31,648.66
EF044660	9/05/19	ABC Blinds & Awnings	Building supplies and hardware	298.00
EF044661	9/05/19	Abstract Investments T/As Smoke & Mirrors Audio Visual	Functions and events site setup expenses	715.00
EF044662	9/05/19	Acclaimed Catering	Functions and events catering expenses	598.40
EF044663	9/05/19	Ae Smith Service Pty Ltd	Building maintenance and services	1,265.00
EF044664	9/05/19	Award Contracting	Parks & gardens contract payments	2,249.50
EF044665	9/05/19	Benjamin and Fikreta Suhopoljac	Functions and events catering expenses	945.00
EF044666	9/05/19	Brilliant Badges & Trophies	Office stationery and consumables	86.24
EF044667	9/05/19	Cablenet Electrical Services	Building maintenance and services	5,670.50
EF044668	9/05/19	Capital Recycling	Waste collection and hygiene services	1,815.00
EF044669	9/05/19	Carramar Resource Industries	Parks & gardens contract payments	9,856.00
EF044670	9/05/19	Cineads Australia Pty Ltd	Marketing and promotional material	1,100.00
EF044671	9/05/19	Cleanaway	Waste collection and hygiene services	746,764.60
EF044672	9/05/19	Contraflow Pty Ltd	Traffic management	2,226.03
EF044673	9/05/19	Corsign (WA) Pty Ltd	Parks & gardens materials	981.75
EF044674	9/05/19	Curost Milk Supply	Food & Drinks	331.19
EF044675	9/05/19	CVC Linemarking	Construction and civil works payments	2,217.60
EF044676	9/05/19	Diana Kudsee	Youth and seniors community activities	352.00
EF044677	9/05/19	East Metro Regional Council	Waste collection and hygiene services	227,073.52
EF044678	9/05/19	Eco Environmental Pty Ltd	Parks & gardens contract payments	690.80
EF044679	9/05/19	Epic Catering Services	Functions and events catering expenses	610.00
EF044680	9/05/19	Es2 Pty Ltd	IT systems licensing fees and support	42,593.14
EF044681	9/05/19	Fresh Boost Corporate Supply Solutions	Equipment hire	275.00
EF044682	9/05/19	Fuel Distributors of WA Pty Ltd	Fuel and oil	17,798.38
EF044683	9/05/19	Fuji Xerox (Aust) Pty Ltd	Photocopying contract charges	13,642.00
EF044684	9/05/19	Les Mills Australia	Licence and permit renewal	991.76
EF044685	9/05/19	Geoff's Tree Service	Parks & gardens tree pruning and associated services	22,695.98
EF044686	9/05/19	GHD Pty Ltd	Professional consultancy services	34,393.16
EF044687	9/05/19	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	1,129.29
EF044688	9/05/19	Hirotec Maintenance Pty Ltd	Fire suppression and alarm monitoring	5,630.37
EF044689	9/05/19	Hygiene Concepts	Cleaning services	2,299.76
EF044690	9/05/19	Imagesource Digital Solutions	Equipment purchases	1,122.00
EF044691	9/05/19	Intelife Group Inc Formally Intetwork Incorporated	Building maintenance and services	3,529.35
EF044692	9/05/19	Jost Services	Building maintenance and services	968.00
EF044693	9/05/19	The Watershed Water Systems	Parks & gardens reticulation systems repairs and upgrades	69,429.34
EF044694	9/05/19	K-Line Fencing Group	Parks & gardens contract payments	15,429.26
EF044695	9/05/19	Kott Gunning Lawyers	Legal expenses and court costs	5,060.00
EF044696	9/05/19	Ksquared Kreative	Youth and seniors community activities	643.00

EF044697	9/05/19	Landell Corporation Pty Ltd	Professional consultancy services	4,400.00
EF044698	9/05/19	Lets All Party	Functions and events entertainment expenses	475.00
EF044699	9/05/19	Local Government Professionals Aust WA	Staff training, development and support	335.00
EF044700	9/05/19	Marketforce Pty Ltd	Advertising public notices	1,475.13
EF044701	9/05/19	McLeods	Legal expenses and court costs	2,260.28
EF044702	9/05/19	Morley Bayswater Embleton News Delivery	Memberships and subscriptions	116.10
EF044703	9/05/19	Mount Lawley / Inglewood Junior Football Club	Memberships and subscriptions	140.00
EF044704	9/05/19	My Media Intelligence Pty Ltd	Licence and permit renewal	827.87
EF044705	9/05/19	Natural Area Management & Services	Parks & gardens contract payments	4,506.35
EF044706	9/05/19	New Look Drycleaners & Laundry Service	Functions and events site setup expenses	359.70
EF044707	9/05/19	Prestige Property Maintenance Pty Ltd	Garden Maintenance	495.00
EF044708	9/05/19	Quality Press	Printing and graphic design expenses	649.00
EF044709	9/05/19	WA Blue Metal and WA Premix	Construction and civil works payments	948.20
EF044710	9/05/19	Ruth Kilpatrick	Youth and seniors community activities	120.00
EF044711	9/05/19	SGL Consulting Group Australia Pty Ltd	Professional consultancy services	6,325.00
EF044712	9/05/19	Fasta Couriers	Postage and courier charges	43.34
EF044713	9/05/19	Sonic Health Plus Pty Ltd	Medical services and materials	435.60
EF044714	9/05/19	Sra Commercial Refrigeration	Building maintenance and services	2,575.10
EF044715	9/05/19	St John Ambulance (WA) Inc	Staff training, development and support	120.00
EF044716	9/05/19	Statewide Cleaning Supplies Pty Ltd	Cleaning supplies	409.11
EF044717	9/05/19	Studio Papa	Art & Craft	555.06
EF044718	9/05/19	Technology One	IT software/hardware upgrades and replacement	85,025.88
EF044719	9/05/19	The Florist Tree	Gifts and presentations	480.00
EF044720	9/05/19	Threat Protect Security Services Pty Ltd	Buildings and events security expenses	2,837.41
EF044721	9/05/19	THUMP Boxing International Pty Ltd	Staff training, development and support	800.00
EF044722	9/05/19	Total Packaging (WA) Pty Ltd	Animal supplies & services	3,432.00
EF044723	9/05/19	Van Der Zee Design and Layout	Printing and graphic design expenses	510.00
EF044724	9/05/19	Logo Appointments	Labour hire and temporary replacement	2,389.86
EF044725	9/05/19	Vision IDZ	Office stationery and consumables	2,304.50
EF044726	9/05/19	WA Police Service	Staff training, development and support	206.70
EF044727	9/05/19	Wade William Sidebottom	Plant and vehicle parts and materials	847.00
EF044728	9/05/19	WC Innovations	Building maintenance and services	3,456.03
EF044729	9/05/19	West-Sure Group Pty - Petty Cash	Petty cash reimbursement	636.00
EF044730	9/05/19	Morley Sport & Recreation Centre	Functions and events marketing expenses	12,000.00
EF044731	9/05/19	Zircodata Pty Ltd	Office stationery and consumables	311.19
EF044736	9/05/19	Easisalary Pty Ltd	Payroll deduction	1,462.39
EF044737	16/05/19	A1 Locksmiths	Key / Lock Services	82.50
EF044738	16/05/19	Access Office Industries	Equipment purchases	1,041.83
EF044739	16/05/19	Action Glass & Aluminium	Building maintenance and services	3,135.00
EF044740	16/05/19	Alinta Gas	Gas usage charges	251.80
EF044741	16/05/19	Commercial Air Solutions	Aquatic maintenance and services	3,447.40
EF044742	16/05/19	ALS Library Services	Library book stock and materials	462.62
EF044743	16/05/19	AMS Service & Maintenance Pty Ltd	Building maintenance and services	1,983.19
EF044744	16/05/19	Anthony Mckenna T/A Tonys Auto Electrics	Plant and vehicle repairs	1,195.15
EF044745	16/05/19	Bayswater News & Lotteries	Licence and permit renewal	793.86
EF044746	16/05/19	Australia Post / Commission	Commission	198.19
EF044747	16/05/19	Australian Services Union	Payroll deduction	492.10
EF044748	16/05/19	Commissioner of Taxation	Payroll deduction	250,576.00
EF044749	16/05/19	Avantgarde Technologies Pty Ltd	IT network maintenance	13,467.10
EF044750	16/05/19	Benara Nurseries	Parks & gardens plants and trees	158.40
EF044751	16/05/19	BOC Gases Australia Limited	Aquatic chemicals and consumables	70.78
EF044752	16/05/19	Buggybuddys	Marketing and promotional material	495.00
EF044753	16/05/19	Cablenet Electrical Services	Building maintenance and services	209.00
EF044754	16/05/19	Capital Recycling	Waste collection and hygiene services	4,210.80
EF044755	16/05/19	Carroll & Richardson - Flagworld P/L	Functions and events marketing expenses	540.01
EF044756	16/05/19	Castledine Gregory Law and Mediation	Legal expenses and court costs	3,080.00
EF044757	16/05/19	CBD College Pty Ltd	Staff training, development and support	99.00
EF044758	16/05/19	City of Bayswater Social Club	Payroll deduction	196.00
EF044759	16/05/19	Cleanaway	Waste collection and hygiene services	1,185.03
EF044760	16/05/19	Cleantex Pty Ltd	Parks & gardens materials	295.46
EF044761	16/05/19	Coastal Machinery Pty Ltd	Equipment purchases	12,289.50
EF044762	16/05/19	COB - Sundowner Club	Payroll deduction	92.00
EF044763	16/05/19	Contraflow Pty Ltd	Traffic management	21,123.81
EF044764	16/05/19	Crest Personnel Pty Ltd	Labour hire and temporary replacement	10,090.47
EF044765	16/05/19	Child Support Agency	Payroll deduction	1,346.87
EF044766	16/05/19	DVA Logistics	Building supplies and hardware	314.60
EF044767	16/05/19	Efficient Site Services	Parks & gardens contract payments	5,625.00
EF044768	16/05/19	Elan Energy Matrix Pty Ltd	Parks & gardens contract payments	977.30
EF044769	16/05/19	Emma Dailly	Refund health centre memberships	53.00
EF044770	16/05/19	Es2 Pty Ltd	IT systems licensing fees and support	21,303.12
EF044771	16/05/19	Exetel	IT network maintenance	1,250.00
EF044772	16/05/19	Ezy Lockers Pty Ltd	Commission	185.64
EF044773	16/05/19	Foxtel Cable Television Ltd.	Memberships and subscriptions	253.00
EF044774	16/05/19	Les Mills Australia	Licence and permit renewal	560.07

EF044775	16/05/19	Geoff's Tree Service	Parks & gardens tree pruning and associated services	11,010.14
EF044776	16/05/19	Harvey Norman Malaga	Equipment purchases	847.00
EF044777	16/05/19	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	3,030.14
EF044778	16/05/19	Health Insurance Fund of WA	Payroll deduction	332.42
EF044779	16/05/19	Heatley Sales Pty Ltd	Office stationery and consumables	53.90
EF044780	16/05/19	Heidy Asri Kumala Yunita	Place activation project	250.00
EF044781	16/05/19	Hirotec Maintenance Pty Ltd	Fire suppression and alarm monitoring	3,311.25
EF044782	16/05/19	Hospital Benefit Fund of WA	Payroll deduction	1,600.98
EF044783	16/05/19	International Association For Public Participation	Staff training, development and support	140.00
EF044784	16/05/19	The Watershed Water Systems	Parks & gardens reticulation systems repairs and upgrades	37,471.55
EF044785	16/05/19	Lawrence & Hanson	Building supplies and hardware	698.95
EF044786	16/05/19	Landmark Operations Ltd	Parks & gardens materials	84.61
EF044787	16/05/19	Lgconnect Pty Ltd	Professional consultancy services	2,750.00
EF044788	16/05/19	Listech Pty Ltd	Licence and permit renewal	2,927.93
EF044789	16/05/19	Living Turf	Parks & gardens materials	162.80
EF044790	16/05/19	Lovegrove Turf Services Pty Ltd	Parks & gardens materials	22,726.10
EF044791	16/05/19	On Hold Magic	Memberships and subscriptions	134.86
EF044792	16/05/19	Mark De Gaye	Refund health centre memberships	125.39
EF044793	16/05/19	Marketforce Pty Ltd	Marketing and promotional material	1,533.01
EF044794	16/05/19	Mega Vision Australia Pty Ltd	Equipment hire	101.20
EF044795	16/05/19	Moyle Consulting	Professional consultancy services	500.00
EF044796	16/05/19	MVG Construction Pty Ltd	Construction and civil works payments	30,217.90
EF044797	16/05/19	Aquamonix	Parks & gardens contract payments	537.90
EF044798	16/05/19	Osborne Towing Pty Ltd	Vehicle towing	230.00
EF044799	16/05/19	Paywise	Payroll deduction	3,637.96
EF044800	16/05/19	Perth Bin Hire	Waste collection and hygiene services	1,028.13
EF044801	16/05/19	Phoslock Water Solutions Ltd.	Parks & gardens materials	1,980.00
EF044802	16/05/19	Pirtek (Malaga) Pty Ltd	Plant and vehicle parts and materials	322.27
EF044803	16/05/19	Pots and More	Place activation project	3,491.00
EF044804	16/05/19	Promolab	Staff uniforms and protective equipment	368.50
EF044805	16/05/19	Quality Press	Printing and graphic design expenses	3,168.00
EF044806	16/05/19	Rachel Davey	Refund swimming lessons	46.16
EF044807	16/05/19	Repco	Plant and vehicle parts and materials	55.72
EF044808	16/05/19	Resource Recovery Solutions Pty Ltd	Waste collection and hygiene services	1,883.20
EF044809	16/05/19	Riverjet Pty Ltd	Cleaning services	1,784.20
EF044810	16/05/19	Roadline Removal WA Pty Ltd	Parks & gardens contract payments	1,344.92
EF044811	16/05/19	Roadshow Public Performance Licensing	Licence and permit renewal	275.00
EF044812	16/05/19	Westbooks	Library book stock and materials	749.54
EF044813	16/05/19	Sharon Kirk	Refund health centre memberships	115.93
EF044814	16/05/19	Shred-X Pty Ltd	Document management and archiving	70.84
EF044815	16/05/19	SJ Ayre Plumbing & Services	Building maintenance and services	1,014.75
EF044816	16/05/19	Slater Gartrell Sports	Equipment purchases	974.60
EF044817	16/05/19	South Metropolitan Tafe	Staff training, development and support	979.80
EF044818	16/05/19	Star-Mites Gym Sports	Memberships and subscriptions	50.00
EF044819	16/05/19	Stiles Electrical & Communication Svces P/L	Parks & gardens contract payments	55,440.22
EF044820	16/05/19	Synergy	Electricity charges - Street lighting	166,577.25
EF044821	16/05/19	Technologically Speaking	Community engagement framework	700.00
EF044822	16/05/19	Technology One	IT software/hardware upgrades and replacement	4,232.25
EF044823	16/05/19	The Chidlow Tavern	Functions and events catering expenses	260.00
EF044824	16/05/19	The Goods Australia	Cleaning supplies	666.89
EF044825	16/05/19	The Poster Girls	Marketing and promotional material	166.65
EF044826	16/05/19	Total Tools Malaga	Equipment purchases	220.00
EF044827	16/05/19	Trisley Hydraulic Services	Aquatic maintenance and services	1,188.00
EF044828	16/05/19	Truck Centre WA Pty Ltd	Plant and vehicle parts and materials	750.55
EF044829	16/05/19	Turf Care WA Pty Ltd	Parks & gardens contract payments	4,118.40
EF044830	16/05/19	Veev Group P/L	Professional consultancy services	15,972.00
EF044831	16/05/19	Logo Appointments	Labour hire and temporary replacement	1,991.55
EF044832	16/05/19	Viking Rentals	Equipment hire	567.60
EF044833	16/05/19	LGRCEU	Payroll deduction	820.00
EF044834	16/05/19	WATS Management Pty Ltd	Professional consultancy services	18,117.00
EF044835	16/05/19	Wesfarmers Kleenheat Gas Pty Ltd	Plant and vehicle parts and materials	11,417.52
EF044836	16/05/19	Blackwoods Atkins	Cleaning supplies	183.19
EF044837	16/05/19	Bunnings Pty Ltd	Parks & gardens materials	1,341.17
EF044838	16/05/19	Westbuild Products Pty Ltd	Parks & gardens materials	628.32
EF044839	16/05/19	Westcare Industries	Office stationery and consumables	476.30
EF044840	16/05/19	West-Sure Group Pty - Petty Cash	Petty cash reimbursement	1,841.45
EF044841	16/05/19	West-Sure (WA) Pty Ltd	Fees and charges	138.16
EF044842	16/05/19	Winc	Office stationery and consumables	812.71
EF044843	16/05/19	Work Clobber	Staff uniforms and protective equipment	1,560.53
EF044844	16/05/19	Morley Sport & Recreation Centre	Management fee	15,824.33
EF044845	16/05/19	Youth Affairs Council of Western Australia	Youth and seniors community activities	1,166.00
EF044846	16/05/19	Superchoice	Payroll deduction	155,829.34
EF044847	23/05/19	3 Monkeys Audiovisual	Equipment purchases	986.98
EF044848	23/05/19	A1 Locksmiths	Key / Lock Services	286.60

EF044849	23/05/19	AA Fencing Enterprises	Parks & gardens contract payments	9,500.00
EF044850	23/05/19	AAC Id Solutions	Office stationery and consumables	975.00
EF044851	23/05/19	Aaron Dingle	Refund health centre memberships	81.52
EF044852	23/05/19	Acclaimed Catering	Functions and events entertainment expenses	3,135.00
EF044853	23/05/19	Action Glass & Aluminium	Building maintenance and services	275.00
EF044854	23/05/19	Active Discovery	Parks & gardens contract payments	15,456.54
EF044855	23/05/19	Advance Press	Marketing and promotional material	665.50
EF044856	23/05/19	Air Liquide WA Pty Ltd	Gas usage charges	231.28
EF044857	23/05/19	Commercial Air Solutions	Building maintenance and services	2,125.97
EF044858	23/05/19	AMS Service & Maintenance Pty Ltd	Building maintenance and services	794.07
EF044859	23/05/19	Anthony Mckenna T/A Tonys Auto Electrics	Plant and vehicle repairs	1,472.35
EF044860	23/05/19	Ceiling Manufacturers of Aust	Building supplies and hardware	27.50
EF044861	23/05/19	Arcus Australia Pty Ltd	Equipment repairs	8,215.90
EF044862	23/05/19	Asphaltech Pty Ltd	Parks & gardens materials	44,770.87
EF044863	23/05/19	Auscorp It	Office stationery and consumables	305.85
EF044864	23/05/19	Aussie Telcom Pty Ltd	Licence and permit renewal	672.05
EF044865	23/05/19	Australian Services Union	Payroll deduction	490.10
EF044866	23/05/19	Commissioner of Taxation	Payroll deduction	242,237.00
EF044867	23/05/19	Barware.com.au	Equipment purchases	214.45
EF044868	23/05/19	Beilby Corporation Pty Ltd	Advertising recruitment	7,348.00
EF044869	23/05/19	Brain Ambulance Pty Ltd	Staff training, development and support	2,090.00
EF044870	23/05/19	Cablenet Electrical Services	Building maintenance and services	1,476.20
EF044871	23/05/19	Cai Fences	Parks & gardens materials	7,337.00
EF044872	23/05/19	Capital Recycling	Plant and vehicle parts and materials	653.40
EF044873	23/05/19	Carlisle Events Hire	Equipment hire	2,335.30
EF044874	23/05/19	Cat Haven	Animal supplies & services	667.00
EF044875	23/05/19	Christine Martins	Refund health centre memberships	619.88
EF044876	23/05/19	City of Bayswater Social Club	Payroll deduction	196.00
EF044877	23/05/19	Civic Legal	Legal expenses and court costs	4,804.80
EF044878	23/05/19	Cleanaway	Waste collection and hygiene services	454,189.39
EF044879	23/05/19	COB - Sundowner Club	Payroll deduction	96.00
EF044880	23/05/19	Contraflow Pty Ltd	Traffic management	5,253.98
EF044881	23/05/19	Corsign (WA) Pty Ltd	Signage and banners	407.00
EF044882	23/05/19	Crest Personnel Pty Ltd	Labour hire and temporary replacement	7,100.69
EF044883	23/05/19	Child Support Agency	Payroll deduction	1,346.87
EF044884	23/05/19	Curost Milk Supply	Food & Drinks	363.82
EF044885	23/05/19	Direct Office & Commercial Furniture	Furniture purchases	5,491.20
EF044886	23/05/19	Dowsing Concrete	Parks & gardens contract payments	48,818.12
EF044887	23/05/19	Maylands Park Lottery Centre & News	Memberships and subscriptions	512.01
EF044888	23/05/19	East Metro Regional Council	Waste collection and hygiene services	94,079.13
EF044889	23/05/19	Eco Spill Pty Ltd	Parks & gardens materials	214.50
EF044890	23/05/19	Elan Energy Matrix Pty Ltd	Parks & gardens contract payments	1,053.49
EF044891	23/05/19	Elite Tours	Youth and seniors community activities	1,407.00
EF044892	23/05/19	Epic Catering Services	Functions and events entertainment expenses	1,590.00
EF044893	23/05/19	Ergolink	Equipment purchases	1,372.80
EF044894	23/05/19	Es2 Pty Ltd	IT network maintenance	11,877.25
EF044895	23/05/19	F4 Photographer	Photography / Video Production	300.00
EF044896	23/05/19	Fleet Commercial Gymnasiums	Recreation and gymnasium equipment	711.15
EF044897	23/05/19	Flexi Staff	Labour hire and temporary replacement	7,465.93
EF044898	23/05/19	Geoff's Tree Service	Parks & gardens tree pruning and associated services	34,821.25
EF044899	23/05/19	GFG Temporary Assist	Labour hire and temporary replacement	5,468.38
EF044900	23/05/19	GHD Pty Ltd	Professional consultancy services	4,183.74
EF044901	23/05/19	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	1,883.11
EF044902	23/05/19	Health Insurance Fund of WA	Payroll deduction	332.40
EF044903	23/05/19	Highlux Pty Ltd	Construction and civil works payments	9,622.80
EF044904	23/05/19	Hirotec Maintenance Pty Ltd	Building maintenance and services	435.60
EF044905	23/05/19	Hospital Benefit Fund of WA	Payroll deduction	1,600.95
EF044906	23/05/19	Imagesource Digital Solutions	Equipment purchases	1,227.60
EF044907	23/05/19	IRP Pty Ltd	Labour hire and temporary replacement	1,225.79
EF044908	23/05/19	J & A Oliphant	Donation	150.00
EF044909	23/05/19	Jacqueline Gilmour	Refund health centre memberships	51.85
EF044910	23/05/19	Joanna Moyle	Donation	150.00
EF044911	23/05/19	Jukebox Lady	Citizenship expenses	150.00
EF044912	23/05/19	Fire Engine Fun	Youth and seniors community activities	250.00
EF044913	23/05/19	Kevin Garage Door Services	Building maintenance and services	1,881.00
EF044914	23/05/19	KS Black Pty Ltd	Parks & gardens materials	45,222.80
EF044915	23/05/19	Lawrence & Hanson	Building supplies and hardware	741.47
EF044916	23/05/19	Lawn Doctor	Parks & gardens contract payments	3,178.76
EF044917	23/05/19	LD Total	Parks & gardens contract payments	423.03
EF044918	23/05/19	Linemarking WA Pty Ltd	Parks & gardens contract payments	1,940.40
EF044919	23/05/19	Living Turf	Parks & gardens materials	1,254.00
EF044920	23/05/19	Kelyn Training Services	Staff training, development and support	750.00
EF044921	23/05/19	Local Government Professionals Aust WA	Staff training, development and support	240.00
EF044922	23/05/19	Local Government Professionals Australia	Licence and permit renewal	14,740.00

EF044923	23/05/19	Loftus Computing Services Pty Ltd	IT software/hardware upgrades and replacement	2,726.90
EF044924	23/05/19	M P Rogers & Associates	Environmental services & supplies	1,773.68
EF044925	23/05/19	Mader Contracting Pty Ltd	Labour hire and temporary replacement	26,966.50
EF044926	23/05/19	Maia Financial Pty Ltd	Equipment hire	1,491.17
EF044927	23/05/19	Marketforce Pty Ltd	Marketing and promotional material	9,016.53
EF044928	23/05/19	McGees Property	Professional consultancy services	1,375.00
EF044929	23/05/19	Melissa C Bowers	Donation	150.00
EF044930	23/05/19	Vic's Smash Repairs	Plant and vehicle parts and materials	5,069.42
EF044931	23/05/19	Morley Camera House	Equipment purchases	449.00
EF044932	23/05/19	Natural Area Management & Services	Environmental services & supplies	1,542.60
EF044933	23/05/19	Nestle Australia	Equipment purchases	159.50
EF044934	23/05/19	Aquamonix	Parks & gardens reticulation systems repairs and upgrades	528.00
EF044935	23/05/19	Officemax Australia Ltd	Office stationery and consumables	406.59
EF044936	23/05/19	Only The Human Pty Ltd	Professional consultancy services	440.00
EF044937	23/05/19	Orbit Health & Fitness Solutions	Recreation and gymnasium equipment	203.39
EF044938	23/05/19	Osborne Towing Pty Ltd	Vehicle towing	230.00
EF044939	23/05/19	Parvindar Kaur	Refund swimming lessons	75.00
EF044940	23/05/19	Perth Recruitment Services	Labour hire and temporary replacement	785.77
EF044941	23/05/19	Precision Carpets	Building maintenance and services	2,969.93
EF044942	23/05/19	Promolab	Equipment purchases	1,999.25
EF044943	23/05/19	Protective Cases	Tools and minor plant	1,488.30
EF044944	23/05/19	Redman Solutions	IT network maintenance	19,360.00
EF044945	23/05/19	Repco	Plant and vehicle parts and materials	1,450.78
EF044946	23/05/19	Resource Recovery Solutions Pty Ltd	Waste collection and hygiene services	462.00
EF044947	23/05/19	RF & DH Mcinerney	Parks & gardens materials	2,736.26
EF044948	23/05/19	Westbooks	Library book stock and materials	538.35
EF044949	23/05/19	RTS Training	Staff training, development and support	1,200.00
EF044950	23/05/19	Scott Crook	Donation	150.00
EF044951	23/05/19	Fasta Couriers	Postage and courier charges	43.34
EF044952	23/05/19	Sonic Health Plus Pty Ltd	Medical services and materials	111.10
EF044953	23/05/19	Sprayline Spraying Equipment	Plant and vehicle parts and materials	1,269.19
EF044954	23/05/19	Spyker Business Solutions	Buildings and events security expenses	68.75
EF044955	23/05/19	St John Ambulance (WA) Inc	Staff training, development and support	120.00
EF044956	23/05/19	Synergy	Electricity charges (other than street lighting)	34,286.12
EF044957	23/05/19	Tarryn Manning	Donation	150.00
EF044958	23/05/19	Technologically Speaking	Youth and seniors community activities	300.00
EF044959	23/05/19	The Goods Australia	Cleaning supplies	2,337.94
EF044960	23/05/19	The Morley Momentum	Printing and graphic design expenses	411.70
EF044961	23/05/19	Total Turf	Parks & gardens materials	1,947.34
EF044962	23/05/19	TPG Telecom	IT systems licensing fees and support	6,428.40
EF044963	23/05/19	Trisley Hydraulic Services	Aquatic maintenance and services	896.50
EF044964	23/05/19	Turf Care WA Pty Ltd	Parks & gardens contract payments	8,684.00
EF044965	23/05/19	Ull WA Pty Ltd	Parks & gardens contract payments	825.00
EF044966	23/05/19	Uloth & Associates	Professional consultancy services	10,290.50
EF044967	23/05/19	Urbaqua Ltd	Professional consultancy services	6,622.00
EF044968	23/05/19	Logo Appointments	Labour hire and temporary replacement	1,604.96
EF044969	23/05/19	WA Police Service	Volunteer reimbursements and expenses	15.90
EF044970	23/05/19	LGRCEU	Payroll deduction	820.00
EF044971	23/05/19	Bunnings Pty Ltd	Office equipment operating charges	2,101.26
EF044972	23/05/19	West-Sure Group Pty - Petty Cash	Petty cash reimbursement	787.55
EF044973	23/05/19	West-Sure (WA) Pty Ltd	Fees and charges	171.60
EF044974	23/05/19	Wilton Kerr	Functions and events entertainment expenses	475.00
EF044975	23/05/19	Winc	Office stationery and consumables	2,289.93
EF044976	23/05/19	Winthrop Australia	Information technology minor purchases	10,465.12
EF044977	27/05/19	Australasian Performing Right Assoc Ltd	Licence and permit renewal	135.08
EF044978	27/05/19	Australia Post	Postage and courier charges	4,628.05
EF044979	27/05/19	Bruce L Russell	Youth and seniors community activities	150.00
EF044980	27/05/19	FE Technologies	IT software/hardware upgrades and replacement	72,492.20
EF044981	27/05/19	Flexi Staff	Labour hire and temporary replacement	10,852.75
EF044982	27/05/19	Miracle Recreation Equipment Pty Ltd	Parks & gardens contract payments	2,200.00
EF044983	27/05/19	Paywise	Staff superannuation and other deductions	2,089.06
EF044984	27/05/19	RW Consulting Services Pty Ltd	IT systems licensing fees and support	15,180.00
EF044985	27/05/19	WA Pump Control Systems Pty Ltd	Parks & gardens reticulation systems repairs and upgrades	3,624.89
EF044987	30/05/19	A1 Locksmiths	Building supplies and hardware	79.55
EF044988	30/05/19	Active Discovery	Parks & gardens contract payments	2,062.50
EF044989	30/05/19	Acurix Networks Pty Ltd	Office telephone and communication expenses	1,654.40
EF044990	30/05/19	Advance Vacuumed Gutters	Building maintenance and services	296.98
EF044991	30/05/19	Alinta Gas	Gas usage charges	889.95
EF044992	30/05/19	ALS Library Services	Library book stock and materials	157.54
EF044993	30/05/19	AMS Service & Maintenance Pty Ltd	Building maintenance and services	90.30
EF044994	30/05/19	Artref Pty Ltd	Equipment repairs	513.15
EF044995	30/05/19	Ati Martial Arts Pty Ltd	Grants & funding	50.00
EF044996	30/05/19	Bayswater Bowling & Rec Club	Parks & gardens contract payments	416.60
EF044997	30/05/19	Bayswater Croquet Club	Parks & gardens contract payments	875.00

EF044998	30/05/19	Bayswater Tennis Club	Memberships and subscriptions	100.00
EF044999	30/05/19	Bayswater/Morley Districts Cricket Club	Parks & gardens contract payments	9,460.38
EF045000	30/05/19	Bedford Bowling Club ( Inc. )	Parks & gardens contract payments	1,250.00
EF045001	30/05/19	Burdens Australia Pty Ltd	Building supplies and hardware	239.15
EF045002	30/05/19	Capital Recycling	Tipping Fee	2,831.40
EF045003	30/05/19	Cellarbrations At Charlies	Functions and events bar stock	937.00
EF045004	30/05/19	Children's Book Council of Australia	Library book stock and materials	309.00
EF045005	30/05/19	Churches of Christ Sport & Recreation	Memberships and subscriptions	50.00
EF045006	30/05/19	Contraflow Pty Ltd	Traffic management	10,402.08
EF045007	30/05/19	Corsign (WA) Pty Ltd	Parks & gardens materials	2,111.56
EF045008	30/05/19	Crest Personnel Pty Ltd	Labour hire and temporary replacement	5,913.58
EF045009	30/05/19	Curost Milk Supply	Staff Amenities	188.00
EF045010	30/05/19	CVC Linemarking	Parks & gardens materials	3,905.00
EF045011	30/05/19	David Dyke	Volunteer reimbursements and expenses	360.00
EF045012	30/05/19	Department of Transport - Vehicle Search	Vehicle searches	363.80
EF045013	30/05/19	Dr T Tierney	Medical services and materials	440.00
EF045014	30/05/19	East Metro Regional Council	Waste collection and hygiene services	226,436.98
EF045015	30/05/19	Efficient Site Services	Parks & gardens contract payments	3,300.00
EF045016	30/05/19	Enterprise I.T	Professional consultancy services	8,000.00
EF045017	30/05/19	Epic Catering Services	Functions and events catering expenses	790.00
EF045018	30/05/19	Ergolink	Office stationery and consumables	418.00
EF045019	30/05/19	Es2 Pty Ltd	IT network maintenance	1,540.00
EF045020	30/05/19	Flexi Staff	Labour hire and temporary replacement	5,879.47
EF045021	30/05/19	Fuel Distributors of WA Pty Ltd	Fuel and oil	14,998.03
EF045022	30/05/19	Galaxy 42 Pty Ltd	Professional consultancy services	5,582.50
EF045023	30/05/19	Geoff's Tree Service	Parks & gardens tree pruning and associated services	1,171.86
EF045024	30/05/19	GFG Consulting	Civil works design and technical support	945.98
EF045025	30/05/19	Glenn Swift Entertainment	Youth and seniors community activities	330.00
EF045026	30/05/19	Globe Australia Pty Ltd	Parks & gardens materials	1,028.50
EF045027	30/05/19	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	4,872.13
EF045028	30/05/19	Dr Heather Coventry	Medical services and materials	5,060.00
EF045029	30/05/19	Hirotec Maintenance Pty Ltd	Fire suppression and alarm monitoring	368.50
EF045030	30/05/19	Hosking Leanne	Medical services and materials	5,280.00
EF045031	30/05/19	Hydrodynamic Pumps Pty Ltd	Building maintenance and services	3,156.01
EF045032	30/05/19	Inspired Development Solutions Pty Ltd	Community upskillers	550.00
EF045033	30/05/19	IRP Pty Ltd	Labour hire and temporary replacement	2,860.17
EF045034	30/05/19	J & A Oliphant	Donation	150.00
EF045035	30/05/19	The Watershed Water Systems	Parks & gardens reticulation systems repairs and upgrades	4,456.46
EF045036	30/05/19	Kaboom Toons Pty Ltd	Youth and seniors community activities	500.00
EF045037	30/05/19	Sportsworld of WA	Kiosk stock	1,229.80
EF045038	30/05/19	K-Line Fencing Group	Fencing	4,125.00
EF045039	30/05/19	Lawrence & Hanson	Building supplies and hardware	498.12
EF045040	30/05/19	Landfill Gas and Power Pty Ltd	Electricity charges (other than street lighting)	98,579.90
EF045041	30/05/19	Landgate - Valuer General's Office	Gross rental valuation charges	1,570.44
EF045042	30/05/19	Lawn Doctor	Parks & gardens contract payments	6,300.25
EF045043	30/05/19	Lgconnect Pty Ltd	IT software/hardware upgrades and replacement	6,875.00
EF045044	30/05/19	Living Turf	Parks & gardens materials	6,096.75
EF045045	30/05/19	Message Media	Marketing and promotional material	33.84
EF045046	30/05/19	Morley Districts Netball Club	Memberships and subscriptions	50.00
EF045047	30/05/19	Morley Noranda Recreation Club Inc	Grants & funding	4,000.00
EF045048	30/05/19	Morley Windmills	Memberships and subscriptions	50.00
EF045049	30/05/19	Natural Area Management & Services	Parks & gardens contract payments	1,969.00
EF045050	30/05/19	Nestle Australia	Equipment repairs	159.50
EF045051	30/05/19	New Look Drycleaners & Laundry Service	Cleaning services	281.60
EF045052	30/05/19	Noranda Vet Clinic	Animal supplies & services	110.00
EF045053	30/05/19	PAV Sales & Installation	Equipment purchases	2,396.69
EF045054	30/05/19	Perth Bayswater Rugby Union Club Junior	Grants & funding	50.00
EF045055	30/05/19	Perth Recruitment Services	Labour hire and temporary replacement	4,773.70
EF045056	30/05/19	Preservation Australia	Printing and graphic design expenses	1,493.00
EF045057	30/05/19	Prestige Property Maintenance Pty Ltd	Parks & gardens materials	5,696.20
EF045058	30/05/19	WA Blue Metal and WA Premix	Construction and civil works tools and materials	2,156.00
EF045059	30/05/19	Records and Information Management Professionals Australasia	Document management and archiving	1,100.00
EF045060	30/05/19	Reece Plumbing	Building supplies and hardware	100.35
EF045061	30/05/19	Repco	Plant and vehicle parts and materials	1,921.01
EF045062	30/05/19	Westbooks	Library book stock and materials	246.25
EF045063	30/05/19	Royal Wolf Trading Aust Pty Ltd	Equipment purchases	4,554.00
EF045064	30/05/19	Samuel Donge	Functions and events entertainment expenses	200.00
EF045065	30/05/19	SJ Ayre Plumbing & Services	Building maintenance and services	209.00
EF045066	30/05/19	Social Media Perth	Staff training, development and support	2,640.00
EF045067	30/05/19	Sports Surfaces	Parks & gardens contract payments	50,033.01
EF045068	30/05/19	Spyker Business Solutions	Buildings and events security expenses	687.50
EF045069	30/05/19	Star-Mites Gym Sports	Grants & funding	100.00
EF045070	30/05/19	Stars Event Management	Conference expenses	1,716.00
EF045071	30/05/19	State Law Publisher	Advertising public notices	1,047.50

EF045072	30/05/19	Statewide Cleaning Supplies Pty Ltd	Cleaning supplies	104.34
EF045073	30/05/19	Stiles Electrical & Communication Svces P/L	Fees and charges	2,343.75
EF045074	30/05/19	Technology One	IT network maintenance	31,897.25
EF045075	30/05/19	The Florist Tree	Gifts and presentations	80.00
EF045076	30/05/19	The Garden Party Company	Functions and events entertainment expenses	233.00
EF045077	30/05/19	Total Turf	Parks & gardens materials	598.73
EF045078	30/05/19	Totally Workwear Malaga	Staff uniforms and protective equipment	170.80
EF045079	30/05/19	Trisley Hydraulic Services	Aquatic maintenance and services	495.00
EF045080	30/05/19	Van Der Zee Design and Layout	Printing and graphic design expenses	240.00
EF045081	30/05/19	Logo Appointments	Labour hire and temporary replacement	1,991.55
EF045082	30/05/19	W A Hino Sales and Service	Plant and vehicle parts and materials	2,666.47
EF045083	30/05/19	Wanneroo Agricultural Machinery	Plant and vehicle parts and materials	869.10
EF045084	30/05/19	Bunnings Pty Ltd	Environmental services & supplies	4,233.04
EF045085	30/05/19	West-Sure Group Pty - Petty Cash	Petty cash reimbursement	812.25
EF045086	30/05/19	Wilson Security	Buildings and events security expenses	673.99
EF045087	30/05/19	Winc	Office stationery and consumables	2,121.82
				5,731,143.42

**Cancelled Payments**

105654	3/05/19	Payment - 105654		-1000
105668	1/05/19	Payment - 105668		-500
105799	23/05/19	Payment - 105799		-350
EF044908	27/05/19	Payment - EF044908		-150

**Attachment 2**

**City of Bayswater**

**List of Payment - Trust**

**for the period 01 May 2019 to 31 May 2019**

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<b>Payments</b>				
403164	02/05/2019	101 Residential Pty Ltd	Refund residential verge deposit	780.00
403165	02/05/2019	Agem Constructions Pty Ltd	Refund bond	2,500.00
403166	02/05/2019	AHL Schaal	Refund bond	5,000.00
403167	02/05/2019	Ashmy Pty Ltd	Refund residential verge deposit	780.00
403168	02/05/2019	Barratt Construction and Development (WA	Refund residential verge deposit	780.00
403169	02/05/2019	Bees Knees Construction Services	Refund residential verge deposit	1,200.00
403170	02/05/2019	BG Tieleman	Refund residential verge deposit	780.00
403171	02/05/2019	Buildwealth Investments Pty Ltd	Refund residential verge deposit	1,200.00
403172	02/05/2019	Dale Alcock Homes Pty Ltd	Refund residential verge deposit	780.00
403173	02/05/2019	DM Adam	Refund residential verge deposit	1,200.00
403174	02/05/2019	Essential First Choice Homes Pty Ltd	Refund residential verge deposit	1,200.00
403175	02/05/2019	Four D Homes Pty Ltd	Refund residential verge deposit	1,200.00
403176	02/05/2019	Jcorp Pty Ltd T/As Impressions	Refund residential verge deposit	1,200.00
403177	02/05/2019	JE Moon	Refund residential verge deposit	1,200.00
403178	02/05/2019	JM Hawes	Refund residential verge deposit	780.00
403179	02/05/2019	JP McCrory	Refund residential verge deposit	780.00
403180	02/05/2019	L Goa	Refund bond	10,000.00
403181	02/05/2019	LG Roper	Refund residential verge deposit	1,200.00
403182	02/05/2019	Marocchi Engineering Group	Refund bond	400.00
403183	02/05/2019	Next Step Homes	Refund residential verge deposit	1,200.00
403184	02/05/2019	Oneten Investments Pty Ltd	Refund residential verge deposit	780.00
403185	02/05/2019	Plunkett Homes (1903) Pty Ltd	Refund residential verge deposit	780.00
403186	02/05/2019	PM McEvoy	Refund residential verge deposit	780.00
403187	02/05/2019	Promenade Construction Pty Ltd	Refund residential verge deposit	1,200.00
403188	02/05/2019	Swift Demolition	Refund residential verge deposit	1,200.00
403189	02/05/2019	Tangent Nominees Pty Ltd	Refund residential verge deposit	1,200.00
403190	09/05/2019	AL Saldanha	Refund bond	5,000.00
403191	09/05/2019	Hui Gao	Refund bond	10,000.00
403192	16/05/2019	Dale Alcock Home Improvement	Refund residential verge deposit	1,200.00
403193	16/05/2019	Dale Alcock Homes Pty Ltd	Refund residential verge deposit	1,200.00
403194	16/05/2019	Dale Alcock Homes Pty Ltd	Refund residential verge deposit	1,200.00
403195	16/05/2019	Dale Alcock Homes Pty Ltd	Refund residential verge deposit	1,200.00
403196	16/05/2019	PE Griffin	Refund bond	5,000.00
403197	16/05/2019	R & N Duric	Refund residential verge deposit	460.00
403198	16/05/2019	R & N Duric	Refund residential verge deposit	460.00
403199	16/05/2019	Redink Homes Pty Ltd	Refund residential verge deposit	1,200.00
403200	16/05/2019	Safeway Building & Renovations Pty Ltd /	Refund commercial verge deposit	1,200.00
403201	16/05/2019	Solargain PV Pty Ltd	Refund commercial verge deposit	1,200.00
403202	16/05/2019	T Haylett	Refund bond	5,000.00
403203	16/05/2019	Ventura Home Group Pty Ltd T/as Smart Ho	Refund residential verge deposit	1,200.00
403204	23/05/2019	101 Residential Pty Ltd	Refund residential verge deposit	1,200.00
403205	23/05/2019	C Di Fabio	Refund residential verge deposit	1,200.00
403206	23/05/2019	GR Kennedy	Refund residential verge deposit	1,200.00
403207	23/05/2019	Home Group WA Pty Ltd	Refund residential verge deposit	780.00
403208	23/05/2019	JD Wilson	Refund residential verge deposit	1,200.00
403209	23/05/2019	Nulook Homes Pty Ltd	Refund residential verge deposit	780.00
403210	23/05/2019	Snell Building Services Pty Ltd	Refund residential verge deposit	1,200.00
403211	23/05/2019	Stonevale Pty Ltd T/as Great Living Home	Refund residential verge deposit	780.00
403212	23/05/2019	Swift Demolition	Refund residential verge deposit	1,200.00
403213	30/05/2019	Audhu Pty Ltd T/as Nuchange Building	Refund residential verge deposit	1,200.00
403214	30/05/2019	AWB Building Co	Refund residential verge deposit	167.64
403215	30/05/2019	BH Johnston	Refund residential verge deposit	6,565.09
403216	30/05/2019	Dale Alcock Homes Pty Ltd	Refund residential verge deposit	1,200.00
403217	30/05/2019	Embark Building Pty Ltd	Refund residential verge deposit	64.00
403218	30/05/2019	G Celenza	Refund residential verge deposit	440.00
403219	30/05/2019	H Amperiadis	Refund residential verge deposit	780.00
403220	30/05/2019	Jag Demolition	Refund residential verge deposit	1,200.00
403221	30/05/2019	PJ McWilliams	Refund bond	40,000.00

403222	30/05/2019	RE Lyra	Refund residential verge deposit	1,200.00
403223	30/05/2019	Residential Building WA Pty Ltd	Refund residential verge deposit	780.00
403224	30/05/2019	Robert Logan Homes Pty Ltd	Refund residential verge deposit	1,200.00
403225	30/05/2019	SM Van Mierlo	Refund residential verge deposit	1,200.00
403226	30/05/2019	Sunrise Building Co	Refund residential verge deposit	780.00
403227	30/05/2019	TDT Developments Pty Ltd	Refund residential verge deposit	1,200.00
403228	30/05/2019	TJ Mytton-Watson	Refund bond	5,000.00
403229	30/05/2019	Ventura Home Group Pty Ltd	Refund residential verge deposit	780.00
EF044492	02/05/2019	Department of Mines, Industry Regulation and Safety	Commission	20,194.91
EF044734	09/05/2019	City of Bayswater Municipal	Commission	581.76
EF044735	09/05/2019	Construction Training Fund	Commission	14,289.42
				183,982.82

**Cancelled Payments**

403180	08/05/2019	Payment - 403180		-10000
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**Attachment 3**

**City of Bayswater**

List of Payment - Aged  
for the period 01 May 2019 to 31 May 2019

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<i>Payments</i>				
EF044659	01/05/2019	JLW Gardening Services	Parks & gardens contract payments	608.00
EF044732	09/05/2019	Andrew Stambulich Lawnmowing Contractor	Garden Maintenance	299.99
EF044733	09/05/2019	Jackson McDonald	Legal expenses and court costs	32,669.16
EF044986	30/05/2019	JLW Gardening Services	Parks & gardens contract payments	608.00
				34,185.15
<i>Cancelled Payments</i>				0

**Attachment 4**

<b>City of Bayswater</b>		
<b>Corporate Credit Cards Transactions</b>		
<b>for the period 29 March 2019 to 29 April 2019</b>		
<b>Date</b>	<b>Description</b>	<b>Amount</b>
		<b>\$</b>
<b>Chief Executive Officer</b>		
01/05/19	Budget Rent A Car - Car rental	180.51
03/05/19	City of Perth - Parking	16.15
06/05/19	City of Perth - Parking	8.18
06/05/19	IPAA - Membership	150.00
14/05/19	Wilson Parking - Parking	8.10
14/05/19	Apple Itunes - Business app	1.49
14/05/19	David Price - Learning materials	52.95
16/05/19	Gold Coast City Council - Parking	2.21
17/05/19	BP - Fuel rental vehicle	89.54
17/05/19	Meriton Broadbeach - Conference	151.89
20/05/19	Perth Airport - Conference	93.61
20/05/19	Melbourne Planning Summit - Conference	1,314.50
20/05/19	Stamford Plaza Melbourne - Conference	618.00
22/05/19	Rental Car Toll - Conference	7.85
22/05/19	Qantas - Conference	744.37
23/05/19	Rental Car Toll - Conference	12.40
24/05/19	City of Perth - Parking	18.17
27/05/19	Rental Car Toll - Conference	11.04
		<b>3,480.96</b>

<b>Director Corporate and Strategy</b>		
01/05/19	Telstra - Business app	11.20
03/05/19	Formstack - Website maintenance	359.65
03/05/19	CreateSend - Online business forum	108.90
06/05/19	Zoom Video Communications - Video conference for on demand meetings	21.68
06/05/19	Coles Express - Fuel council vehicle	76.72
06/05/19	Amazon - IT equipment	162.31
06/05/19	Amazon - IT equipment	159.11
10/05/19	Facebook - Advertising	950.00
13/05/19	Dropbox - Business storage online subscription	448.00
13/05/19	Facebook - Advertising	113.17
14/05/19	Coles Express - Fuel council vehicle	74.99
17/05/19	City of Perth - Parking	12.12
17/05/19	AHRI -	693.00
20/05/19	#REF!	423.86
20/05/19	Shutterstock - Stock images	218.90
22/05/19	Survey Monkey - Subscription refund	-348.00
23/05/19	Coles Express - Fuel council vehicle	84.97
23/05/19	GoDaddy.com - Website Certificate	318.99
27/05/19	Wilson Parking - Parking	37.00
27/05/19	Boffins Bookshop - Learning materials	86.90
27/05/19	Fresh Books - Time Management Software	1,585.77
27/05/19	Business Insights - IT Leaders Conference	787.44
27/05/19	Fresh Books - Time Management Software	357.90
27/05/19	Webmerge - Website data collection software	291.19
27/05/19	Getty Images - Stock images	181.29
27/05/19	Boffins Bookshop - Refund	-7.90
		7,209.16

<b>Director Community and Development</b>		
30/04/19	Facebook - Advertising	65.00
01/05/19	Local Government Professionals Aust - Training course	20.00
02/05/19	ASIC - Business search	9.00
02/05/19	Anglican Board of Mission - Publications	132.00
03/05/19	SendGrid - Online forum	115.47
21/05/19	Melbourne Planning Summit - Conference	1,314.50
22/05/19	Mapworld - Aboriginal language map	234.85
24/05/19	Qantas - Conference	661.70
		<u>2,552.52</u>
<b>Director Works and Infrastructure</b>		
03/05/19	City of Perth - Parking	10.20
07/05/19	City of Perth - Parking	12.12
20/05/19	Wotif - Conference	1,233.00
23/05/19	Qantas - Conference	804.12
		<u>2,059.44</u>
Total amount debited from Municipal account		<u>15,302.08</u>

**Statement for  
NAB Visa Purchasing**

*NAB Purchasing & Corporate Card Support - GPO Box 9992 Melbourne Victoria 3001  
Phone: 13 10 12 between 7am and 9pm AEST, Monday to Friday,  
8am and 6pm AEST, Saturday and Sunday  
Email: client.services@nab.com.au  
Fax: 1300 656 519  
Lost & Stolen Cards: 1800 033 103 (24 Hrs, 7 Days a Week)*

CITY OF BAYSWATER  
ATTN MANAGER FINANCIAL SERVICE  
61 BROUN AVENUE  
MORLEY WA 6062

Cardholder Name:	MR ANDREW GEORGE BRIEN
Account No:	
Statement Period:	30 April 2019 to 28 May 2019
Cardholder Limit:	\$10,000

**Transaction Record For: MR ANDREW GEORGE BRIEN**

14804177M186115030159000315

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
1 May 2019	\$180.51	BUDGET RENT A CAR	MASCOT			74564729120
3 May 2019	\$16.15	CPP STATE LIBRARY	NORTHBRIDGE			74940529122
6 May 2019	\$8.18	CITY OF PERTH PARKING-	PERTH			74564459123
6 May 2019	\$150.00	IPAA	MURDOCH			05183039340
14 May 2019	\$8.10	WILSON PARKING PER031	PERTH			74564459134
14 May 2019	\$1.49	APPLE ITUNES STORE	SYDNEY			74564459133
14 May 2019	\$52.95	PAYPAL *WALK TALL	4029357733			74245379133
16 May 2019	\$2.21	GOLD COAST CITY COUN	BUNDALL			74940529135
17 May 2019	\$89.54	BP LINDUM 1461	WYNNUM			05133992349
17 May 2019	\$151.89	MERITON BROADBEACH	BROADBEACH			74211989136
20 May 2019	\$93.61	PERTH AIRPORT PTY LTD	PERTH AIRPORT			74940529138

National Australia Bank Limited ABN 12 008 644 937

**Statement for  
NAB Visa Purchasing**

*NAB Purchasing & Corporate Card Support - GPO Box 9992 Melbourne Victoria 3001  
Phone: 13 10 12 between 7am and 9pm AEST, Monday to Friday,  
8am and 6pm AEST, Saturday and Sunday  
Email: client.services@nab.com.au  
Fax: 1300 656 519  
Lost & Stolen Cards: 1800 033 103 (24 Hrs, 7 Days a Week)*

**Transaction Record For: MR ANDREW GEORGE BRIEN**

14804177M186115030159000316

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
20 May 2019	\$1,314.50	MELBOURNE PLANNING SUM	ELWOOD			74617639137
20 May 2019	\$618.00	Stamford Plaza Melbourne	Melbourne			74619709140
22 May 2019	\$7.85	RENTALCARTOLLPH131865	PARRAMATTA			74564729141
22 May 2019	\$744.37	QANTAS AIRWA0813607927951	MASCOT			74940529141
23 May 2019	\$12.40	RENTALCARTOLLPH131865	PARRAMATTA			74564729142
24 May 2019	\$18.17	CPP CONVENTION CENTRE	PERTH			74940529143
27 May 2019	\$11.04	RENTALCARTOLLPH131865	PARRAMATTA			74564729144
<b>Total for this Period:</b>	<b>\$3,480.96</b>					

**Statement for  
NAB Visa Purchasing**

*NAB Purchasing & Corporate Card Support - GPO Box 9992 Melbourne Victoria 3001  
Phone: 13 10 12 between 7am and 9pm AEST, Monday to Friday,  
8am and 6pm AEST, Saturday and Sunday  
Email: client.services@nab.com.au  
Fax: 1300 656 519  
Lost & Stolen Cards: 1800 033 103 (24 Hrs, 7 Days a Week)*

CITY OF BAYSWATER  
ATTN: MANAGER FINANCIAL SERVICE  
61 BROUN AVENUE  
MORLEY WA 6062

<b>Cardholder Name:</b>	CARISSA L BYWATER
<b>Account No:</b>	
<b>Statement Period:</b>	30 April 2019 to 28 May 2019
<b>Cardholder Limit:</b>	\$10,000

**Transaction Record For: CARISSA L BYWATER**

148044177M186115000155J080009

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
1 May 2019	\$11.20	TELSTRA BSINSS APPS	ADELAIDE			03121744436
3 May 2019	\$359.65	FORMSTACK, LLC	800-8456697	IN		24497789122
		FRGN AMT: 249.00	US dollar			
3 May 2019	\$108.90	CREATESEND/COM	SYDNEY			05121467889
6 May 2019	\$21.68	ZOOM.US	8887999666	CA		24493989125
		FRGN AMT: 14.99	US dollar			
6 May 2019	\$76.72	COLES EXPRESS 6902	CLAREMONT			74363969125
6 May 2019	\$162.31	Amazon web services	aws.amazon.coWA			24692169123
		FRGN AMT: 112.21	US dollar			
6 May 2019	\$159.11	Amazon web services	aws.amazon.coWA			24692169123
		FRGN AMT: 110.00	US dollar			

National Australia Bank Limited ABN 12 004 044 937

**Statement for  
NAB Visa Purchasing**

*NAB Purchasing & Corporate Card Support - GPO Box 9992 Melbourne Victoria 3001  
Phone: 13 10 12 between 7am and 9pm AEST, Monday to Friday,  
8am and 6pm AEST, Saturday and Sunday  
Email: client.services@nab.com.au  
Fax: 1300 656 519  
Lost & Stolen Cards: 1800 033 103 (24 Hrs, 7 Days a Week)*

**Transaction Record For: CARISSA L BYWATER**

148044177M186115000155J0800310

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
10 May 2019	\$950.00	FACEBK K3QGUL69M2	fb.me/ads			74987509129
13 May 2019	\$448.00	DROPBOX*LB8QBGLJWJBK	DUBLIN			74143619131
13 May 2019	\$113.17	FACEBK P9NUPLW9M2	fb.me/ads			74987509132
14 May 2019	\$74.99	COLES EXPRESS 6920	WEMBLEY			74363969133
17 May 2019	\$12.12	CPP CONVENTION CENTRE	PERTH			74940529136
17 May 2019	\$693.00	AHRI LTD	MELBOURNE			74564459136
20 May 2019	\$423.86	READABLE.COM	BOLNEY, WEST			74208479137
		FRGN AMT: 288.00	US dollar			
20 May 2019	\$218.90	STK*Shutterstock	866-6633954	NY		24793389138
22 May 2019	\$348.00 CR	SurveyMonkey	Dublin			74987509141
23 May 2019	\$84.97	COLES EXPRESS 6966	PERTH			74363969143
23 May 2019	\$318.99	DNH*GODADDY.COM AUD	480-505-8855	AZ		24672749142
27 May 2019	\$37.00	WILSON PARKING PER055	PERTH			74564459144
27 May 2019	\$86.90	BOFFINS BOOKSHOP PTY L	PERTH			74564459144
27 May 2019	\$1,585.77	FRESHBOOKS	416-4816946	DE		24269759146
		FRGN AMT: 1,080.00	US dollar			
27 May 2019	\$787.44	BUSINESS INSIGHTS AUST	JOONDAULP			74564459144
27 May 2019	\$357.90	FRESHBOOKS	416-4816946	DE		24269759146
		FRGN AMT: 243.75	US dollar			
27 May 2019	\$292.19	WEBMERGE	MIDDLEBURY	IN		24121579146
		FRGN AMT: 199.00	US dollar			
27 May 2019	\$181.29	GETTY IMAGES	MELBOURNE			07182235260
27 May 2019	\$7.90 CR	Boffins Bookshop	Perth			74249239147
<b>Total for this Period:</b>	<b>\$7,210.16</b>					

THE NATIONAL FOREIGN CURRENCY PROCESSING FEE IS THE SUM OF A VISA FEE OF 0.85% (CHARGED TO THE NATIONAL AND ON-CHARGED TO YOU) AND THE NATIONAL FOREIGN CURRENCY TRANSACTION FEE OF 1.50%

**Statement for  
NAB Visa Purchasing**

*NAB Purchasing & Corporate Card Support - GPO Box 9992 Melbourne Victoria 3001  
Phone: 13 10 12 between 7am and 8pm AEST, Monday to Friday,  
9am and 6pm AEST, Saturday and Sunday  
Email: client.services@nab.com.au  
Fax: 1300 656 519  
Lost & Stolen Cards: 1800 033 103 (24 Hrs, 7 Days a Week)*

CITY OF BAYSWATER  
ATTN MANAGER FINANCIAL SERVICE  
61 BROUN AVENUE  
MORLEY WA 6062

Cardholder Name:	DESMOND K ABEL
Account No:	
Statement Period:	30 April 2019 to 28 May 2019
Cardholder Limit:	\$10,000

**Transaction Record For: DESMOND K ABEL**

148004177M1861150001590400311

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
30 Apr 2019	\$65.00	LGPA	PERTH			74617639120
1 May 2019	\$20.00	FACEBK 4G2RBL6BM2	fb.me/ads			74987509120
2 May 2019	\$9.00	ASIC	SYDNEY			74564459121
2 May 2019	\$132.00	SP * ANGLICAN BOARD OF	SYDNEY			74617639121
3 May 2019	\$115.47	SendGrid 1-877-969-8647	877-9698647 CO			24906419122
		FRGN AMT: 79.95 US dollar				
21 May 2019	\$1,314.50	MELBOURNE PLANNING SUM	ELWOOD			74617639141
22 May 2019	\$234.85	MAPWORLD	WILLETTON			02183159024
24 May 2019	\$661.70	QANTAS AIRWA0812495159305MASCOT				74940529143
<b>Total for this Period:</b>	<b>\$2,552.52</b>					

National Australia Bank Limited ABN 12 064 044 937

**Statement for  
NAB Visa Purchasing**

*NAB Purchasing & Corporate Card Support - GPO Box 9992 Melbourne Victoria 3001  
Phone: 13 10 12 between 7am and 8pm AEST, Monday to Friday,  
9am and 6pm AEST, Saturday and Sunday  
Email: client.services@nab.com.au  
Fax: 1300 656 519  
Lost & Stolen Cards: 1800 033 103 (24 Hrs, 7 Days a Week)*

CITY OF BAYSWATER  
ATTN MANAGER FINANCIAL SERVICE  
61 BROUN AVENUE  
MORLEY WA 6062

Cardholder Name:	DOUGLAS H PEARSON
Account No:	
Statement Period:	30 April 2019 to 28 May
Cardholder Limit:	2019\$16,000

**Transaction Record For: DOUGLAS H PEARSON**

148004177M1861150001570000313

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
3 May 2019	\$10.20	CITY OF PERTH PARKING-	PERTH			74564459122
7 May 2019	\$12.12	CPP PIER STREET	PERTH			74940529126
20 May 2019	\$1,233.00	WOTIF	WOTIF.COM			74054929138
23 May 2019	\$804.12	QANTAS AIRWA0812495128465MASCOT				74940529142
<b>Total for this Period:</b>	<b>\$2,059.44</b>					

National Australia Bank Limited ABN 12 064 044 937

**Attachment 5**

<b>City of Bayswater</b>		
<b>Electronic Fund Transfers</b>		
<b>for the period 1 May 2019 to 31 May 2019</b>		
<b>Date</b>	<b>Description</b>	<b>Amount</b>
		<b>\$</b>
<b>Municipal Account</b>		
01/05/19	NAB merchant fees	3,142.03
03/05/19	NAB transact fees	85.00
06/05/19	FER lodgement fees	1,778.00
06/05/19	NAB account fees	174.81
09/05/19	FER lodgement fees	317.50
08/05/19	Wages	775,255.32
22/05/19	New investments	1,510,022.47
22/05/19	Wages	821,615.31
22/05/19	Easisalary payment	688.44
23/05/19	Wages	1,639.49
28/05/19	New investments	400,000.00
31/05/19	NAB Bpay fees	781.55
31/05/19	New investments	700,000.00
31/05/19	NAB merchant fees	3,038.05
31/05/19	FER lodgement fees	4,254.50
31/05/19	NAB connect fees	245.82
		4,223,038.29
<b>Aged Persons Account</b>		
06/05/19	Aged care subsidies to Juniper	679,354.51
01/04/19	NAB account fees	4.91
15/05/19	Aged care subsidies to Juniper	45,846.67
17/05/19	BAS payment	333,157.00
		1,058,363.09
<b>Total</b>		5,281,401.38

**10.2.4 Status Report - Donations Granted Under Delegated Authority**

<b>Responsible Branch:</b>	Financial Services	
<b>Responsible Directorate:</b>	Corporate and Strategy	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required	
<b>Attachments:</b>	1. List of donations granted under delegated authority during May 2019.	

**SUMMARY**

This report presents the list of donations made under delegated authority for the month of May 2019.

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

That Council receives this status report on the donations granted under delegated authority for the month of May 2019 as contained in Attachment 1.

**CR STEPHANIE GRAY MOVED, CR SALLY PALMER SECONDED  
CARRIED UNANIMOUSLY BY EXCEPTION (ENBLOC): 11/0**

**BACKGROUND**

At its meeting of 22 May 2018, Council resolved:

*“That Council:*

*.....*

3. *Notes that Directors and Managers may make community funding contribution decisions under existing delegations, capped at \$5000 in line with the new Community Grants Policy.*
4. *Notes that a monthly information report on community funding will be provided to Council for noting.*

*.....”*

**EXTERNAL CONSULTATION**

Not applicable.

**OFFICER'S COMMENTS**

A list of donations granted under delegated authority for the month of May 2019 is attached for Councillors' information (Attachment 1).

**LEGISLATIVE COMPLIANCE**

Donations Policy applies.

**OPTIONS**

Not applicable.

### **FINANCIAL IMPLICATIONS**

The Donations allocation in the 2018/19 Budget is \$30,000.00. To date \$26,506.85 has been expended.

### **STRATEGIC IMPLICATIONS**

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.

This report will assist Council in meeting its responsibilities in relation to governance of the City of Bayswater's finances.

### **CONCLUSION**

That Council receives this status report on the donations granted under delegated authority for the month of May 2019, as contained in **Attachment 1**.

**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*

Name and Address	Age	Event	Cost to Applicant	Previous financial assistance granted (date and amount)	Amount of Donation
William Baxter Morley WA 6062	13	State U15's Indoor Cricket Team, National Junior Championships, Cranbourne, Vic. 6-13 July	\$2,500	\$100 - State U13's Indoor Cricket Team, National Junior Championships, Mackay, Qld.  \$200 - May 2015 U/14's Australian National Indoor Cricket Championships - Brisbane	\$100
Alexander Baxter Morley WA 6062	13	State U15's Indoor Cricket Team, National Junior Championships, Cranbourne, Vic. 6-13 July	\$2,500	\$100 - State U13's Indoor Cricket Team, National Junior Championships, Mackay, Qld.  \$200 - April 2016 U/13's Australian National Indoor Cricket Championships - Dubbo NSW - July 2016  \$200 - May 2015 U/14's Australian National Indoor Cricket Championships - Brisbane	\$100
David Dyke Bayswater WA 6053	Adult	Towards hire fees at The RISE for showing of video/movie on Prostate Cancer	\$1,017	\$1,000 – Jan. 2017 towards making of video on David's journey with Prostate Cancer	\$200
Ben Crook Noranda WA 6062	12	Eastern Phantoms Little League Team, Nat. National Little League Baseball Ch/ships, Lismore, NSW 4-10 June 2019	\$1,700	Nil – First request.	\$150
Brady Manning Morley WA 6062	11	Eastern Phantoms Little League Team, Nat. National Little League Baseball Ch/ships, Lismore, NSW 4-10 June 2019	\$1,700	Nil – First request.	\$150
Riley Oliphant Noranda WA 6062	12	Eastern Phantoms Little League Team, Nat. National Little League Baseball Ch/ships, Lismore, NSW 4-10 June 2019	\$1,700	Nil – First request.	\$150
Kruiz Mamudoski Morley WA 6062	12	Eastern Phantoms Little League Team, Nat. National Little League Baseball Ch/ships, Lismore, NSW 4-10 June 2019	\$1,985	Nil – First request.	\$150
Austin Moyle Noranda WA 6062	11	Eastern Phantoms Little League Team, Nat. National Little League Baseball Ch/ships, Lismore, NSW 4-10 June 2019	\$2,200	Nil – First request.	\$150
					<b>\$1,150</b>

**ORGANISATIONS**

Name and Address	Purpose of Organisation	Reason for Request	Previous financial assistance granted (date and amount)	Amount of Donation
Paddle WA Mt Claremont WA 6010	Paddle Western Australia is the association that represents the whole of the paddle sports community in WA, which is comprised of the following core disciplines: sprint racing, slalom, marathon racing, canoe polo, down river and sea kayaking.	2019 Sunsmart Paddle Challenge	2008 event \$1,500 2009 event \$2,500 2010 event \$2,500 2011 event \$2,500 2012 event \$4,000 2013 event \$4,000 2014 event \$4,000 2015 event \$4,000 2016 event \$2,500 2017 event \$2,500 2018 event \$1,250	\$500
				<b>\$500</b>

**Total for May 2019 \$1,650**



**Carissa Bywater**  
**Director Corporate and Strategy**

**31 May 2019**

**10.3 Works and Infrastructure Directorate Reports**

**10.3.1 Request for Tree Removal - 1 Moran Street, Embleton**

<b>Responsible Branch:</b>	Parks and Gardens	
<b>Responsible Directorate:</b>	Works and Infrastructure	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required	
<b>Attachments:</b>	<i>Confidential Attachment(s)</i> 1. Correspondence from Owner (28.04.19)	

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

**SUMMARY**

For Council to consider the requested street tree removal of the *Eucalyptus camaldulensis* (River Gum) street tree located on the side verge adjacent to 1 Moran Street, Embleton.

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

That Council:

1. Not approve the removal of the *Eucalyptus camaldulensis* (River Gum) street tree located adjacent to 1 Moran Street, Embleton.
2. Takes no further action at this time and requests that the City's Consulting Arborist undertake an annual inspection of the street tree to determine requirements for pruning as required.

**CR LORNA CLARKE MOVED, CR CHRIS CORNISH, DEPUTY MAYOR SECONDED  
CARRIED: 8/3**

**FOR VOTE:** *Cr Lorna Clarke, Cr Chris Cornish, Deputy Mayor, Cr Giorgia Johnson, Cr Dan Bull, Mayor, Cr Stephanie Gray, Cr Barry McKenna, Cr Catherine Ehrhardt and Cr Elli Petersen-Pik.*

**AGAINST VOTE:** *Cr Filomena Piffaretti, Cr Sally Palmer and Cr Michelle Sutherland.*

**BACKGROUND**

Following the construction of the dwellings at 1 Moran Street and 15A Sudlow Street, Embleton, in 2013, a series of requests have been made by the owner of 15A Sudlow Street (2014 onwards) in regards to the removal and/or pruning of the street tree located on the side verge of 1 Moran Street, Embleton to prevent leaf drop.

Similarly, the owner of 1 Moran Street has also written to the City on 28 February 2016 and 21 February 2017 requesting removal and/or pruning of the subject tree. An additional letter was received by the City on the 2 March 2017 further requesting pruning or assistance from the City to manage the leaf litter within the property.



the property, including leaf build up on the roof and in the gutters that have led to water damage to internal portions of the dwelling due to overflowing gutters, along with a build-up of leaf litter within the ceiling of the dwelling, staining from sap and tannins to rendering and panels on fences.

**1 Moran Street, Embleton**



*Build-up of leaf litter in valley and gutters of the north-western side*



*Leaf build-up on the southern side*



*Water damage in garage area on north-eastern side*

**15A Sudlow Street, Embleton**



*Seedlings in gutters and leaf build-up on southern side*

**EXTERNAL CONSULTATION**

City officers undertook public consultation of residents and landowners within 50m in both directions from 1 Moran Street, Embleton, to establish views regarding the potential removal of the subject tree. Following the closure of the public consultation period, the City received one response strongly objecting to the removal and/or pruning of the tree as follows:

*"The houses in this corner were built recently with the knowledge of that trees presence and we highly doubt that they lacked the awareness of what was likely to happen with this tree.*

*We strongly object to the removal or excessive pruning of this tree just because they now decide it's too much of a Hassle. We've already lost so many lovely tall trees around this area and to destroy yet another that is healthy is just unacceptable. Replacing it with a juvenile tree will not be the equivalent as it will be decades if ever, that it grows to provide the equal cover and aesthetic presence."*

**OFFICER'S COMMENTS**

The City's Consulting Arborist carried out an inspection of the tree on 4 December 2018, which consisted of an assessment of the tree and made recommendations based upon the following criteria:

- The characteristics of the species;
- The existing health and condition of the tree;
- The structural integrity of the tree;
- The level of risk the tree represents to property and persons; and
- The aesthetic quality and amenity value that the tree provides to the surrounding streetscape.

The tree has been in situ for over 30 years, pre-dating the two dwellings by more than 25 years. The tree is well established and is providing approximately 146m<sup>2</sup> of canopy coverage for the street and has an amenity value of \$17,280.

The tree is in good health and condition and as per the City's Urban Tree Policy, there is no cause for its removal. Accordingly, the Arborist has recommended the retention of the tree as it is well established with no arboricultural reason for removal at this time.

**LEGISLATIVE COMPLIANCE**

The removal of the tree would conflict with the City's Urban Tree Policy.

**OPTIONS**

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

<b>Option 1</b>	<b>That Council:</b>	
	<ol style="list-style-type: none"> <li>1. <b>Not approve the removal of the Eucalyptus camaldulensis (River Gum) street tree located adjacent to 1 Moran Street, Embleton.</b></li> <li>2. <b>Takes no further action at this time and requests that the City's Consulting Arborist undertake an annual inspection of the street tree to determine requirements for pruning as required.</b></li> </ol>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Low

Reputation	Low	Moderate
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Moderate
Environmental Responsibility	Low	Low
Service Delivery	Low	Moderate
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	The resident would be dissatisfied with the outcome, yet the City would retain a large mature tree. There would be a possible threat of legal action against the City.	

<b>Option 2</b>	<b>That Council retain this tree and request the City’s Consulting Arborist to undertake further remedial pruning to further reduce the influence this tree has over the adjacent dwelling and undertake an annual inspection to determine further pruning as required.</b>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Low
Reputation	Low	Moderate
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Moderate
Environmental Responsibility	Low	Low
Service Delivery	Low	Moderate
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	The resident would be dissatisfied with the outcome, yet the City would retain a large mature tree. There would be a possible threat of legal action against the City.	

<b>Option 3</b>	<b>That Council authorise the City’s Consulting Arborist to remove this <i>Eucalyptus camaldulensis</i> and replant with three trees that grow to a minimum mature height of 10m.</b>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Moderate
Reputation	Low	Moderate
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Moderate
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	This would satisfy the resident and ensure that there is no further damage to the adjacent dwellings, The City would lose a large mature tree, which may cause concern within the Community but this can be mitigated to a degree by the replacement plantings.	

<b>Option 4</b>	<b>That Council authorise the City’s Consulting Arborist to remove this <i>Eucalyptus camaldulensis</i> and replant with three trees that grow to a minimum mature height of 5m.</b>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Moderate
Reputation	Low	Moderate
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Moderate
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	This would satisfy the resident and ensure that there is no further damage to the adjacent dwellings, The City would lose a large mature tree and the replacement trees	

	would not replace the lost canopy coverage which may cause concern within the Community.
--	--

**FINANCIAL IMPLICATIONS**

The following financial implications are applicable:

**Item 1:** Street Trees

**Asset Category:** Other

**Source of Funds:** Municipal

**LTFP Impacts:** Not applicable

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	-	-	-	-	40+	\$30,000.00	\$1.75M

**STRATEGIC IMPLICATIONS**

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 B3: Quality built environment.

**CONCLUSION**

Retaining the subject tree, will maintain the canopy coverage of the street and aid in keeping the Urban Heat island Effect to a minimum.

The City has a duty of care to undertake reasonable steps to prevent damage occurring to residents' properties once made aware of it. It is considered that the City has exercised due diligence in the management of this tree since the construction of the dwellings by way of pruning on numerous occasions.

**10.3.2 Proposed Interim Lease for 271 Collier Road, Bayswater**

<b>Responsible Branch:</b>	Engineering Services	
<b>Responsible Directorate:</b>	Works and Infrastructure	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	<b>ABSOLUTE MAJORITY REQUIRED</b>	
<b>Refer:</b>	Item 16.3.1 OCM 25.08.15 Item 9.3.10 CTFCS 19.04.17 Item 10.6 OCM 27.06.17 Item 13.1.1 OCM 15.05.18 Item 13.1.1 OCM 16.10.18 Item 14.1.1 OCM 28.05.19	

**SUMMARY**

For Council to consider an interim lease with Cleanaway Pty Ltd for the Bayswater Transfer Station at 271 Collier Road, Bayswater, on a month-by-month basis, up until 31 December 2019, following recent public notice.

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

That Council:

1. Notes the outcome from the City's advertisement of its intention to enter into an interim lease on a month-by-month basis with Cleanaway Pty Ltd, for 271 Collier Road, Bayswater, until 31 December 2019.
2. Approves the City entering into an interim lease on a month-by-month basis with Cleanaway Pty Ltd for 271 Collier Road, Bayswater, to 31 December 2019, in accordance with Section 3.58 of the *Local Government Act 1995*, until the new long-term lease of the property has been finalised.

**CR STEPHANIE GRAY MOVED, CR SALLY PALMER SECONDED**  
**CARRIED UNANIMOUSLY BY EXCEPTION (ENBLOC) BY AN ABSOLUTE MAJORITY: 11/0**

**BACKGROUND**

The City owns the property at 271 Collier Road, Bayswater. The property has been leased to Cleanaway Pty Ltd for 271 Collier Road Bayswater, for an extended period and has principally operated as a waste transfer station and Materials Recovery Facility (MRF) which is due to expire on 30 June 2019.

At the Ordinary Council Meeting of 28 May 2019, Council considered an update in relation to the leasing of the property and resolved in part as follows:

*"That Council:*

1. Approves the City extending the interim lease under existing terms with Cleanaway, to operate the Transfer Station at 271 Collier Road, Bayswater, on a month-by-month basis, up until 31 December 2019."

In accordance with the legislative requirements of the *Local Government Act 1995*, the City prepared and advertised a public notice for the disposition by lease of 271 Collier Road, Bayswater which was advertised on Saturday, 1 June 2019.

The City did not receive any formal submissions during the advertised period (1 June to 17 June 2019).

**EXTERNAL CONSULTATION**

The public notice was advertised on 1 June 2019 as follows:

- The West Australian newspaper;
- Notice board at the City of Bayswater:
  - Civic Centre;
  - Libraries (Maylands, Morley and Bayswater);
  - The Rise; and
- City's website.

**OFFICER'S COMMENTS**

In considering the proposed short-term lease with Cleanaway Pty Ltd for 271 Collier Road, Bayswater it should be noted that:

- The City of Bayswater owns the parcel of land at 271 Collier Road, Bayswater.
- The land is currently leased to Cleanaway Pty Ltd until 30 June 2019.
- The MRF on the site ceased operating in May 2017; therefore minimising potential impacts to surrounding properties, however, Cleanaway Pty Ltd are continuing to operate the Transfer Station at the site.
- It is preferable that the City continues to have a transfer station available either in the municipality or within close proximity, for residents to utilise. An interim lease will ensure that the Transfer Station remains operational on a month-by-month basis until the long-term lease of the site has been finalised.
- The City did not receive any formal submissions during the advertised period.

**LEGISLATIVE COMPLIANCE**

- *Local Government Act 1995*; and
- *Local Government (Functions & General) Regulations 1996*

**OPTIONS**

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

<b>Option 1</b>	<p><b>That Council:</b></p> <ol style="list-style-type: none"> <li>1. <b>Notes the outcome from the City's advertisement of its intention to enter into an interim lease on a month-by-month basis with Cleanaway Pty Ltd, for 271 Collier Road, Bayswater, until 31 December 2019.</b></li> <li>2. <b>Approves the City entering into an interim lease on a month-by-month basis with Cleanaway Pty Ltd for 271 Collier Road, Bayswater, to 31 December 2019, in accordance with Section 3.58 of the <i>Local</i></b></li> </ol>
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<b>Government Act 1995, until the new long-term lease of the property has been finalised.</b>		
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	This option provides lowest risk to Council and ensures continuity of services to residents utilising the transfer station.	

<b>Option 2 That Council declines the interim lease with Cleanaway Pty Ltd for 271 Collier Road, Bayswater</b>		
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Moderate
Reputation	Low	High
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	High
Environmental Responsibility	Low	Low
Service Delivery	Low	High
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	This option will not ensure continuity of service to residents and loss of rental income with potential increases in waste disposal costs.	

**FINANCIAL IMPLICATIONS**

The following financial implications are applicable:

**Item 1:** Lease of Transfer Station

**Asset Category:** N/A

**Source of Funds:** Income

**LTFP Impacts:**

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	N/A	-	-	-			\$394,496 <i>(Income)</i>

**STRATEGIC IMPLICATIONS**

Theme: Leadership and Governance

Aspiration: Open, accountable and responsive services.

Outcome L1: Accountable and good governance.

Theme: Our Natural Environment

Aspiration: A green and sustainable environment.

Outcome N2: A resilient community that responds to sustainability challenges.

**CONCLUSION**

The City did not receive any formal submissions in response to public notice of its intention to enter into an interim lease on a month-by-month basis with Cleanaway Pty Ltd for 271 Collier Road, Bayswater, until 30 June 2019.

**10.3.3 EMRC Special Council Meeting Minutes - 30 May and 6 June 2019**

<b>Responsible Directorate:</b>	Works and Infrastructure	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required	

**SUMMARY**

To allow Council consideration of the Special Minutes from the Eastern Metropolitan Regional Council (EMRC).

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

**That Council notes the Eastern Metropolitan Regional Council's (EMRC's) Special Council Meeting Minutes of 30 May and 6 June 2019.**

**CR STEPHANIE GRAY MOVED, CR SALLY PALMER SECONDED**  
**CARRIED UNANIMOUSLY BY EXCEPTION (ENBLOC): 11/0**

**BACKGROUND**

The EMRC held Special Council Meetings to consider the selection and contract of the new Chief Executive Officer with the following Councillors in attendance:

- 30 May 2019:
  - Cr Barry McKenna, Cr Sally Palmer and Cr Filomena Piffaretti (Observer).
- 6 June 2019:
  - Cr Sally Palmer and Cr Filomena Piffaretti (deputising for Cr Barry McKenna).

**EXTERNAL CONSULTATION**

Not applicable.

**OFFICER'S COMMENTS**

Full copies of the EMRC Special Council Meeting Minutes can be viewed at:

- 30 May 2019 [https://www.emrc.org.au/documents/426/30-may-\(special-council-meeting\)](https://www.emrc.org.au/documents/426/30-may-(special-council-meeting)); and
- 6 June 2019 [https://www.emrc.org.au/documents/430/6-june-\(special-council-meeting\)-\(unconfirmed\)](https://www.emrc.org.au/documents/430/6-june-(special-council-meeting)-(unconfirmed))

On 7 June 2019, the EMRC announced that Marcus Geisler, Waste Authority Chairman, has been appointed as the Chief Executive Officer of the EMRC, effective on 15 July 2019 (<https://www.emrc.org.au/news/emrc-ceo-appointment-announced/67>).

**LEGISLATIVE COMPLIANCE**

Not applicable.

**OPTIONS**

Not applicable.

**FINANCIAL IMPLICATIONS**

Not applicable.

**STRATEGIC IMPLICATIONS**

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.

**CONCLUSION**

For Council to note the report.

**10.4 Community and Development Directorate Reports**

**10.4.1 Proposed Change of Use to Veterinary Hospital and Associated Alterations and Additions - Lot 118, 6 Focal Way, Bayswater**

<b>Applicant/Proponent:</b>	Peter Webb and Associates	
<b>Owner:</b>	Carmik Investments Pty Ltd, Kristef Investments Pty Ltd, Vintang Pty Ltd	
<b>Responsible Branch:</b>	Development Approvals	
<b>Responsible Directorate:</b>	Community and Development	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input checked="" type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required	
<b>Attachments:</b>	1. Plans and Elevations <b>Confidential Attachment</b> 2. Submission Location Plan	

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

**SUMMARY**

A planning application has been submitted for a proposed change of use to veterinary hospital and associated alterations, additions and signage at Lot 18, 6 Focal Way, Bayswater. The proposed veterinary hospital will accommodate a maximum of seven practitioners with support staff. The application complies with the City’s Town Planning Scheme No. 24 (TPS 24) requirements, however the application is being reported to Council for determination given there is no specified parking requirement for a veterinary hospital in TPS 24. It is considered that the proposal is an appropriate use and has sufficient parking provided, and can be supported with appropriate conditions.

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

**That Council approves the planning application dated 17 May 2019 and plans dated 15 May 2019 for a proposed change of use to veterinary hospital and associated alterations, additions and signage at Lot 118, 6 Focal Way, Bayswater, subject to the following conditions:**

- 1. The development shall be carried out only in accordance with the terms of the application as approved herein, and any approved plan.**
- 2. Revised plan(s) addressing the following matters to the satisfaction of the City of Bayswater shall be submitted to and approved by the City prior to the lodgement of a building permit application, and not result in any greater variation to the requirements of the City’s Town Planning Scheme No. 24 and local policies:**
  - (a) A vehicle reversing bay being provided at the eastern end of the car parking aisle.**
  - (b) One long stay and one short stay bicycle bay being provided to the satisfaction of the City of Bayswater.**
- 3. A maximum of seven practitioners are to operate from the premises at any one time.**
- 4. The proposed future expansion area at the eastern end of the building is not part of this approval.**

5. 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, prior to the submission of a building permit application.
6. A refuse and recycling management plan shall be submitted to and approved by the City of Bayswater, prior to commencement of any works. The plan shall include details of refuse bin location, number of rubbish and recycling receptacles, vehicle access and manoeuvring.
7. All stormwater and drainage runoff produced onsite is to be disposed of onsite to the satisfaction of the City of Bayswater.
8. 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.
9. All street tree(s) within the verge adjoining the subject property are to be retained, unless written approval has been granted by the City of Bayswater for their removal, and shall have measures consistent with AS 4970-2009 undertaken to ensure its/their protection during construction of the subject development to the satisfaction of the City, including but not limited to the following:
  - (a) A minimum 2.0m radius tree protection zone (TPZ) shall be provided through 1.8m high fencing around the verge trees (chain mesh panels or other suitable material) during construction of the subject development.
  - (b) The above fencing is not to be moved or removed at any period during construction, and this zone is not to be entered for any reason; signage notifying people of the TPZ and the associated requirements is to be placed on each side of the fencing.
  - (c) All activities related to construction of the subject development, including parking of vehicles, storage of materials, and washing of concreting tools and equipment is prohibited within the designated TPZ.
  - (d) Any roots identified to be pruned shall be pruned with a final cut to undamaged wood outside of the TPZ. Pruning cuts shall be made with sharp tools such as secateurs, pruners, handsaws or chainsaws. Pruning wounds shall not be treated with dressings or paints. It is not acceptable for roots to be 'pruned' with machinery such as backhoes or excavators.
  - (e) The tree(s) shall be provided with supplemental water during any construction period falling over summer, with a minimum of 150 litres being provided per week.
  - (f) Should any works be required to be undertaken within the TPZ, approval must be given by the City prior to entering this zone. You may be required to seek advice from an Arborist in regard to the type of works being undertaken, this information is to be assessed by the City as part of the approvals to enter.
  - (g) Any new crossover shall maintain a minimum clearance of 2.0m from the base of a street tree(s).

**Advice Notes:**

1. To activate the planning approval, the development/use subject of this approval must be substantially commenced within a period of two years of the date of this approval notice. If the development is not substantially commenced within this period, this approval shall lapse and be of no further effect. Where an approval has lapsed, no development/use shall be carried out without the further approval of the City having first been sought and obtained.

2. This approval is not a building permit or an approval under any other law than the *Planning and Development Act 2005*. It is the responsibility of the applicant/owner to obtain any other necessary approvals, consents and/or licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.
3. This approval is not an authority to ignore any constraint to development on the land, which may exist through contract or on title, such as but not limited to an easement or restrictive covenant. It is the responsibility of the applicant/owner to investigate any such constraints before commencing development.
4. This approval does not authorise any interference with dividing fences, nor entry onto neighbouring land. Accordingly, should the applicant/landowner wish to remove or replace any portion of a dividing fence, or enter onto neighbouring land, the applicant/landowner must first come to a satisfactory arrangement with the adjoining property owner. Please refer to the *Dividing Fences Act 1961*.
5. Kerbs, roadways, footpaths, open drains, stormwater pits, service authority pits and verge areas must be adequately protected, maintained and reinstated if required, during and as a result of carting and all works associated with this development.
6. The development/use hereby permitted shall comply with the *Environmental Protection Act 1986*, the *Health Act 1911* and any relevant environmental protection or health regulations.

**CR STEPHANIE GRAY MOVED, CR SALLY PALMER SECONDED  
CARRIED UNANIMOUSLY BY EXCEPTION (ENBLOC): 11/0**

**BACKGROUND**

<b>Application Number:</b>	DA19-0230
<b>Address:</b>	Lot 118, 6 Focal Way, Bayswater
<b>Town Planning Scheme Zoning:</b>	General Industry - Special Control Area 10
<b>Use Class:</b>	Veterinary Hospital - 'D'
<b>Existing Land Use:</b>	Light Industry and Ancillary Office
<b>Surrounding Land Use:</b>	Light Industry, Warehouses, Vacant Lots
<b>Proposed Development:</b>	Proposed Change of Use to Veterinary Hospital and Associated Alterations, Additions and Signage

A planning application dated 17 May 2019 and plans dated 15 May 2019 has been submitted for a proposed change of use to veterinary hospital and associated alterations, additions and signage at Lot 118, 6 Focal Way, Bayswater. The subject site has recently been developed for light industry and ancillary office purposes and is currently unoccupied. It is proposed to change the use to a veterinary hospital accommodating a maximum of seven practitioners at any one time along with staff comprising approximately four nurses and one to two support staff. The building currently comprises a single level office with an adjoining workshop which will be converted into the proposed veterinary hospital. The applicant advised the hospital will cater primarily for domestic animals and no large animals such as livestock or horses will be treated.



**EXTERNAL CONSULTATION**

The City sought comment for the proposal from the adjacent affected property owners for a period of 14 days and one submission was received advising no objection. The application was also circulated to the Department of Water and Environmental Regulation who advised that the proposal was assessed as one of no interest and as such had no comments to provide.

**OFFICER'S COMMENTS**

Appropriateness of Use

The applicant advises the existing office area will be converted to accommodate the main reception and waiting room of the hospital plus three consulting rooms and amenities. The existing workshop area will be converted to accommodate a further five consulting rooms plus theatres, specialised equipment and treating rooms, staff facilities and associated uses.

An upper level is proposed to accommodate further staff and administration facilities and amenities. The gross floor area of the building will increase by 160m<sup>2</sup> as a result of the new upper level, resulting in a total gross floor area of 1,247m<sup>2</sup>. Minor external alterations to the building are proposed to accommodate the proposed use and an outdoor dog walk is proposed in the rear corner of the site.

The applicant further advises a future expansion area is proposed at the rear of the building and will be subject to a separate future development application. This expansion area will accommodate a future Magnetic Resonance Imaging facility and an internal car park for four parking bays.

It is proposed to provide 18 car parking bays for the veterinary hospital. The hospital will operate 24/7, generally by appointment-only during day-time hours. The facility will allow for drop-in emergency veterinary service after hours and on weekends.

The applicant advises deliveries to the site will only include deliveries of relevant stock and inventory required for the veterinary hospital and it is anticipated this will happen twice weekly via small box truck or van only. Deliveries can be made through the rear entrance to the building. Waste will be collected by private contractor on a needs basis, but generally this will happen twice weekly. Signage is proposed for the veterinary hospital on the front façade as shown on the submitted plans.

The proposal will activate a currently vacant building and contribute to the emerging industrial/commercial character of the Tonkin Highway Industrial Estate which is intended to be a quality estate providing a high level of amenity whilst achieving well designed, functional and efficient buildings. Accordingly the proposed use is considered appropriate for the area.

#### Car Parking

There is no specified parking requirement for a veterinary hospital in the City's TPS 24. In determining the number of bays required the proposed use, size of premises, staffing requirements and client visitation are relevant. A review of the parking requirements used by other local governments for a veterinary hospital has indicated the Town of Cambridge uses a rate of four parking bays/practitioner consulting at any one time for the first two practitioners and two spaces/practitioner consulting at any one time thereafter. The City of Belmont applies a parking rate of two bays per employee for a veterinary hospital and the City of Joondalup applies a parking rate of five bays per practitioner for veterinary practices. Given the nature of the proposal which provides specialised veterinary services generally by appointment only and an after-hours emergency service, it is considered that the lower rate used by the Town of Cambridge is the most appropriate in this instance and it results in a requirement of 18 parking bays.

There are 18 parking bays proposed on the site including two bays occupying an existing reversing bay situated opposite the existing roller door that is proposed to be removed and replaced with windows. Given the estimated 13 staff members, at least five bays will be available for visitor parking. It is considered however that a reversing bay should be retained to ensure that vehicles will be able to exit the site in forward gear. The applicant has advised that the proposed dog walk area can be reduced in size to accommodate a reversing bay and a condition in this regard is accordingly included in the officer's recommendation.

It is also considered appropriate for bicycle parking bays to be provided for the development. The Town of Cambridge applies a rate of one space per eight practitioners (long stay) and one space per four practitioners (short stay). Accordingly it is recommended that one long stay and one short stay bicycle parking bay be provided and a condition in this regard is included in the officer's recommendation. A standard of one unisex shower/change room as an end of trip facility for every three to five bicycle parking bays is generally applied in the Tonkin Highway Industrial Estate, accordingly it is not considered necessary for an end of trip facility to be provided in this case.

### Signage

The application proposes a main wall sign on the front façade of the building and a second wall sign near the pedestrian entry. The proposed signs comply with the City's Signage Policy and accordingly can be supported.

### **LEGISLATIVE COMPLIANCE**

- City of Bayswater Town Planning Scheme No. 24 and local planning policies, including Signage Policy; and
- *Planning and Development (Local Planning Schemes) Regulations 2015.*

### **OPTIONS**

The following options are available to Council:

1. Council approves the development application in accordance with the Officer's Recommendation. The risks associated with this option is considered to be reduced due to the reasons given for the Officer's Recommendation.
2. Council approves the development application subject to deleted or alternate condition(s). The risks associated with this option is considered dependent on the reasons given for the deleted/alternate condition(s) and the nature of the deleted/alternate condition(s).
3. Council refuses the development application. The risks associated with this option is considered dependent on the reasons given for the application to be refused.

### **FINANCIAL IMPLICATIONS**

Nil

### **STRATEGIC IMPLICATIONS**

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 B3: Quality built environment.

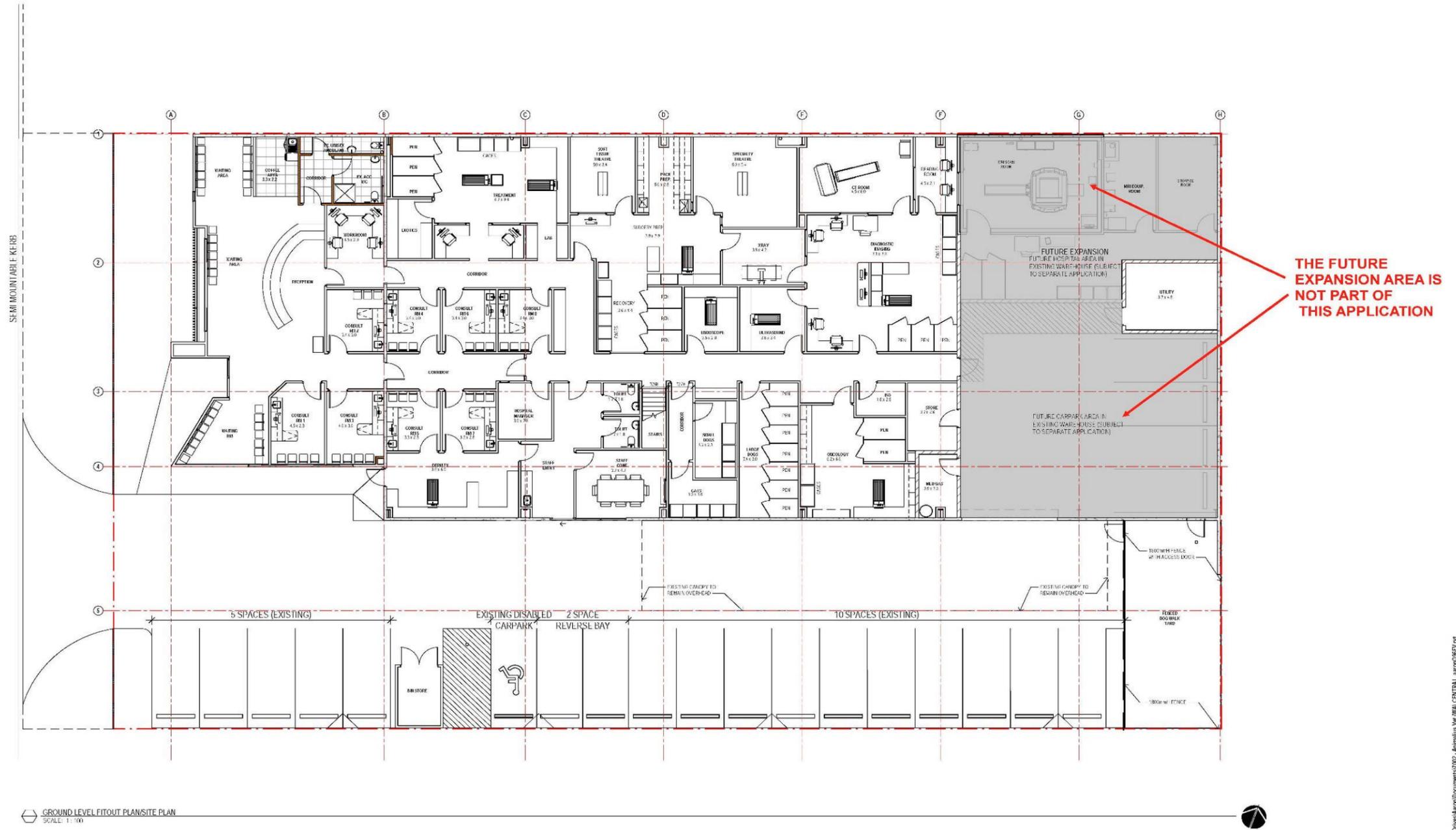
The proposal will assist in providing a quality built environment by activating a currently vacant building and facilitating the further development of the Tonkin Highway Industrial Estate.

### **CONCLUSION**

In light of the above assessment, it is considered that the proposed change of use to veterinary hospital and associated alterations, additions and signage will provide an appropriate use for a currently vacant building in the Tonkin Highway Industrial Estate and thereby activate and facilitate the further development of the quality estate. Accordingly the proposal is supported subject to appropriate conditions.

Attachment 1

FOCAL WAY



GROUND LEVEL FITOUT PLAN/SITE PLAN  
SCALE: 1:100

**Therian Pty Ltd**  
 Unit 4, 25 Corner of The Avenues C.D. Adelaide 5014  
 TEL: 08 5637 6777 EMAIL: info@therian.com.au  
 FAX: 08 5637 6798 WEB: www.therian.com.au

CLIENT: DR JOE PHARO  
 DR DELINDA HOPPER

PROJECT: PROPOSED ANIMALIUS VET CLINIC  
 ADDRESS: 6 FOCAL WAY BAYSWATER, WESTERN AUSTRALIA

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NO.	DATE	DESCRIPTION

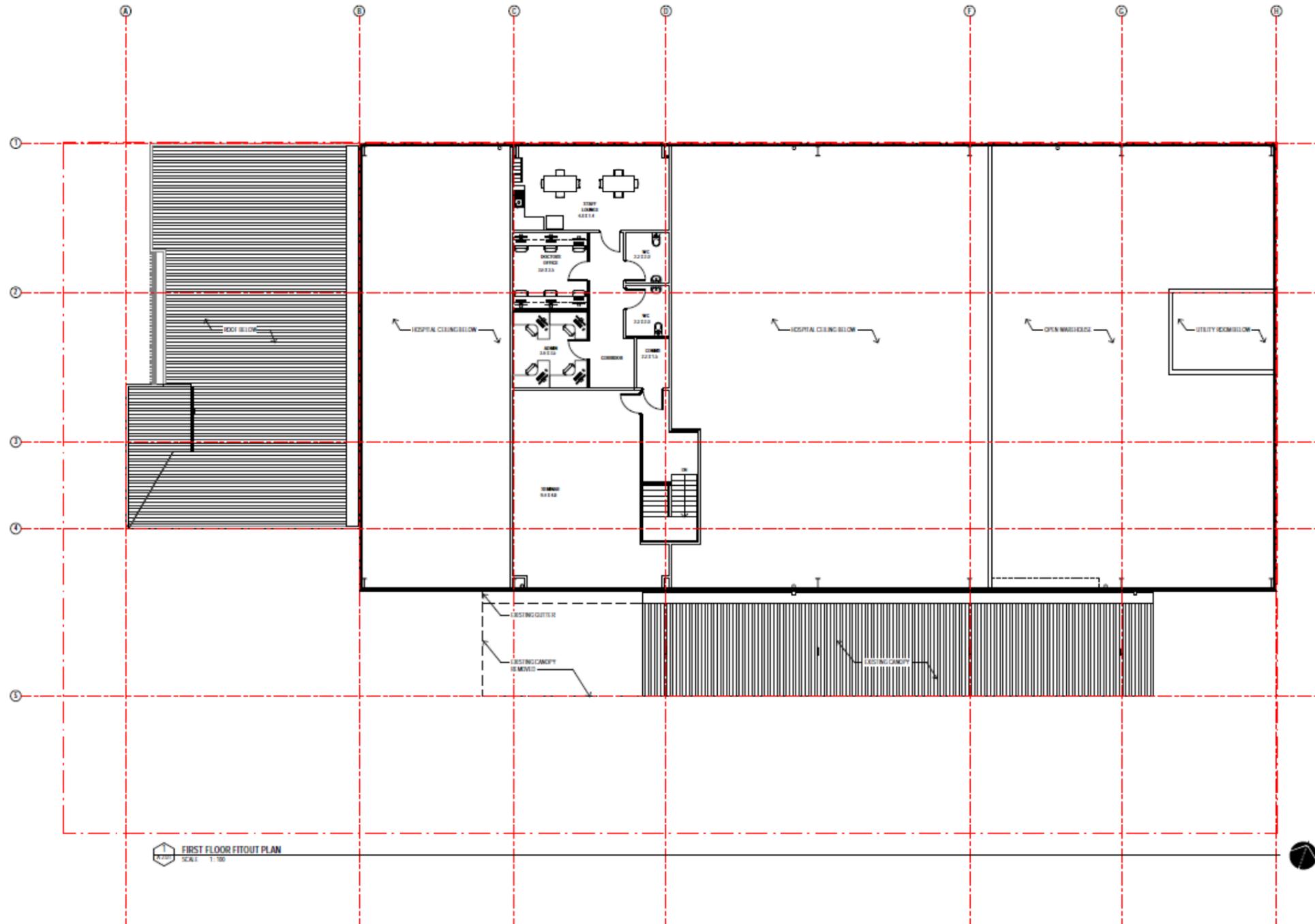
FLOOR PLAN

DATE: 15/06/19  
 DRAWN BY: AG  
 CHECKED BY: BK

PROJECT NO: Z002  
 REV: DAS1

DRAWING NO: A  
 SCALE: 2.00

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 25/06/2019 10:37:17 PM



FIRST FLOOR FITOUT PLAN  
SCALE: 1:100

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**Therian Pty Ltd**  
 104/4, 35 Commercial Drive, Ashmore QLD, Australia 4214  
 TEL: (07) 5571 6777 FAX: (07) 5571 6788  
 EMAIL: info@therian.com.au WEB: www.therian.com.au

CLIENT: DR ZOE LENARD  
 DR BELINDA HOPPER

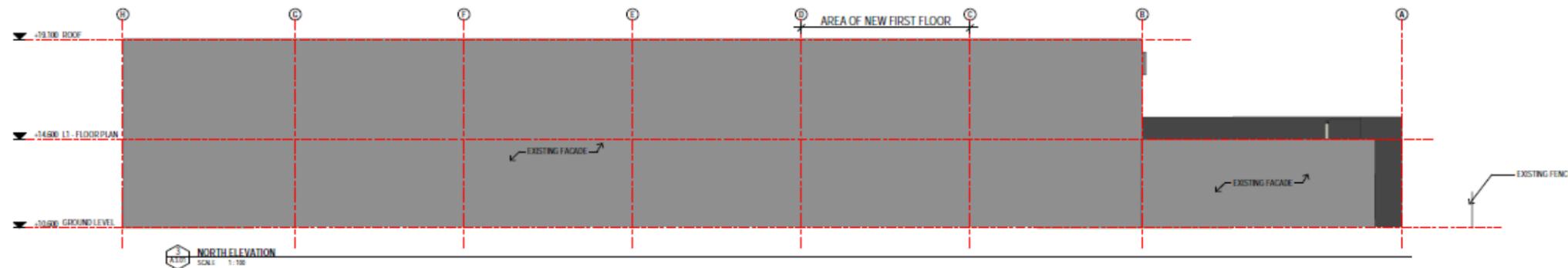
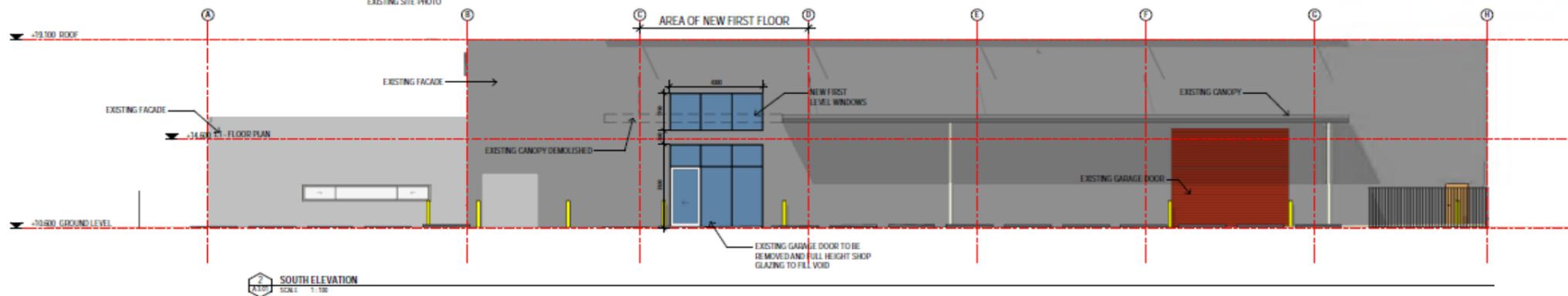
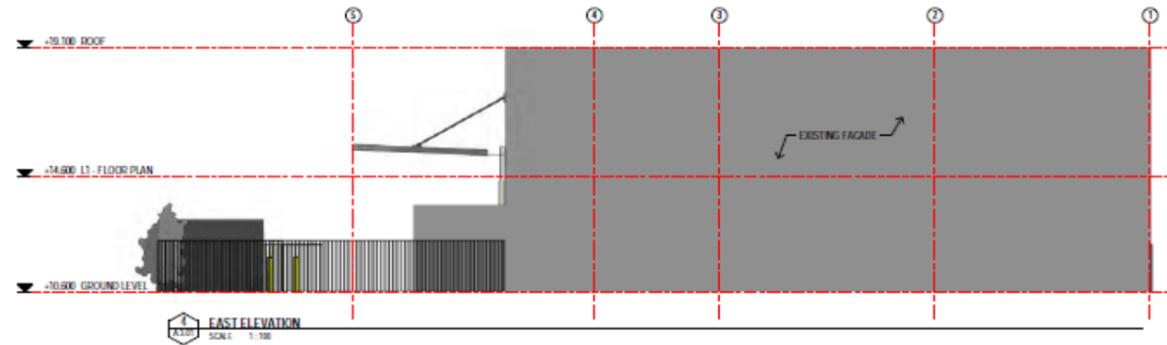
PROJECT: PROPOSED ANIMALUS VET CLINIC  
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 ARCHITECTURAL DRAWINGS PREPARED BY THE SURVEYOR OF  
 BAYSWATER, DIVISION OF ARCHITECTURE OF GOVERNMENT OF WESTERN AUSTRALIA

REV	DATE	DESCRIPTION

FIRST FLOOR

DATE: 15/06/19  
 DRAWN BY: AC  
 CHECKED BY: BK  
 PROJECT No: Z002  
 REV: DAST  
 DRAWING No: A 2.01



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 128/4-250 Commercial Street, Adelaide QLD, Australia 4724  
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 DR BELINDA HOPPER

PROJECT: PROPOSED ANIMALIUS VET CLINIC  
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REV	DATE	DESCRIPTION

**ELEVATIONS**

DATE: 15/05/19  
 DRAWN BY: AC  
 CHECKED BY: BK

PROJECT No. 2002  
 REV: DAS1

DRAWING No. A 3.01

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**10.4.2 Proposed Public Toilet in Maylands - Alternate Locations along Whatley Crescent**

<b>Responsible Branch:</b>	Strategic Planning and Place	
<b>Responsible Directorate:</b>	Community and Development	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required.	
<b>Attachments:</b>	1. Locations for public toilet in Maylands town centre 2. Preliminary Analysis of Alternate Sites <b>Confidential Attachments</b> 3. Letter from Public Transport Authority 4. Email from Public Transport Authority	
<b>Refer:</b>	Item 10.4.6: OCM 26.02.2019 Item 10.9: OCM 02.08.2016 Item 10.9: OCM 31.05.2016 Item 16.1: OCM 05.04.2016	

**CR CATHERINE EHRHARDT DECLARED A PROXIMITY INTEREST**

*In accordance with section 5.60b of the Local Government Act 1995, Cr Catherine Ehrhardt declared a proximity interest in this item as the addendum provided shows a map of Public Transport Authority land adjacent to Cr Ehrhardt's home. At 7:22pm, Cr Catherine Ehrhardt withdrew from the meeting.*

**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 regarding the current position location near the bridge, Cr McKenna's family has financial dealings with the owner of the premise opposite this location. At 7:22pm, Cr Barry McKenna withdrew from the meeting.*

**SUMMARY**

At the Ordinary Meeting of Council of 28 May 2019, Council requested the preparation of a report on alternate locations for a public toilet on the railway side of Whatley Crescent in Maylands for Council consideration.

A desktop analysis of four alternate locations has been undertaken, including identification of implications in terms of servicing, amenity, approvals, access, impacts, safety, and cost. Further information is required from the Public Transport Authority (PTA) and utility providers to determine actual costs and permissions associated with each location. A written request for confirmation of the PTA's position on locations on or accessed through its land has been sent to that organisation, and applications will be submitted to Water Corporation and Western Power to obtain costings for connection to water, sewerage and power.

**OFFICER'S RECOMMENDATION**

That Council:

- Notes the investigation of the four alternate sites for the public toilet in Maylands as identified in Attachments 1 and 2 to this report.
- Notes that a further report will be presented to Council on detailed investigation into the four alternate sites, including costings and formal advice from the Public Transport Authority.

**ADDENDUM****ADDITIONAL INFORMATION**

Further to the report on the 25 June 2019 Ordinary Council Meeting agenda, the City has received correspondence from the Public Transport Authority (PTA) clarifying their position with respect to the proposed public toilet.

In a letter dated 18 June 2019 (**Confidential Attachment 3**), the PTA has reiterated their opposition to the public toilet in any location within their operational area. The letter stated the following:

*"I have forwarded your request to our operational divisions and have again been advised that the PTA does not allow public toilets within its operational areas due to security and safety concerns. Public toilets often attract unruly, unsafe and unhygienic practices, which PTA's experience demonstrates requires a regular security presence. In addition, they also require regular inspections to ensure they are a secure and safe environment. Both activities take our finite staff away from their role of customer service and security for patrons using the public transport system, and it is for these reasons the PTA carefully manages the circumstances under which it provides/allows for toilet facilities on land and/or in facilities under its control.*

*The land adjacent to the southern boundary of PTA's rail reserve (shown in the below diagram) is within road reserve under the City's control. Noting the limited space available it is ultimately up to the City if it wants to place toilets in this location on its land. However, if toilets are placed here the PTA will need to remove several informal parking bays in this location, and would need to discuss further with the City the potential need to provide fencing between the rail and road reserves to create a barrier between the toilets and the PTA patrons' cars. We would also need to advise the public in advance of the reduction in parking at this location and expect there may be some local objection to this. Should fencing or a barrier be required it would prevent access to the toilets from PTA's car park, and thus the toilets should be made accessible from Whatley Crescent only.*

*For the reasons outlined above the PTA is not able to assist the City with its request to install toilets upon PTA's land at Maylands Station. If the City chooses to proceed with installing toilets on the road reserve adjoining Maylands Station we ask that you advise us as soon as possible so that we may progress necessary discussions."*

The letter includes the below map indicating the extent of their land ownership, which aligns with that included in the report to the Council meeting held on 28 May 2019.



On 19 June 2019, the City sought clarity regarding a number of options and location and a site meeting with the PTA. In a reply on 20 June 2019 (**Confidential Attachment 4**) the PTA ruled out leasing or transferring a portion of their property to the City for the public toilet. Their response stated:

*“PTA’s position remains the same as outlined in my advice dated 18 June 2019 and my response to your queries is provided below:*

*Is leasing a portion of the land (eg for Location 2) an option? No, PTA does not approve public toilets within its operational area.*

*Is there a possibility of a portion of the toilet being on PTA land (eg Location 3), or that portion being transferred to the City so it is our responsibility for security etc? No, PTA does not approve public toilets on its land.*

*What fencing off would be required for these options? Not applicable as public toilets are not approved on PTA’s land.*

*In relation to Location 1, if toilets were located on the road reserve at this point PTA would consider fencing the length of the car park, which would remove the currently available bays along Whatley Cres.*

*In relation to Location 4, PTA does not recommend this option (albeit on road reserve) due to the close proximity to the Station and the entry to the NE car park. Although it is in road reserve, this option will create greater security concerns for our patrons and require a security presence, which PTA is not resourced for and the City would be responsible for.*

*As we discussed yesterday PTA has been approached many times over the years to locate public toilets at this station and the response has always been the same. Our transit and security staff are required to protect our patrons on public transport, not for public toilets. We recommend the City find locations on land under its control that is suitable for public toilets to provide amenities for its residents and shopkeepers.”*

Based on the advice received from the PTA, is it considered that Locations 2 and 3 are not worth investigating further because they are fully or partially on land currently owned and managed by the PTA.

Locations 1 and 4 are wholly on land managed by the City and therefore remain possible options for the public toilet. It is noted that given PTA's advice they would consider fencing in a straight line along their boundary if the City put the toilet in Location 1, this would prevent access to the Principle Shared Path and the train station. The only access to a toilet in this location would be via a new crossing point across Whatley Crescent. It will also require the removal of some or all of the informal parking bays in that location.

The PTA has indicated that they do not support Location 4. This location will potentially have a greater visual impact on the station users and visitors to the businesses along Whatley Crescent.

**RECOMMENDATION IMPLICATIONS**

In light of the above, the Officer's Recommendation is amended to indicate that further detailed investigation will be undertaken on Locations 1 and 4 only:

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

**That Council:**

1. **Notes the investigation of the four alternative sites for the public toilet in Maylands as identified in Attachments 1 and 2 to this report.**
2. **Notes that a further report will be presented to Council on detailed investigation into Locations 1 and 4, including costing and formal advice from the Public Transport Authority.**

**CR ELLI PETERSEN-PIK MOVED, CR CHRIS CORNISH, DEPUTY MAYOR SECONDED  
CARRIED UNANIMOUSLY: 9/0**

***At 7:26pm, Cr Catherine Ehrhardt and Cr Barry McKenna returned to the meeting.***

**BACKGROUND**

At the Ordinary Council Meeting on 26 February 2019, Council considered a report on a proposed public toilet in Maylands town centre and resolved as follows:

*"That Council:*

1. *Accepts the 'Local Projects, Local Jobs' grant of \$140,000 towards the installation of a public toilet in Maylands Town Centre.*
2. *Approves the location of the public toilet and the relocated sculpture identified in Figures 1 and 2 of this report subject to approval by Main Roads WA.*
3. *Amends the City's 2018/19 Budget as follows:"*

<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ORIGINAL BUDGET</b>	<b>INCOME</b>	<b>REVISED BUDGET</b>	<b>VARIANCE</b>
2200-80420	Maylands Town Centre Public Toilet	\$0	-\$140,000	\$148,000	+\$8,000
2200-10900-6344-0000	Postage	\$15,000	-	\$7,000	-\$8,000
<b>Balance:</b>					<b>\$0</b>

In identifying the location approved at the above Council meeting, consideration of the road verge on the railway side of Whatley Crescent was also undertaken. However, this area was dismissed for the following reasons:

- The proposed alternate location would result in additional costs associated with:
  - Water, sewer and electricity connections;
  - Additional footpath work would be required;
  - Works to facilitate a pedestrian crossing on Whatley Crescent would be required; and
  - A crash barrier around the facility is likely to be required given the proximity to the carriageway.
- A number of locations within the road verge would result in the loss of some parking at the site.

Since Council's resolution, the grant funding has been received by the City and the Exeloo toilet module has been ordered. Main Roads WA has approved the location of the toilet at the site identified in the report to the 26 February 2019 Council meeting.

At its Ordinary Council Meeting of 28 May 2019, Council considered a Notice of Motion, and resolved the following:

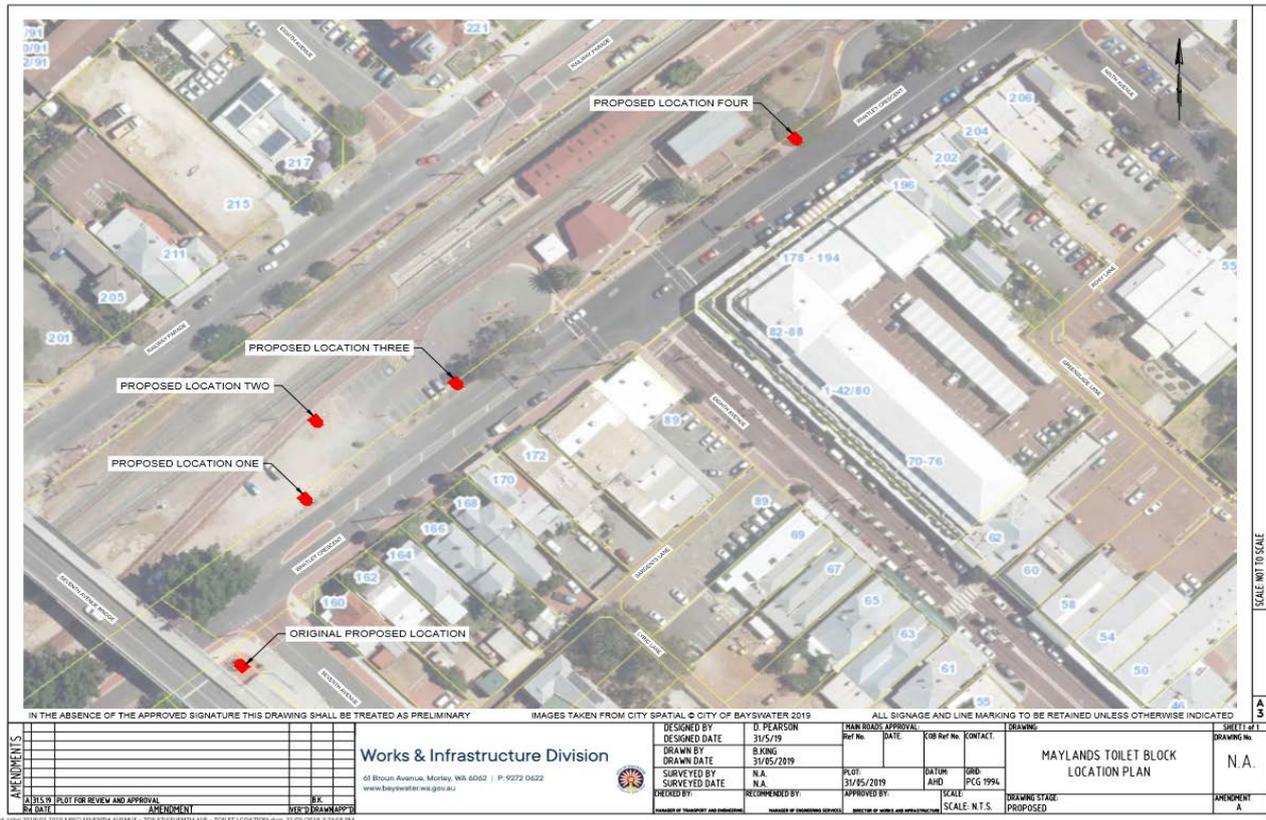
*"That Council requests the Chief Executive Officer to prepare a report on alternative locations for a public toilet on the railway side of Whatley Crescent in Maylands, including costs, for consideration at the next Ordinary Council Meeting."*

#### **EXTERNAL CONSULTATION**

Further consultation with the Public Transport Authority (PTA) regarding location of a public toilet on its land, or access through its land, will occur. Where locations are in close proximity to businesses or residences, consultation with businesses and residents will also occur. To date the City has verbally discussed alternate locations with the PTA and has sent a letter seeking written confirmation of the PTA's position on these locations.

#### **OFFICER'S COMMENTS**

Four possible alternate sites for a public toilet have been identified within the subject area. These are shown in the location plan below, and a larger plan version in **Attachment 1**.



A desktop analysis of the alternate sites has been undertaken. The outcomes of the analysis are outlined in **Attachment 2**. The analysis indicates that all alternate locations will incur an additional cost to the City, and in the cases of locations 1, 2 and 3 this cost is expected to be considerable due to lack of water, sewerage and power infrastructure in close proximity to each location. Further information from the PTA, Water Corporation and Western Power is required to determine the actual cost implications of each location.

A full investigation of the alternate sites requires liaison with the PTA, Water Corporation and Western Power. The City has spoken to the PTA regarding the alternate locations and has been verbally advised that any locations fully located on PTA land would not be supported. The PTA has confirmed that proposed location 2, is under its ownership and management and that a toilet is not supported on PTA land. Further, where there is a slight encroachment onto PTA land, a formal request will need to be submitted, and all affected internal PTA stakeholders will need to be consulted. The PTA has advised that should this encroachment result in a loss of commuter parking bays, this location is highly unlikely to be supported. A letter seeking written confirmation of these points has been sent to PTA as part of this investigation. This letter also requests information regarding the possibility of a lease arrangement for location of a public toilet on PTA land, and related practical implications such as maintenance and security. As at preparation of this report, no response has been received. However, any responses received in the interim will be provided to Councillors at/before the Council meeting.

Costings relating to connection to water, sewerage and power require applications to be made to Water Corporation and Western Power. Based on previous experience, a response is expected to take approximately two to three months. Once these costings have been received the full impacts of each option will be better known.

**LEGISLATIVE COMPLIANCE**

Not Applicable.

**OPTIONS**

In accordance with the City’s Risk Management Framework, the following options have been assessed against the City’s adopted risk tolerance. Comments are provided against each of the risk categories.

<b>Option 1</b>	<b>Further investigate of the four alternate sites identified in this report.</b>		
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Outcome</b>	<b>Assessment</b>
Strategic Direction	Moderate	Low	
Reputation	Low	Moderate	
Governance	Low	Low	
Community and Stakeholder	Moderate	Moderate	
Financial Management	Low	Moderate	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Low	
Organisational Health and Safety	Low	Low	
<b>Conclusion</b>	It is considered that reputation and community and stakeholder categories carry a moderate risk, as the location of the toilet can affect community stakeholders and there is significant community and media interest in this project. Financial management is also a moderate risk category, as installation of the toilet at alternate sites may be very costly.		

<b>Option 2</b>	<b>Further investigate only one (two or three) of the four alternate sites identified in this report.</b>		
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Outcome</b>	<b>Assessment</b>
Strategic Direction	Moderate	Low	
Reputation	Low	Moderate	
Governance	Low	Low	
Community and Stakeholder	Moderate	Moderate	
Financial Management	Low	Moderate	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Low	
Organisational Health and Safety	Low	Low	
<b>Conclusion</b>	It is considered that reputation and community and stakeholder categories carry a moderate risk, as the location of the toilet can affect community stakeholders and there is significant community and media interest in this project. Financial management is also a moderate risk category, as installation of the toilet at an alternate site may be very costly.		

<b>Option 3</b>	<b>Do not further investigate the alternate locations identified in this report and proceed with the location previously approved.</b>		
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Outcome</b>	<b>Assessment</b>
Strategic Direction	Moderate	Low	
Reputation	Low	Moderate	
Governance	Low	Low	
Community and Stakeholder	Moderate	High	
Financial Management	Low	Low	
Environmental Responsibility	Low	Low	

Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	It is considered that reputation and community and stakeholder categories carry a higher risk, as the approved location of the toilet has attracted considerable community and media interest in this project.	

**FINANCIAL IMPLICATIONS**

The financial implications of each of the possible locations for the public toilet are currently unknown and will be investigated. There are fewer resource implications for Options 2 and 3 as these involve fewer (or no) additional sites being investigated.

**STRATEGIC IMPLICATIONS**

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 B3: Quality built environment.

A public toilet on Whatley Crescent will have an impact on the streetscape of one of Maylands town centre’s main streets. A location which is safe, accessible and enables the toilet building to be reasonably visually compatible with the surrounding area is required.

**CONCLUSION**

A further report on alternative locations for a public toilet on the railway side of Whatley Crescent, Maylands, including costs, will be prepared for consideration once a response has been received from the relevant agencies.

**Attachment 1 – Locations for public toilet in Maylands town centre**



SCALE: NOT TO SCALE  
A 3

IN THE ABSENCE OF THE APPROVED SIGNATURE THIS DRAWING SHALL BE TREATED AS PRELIMINARY      IMAGES TAKEN FROM CITY SPATIAL © CITY OF BAYSWATER 2019      ALL SIGNAGE AND LINE MARKING TO BE RETAINED UNLESS OTHERWISE INDICATED

AMENDMENTS	NO.	DATE	DESCRIPTION	BY

**Works & Infrastructure Division**  
 61 Broun Avenue, Morley, WA 6062 | P: 9272 0622  
 www.bayswater.wa.gov.au



DESIGNED BY D. PEARSON	DESIGNED DATE 31/5/19	MAIN ROADS APPROVAL Ref No. DATE	COB Ref No.	CONTACT	DRAWING	SHEET 1 of 1
DRAWN BY B. KING	DRAWN DATE 31/05/2019	PL01: 31/05/2019	DATUM: AHD	GRID: PCG 1994	MAYLANDS TOILET BLOCK LOCATION PLAN	DRAWING No. N.A.
SURVEYED BY N.A.	SURVEYED DATE N.A.	CHECKED BY:	RECOMMENDED BY:	APPROVED BY:		SCALE: N.T.S.
					AMENDMENT A	

**Attachment 2 – Preliminary Analysis of Alternate Sites**

Location	Servicing	Amenity	Approvals	Access	Impacts	Safety	Cost	Other
Existing	Costs within budget	Medium visibility on exit from town centre	All in place	No additional requirements	Relocation of sculpture  Community opposition  Adjacent landowner opposition	Proximity to roadway  Existing path network	Budget: \$160,000  Including sculpture relocation	Distance from station
1	Additional Boring Costs	High visibility	Service Authorities  PTA for path connection to principal shared path (PSP)	Additional path required  Improved Whatley Crescent crossing point	Reduced station parking  Consultation with businesses	Facility exposed on road edge  Crossing of Whatley Crescent  Access would be through parking area  Pedestrian/cyclist conflict on PSP	Additional servicing costs  Crash barrier/bollards?  Crossing on Whatley Crescent?	Distance from station  Additional costs to be met by the City?
2	Additional Boring Costs	Medium visibility	Service Authorities  PTA for path connection to principal shared path (PSP)  PTA for location (noting previous reluctance for PTA land)	Path through carpark  Visibility of facility	Greater reduction in parking	Facility in informal carpark  Pedestrian/cyclist conflict on PSP	Paths  Bollards/barrier	Additional costs to be met by the City?  Possible leasing and associated costs (e.g. maintenance) if lease possible on PTA land

Location	Servicing	Amenity	Approvals	Access	Impacts	Safety	Cost	Other
3	Additional Boring Costs	High visibility	Service Authorities  PTA for path connection to PSP  PTA for location (noting previous reluctance for PTA land)	Path cannot be constructed on kerb line	Verge trees (path issue)?  Consultation with businesses	Proximity to roadway  Access through carpark	Crash barrier?	Will be partially on PTA land  Additional costs to be met by the City?  Possible leasing and associated costs (e.g. maintenance) if lease possible on PTA land
4	Connection to nearby Sewer may be possible	Low visibility	PTA for path connection	Minor additional requirements	Impact on adjacent verge tree  Consultation with businesses	Proximity to roadway	Tree pruning  Traffic management	Proximity to bus stop (+/-)  Additional costs to be met by the City?

**10.4.3 Bedford Shopping Precinct Regeneration Survey Results**

<b>Applicant/Proponent:</b>	Strategic Planning and Place	
<b>Responsible Branch:</b>	Strategic Planning and Place	
<b>Responsible Directorate:</b>	Community and Development	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required	
<b>Attachments:</b>	1. Summary of Bedford Shopping Precinct Regeneration Survey Results	
<b>Refer:</b>	Item 10.4.3: OCM 26.03.2019 Item 14.5: OCM 28.8.2018 Item 12.1.4: OCM 28.01.2014	

**SUMMARY**

The purpose of this report is to inform Council on the ‘Bedford Shopping Precinct Regeneration Survey’ results and recommendations. The survey was available via Engage Bayswater from 1 May until 23 May 2019. During the consultation period, the City received 422 survey submissions.

The survey results highlighted a number of short and long-term priority areas for the Bedford shopping precincts such as an improved mix of commercial uses, prioritising cleanliness and maintenance and supporting more beautiful and well-presented shopfronts.

Council direction is sought on the Bedford Shopping Precinct Regeneration Survey results and the recommendation to consider investigation into a ‘Local Centres Improvement Program’ model for each of the five shopping precincts. Further investigation of this model will be considered as part of the 2020/21 budget process.

**COUNCIL RESOLUTION**  
**(OFFICER’S RECOMMENDATION)**

**That Council:**

- 1. Notes the results of this Bedford Shopping Precinct Regeneration Survey.**
- 2. Requests the Chief Executive Officer to present a report to Council on Option 1 – ‘Local Centres Improvement Program’ model for the five Bedford shopping precincts, including project scope, timeframe and resourcing implications to be considered as part of the 2020/21 budget process.**

**CR LORNA CLARKE MOVED, CR FILOMENA PIFFARETTI SECONDED**  
**CARRIED UNANIMOUSLY: 11/0**

**BACKGROUND**

At its Ordinary Meeting on 28 January 2014, Council approved minor streetscape improvements for the Bedford shopping precincts at the Walter Road/ Salisbury Street intersection and the Grand Promenade and Walter Road intersection. The works included landscaping and furniture installation, and brick paving improvements at a cost of \$204,645. These works are now complete.

At its Ordinary Meeting on 28 August 2018, Council considered a Notice of Motion on ‘Bedford Regeneration’, and resolved as follows:

*"That Council requests the Chief Executive Officer to develop a proposal by March 2019 to survey Bedford residents and ratepayers and determine whether the local community of Bedford wants additional place-making initiatives and/or regeneration of their local shopping precincts."*

At the Ordinary Meeting on 26 March 2019, Council considered the proposed community engagement process for the Bedford shopping precincts, and resolved as follows:

*"That Council:*

- 1. Supports the undertaking of a community survey in accordance with the Draft Bedford Shopping Precinct Regeneration Community Engagement Plan in Attachment 1.*
- 2. Notes that a further report will be presented to Council with the engagement outcomes and recommendations by June 2019.*

*Amends the City's 2018/19 Budget as follows:*

<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ORIGINAL BUDGET</b>	<b>INCOME</b>	<b>REVISED BUDGET</b>	<b>VARIANCE</b>
2200-10906-6344-0000	Bedford Shopping Precinct Regeneration Survey	\$0	-	\$4,800	+\$4,800
2200-10900-6344-0000	Heritage Incentives	\$20,000	-	\$15,200	-\$4,800
				<b>Balance:</b>	<b>\$0 "</b>

The City has adopted a place management ('place making') approach to improve its four major town centres: Bayswater, Maylands, Morley and Noranda. The purpose of the survey was to seek feedback, and inform the City's future approach to place management and/or regeneration in these precincts. The key shopping precincts in Bedford are not currently serviced under the City's place management approach. The intention of the survey was to inform the City's decision making on future place management and/or regeneration in the Bedford shopping precincts, and is subject to further Council approval, staffing resources and budget allocation.

**EXTERNAL CONSULTATION**

In accordance with the 26 March 2019 Council resolution a mail out with information on the survey was delivered to all Bedford property owners, occupiers and businesses (approximately 2,235 ratepayers and an additional 970 residents) in late April 2019.

The Bedford Shopping Precinct Survey was available via Engage Bayswater from 1 May until 23 May 2019. Hardcopies were also available upon request.

During the consultation period the City received 422 survey submissions (including 8 hardcopy surveys). This is considered a good response rate (approximately 8% of Bedford population) and reflects the relatively high interest in the regeneration of the Bedford shopping precincts.

The survey identified five shopping precincts within Bedford as shown in.

Survey respondents were asked to choose the two precincts they visit the most and respond to three main questions for each of their chosen precincts, as below:

1. What most needs improvement in your precinct in the short to medium term (1-5 years)?  
*(Choose top 5 priorities)*
2. What should be the greatest strengths of your precinct in the future (long-term – 5 years+)?  
*(Choose top 5 priorities)*
3. Would you be interested in collaborating with the City on place activation initiatives through a place activation team, direct partnership with the City on a project, or similar?

The results of the survey are discussed in detail in the sections below.

**OFFICER'S COMMENTS**

The survey results have been summarised within short term (next 1-5 years) and long term (5 year+) priorities.

Below is a summary of the key priority areas and City considerations. A detailed analysis of survey results is within **Attachment 1.**

Key Priorities for Each Shopping Precinct

<p><b>Precinct 1:</b></p>	<p><b>Corner of Grand Promenade and Craven Street</b></p>	
	<p><b>Short term priorities</b></p> <ol style="list-style-type: none"> <li>1. More beautiful and well-presented shopfronts.</li> <li>2. Improved cleanliness and maintenance.</li> <li>3. Greater mix of commercial uses (mix of different shops, eateries, services etc.).</li> </ol>	
	<p><b>Long term priorities</b></p> <ol style="list-style-type: none"> <li>1. Greater mix of commercial uses.</li> <li>2. More beautiful shopfronts.</li> <li>3. A high level of safety and security.</li> </ol>	
	<p><b>General comments from community:</b></p> <p><i>“First impressions are that the retail space is not in keeping with the aspirations of a developing suburb.”</i></p> <p><i>“The shopfronts in Precinct 1 are very run down and look dirty, however, most of the businesses on the strip are fantastic. That whole building just needs more maintenance and cleaning and it would attract a lot more people.”</i></p>	

<p><b>Precinct 2:</b></p>	<p><b>Corner Walter Road West and Grand Promenade</b></p> <p><b>Short term priorities</b></p> <ol style="list-style-type: none"> <li>1. Greater mix of commercial uses (mix of different shops, eateries, services etc.).</li> <li>2. More beautiful and well-presented shopfronts.</li> <li>3. Improved cleanliness and maintenance.</li> </ol> <p><b>Long term priorities</b></p> <ol style="list-style-type: none"> <li>1. Greater mix of day and night activities.</li> <li>2. More beautiful shopfronts.</li> <li>3. A high level of safety and security.</li> </ol> <p><b>General comments from community:</b></p> <p><i>“The shops look old and tired and there needs to be more selection of shops, both eateries, butchers, etc. and more diversity”.</i></p> <p><i>“Hats off to Hair Con and the fitness shop on Walter Road near Rosebery St. for the good upgrade on their shops.”</i></p>	
<p><b>Precinct 3:</b></p>	<p><b>Walter Road West, corner of Shaftesbury Avenue</b></p> <p><b>Short term priorities</b></p> <ol style="list-style-type: none"> <li>1. Greater mix of commercial uses (mix of different shops, eateries, services etc.).</li> <li>2. More beautiful and well-presented shopfronts.</li> <li>3. Increase the amount of greenery.</li> </ol> <p><b>Long term priorities:</b></p> <ol style="list-style-type: none"> <li>1. Greater mix of commercial uses.</li> <li>2. More beautiful shopfronts.</li> <li>3. Lots of plantings and greenery.</li> </ol> <p><b>General comments from community:</b></p> <p><i>“can see the potential for the area. Really excited to see the</i></p>	

	<p><i>improvements in the shopping precincts as they are very run down.”</i></p>	
<p><b>Precinct 4:</b></p>	<p><b>Along Beaufort Street near Chisholm College</b></p> <p><b>Short term priorities:</b></p> <ol style="list-style-type: none"> <li>1. Greater mix of commercial uses (mix of different shops, eateries, services etc.).</li> <li>2. More beautiful and well-presented shopfronts.</li> <li>3. Increase the amount of greenery.</li> </ol> <p><b>Long term priorities:</b></p> <ol style="list-style-type: none"> <li>1. Greater mix of commercial uses</li> <li>2. More beautiful shopfronts.</li> <li>3. Lots of plantings and greenery and a high level of safety and security.</li> </ol> <p><b>General comments from community:</b></p> <p><i>“Precinct 4 is very bland and old looking... really does need a face lift...”</i></p> <p><i>“Precinct 4 has the makings to be a great little area of shops, but the parking areas and verges need to be made more appealing...”</i></p>	
<p><b>Precinct 5:</b></p>	<p><b>Along Beaufort Street, between Grand Promenade and Nelson Street</b></p> <p><b>Short term priorities:</b></p> <ol style="list-style-type: none"> <li>1. More beautiful and well-presented shopfronts.</li> <li>2. Greater mix of commercial uses (mix of different shops, eateries, services etc.).</li> <li>3. Improved cleanliness and maintenance.</li> </ol> <p><b>Long term priorities:</b></p> <ol style="list-style-type: none"> <li>1. Greater mix of commercial uses.</li> <li>2. Lots of plantings and greenery.</li> <li>3. Greater mix of day and night</li> </ol>	

	time activities.	
	<p><b>General comments from community:</b></p> <p><i>“I would like to see precinct 5 developed in a way that more suits the character of the area.”</i></p>	

Interest from Community in Collaborating with the City

As a part of the survey participants were advised that Council has adopted a place management approach across the City’s four ‘major town centres’ (Maylands, Bayswater, Morley and Noranda) and that this approach involves Place Managers collaborating with community and business groups, residents, land owners and individual businesses to improve these town centres. Participants were asked if they were interested in collaborating with the City using a similar approach.

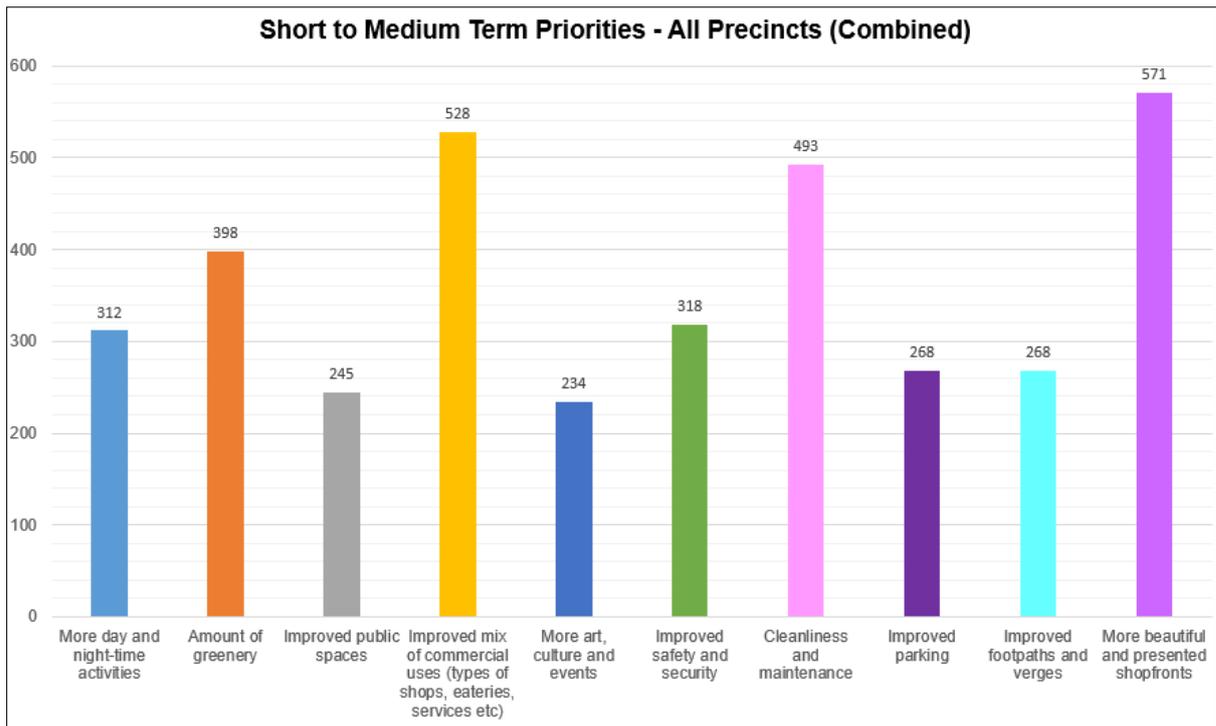
The City received a positive response from survey respondents. Close to 40% (155 people) were interested in collaborating with the City on place activation initiatives either through a place activation team or through direct partnership with the City on a project. This suggests that a higher level of engagement and involvement is required for any future works within these precincts.

Short-term Priorities for the Shopping Precincts

The community’s short-term priorities (years 1-5) were similar across all five shopping precincts. The top three priorities identified by survey respondents overall are as follows and are detailed in Table 1:

- More beautiful and well-presented shopfronts;
- Greater cleanliness and maintenance; and
- Improved mix of commercial uses (mix of different shops, eateries, services, etc.).

**Table 1**



Officer Comment

The survey results indicate that a stronger focus on the variety of commercial uses and the management/maintenance of these precincts is required in the short-term rather than activating the public realm. As such, a physical upgrade approach in collaboration with business and landowners for each precinct may be more appropriate than a place making/place management approach, which typically focuses more on public spaces and their activation.

It is suggested that a program similar to the City of Stirling’s ‘Local Commercial Centres Urban Design Improvement Program’ model may be trialled in the Bedford shopping precincts. Unlike the City’s place management approach, which focuses on larger town centres, the ‘Local Centres Improvement Program’ model addresses smaller centres often comprising a handful of businesses, often with adjacent public spaces and/or residential development. It facilitates the local government to work with business and landowners, and possibly the wider community (where a public space such as a park exists in a project area), to agree improvements and funding models to enable targeted improvements to be made.

This sort of model enables a site specific approach to be taken to each shopping precinct, and allows flexibility in terms of funding and areas of support, whether through physical upgrades, economic development support in creating a better commercial mix or day/night time activity, or local planning scheme or policy modifications to enable better built form outcomes. It is recommended that a report on this approach, project scope and resourcing requirements be presented to Council prior to deliberations on the draft 2020/21 Budget.

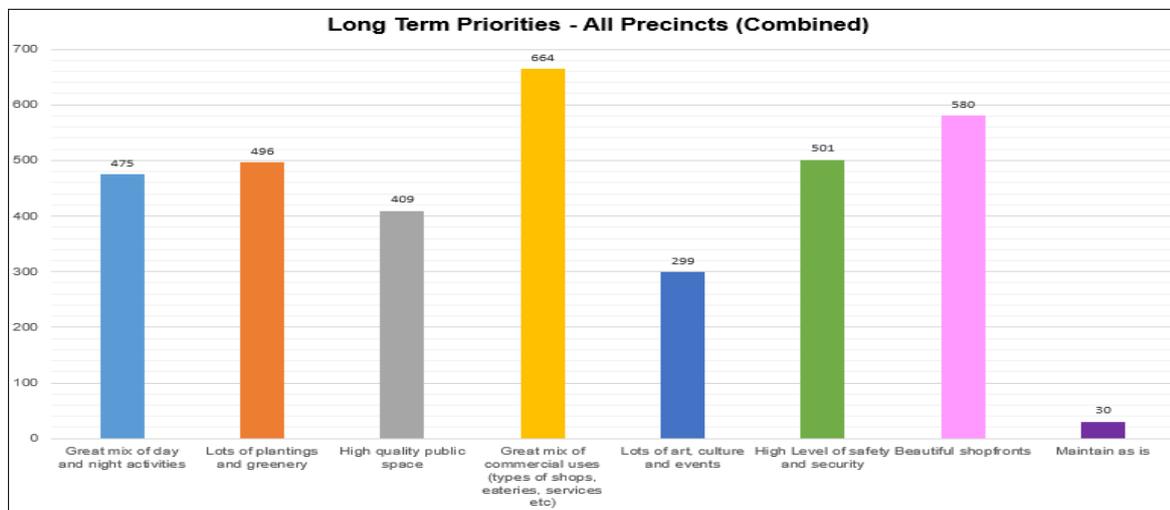
A program that is proposed within the draft 2019/20 Budget is the Shopfront Activation Program. This program only relates to the City’s town centres, however could be extended to the Bedford shopping precincts with further resource allocation.

Top Long-term Priorities for all Precincts

Similar to the short-term priorities the community's long-term (5+ years) priorities within each precinct were similar across all five shopping precincts. The top three priorities identified by survey respondents are as follows and are detailed within Table 2:

- A greater mix of commercial uses;
- More beautiful shopfronts; and
- High level of safety and security.

**Table 2**



Officer Comment

Similar to the short-term priorities, the long-term priorities suggests the City could consider a ‘Local Centres Improvement Program’ approach for the Bedford shopping precincts for the long term (5 years+). Unlike a standard City-led ‘revitalisation/regeneration’ upgrade model, as was undertaken by the City following Council’s 2014 resolution, this approach would acknowledge respondents’ calls for more direct involvement in the shaping of their shopping precincts and involve shared decision-making and implementation.

With a long-term view, Council may also consider a budget allocation to carry out the physical aspects of regeneration for each shopping precincts in the Long Term Financial Plan.

Options for Council Consideration

Option 1- Local Centres Improvement Program

Option 1 is to trial a ‘Local Centres Improvement Program’ program across the five Bedford shopping precincts.

Should this trial be considered successful, an ongoing program may be considered to cover other smaller commercial centres within the City. An initial assessment suggests that there are about 8 of these centres within the City, in addition to those in Bedford.

This option is recommended because it enables the City to address survey respondents’ highest short-term and long-term priorities and enables relatively high levels of involvement in these improvements. This option also enables the City’s place management approach, which focuses on town centres and is considered to function effectively as such, to continue in its current form. Should smaller shopping precincts in Bedford be addressed through a place management approach, it may seem inequitable for other smaller shopping precincts not to also be addressed as such, and this may necessitate a larger, Ward-based (or similar) place management approach, which would have significant resourcing impacts.

Option 2 - Place Management Approach

Option 2 is to introduce a place management approach for the five Bedford shopping precincts. This involves a Place Manager collaborating with a mix of community and business groups, individual residents, land owners and businesses to improve a precinct. Outcomes may include place activation initiatives such as events, streetscape improvements, greening, heritage and cultural initiatives, and public art.

The City's two Place Managers each manage two major town centres at present, and do not have capacity to manage another town centre / shopping precinct. As such, additional resources would be required. As the scope of this approach involves five smaller precincts rather than one larger town centre, the actual resourcing implication would require additional research.

There may be some resource released once the Metropolitan Redevelopment Authority (MRA) commences work in the Bayswater town centre, but this depends on MRA's involvement in place making in Bayswater. The MRA usually undertakes place making in its project areas. However, given the established relationships with key stakeholders in the town centre, the progress of a variety of significant place making projects, and the development of a collaborative project with community partners intended to mitigate the economic impacts of Bayswater train station redevelopment, the City is likely to continue its involvement in place making in the town centre in collaboration with community partners and the MRA, particularly in the short term.

This option is not recommended as it is considered that the City's place management approach suits a town centre model, rather than multiple small precincts. As discussed above, a 'Local Centres Improvement Program' approach enables a site specific focus on the needs of each smaller precinct, while enabling greater involvement and collaboration than is standard.

**LEGISLATIVE COMPLIANCE**

Nil

**OPTIONS**

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

<b>Option 1</b>	<b>Investigate and report on a trial of a 'Local Centres Improvement Program' approach for the Bedford shopping precincts.</b>		
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Outcome</b>	<b>Assessment</b>
Strategic Direction	Moderate	Low	
Reputation	Low	Low	
Governance	Low	Low	
Community and Stakeholder	Moderate	Low	
Financial Management	Low	Low	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Low	
Organisational Health and Safety	Low	Low	
<b>Conclusion</b>	It is considered that there are low risks in relation to this option.		

<b>Option 2</b>	<b>Investigate and report on a 'Place Management' approach for the Bedford shopping precincts.</b>		
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Outcome</b>	<b>Assessment</b>
Strategic Direction	Moderate	Moderate	
Reputation	Low	Low	
Governance	Low	Low	
Community and Stakeholder	Moderate	Low	
Financial Management	Low	Moderate	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Moderate	
Organisational Health and Safety	Low	Low	
<b>Conclusion</b>	It is considered that there are moderate risks in terms of strategic direction in relation to this option as this would not align with the place management model adopted by Council for the City. A new model would be required, and this may involve an additional number of areas within the City (e.g. Embleton or Dianella), which would also have moderate financial management impacts in terms of human and financial resources. Should a place management approach be introduced in Bedford without additional resources, service delivery in the town centres' place management is at moderate risk.		

<b>Option 3</b>	<b>Note the Bedford Shopping Precinct Regeneration Survey results report and take no further action.</b>		
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Outcome</b>	<b>Assessment</b>
Strategic Direction	Moderate	Low	
Reputation	Low	Moderate	
Governance	Low	Low	
Community and Stakeholder	Moderate	High	
Financial Management	Low	Low	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Low	
Organisational Health and Safety	Low	Low	
<b>Conclusion</b>	It is considered that the City's reputation, community, and stakeholder relationships could be at risk were no further action taken at this stage. Many survey respondents have expressed their appreciation regarding Council's interest in improvement of their area, and there is a strong desire for this improvement to occur.		

**FINANCIAL IMPLICATIONS**

The following financial implications are applicable:

**Item 1:** Bedford Shopping Precinct Regeneration Survey Recommendations

**Asset Category:** N/A **Source of Funds:** Municipal

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

**Notes:** \*There is currently no budget funds allocated to implement any of the actions and/or ideas within the survey results. The report recommends for further investigation to take place for Option 1 to understand the financial implications.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	*	*	*	*	*	*	Nil

**STRATEGIC IMPLICATIONS**

Theme: Our Built Environment  
 Aspiration: A quality and connected built environment  
 Outcome B1: Appealing streetscapes

Theme: Our Local Economy  
 Aspiration: A business and employment destination  
 Outcome E2: Active and engaging town and City centres

The top priorities identified in the Bedford Shopping Precincts Regeneration Survey align with appealing streetscapes and a business and employment destination.

**CONCLUSION**

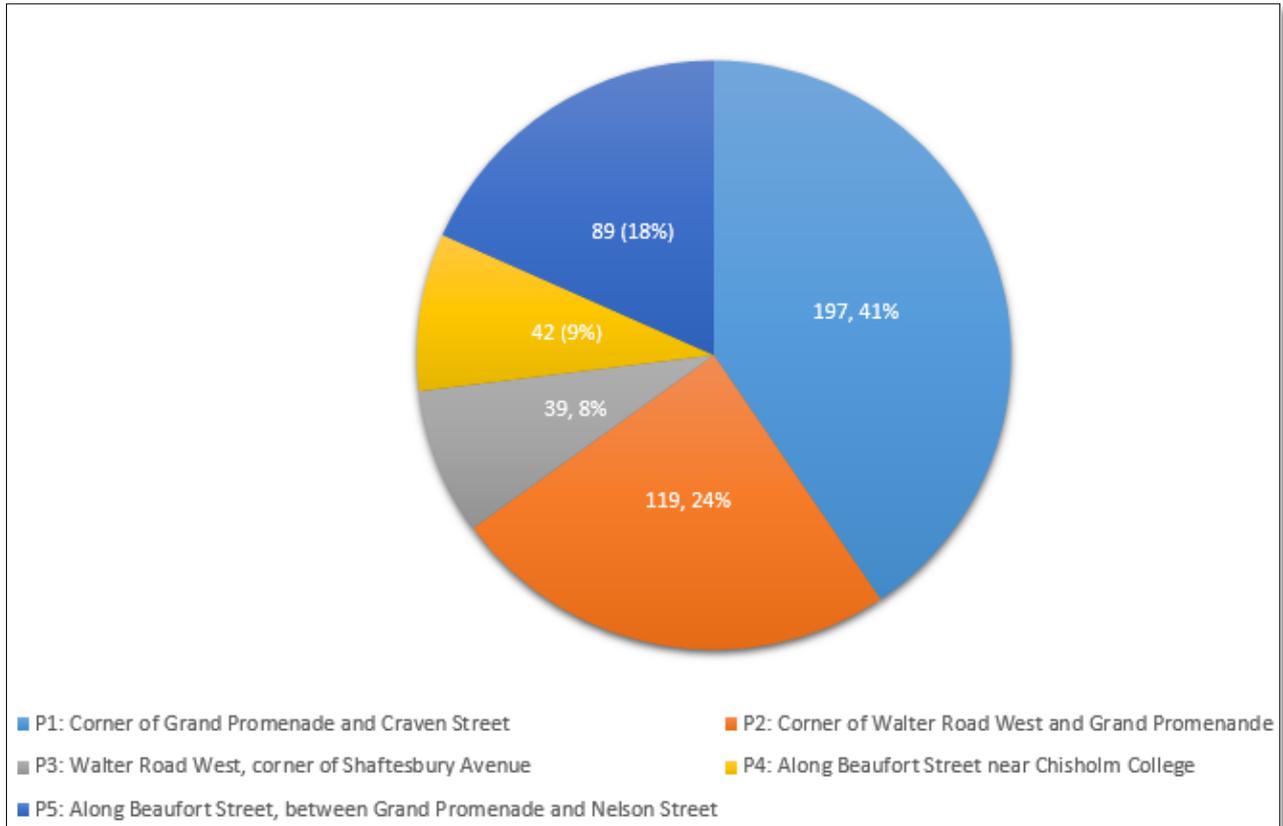
The purpose of this report is to inform Council on the Bedford Shopping Precinct survey results and proposed recommendations. The City received a good response rate from the Survey (422 responses) which reflects the high interest in the regeneration of the Bedford shopping precincts. The survey results highlighted a number of short and long-term priority areas for the Bedford shopping precincts such as an improved mix of commercial uses, prioritising cleanliness and maintenance, and supporting more beautiful and well-presented shopfronts.

It is recommended that Council notes the results of the Bedford Shopping Precinct Regeneration Survey and support further investigation into a ‘Local Centres Improvement Program’ model for each of the five shopping precincts for consideration within the 2020/21 budget.

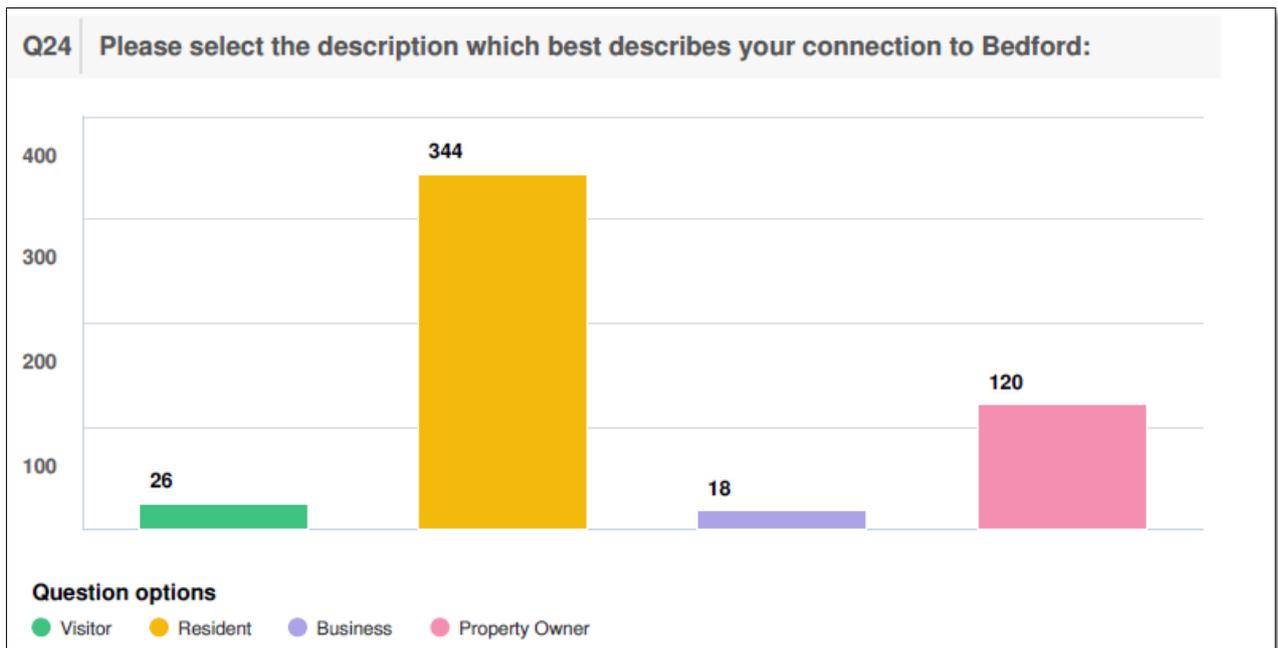
**Attachment 1**

**Data Summary from Bedford Shopping Precinct Regeneration Survey Results**

Top precincts selected:

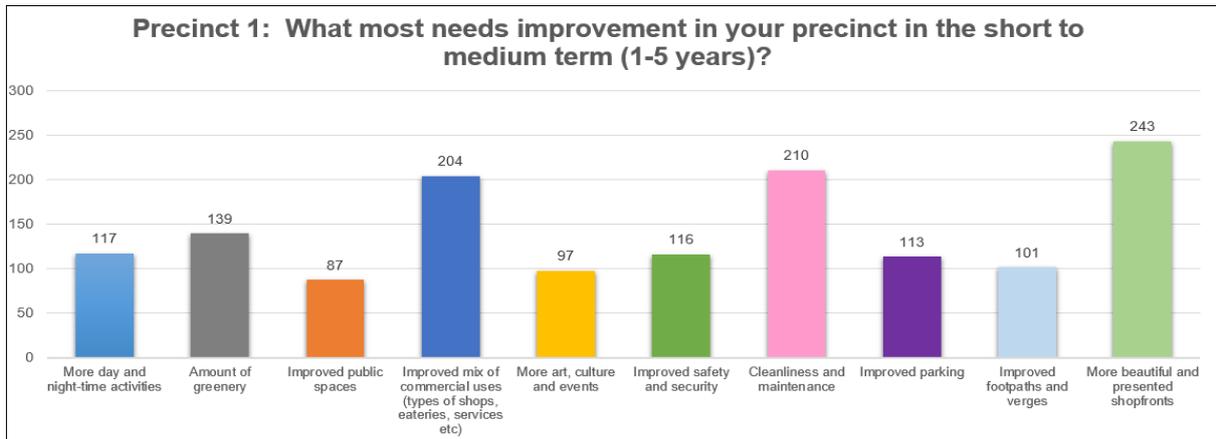


Who participated:

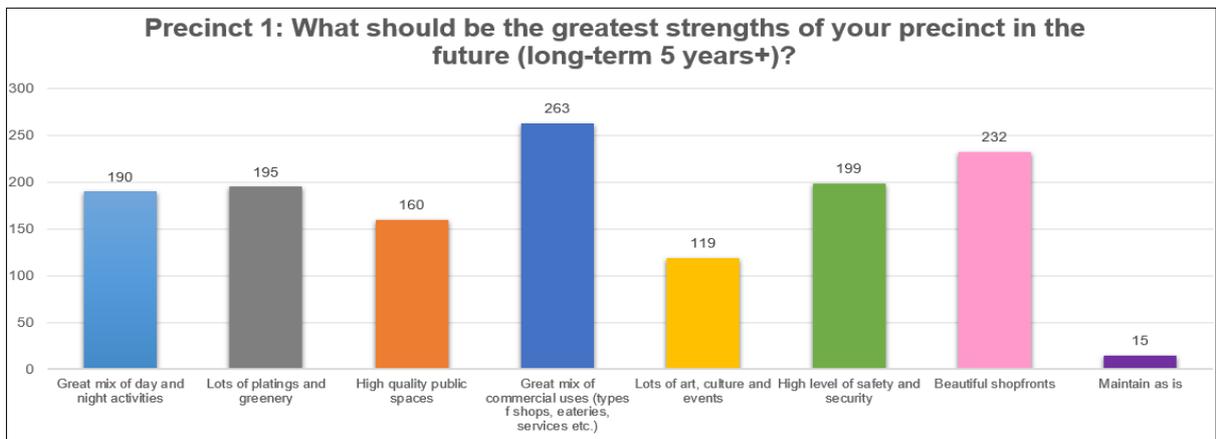


**PRECINCT 1 - Corner of Grand Promenade and Craven Street**

**Short-term (1-5 years) improvements:**

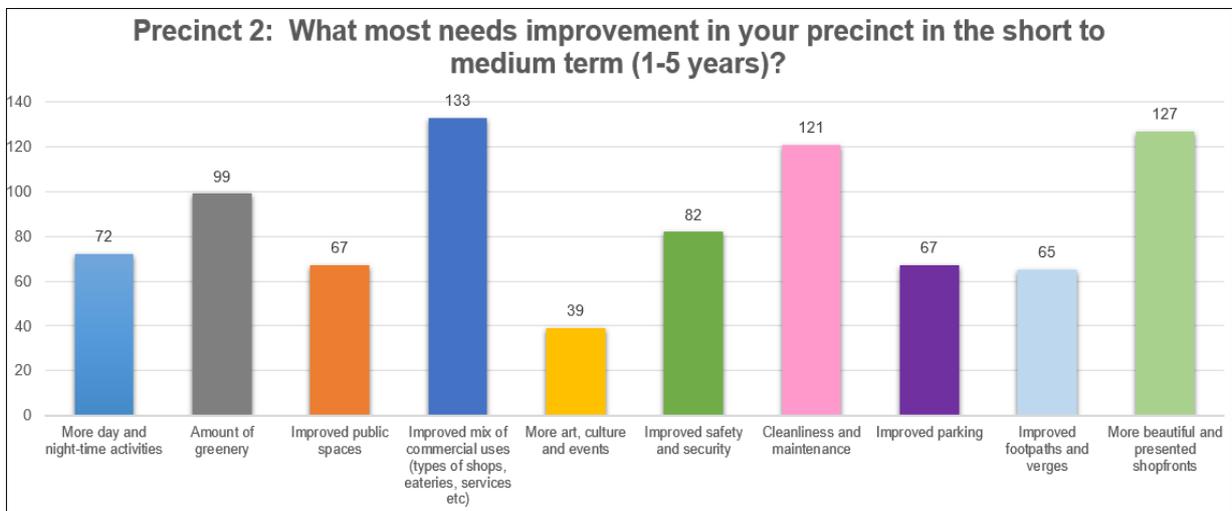


**Long-term (5 +years) priorities:**

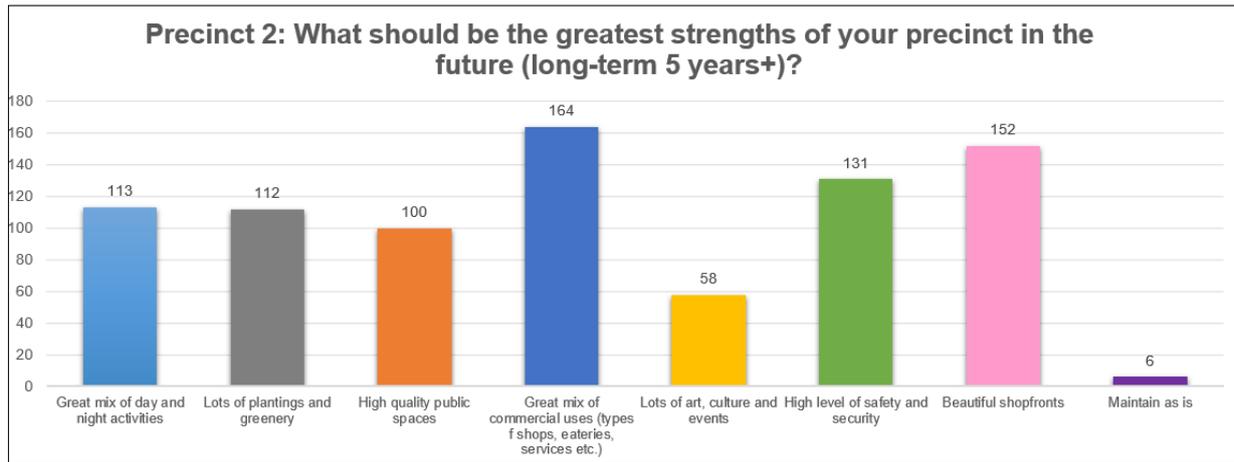


**PRECINCT 2 - Along Walter Road West and Grand Promenade, between Salisbury Street**

**Short-term (1-5 years) improvements:**

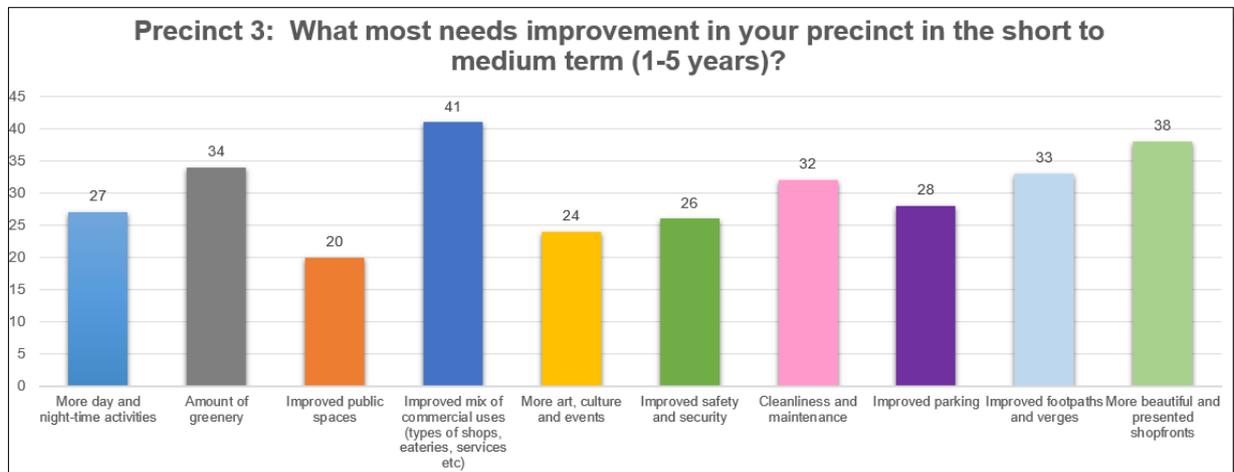


**Long-term (5 +years) priorities:**



***PRECINCT 3 - Corner of Walter Road West, and Shaftesbury Avenue***

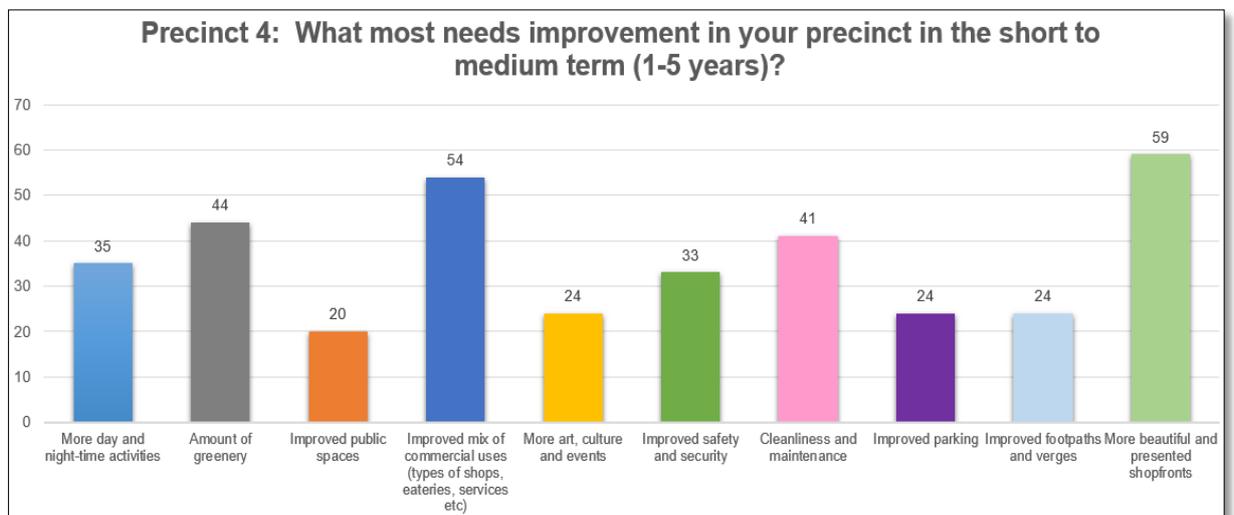
**Short-term (1-5 years) improvements:**



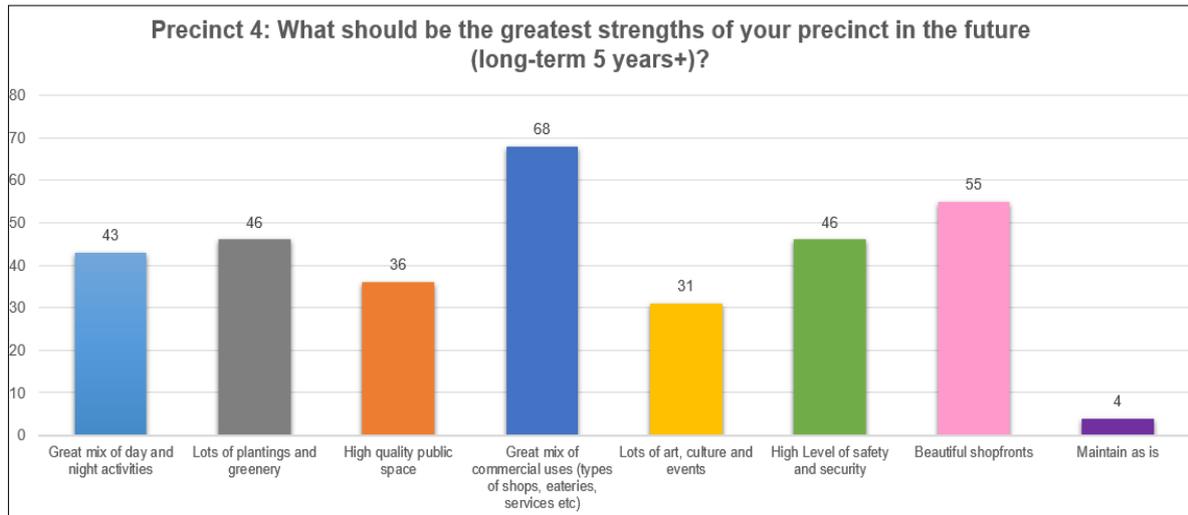
**Long-term (5 +years) priorities:**

***PRECINCT 4 - Corner of Beaufort Street, and The Strang and Shaftesbury Street***

**Short-term (1-5 years) improvements:**

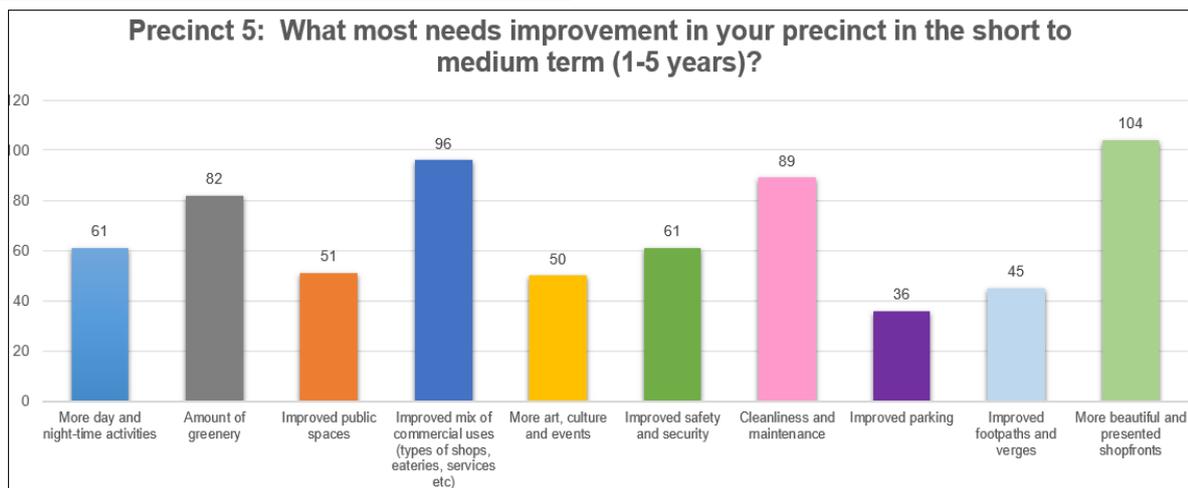


**Long-term (5 +years) priorities:**

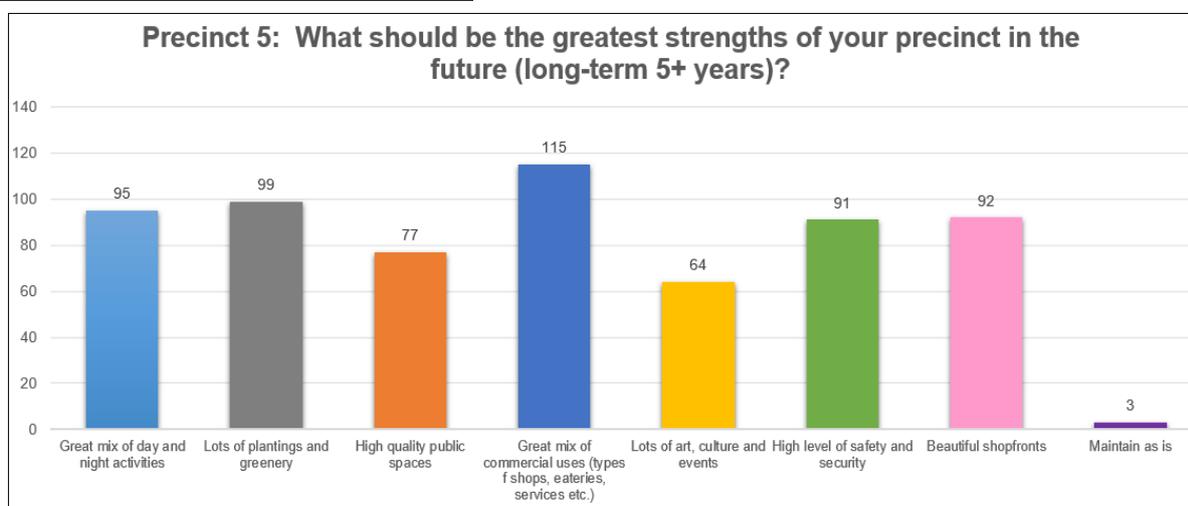


**PRECINCT 5 - Along Beaufort Street, between Grand Promenade and Nelson Street**

**Short-term (1-5 years) improvements:**



**Long-term (5 +years) priorities:**



**10.4.4 Public Art Projects - Bayswater and Maylands Town Centres**

<b>Responsible Branch:</b>	Strategic Planning and Place	
<b>Responsible Directorate:</b>	Community and Development	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input checked="" type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required	
<b>Attachments:</b>	Not Applicable	
<b>Refer:</b>	Item 9.1: OCM 23.05.2017	

**SUMMARY**

The City's 2019/20 Draft Budget includes funding for a public artwork for both the Bayswater and the Maylands town centres. The details of each of these proposed artworks are outlined for consideration by Council prior to the adoption of the final 2019/20 Budget.

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

**That Council:**

- 1. Considers an allocation of \$30,000 for the sculpture proposed by Bayswater Historical Society at Bert Wright Park, Bayswater in the 2019/20 Budget.**
- 2. Considers an allocation of \$10,000 for a sculpture at the north eastern corner of Whatley Crescent and Ninth Avenue, Maylands in the 2019/20 Budget.**

**CR CATHERINE EHRHARDT MOVED, CR SALLY PALMER SECONDED**

**CARRIED: 8/3**

**FOR VOTE:** *Cr Catherine Ehrhardt, Cr Sally Palmer, Cr Lorna Clarke, Cr Giorgia Johnson, Cr Dan Bull, Mayor, Cr Barry McKenna, Cr Stephanie Gray and Cr Chris Cornish, Deputy Mayor.*

**AGAINST VOTE:** *Cr Filomena Piffaretti, Cr Michelle Sutherland and Cr Elli Petersen-Pik.*

**BACKGROUND**

At the Ordinary Council Meeting on 23 May 2017, Council adopted the Bayswater Town Centre Place Activation Plan and the Maylands Town Centre Place Activation Plan. These plans were developed in response to a town centre community workshop in each town centre. The proposals for public art have emerged from the place activation work to implement these plans and align closely to community priorities identified. The City's Corporate Business Plan identifies the development of a Public Art Strategic Plan for the 2019/20-2020/21 financial years. No budget provision has been made for this in the draft 2019/20 Budget.

**EXTERNAL CONSULTATION**

Previously community consultation was undertaken to develop the Place Activation Plans. It is considered that the proposals for public art align closely with the adopted Place Activation Plans for the Bayswater and Maylands town centres.

The proposal for a sculpture in the Bayswater town centre is considered to be a community-led art project. Community involvement will be through the Bayswater Historical Society who have led the project, provided volunteers and will continue to be a key part of the project's development.

The Maylands proposal is the result of a number of meetings between City officers and businesses directly adjacent to the northeast corner of Whatley Crescent and Ninth Avenue. It is therefore considered that these business owners be part of the project in terms of development of an artist's brief and/or selection criteria and selection of the artwork.

## OFFICER'S COMMENTS

### Bayswater Town Centre Public Art Proposal

The concept for a sculpture in front of Bayswater Library was proposed by the Bayswater Historical Society in collaboration with Bayswater artist/sculptor Denise Pepper. The location for the proposed artwork is shown in the location plan below.



The proposal involves the utilisation of a number of logs reclaimed from the former Garratt Road Bridge, which crossed the river at Bayswater. Artist Denise Pepper has created a maquette (scale model) of the sculpture, which proposes metal work 'houses' mounted onto a number of the logs, with each 'house' containing a reference to a different aspect of Bayswater. The artwork is proposed to be surrounded by landscaping and lighting. It is considered that it will provide a significant upgrade to the King William Street frontage of Bert Wright Park. The proposed location is considered to be a major 'entry point' to the town centre, where residential development transitions to civic and commercial uses.

As this is a community-led art project, it will involve numerous volunteer hours from the Bayswater Historical Society. Additionally, the Society is seeking matching funding for the project from other sources, much of which is contingent on the City's contribution towards the project. The Society has confirmed that the work will be completed in 2019, prior to commencement of the Metropolitan Redevelopment Authority's (MRA's) work in the town centre.

The proposal is in alignment with a number of community priorities included in the Place Activation Plan for the town centre, including:

- Associate with being a ‘River Town’ and keeping this in harmony with branding of the town centre and attracting tourism;
- River-related artwork and keeping this in harmony with attracting tourism;
- Improving the area around the front of the Bayswater Library;
- Entry statement;
- Beautiful streetscapes; and
- Establish more partnerships with groups with relevant experience.

Maylands Town Centre Public Art Proposal

The proposal for a sculpture at the northeast corner of Whatley Crescent and Ninth Avenue is the outcome of several meetings held with the businesses directly adjacent to that corner. The location for the proposed artwork is shown in the location plan below.



These meetings were convened by City officers in response to business owner concerns relating to:

- The area’s separation from the core of the Whatley Crescent retail/café strip between Eighth and Ninth Avenues;

- The difference in quality of the verges in this area compared to those in the retail/café core; and
- The impact this separation and difference in quality was considered to have on businesses.

The proposed artwork is considered to be the second stage of improvements to this area. The first stage of improvements was undertaken in 2018, with installation of red brick effect 'stencilcrete' in the verge. This hardstand was chosen both to provide a stronger visual link to the retail/café core with its red brick paving, but also specifically to enable a sculpture to be placed at this corner. A sculpture at this location helps visually define the Whatley Crescent retail/café precinct as a public space and delineates it from the surrounding residential areas further north on Whatley Crescent and east on Ninth Avenue.

Given their involvement in the process to date, it is proposed that the owners of surrounding businesses be involved in both development of an artist's brief or selection criteria (depending upon whether the group prefers selection from existing works or commissioning of a new work), and selection of the chosen artwork.

Any funding will need to cover purchase of the artwork and its installation. The proposal aligns with a number of community priorities included in the place activation plan for the town centre, including:

- Beautiful streetscapes, including more colour;
- More art(s);
- Identify and activate key vacant spaces; and
- Identity through art.

**LEGISLATIVE COMPLIANCE**

Not Applicable.

**OPTIONS**

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

<b>Option 1</b>	<b>Consider funding for the proposed artworks in Bayswater and Maylands town centres</b>		
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Outcome</b>	<b>Assessment</b>
Strategic Direction	Moderate	Low	
Reputation	Low	Low	
Governance	Low	Low	
Community and Stakeholder	Moderate	Low	
Financial Management	Low	Low	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Low	
Organisational Health and Safety	Low	Low	
<b>Conclusion</b>	It is considered that proceeding with funding for the proposed artworks in the Bayswater and Maylands town centres does not carry any notable risks as the proposals are in alignment with community priorities for these town centres.		

<b>Option 2</b>	<b>Consider funding for the proposed artwork in Bayswater town centre only</b>		
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Outcome</b>	<b>Assessment</b>
Strategic Direction	Moderate	Moderate	
Reputation	Low	Moderate	
Governance	Low	Low	
Community and Stakeholder	Moderate	Moderate	
Financial Management	Low	Low	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Low	
Organisational Health and Safety	Low	Low	
<b>Conclusion</b>	It is considered that there would be moderate impacts on the City's reputation and relationship with community and stakeholders where the artwork for the Maylands town centre, which was proposed by local community members and is in alignment with adopted town centre place activation plan, is not supported. As proposals for two town centres are considered, it may be considered inequitable if the Maylands proposal is not supported. There is also a moderate risk in terms of strategic direction as the Maylands proposal is in alignment with the place activation plan which has been adopted for implementation.		

<b>Option 3</b>	<b>Consider funding for the proposed artwork in Maylands town centre only</b>		
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Outcome</b>	<b>Assessment</b>
Strategic Direction	Moderate	Moderate	
Reputation	Low	Moderate	
Governance	Low	Low	
Community and Stakeholder	Moderate	Moderate	
Financial Management	Low	Low	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Low	
Organisational Health and Safety	Low	Low	
<b>Conclusion</b>	It is considered that there would be moderate impacts on the City's reputation and relationship with community and stakeholders where the artwork for the Bayswater town centre, which was proposed by local communities and is in alignment with adopted town centre place activation plan, is not supported. Significant time and effort in developing the concept and maquette has been committed to the proposal for the Bayswater town centre and the Bayswater Historical Society has confirmed it can be completed in 2019. There is also a moderate risk in terms of strategic direction as the Bayswater proposal aligns with the place activation plan which has been adopted for implementation.		

<b>Option 4</b>	<b>Do not consider funding for either proposed artwork</b>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Moderate
Reputation	Low	High
Governance	Low	Low
Community and Stakeholder	Moderate	High
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	It is considered that there would be high risks on the City’s reputation and relationship with community and stakeholders where neither of these projects, which are proposed by local communities and in alignment with adopted town centre place activation plans, are supported. There is also a moderate risk on strategic direction should actions identified in the adopted place activation plan not be supported.	

**FINANCIAL IMPLICATIONS**

The following financial implications are applicable:

**Item 1:** Bayswater Town Centre Public Artwork

**Asset Category:** New **Source of Funds:** Municipal

**LTFP Impacts:** Not Applicable

**Notes:** An allocation of \$30,000 for the proposed artwork in the Bayswater town centre is included in the current draft 2019/20 Budget.

To date, no cash in lieu for public art has been received for the Bayswater town centre.

**Item 2:** Maylands Town Centre Public Artwork

**Asset Category:** New **Source of Funds:** Municipal

**LTFP Impacts:** Not Applicable

**Notes:** An allocation of \$10,000 for the proposed artwork in the Maylands town centre is included in the current draft 2019/20 Budget.

To date, no cash in lieu for public art has been received for the Maylands town centre.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$30,000	\$500	\$0	\$0	25	\$42,500	\$0
2	\$10,000	\$500	\$0	\$0	25	\$22,500	\$0

**STRATEGIC IMPLICATIONS**

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 B3: Quality built environment.

The artwork proposals for the Bayswater and Maylands town centres have the ability to provide a significant improvement to the streetscapes and built environments of the respective town centres.

**CONCLUSION**

As the proposed artworks for the Bayswater and Maylands town centres align with community priorities in the adopted Place Activation Plans for these centres, and both can be delivered in 2019, it is recommended that Council considers funding for these works in the 2019/20 Budget.

**10.4.5 Proposed METRONET East Redevelopment Area, Including Bayswater Project Area**

<b>Applicant/Proponent:</b>	Metropolitan Redevelopment Authority	
<b>Responsible Branch:</b>	Strategic Planning and Place	
<b>Responsible Directorate:</b>	Community and Development	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required	
<b>Attachments:</b>	1. Letter from Minister for Planning	

**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 (Bendigo Bank) which owns 83 Whatley Crescent. At 7:51pm, Cr Barry McKenna withdrew from the meeting.*

*Cr Elli Petersen-Pik withdrew from the meeting at 7:54pm and returned at 7:56pm.*

**CR LORNA CLARKE DECLARED A FINANCIAL INTEREST**

*In accordance with section 5.60A of the Local Government Act 1995, Cr Lorna Clarke declared a financial interest in this item after the Director Community and Development referred to the Municipal Heritage Inventory (MHI), as her home is on the MHI. At 8:11pm, Cr Lorna Clarke withdrew from the meeting.*

**CR CATHERINE EHRHARDT DECLARED AN INDIRECT FINANCIAL INTEREST**

*In accordance with section 5.61 of the Local Government Act 1995, Cr Catherine Ehrhardt declared an indirect financial interest in this item after the Director Community and Development referred to the Municipal Heritage Inventory (MHI) as she owns property that is listed on the MHI. The MHI is listed in the recommendations. At 8:11pm, Cr Catherine Ehrhardt withdrew from the meeting.*

**SUMMARY**

The City have received notification from the Minister from Transport; Planning advising of the commencement of an amendment to the existing Midland Redevelopment Area to include the Bayswater and Forrestfield project areas to create a new METRONET East Redevelopment Area. The Minister is now seeking the City's recommendations on the amendment.

**OFFICER'S RECOMMENDATION**

That:

1. Council notes the Minister for Transport; Planning letter dated 31 May 2019 advising the commencement of an amendment to the *Metropolitan Redevelopment Authority Regulations 2011* to incorporate new Bayswater and Forrestfield project areas into the existing Midland Redevelopment Area, to be known as the 'METRONET East' Redevelopment Area.
2. Council provides the following comments and recommendations to the Minister for Transport; Planning on the proposed METRONET East Redevelopment Area:
  - (a) The boundary of the Bayswater project area be modified to reflect the draft Bayswater Town Centre Structure Plan area, with the parks/public open space (POS)

- in the Bayswater town centre remaining under the control of the City and/or the Metropolitan Redevelopment Authority (MRA) implementing relevant measures to retain the parks/POS for such purpose to the satisfaction of the City.
- (b) The development of the redevelopment scheme and any associated statutory planning documents give significant consideration to the draft Bayswater Town Centre Structure Plan adopted by Council and associated engagement outcomes.
  - (c) The MRA works collaboratively with the City to develop the redevelopment scheme and any associated planning documents.
  - (d) The MRA works collaboratively with the City on place making initiatives to utilise and build on the City's current place making projects and networks.
  - (e) The MRA works collaboratively with the City on any public realm upgrades.
  - (f) The MRA protects the places on the City's Heritage List through a similar mechanism and adopts any associated heritage policies.
3. The City continues to progress the following commenced projects until the redevelopment area and a redevelopment scheme for the proposed METRONET East Redevelopment Area becomes effective:
    - (a) Bayswater Town Centre Parking Options Paper.
    - (b) Local Heritage Survey and associated heritage policies.
  4. A further report be presented to Council on all programmed works/projects within the redevelopment area, once the final boundary of the Bayswater project area is determined by the MRA, to seek direction from Council on whether to proceed with the works/projects in 2019/20.

### **COUNCIL RESOLUTION**

That:

1. **Council notes the Minister for Transport; Planning letter dated 31 May 2019 advising the commencement of an amendment to the *Metropolitan Redevelopment Authority Regulations 2011* to incorporate new Bayswater and Forrestfield project areas into the existing Midland Redevelopment Area, to be known as the 'METRONET East' Redevelopment Area.**
2. **Council provides the following comments and recommendations to the Minister for Transport; Planning on the proposed METRONET East Redevelopment Area:**
  - (a) **The boundary of the Bayswater project area be modified to reflect the draft Bayswater Town Centre Structure Plan area, with the parks/public open space (POS) in the Bayswater town centre remaining under the control of the City and/or the Metropolitan Redevelopment Authority (MRA) implementing relevant measures to retain the parks/POS for such purpose to the satisfaction of the City.**
  - (b) **The development of the redevelopment scheme and any associated statutory planning documents give significant consideration to the draft Bayswater Town Centre Structure Plan adopted by Council and associated engagement outcomes.**
  - (c) **The MRA works collaboratively with the City to develop the redevelopment scheme and any associated planning documents.**
  - (d) **The MRA works collaboratively with the City on place making initiatives to utilise and build on the City's current place making projects and networks.**
  - (e) **The MRA works collaboratively with the City on any public realm upgrades.**

- (f) The MRA protects the places on the City's Heritage List through a similar mechanism and adopts any associated heritage policies.
  - (g) The MRA follows and/or adopts (as applicable) various strategies, policies, consultation outcomes, and related instruments as part of its future planning and decision making process, including, but not limited to:
    - (i) City of Bayswater Urban Forest Strategy;
    - (ii) Utilisation of a Design Review Panel;
    - (iii) Bayswater Town Centre soft activation report;
    - (iv) Car parking management plan;
    - (v) Development of pedestrian friendly shared spaces; and
    - (vi) Character Protection Area Policy.
  - (h) The MRA writes to effected and potentially effected landowners as soon as possible advising them accordingly.
  - (i) A working group is formed to consult with and support local businesses within the Bayswater Town Centre Structure Plan area.
3. The City continues to progress the following commenced projects until the redevelopment area and a redevelopment scheme for the proposed METRONET East Redevelopment Area becomes effective:
- (a) Bayswater Town Centre Parking Options Paper.
  - (b) Local Heritage Survey and associated heritage policies.
4. A further report be presented to Council on all programmed works/projects within the redevelopment area, once the final boundary of the Bayswater project area is determined by the MRA, to seek direction from Council on whether to proceed with the works/projects in 2019/20.

CR DAN BULL, MAYOR MOVED, CR SALLY PALMER SECONDED

CARRIED UNANIMOUSLY: 8/0

#### **REASON FOR CHANGE**

*Council changed the Officer's Recommendation to ensure the needs of the Bayswater community, landowners and businesses are given due consideration by the MRA in relation to the implementation of the METRONET East Redevelopment Area.*

*At 8:14pm, Cr Barry McKenna, Cr Lorna Clarke and Cr Catherine Ehrhardt returned to the meeting.*

#### **BACKGROUND**

The City received notification from the Minister for Transport; Planning on 31 May 2019 advising that an amendment to the existing Midland Redevelopment Area to incorporate the Bayswater and Forrestfield project areas to create a new area to be known as the 'METRONET East' Redevelopment Area had commenced. The purpose of the modified redevelopment area is to enable an integrated approach to the redevelopment of the stations and the adjacent areas to create connected communities centres that are universally accessible and provide a range of housing, jobs and services.

The Minister is seeking the City's recommendations on the amendment to include the Bayswater project area in the 'METRONET East' Redevelopment Area. Any recommendations from the City are to be submitted in writing within 30 days of receiving the Minister's letter (by 30 June 2019).

### Process for Amending a Redevelopment Area

The process for creating/modifying a redevelopment area is set out in Part 4 of the *Metropolitan Redevelopment Authority Act 2011* (the Act). In accordance with the Act the Minister for Planning may amend the *Metropolitan Redevelopment Authority Regulations 2011* (the Regulations) to add land to a redevelopment area. Prior to formally adding a proposed new area to a redevelopment area the Minister is required to advise the Western Australian Planning Commission (WAPC) and relevant local governments on the proposed modifications to the redevelopment area and allow at least 30 days to make written recommendations to the Minister on the proposed intent and boundary of the redevelopment area.

Once the City and other relevant agencies have provided recommendations on the proposed modifications, the Minister will consider all comments and may seek advice from the MRA. The Minister, having had regard to the submissions, will determine whether to proceed to formal drafting of the Regulations amendment by the Parliamentary Councils Office (PCO) based on the boundaries as proposed or with amendments. Once the Regulations amendment has been drafted, Ministerial approval is required to submit to Executive Council for approval by the Governor, prior to being published in the Government Gazette. It is anticipated that the process to establish the redevelopment area will be completed by September 2019.

Once the redevelopment area is established, the MRA will be able to undertake its functions and powers under the Act, excluding regulatory planning functions. The MRA, however, may commence work on a redevelopment scheme for the area at this stage. Development applications (outside of the Planning Control Areas) will continue to be determined by the City until the amended redevelopment scheme are in place. It is anticipated that the redevelopment scheme will be finalised and become effective in mid-2020.

Once the redevelopment scheme is in place the MRA will be responsible for the approval of all regulatory planning matters such as development applications and structure plans in the area.

On 20 June 2019 City officers met with the MRA to discuss the proposed Bayswater project area. The purpose of the meeting was to better understand the timeframes for the implementation of the redevelopment area and the role of the MRA. The MRA advised that they are still working through what their role in the Bayswater project area will be as part of the METRONET precinct, beyond its planning functions, including whether it will involve infrastructure works in the public realm and place management. It was acknowledged that the City has significantly progressed a number of projects for the area (including the draft Bayswater Town Centre Structure Plan and place management) and that the MRA will have significant regard to the projects developed by the City to inform the preparations of the redevelopment scheme and any associated works.

The City queried the MRA's intent for parks/public open space (POS) in the redevelopment area. The MRA considered that the parks/POS contribute to the overall amenity of the area, which will need to be maintained/enhanced to provide for an increase in population. The MRA considered that the parks/POS would remain the City's responsibility to maintain and control as the land owner. The City further questioned if there were any benefits of keeping the parks/POS within the redevelopment area. The MRA advised that it will work closely with the City with regard to identifying initiatives to ensure the parks/POS provide the appropriate amenity regardless of the boundary alignment, however, noted that there were limitations for the MRA to undertake any works on areas outside its designated boundary.

The City has requested that the MRA provide a briefing to Councillors as soon as possible on the proposed redevelopment area, preferably prior to the 25 June 2019 Ordinary Council Meeting.

**EXTERNAL CONSULTATION**

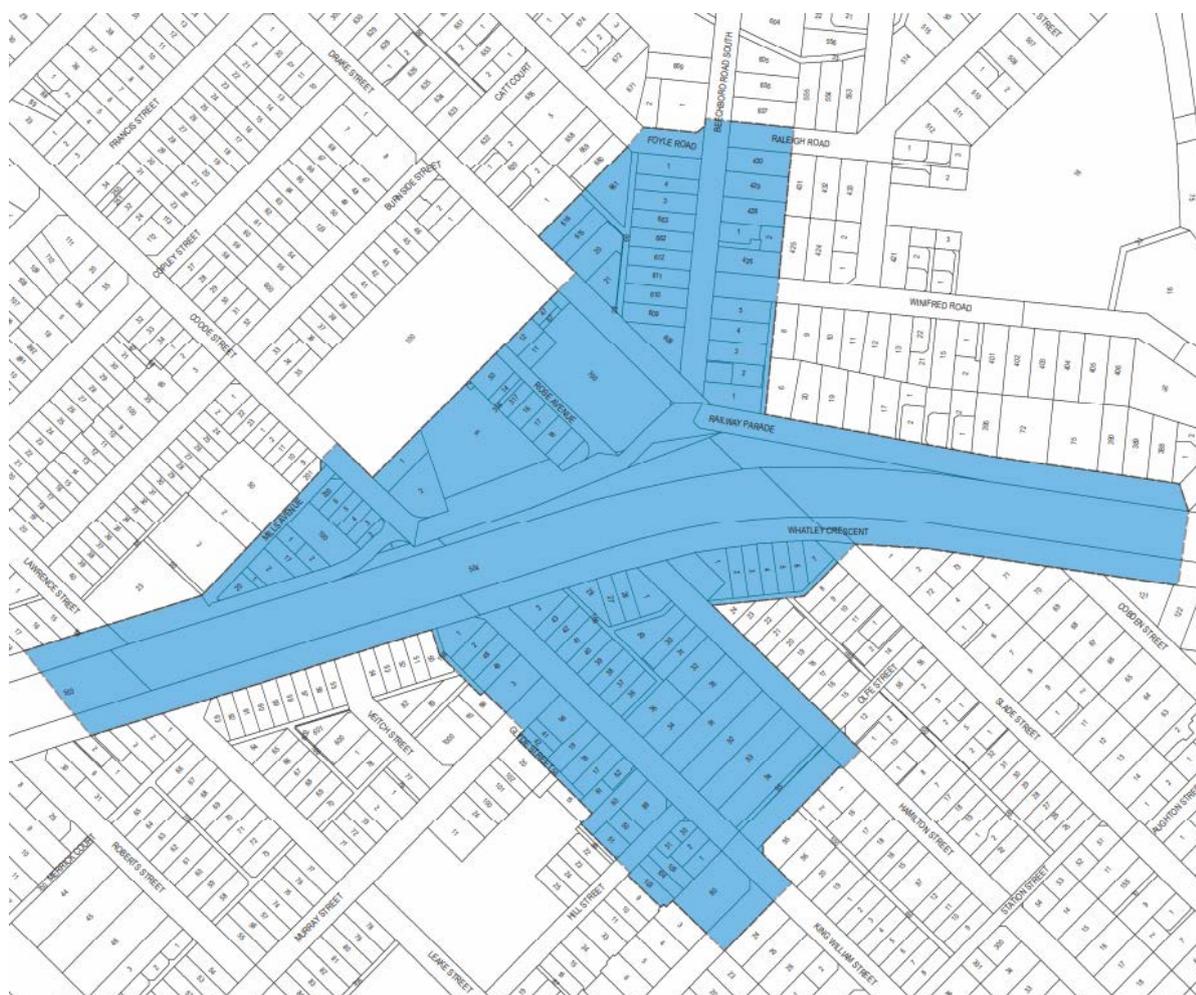
No consultation has been conducted by the City with the public or other agencies on this matter. In accordance with the Act the City's written recommendations on proposed modifications to the redevelopment area is sought by the Minister.

Once the redevelopment area has been established the public will have the opportunity to comment on a draft amended redevelopment scheme and associated statutory planning framework documents. This is anticipated to occur in late 2019.

**OFFICER'S COMMENTS**

Proposed Boundary

The current Midland Redevelopment Area covers the area surrounding the Midland train station. It is proposed to modify the existing redevelopment area to include the area surrounding the Bayswater train station as indicated in the image below. A larger version of the map is available in **Attachment 1**.



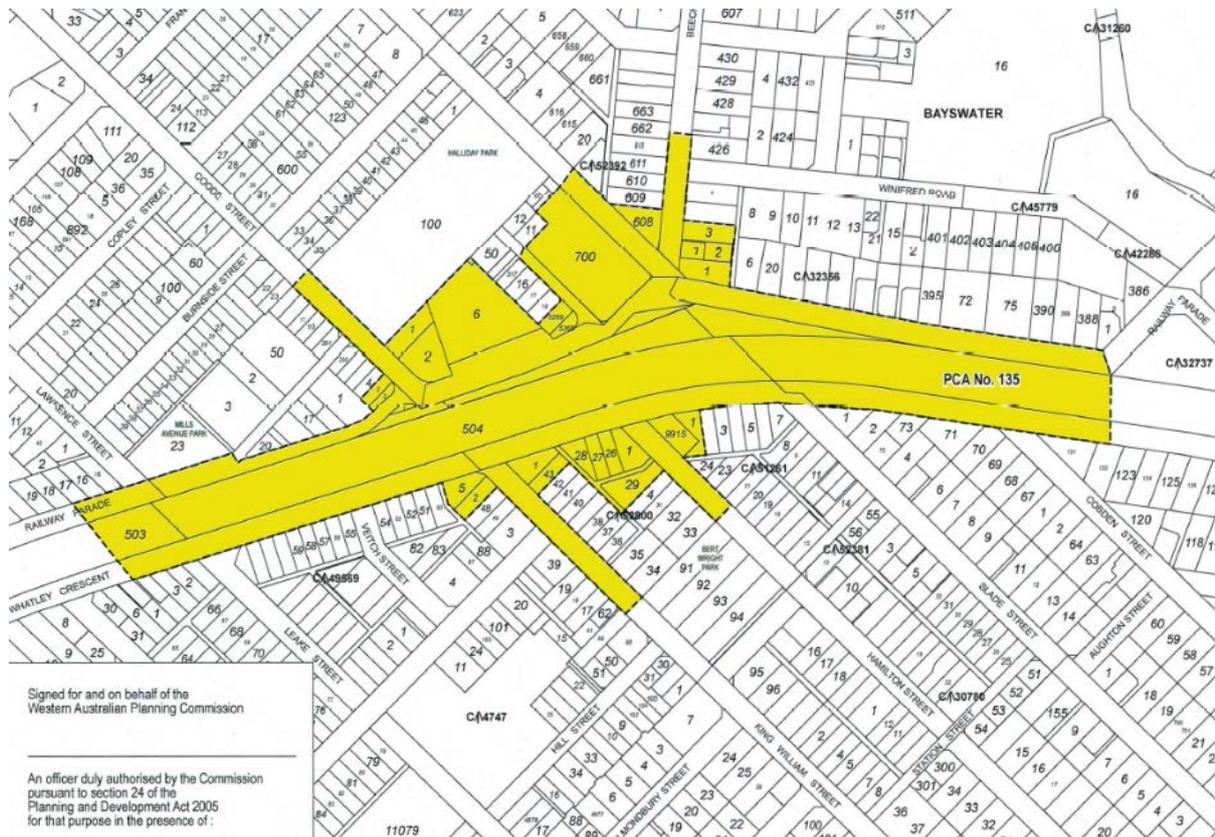
The Bayswater project area includes the recently gazetted Planning Control Area (PCA), a portion of the City's adopted draft Bayswater Town Centre Structure Plan area and Bert Wright Park. The area includes approximately 110 privately owned properties.

Planning Control Area

On 7 May 2019 a PCA was declared generally over the Bayswater station precinct. The proposed redevelopment area boundary is larger than the recently approved PCA. The PCA is specifically intended to manage and control infrastructure works associated with the train station

upgrade. As the redevelopment area has a broader scope which considers the planning, development and place-based outcomes for the entire train station precinct it was considered necessary to broaden the proposed boundary.

The PCA can remain in place for up to five years or may be revoked by the Minister prior to the expiration of the five year term. The MRA currently intends that the PCA will be revoked when a redevelopment scheme is gazetted and planning authority for the Bayswater project area is transferred to the MRA. Until the PCA is revoked all development applications in the PCA area will be determined by the WAPC.



**Draft Bayswater Town Centre Structure Plan**

The draft Bayswater Town Centre Structure Plan (BTCSP) area covers a modified 400m walkable radius centred on the Bayswater Train Station in accordance with State Planning Policy 4.2 - Activity Centres for Perth and Peel's (SPP 4.2) typical characteristics of a Secondary Centre. The 400m radius was modified to exclude the Character Protect Area which was identified as having significant character worthy of protection to the west of the train station and to exclude Mertome Aged Care Facility to the east which has an existing Masterplan.

At the Planning and Development Services Committee meeting held 8 May 2018 Council adopted the draft BTCSP. The draft BTCSP was developed with significant community engagement over two stages:

- Preliminary consultation prior to developing the draft BTCSP:
  - Stakeholder meetings;
  - A visioning workshop attended by approximately 80 participants;
  - Two scenario development workshops attended by approximately 65 participants;
- Consultation on the draft BTCSP;

- Two 'Focus on the Plan' workshops attended by approximately 74 participants;

Additionally two advisory groups (a technical advisory group and a community advisory group) were set up to provide ongoing feedback throughout the process.

During the formal consultation on the draft BTCSP the City received 179 submissions of which:

- 126 were in support of the structure plan, but proposed some form of modification. The majority of these submissions proposed modifications in relation to:
  - The station upgrade;
  - Density and height;
  - High quality development;
  - Heritage and character considerations;
  - The Beechboro Frame precinct;
  - R40 and R60 density codings;
  - Lane way activation;
  - Key technical reports; and
  - Setbacks.
- 16 were not in support or had concerns regarding the potential impact on existing character and heritage.
- 37 provided general comments relating to matters which had no direct effect on the draft Structure Plan and could potentially be dealt with as part of the future Bayswater Town Centre Design Guidelines.

A number of modifications were proposed to the draft BTSCP in response to the feedback received during the formal consultation period. Given the amount of community engagement undertaken to develop the draft BTCSP it is considered that that it reflects the vision of the local community for the area. The draft Structure Plan was forwarded to the WAPC for final approval in May 2018 and has not yet been approved.

The MRA has indicated that they will consider the structure planning work undertaken by the City and will work with the Department of Planning, Lands and Heritage, the City and the local community to prepare planning framework documents for the project areas. They have advised that building heights and zoning of the area will be determined throughout 2019 after consultation with stakeholders and community.

The area covered by the draft BTCSP is based on a modified 400m walkable radius centred on the Bayswater Train Station. The draft BTCSP extends further than the proposed redevelopment area boundaries. The image below indicates the draft Structure Plan boundaries.



Public Open Space

To ensure there is an appropriate provision of public open space (POS) within the City, at the Ordinary Council Meeting held 26 March 2019 Council adopted the draft Public Open Space Strategy. The Strategy found that POS accounts for approximately 10.5% of the total area of the Bayswater town centre which is in line with the State Governments requirement that 10% of the gross subdivisible land be provided as POS. The strategy also identified that:

*"The Bayswater Town Centre is very well serviced by POS as it has three Neighbourhood Parks within the town centre and is within close proximity of two District Parks and the Swan River foreshore. In accordance with the draft Bayswater Town Centre Structure Plan the area is proposed to have significantly higher residential densities and the POS within the area needs to be able to support the proposed population growth."*

It is considered a priority to protect and enhance the existing parks/POS within the Bayswater town centre to ensure it provides for the growing needs of the local community.

The existing parks/POS are highly valued community spaces. They provide an area for people to meet with friends, exercise or relax. It is also considered that they significantly contribute to the amenity and feel of the area as they provide green space and trees.

The proposed Bayswater project area currently includes Bert Wright Park. The MRA advised that they consider the enhancement of the public realm (including parks/POS) to be a priority and that they would likely seek to protect parks/POS as they significantly enhance the amenity of the area and will be required to meet the needs of the growing population. It is considered there are benefits to including the parks/POS in the redevelopment area as there is potential for the City to work closely with the MRA to identify initiatives to ensure the parks/POS provide the appropriate amenity. The MRA has noted that there were limitations for them to undertake any works on areas outside its designated boundary.

In a recent post on social media the METRONET team and advice from the MRA representative on 20 June 2019 that the parks will remain in the City's control once the redevelopment area is established.

Officer Comment on Proposed Boundary

The City has undertaken significant community consultation on the draft BTCSP and it is considered to provide a balanced response to the feedback provided by the local community. In

light of the work undertaken by the City it is considered that the MRA should give significant consideration to the draft BTCSP when developing a redevelopment scheme for the area.

The area covers a modified 400m radius from the train station as recommended by SPP 4.2. Given the State Government's focus on creating vibrant station precincts with more housing, transport and jobs it is considered that the Bayswater project area boundary should be extended to include the entire draft BTCSP area. This will ensure that there is a consistent approach to development approvals, streetscape upgrades and place management across the whole precinct and that the impacts of any development on the area will be considered holistically.

Further it is considered the significant community engagement which occurred in the development of the draft BTCSP it is recommended that the MRA use the outcomes from the City's community engagement to inform their preliminary documents to limit consultation fatigue in the area and ensure that the information already provided by the community is not dismissed.

Parks/POS is identified as a key aspect of the Bayswater town centre as it contributes to the amenity of the area. Accordingly, it is recommended that parks/POS remain under control of the City and/or that control mechanisms to retain the parks/POS for such purpose to the satisfaction of the City.

#### Place Management

In 2017 the City commenced a place management approach for the four major town centres, which includes the Bayswater town centre. This has involved a dedicated place manager for the Bayswater town centre who has worked with the community to formulate placemaking plans, and deliver outcomes on the ground, to make the Bayswater town centre a more vibrant and attractive place. Recently the City has worked with the community to improve the amenity of the area through planter boxes and parklets, is working with Future Bayswater to hold Farmers Markets at Bert Wright Park and is working on a community art project in front of the Bayswater Library.

Since the introduction of the place management approach it is considered that the City has built strong relationships of trust, and collaboration with the diverse stakeholder groups in the town centre. Given the City's current relationship with the stakeholder groups within the town centre it is recommended that the MRA collaborate with the City on place making initiatives. This will enable the MRA to utilise the City's existing networks and help to continue to build on the work the City has already undertaken/commenced in the town centre.

#### Ongoing Projects

In addition to the projects detailed above there are a number of City projects which are underway or about to commence in the Bayswater town centre. The works identified are considered a priority mainly in light of the upgrades to the Bayswater train station. METRONET has advised that they still intend to commence works on the train station upgrade by the end of 2019, therefore to mitigate any issues which may arise due to the upgrades it is recommended that projects below continue to progress. Further, in light of the work which has already been undertaken on these projects and to ensure there is consistency for the local community it is recommended that the City continue to progress the below projects and work with the MRA to continue these projects once the redevelopment area is in place.

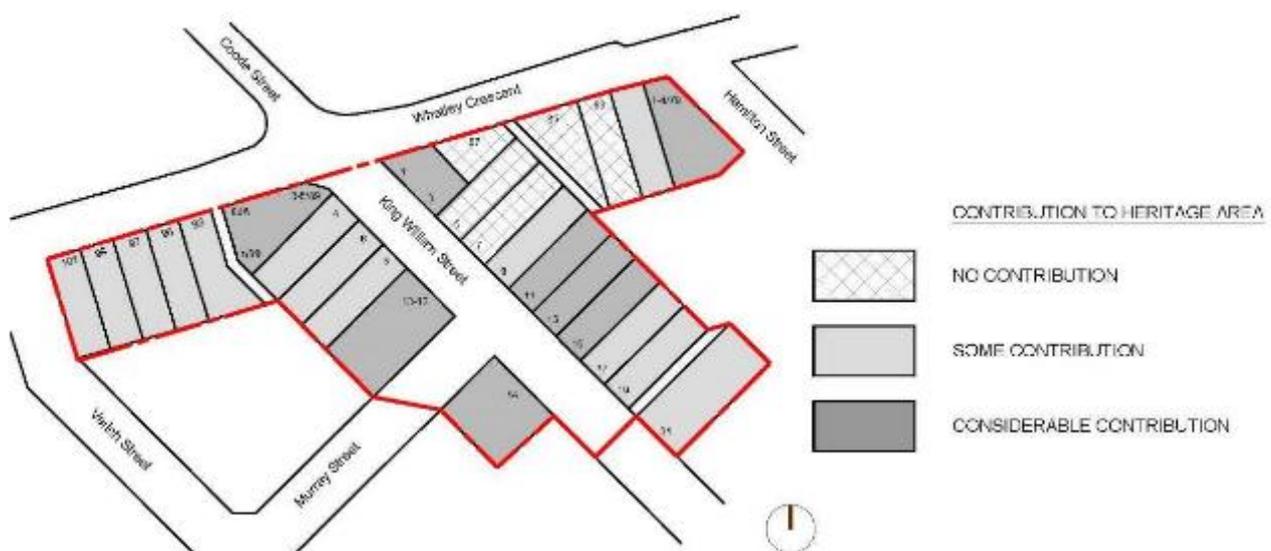
#### Local Heritage Survey

At the Ordinary Council meeting held 28 May 2019 Council considered the Local Heritage Survey (LHS) and resolved to adopt it for public advertising subject to minor modifications. The City is currently updating the document to include Council's modifications prior to advertising.

The LHS identifies 22 heritage places within the proposed redevelopment area and 32 heritage places within the draft BTCSP area as having heritage significance. Of the 32 places identified 30 are recommended to be included on the City's Heritage List. The inclusion of a place on the Heritage List will ensure that development approval of the City is required for development that will affect the place, thereby offering statutory protection to the integrity and historic value of those heritage places or heritage areas.

In addition to heritage places, the LHS identifies the Bayswater Town Centre as a 'heritage area'. A heritage area is defined as "an area that has been assessed as having historic heritage significance, within which it may be necessary to apply special controls to conserve and enhance the streetscape, key heritage features/elements and notable character."

If an area is designated as a heritage area, the local government is to adopt a local planning policy for the area, inclusive of design guidelines, the City is currently in the process of developing a local planning policy containing design guidelines for these areas, which will guide any future development. The heritage area is within the Bayswater station precinct and proposed redevelopment area, where the provision of higher density housing is considered a priority; the local planning policy will aim to achieve an appropriate balance between heritage conservation and the facilitation of new development.



Bayswater Town Centre Car Parking Options Paper

At the Ordinary Council Meeting held 28 May 2019 Council considered the Bayswater Town Centre Car Parking Options Paper and adopted it for public advertising. The options paper includes a survey of the current parking conditions in the Bayswater town centre and lists 9 options to manage car parking in the town centre in the short-term (next two years).

One of the key drivers for the options paper is the upgrades to the Bayswater train station. As a part of the upgrades approximately 180 of the 246 commuter bays will be removed. The METRONET team anticipate that this will occur by the end of this year. It is considered that some of the options identified in the options paper should be implemented prior to the removal of the commuter bays to help mitigate any issues which may arise.

The options paper is proposed to be advertised over the next month. The City will seek the local community's thoughts on the proposed options, what will work best, what will not work, any modifications to the options and what their priorities for implementation are.

### Items on the Draft 2019/20 Budget

A number of projects have been identified in the draft 2019/20 budget to be commenced in the next financial year. These include:

- Bayswater library/Bert Wright Park sculpture;
- Bayswater town centre City-led infrastructure activation;
- Town centre shopfront improvement program;
- Town centre marketing strategies; and
- Upgrades to the Bayswater Library and Community Centre.

These works are anticipated to be completed in the 2019/20 financial year which is likely to be prior to the Bayswater project area coming under the control of the MRA.

### Officer Comment on Ongoing Projects

The Bayswater town centre has been identified as having significant heritage which is worthy of protection. It is recommended that the City continue to develop the LHS and associated heritage policies, including heritage design guidelines to ensure that the significant heritage identified in the area is conserved. Further it is recommended that the MRA provide the same level of protection to properties recommended to be included on the Heritage List as they have under the City's Heritage List and that the MRA adopt the associated heritage policies once finalised. It is considered that the above will help protect the significant heritage identified in the town centre as it will provide a strong framework for the MRA to consider when developing their redevelopment scheme.

Given the METRONET team has advised that they are progressing with the upgrades to the train station it is considered necessary for the City to continue to develop the parking options paper and implement actions on the ground prior to the commencement of any works to ensure car parking is effectively managed in the town centre.

It is considered that a further report should be put to Council once the final boundary of the Bayswater project area is determined by the MRA to seek direction on whether to proceed with the works/projects included on the draft 2019/20 budget.

### Recommendations to the Minister

In light of the above it is recommended that the City provide the following recommendations to the Minister:

- The boundary of the Bayswater project area be modified to reflect the draft BTCSP area, with the parks/POS in the Bayswater town centre remaining under the control of the City and/or the MRA implementing relevant measures to retain the parks/POS for such purpose to the satisfaction of the City.
- The development of the redevelopment scheme and any associated statutory planning documents give significant consideration to the draft Bayswater Town Centre Structure Plan adopted by Council and associated engagement outcomes.
- The MRA works collaboratively with the City to develop the redevelopment scheme and any associated planning documents.
- The MRA works collaboratively with the City on place making initiatives to utilise and build on the City's current place making projects and networks.
- The MRA works collaboratively with the City on any public realm upgrades.

- The MRA protects the places on the City's Heritage List through a similar mechanism and adopts any associated heritage policies.

It is considered that the above recommendations will ensure that the City remains involved in the ongoing development of the Bayswater town centre and that the best outcomes are achieved for the local community.

**LEGISLATIVE COMPLIANCE**

The procedure for amending and operating a redevelopment area is controlled by the *Metropolitan Redevelopment Authority Act 2011* and the *Metropolitan Redevelopment Authority Regulations 2011*.

**OPTIONS**

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

<b>Option 1</b>	<p><b>Council proceeds with the officer's recommendation, including providing the following recommendations to the Minister on the proposed METRONET East Redevelopment Area:</b></p> <ul style="list-style-type: none"> <li>• The boundary Bayswater project area be modified to reflect the draft BTCSP area with the parks/POS to remain under the control of the City and/or measures to retain the parks/POS for such purposes to the satisfaction of the City; and</li> <li>• The MRA to work collaboratively with the City on projects in the redevelopment area, including the redevelopment scheme and associated planning documents, place making initiatives, public realm upgrades, and the City's Heritage List and associated heritage policies.</li> </ul> <p>Additionally, the City continues to undertake the current LHS and parking options paper projects, and a further report be presented to Council once the final boundary of the Bayswater project area is determined by the MRA, to seek direction from Council on whether to proceed with the programmed works/projects in 2019/20.</p>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Low
Reputation	Low	Moderate
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	<p>It is considered there is a moderate risk to the City's reputation and community and stakeholder relationships as the City's recommendation to extend the boundary to reflect the draft BTCSP area will result in more private properties being included in the redevelopment area and may not be supported by the local community as it may be perceived that the community has less control over the outcomes in the area.</p>	

<b>Option 2</b>	<p><b>Council provides a recommendation to the Minister advising that Council supports the Minister's proposed METRONET East Redevelopment Area, including the Bayswater project area boundary, and to request:</b></p> <ul style="list-style-type: none"> <li>• The MRA to work collaboratively with the City on projects in the redevelopment area, including the redevelopment scheme and associated planning documents, place making initiatives, public realm upgrades, and the City's Heritage List and associated heritage policies</li> </ul>	
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	<p><b>Additionally, the City continues to undertake the current LHS and parking options paper projects, and a further report be presented to Council once the final boundary of the Bayswater project area is determined by the MRA, to seek direction from Council on whether to proceed with the programmed works/projects in 2019/20.</b></p>	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	High
Reputation	Low	Moderate
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	<p>It is considered that Option 2 does not align with the City's strategic direction for the area as the proposed redevelopment area does not reflect the boundaries of the draft BTCSP and that the precinct will not be considered as a whole. Further there is a moderate risk to the City's reputation and community and stakeholder relationships as the boundary of the draft BTCSP and the vision for the precinct was developed in consultation with the community.</p>	

<b>Option 3</b>	<p><b>Council provides a recommendation to the Minister to request:</b></p> <ul style="list-style-type: none"> <li><b>The boundary of the Bayswater project area be modified to include an alternate area as determined by Council; and</b></li> <li><b>The MRA to work collaboratively with the City on projects in the redevelopment area, including the redevelopment scheme and associated planning documents, place making initiatives, public realm upgrades, and the City's Heritage List and associated heritage policies</b></li> </ul> <p><b>Additionally, the City continues to undertake the current LHS and parking options paper projects, and a further report be presented to Council once the final boundary of the Bayswater project area is determined by the MRA, to seek direction from Council on whether to proceed with the programmed works/projects in 2019/20.</b></p>	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	High
Reputation	Low	Low - High
Governance	Low	Low
Community and Stakeholder	Moderate	Low - High
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	<p>It is considered that Option 3 may not align with the City's strategic direction for the area as the proposed redevelopment area may not reflect the boundaries of the draft BTCSP and that the precinct will not be considered as a whole. Further it is considered there is a risk to the City's reputation and stakeholder and community relationships, however the extent of the risk is dependent on the boundary proposed.</p>	

<b>Option 4</b>	<p><b>Council advises the Minister that Council is not in a position to provide recommendations on the Minister's proposed METRONET East Redevelopment Area, including the Bayswater project area boundary until additional details are formalised in relation to the MRA's role and function.</b></p>	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	High
Reputation	Low	High
Governance	Low	Low
Community and Stakeholder	Moderate	High

Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	It is considered that there is a high risk to the City's strategic direction should the City not provide any recommendations to the Minister as the proposed redevelopment area may not reflect the boundaries of the draft BTCSP and the precinct may not be considered as a whole. Further it is considered there is a high risk to the City's reputation and community and stakeholder relationships as it may be perceived that the City is not actively participating in the process and not advocating for the local community.	

**FINANCIAL IMPLICATIONS**

There are no financial implications in relation to the officer's recommendation.

**STRATEGIC IMPLICATIONS**

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.
  
- Theme: Our Local Economy
- Aspiration: A business and employment destination.
- Outcome E2: Active and engaging town and city centres.

It is considered that the proposed 'METRONET East' Redevelopment Area will help to create appealing streetscapes and active town centre as the State Government may undertake streetscape improvements and place activation initiatives as considered necessary. Further the upgrades to the train station will provide more sustainable transport options for the local community. Finally it is considered that provided the MRA work with the City and the local community to develop the redevelopment scheme it would result in high quality built form outcomes.

**CONCLUSION**

It is recommended that the City's respond to the Minister for Transport; Planning's letter dated 31 May 2019 on the 'METRONET East' Redevelopment Area providing a number of recommendations to extend the boundary to reflect the draft BTCSP, with parks/POS remaining under the control of the City, to give significant consideration to the draft BTCSP, to work collaboratively with the City on the redevelopment scheme, place making initiatives and infrastructure projects and to conserve the significant heritage identified in the town centre. It is considered that the recommendations will assist the City's involvement in the creation and ongoing implementation of the redevelopment scheme and management of the area.

It is further recommended that the City continues to undertake the current LHS and parking options paper projects, and a further report be presented to Council once the final boundary of the Bayswater project area is determined by the MRA, to seek direction from Council on whether to proceed with the programmed works/projects in 2019/20.



- 2 -

If you have any queries regarding this matter please contact Sean Henriques, MRA  
Chief Executive Officer on 6557 0700.

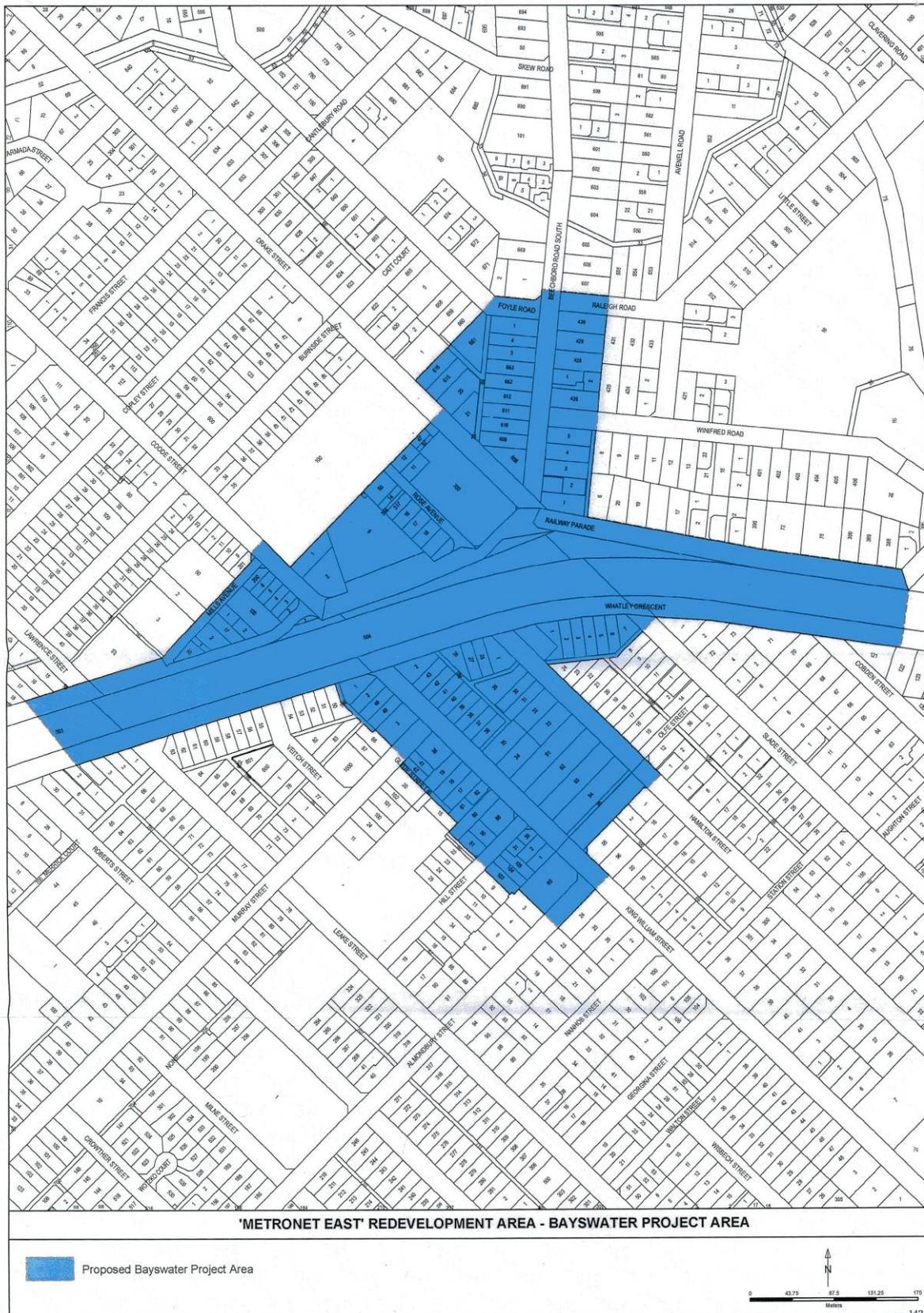
Yours sincerely



**HON RITA SAFFIOTI MLA  
MINISTER FOR TRANSPORT; PLANNING**

**31 MAY 2019**

Att Extension of 'METRONET East' Redevelopment Area –Bayswater Project Area  
Map



**10.4.6 Reallocation of Funds for UV Filtration Replacement at Bayswater Waves**

<b>Responsible Branch:</b>	Recreation	
<b>Responsible Directorate:</b>	Community and Development	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	<b><i>ABSOLUTE MAJORITY REQUIRED</i></b>	
<b>Refer:</b>	Item 10.2.5: OCM: 26.03.2019	

***At 8:15pm Ms Helen Smith, Manager Development Approvals, and Mr Mark Short, Consulting Arborist, withdrew from the meeting and did not return.***

**SUMMARY**

In the 2018-19 mid-year review \$24,000 of capital funding was allocated to replace the inoperative wave pool and 25m pool ultra-violet (UV) filtration systems at Bayswater Waves.

The total project cost to remove, replace and commission two new UV filters has subsequently quoted at \$73,625 (ex gst), a shortfall of \$49,625. It is recommended to re-allocate \$26,400 from Building Maintenance - Preventative, \$7,225 from Bayswater Waves - Contractor Building Maintenance, and \$16,000 from re-routing of chlorine gas line at Bayswater Waves, to the UV filtration capital project.

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

**That Council amends the City's 2018/19 Budget as follows:**

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET	REVISED BUDGET	VARIANCE
1805-80421-6381	Bayswater Waves - Replace UV filters to indoor pools – Capital Purchase	\$24,000	\$73,625	+\$49,625
1802-various-6393	Building Maintenance - Preventative	\$61,642	\$35,242	-\$26,400
4410-30023-6393	Bayswater Waves – Contractor Building Maintenance	\$75,000	\$67,775	-\$7,225
1805-80368-6381	Bayswater Waves – Re-routing of the chlorine gas line	\$16,000	\$0	-\$16,000
			<b>Balance:</b>	<b>\$0</b>

**CR GIORGIA JOHNSON MOVED, CR STEPHANIE GRAY SECONDED  
CARRIED UNANIMOUSLY: 11/0**

**BACKGROUND**

Bayswater Waves has two UV filters that provide UV disinfection to the wave and 25m pools. These units were nearing the end of their useful life and were significantly affected by corrosion from the chlorinated environment of the plant rooms. These environmental issues have been addressed with a recent upgrade to the ventilation system. However both units have been deemed uneconomical to repair and replacement of the units was not budgeted in the current financial year.

Ultraviolet disinfection is classified as secondary disinfection, so not required by legislation, but is critical for maintaining water quality and clarity in swimming pools. This is particularly important in busy heated indoor pools, such as the wave pool and 25m program pool, as there is limited natural UV sunlight to act as a disinfectant. The UV systems assist to sterilise bacteria and destroy illness causing micro-organisms in bodies of water. The absence of UV filtration over the past 10 months has presented significant risk of a bacterial outbreak, and has required intensive monitoring and adjustment of the water chemistry. These intensive controls are not considered sustainable and do not provide the same level of water disinfection as UV filtration.

The requirement to replace the UV units was recognised with an allocation in the 2018/19 mid-year budget review. At the Ordinary Council Meeting on 26 March 2019 Council undertook the Statutory budget Review and resolved the following:

*"That Council:*

1. *Adopts the 2018/19 statutory budget review for the period ended 28 February 2019 as detailed in Attachments 1 and 2.*
2. *Authorises the relevant transfers to reserves and changes to budget estimates, as detailed in Attachment 2."*

Through this process partial project funding of \$24,000 was allocated for the replacement of the subject filters at Bayswater Waves.

Indicative quotes sought prior to the mid-year budget review indicated that \$40,000 was a sufficient budget allocation to replace the two UV filters. Due to the two UV filters being inoperative for 10 months costs for servicing and parts replacement were not incurred which resulted in significant funds being available in the Building Maintenance - Preventative and Bayswater Waves - Contractor Building Maintenance budgets. It was intended at that time that upon confirmation of the project cost Council approval would be sought for the reallocation of funds to the UV replacement project.

When formal quotes were subsequently sought In April 2019 the total project cost to remove, replace and commission two new UV filters is \$73,625.00 (ex gst). Part of the funding shortfall can be funded through the above maintenance savings from the inoperative UV units, however additional funding is required to meet the project costs. The additional funding has been identified within the funds allocated to the re-routing of the chlorine gas line at Bayswater Waves. This project is no longer required due to the implementation of a number of additional improvements that guarantee the integrity and safety of the chlorine gas infrastructure.

The following table outlines the proposed reallocation of funds to facilitate the replacement of the subject UV units:

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET	REVISED BUDGET	VARIANCE
1805-80421-6381	Bayswater Waves - Replace UV filters to indoor pools – Capital Purchase	\$24,000	\$73,625	+\$49,625
1802-various-6393	Building Maintenance - Preventative	\$61,642	\$35,242	-\$26,400
4410-30023-6393	Bayswater Waves – Contractor Building Maintenance	\$75,000	\$67,775	-\$7,225
1805-80368-6381	Bayswater Waves - Re-routing of the chlorine gas line	\$16,000	0	-\$16,000
			Balance:	\$0

**EXTERNAL CONSULTATION**

No consultation has occurred with the public or other agencies on this matter.

**OFFICER'S COMMENTS**

Replacement of the wave pool and 25m pool UV filters at Bayswater Waves is considered highly critical and required to provide optimal water disinfection and guarantee the comfort and health and safety of patrons using the Aquatic facilities.

UV disinfection dramatically improves water quality, eliminates chloramines and reduces chemical use and associated costs for water balancing. UV filtration effectively inactivates micro-organisms such as the parasitic protozoans *Cryptosporidium parvum* and *Giardia lamblia* and reduces incidence of eye and respiratory irritations. The elimination of chloramine concentrations has a number of benefits from improved chlorine disinfection to decreased corrosion and wear and tear of aquatic infrastructure.

The UV filtration is vital in reducing episodes of cloudy water and ensuring the water clarity necessary for optimal pool supervision and the safety of patrons. If the funding reallocation is approved the purchase order will be raised and units ordered as a matter of priority as there is a six week lead time for delivery. The purchase order will be raised in the current financial year, and will need to be carried forward to the 2019/20 budget. The project is anticipated to be completed by 31 August 2019 which will see the UV filters in place ready for the busier Summer season.

**LEGISLATIVE COMPLIANCE**

- *Local Government Act 1995 (WA)*
- *Public Health Act 2016 (WA)*

**OPTIONS**

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

<b>Option 1</b>	<b>Amend the 2018/19 budget to reallocate \$49,625 to the replacement of the wave and 25m pools' UV filters at Bayswater Waves.</b>		
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Outcome</b>	<b>Assessment</b>
Strategic Direction	Moderate	Low	
Reputation	Low	Low	
Governance	Low	Low	
Community and Stakeholder	Moderate	Low	
Financial Management	Low	Moderate	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Low	
Organisational Health and Safety	Low	Low	
<b>Conclusion</b>	This option is considered consistent with the City's endorsed levels of risk tolerance and represents the lower level of risk. Financial management has been rated as moderate risk due to the cost of the capital replacement however this will be offset by the maintenance and servicing savings that will be achieved over the life of the asset.		

<b>Option 2</b>	<b>Do not amend the 2018/19 budget to reallocate \$49,625 to the</b>
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<b>replacement of the wave and 25m pools' UV filters at Bayswater Waves.</b>			
Risk Category		Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction		Moderate	High
Reputation		Low	Moderate
Governance		Low	Low
Community and Stakeholder		Moderate	Low
Financial Management		Low	High
Environmental Responsibility		Low	Low
Service Delivery		Low	High
Organisational Health and Safety		Low	High
<b>Conclusion</b>	This option is considered to provide a greater level of risk for the City. The risk of infection from harmful bacteria and occurrences of poor water clarity will continue to grow with the current controls unsustainable. This will negatively impact reputation and service delivery and provide an ongoing high health and safety risk that could potentially lead to claims of damages against the City.		

**FINANCIAL IMPLICATIONS**

The following financial implications are applicable:

**Item 1:** Replacement of wave pool and 25m pool UV filtration systems

**Asset Category:** Renewal **Source of Funds:** Municipal

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

**Notes:** The ongoing costs represent the annual servicing requirements for the two UV filters for the wave and 25m pools. These expenses are currently allowed for in the Bayswater Waves – Contractor Building Maintenance budgets.

The 2017/18 annual servicing and maintenance expenses for the wave and 25m UV filters totalled \$27,255 (including approximately \$9,500 for replacement parts). Replacement of the UV filters provides the City with an opportunity to negotiate a service contract that will significantly reduce these overheads. As such, quotes were sought for the servicing and maintenance of the new UV filters over a three year period. Quotes received indicate an estimated saving of between \$4,500 and \$7,000 per annum which over the life of the asset will save the City an estimated \$108,000 to \$168,000. Annual servicing and maintenance costs are estimated at \$12,323.70 for the two new UV filters.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$73,625.00	\$12,323.70			24 years	\$369,393.80	\$24,000

**STRATEGIC IMPLICATIONS**

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.

The upgrade of the wave pool and 25m pool UV filters have the ability to provide a significant improvement to the pool disinfection and will assist in the provision of quality services and facilities.

**CONCLUSION**

In light of the above, it is recommended that Council amends the 2018/19 budget to reallocate funding as outlined in this report so that the City can progress the 2018/19 capital project - replacement of the wave pool and 25m pool UV filters at Bayswater Waves.

**10.5 Sub Committee Reports**

**10.5.1 Community Access and Inclusion Advisory Committee – 31 May 2019**

**10.5.1.1 CAIAC 1 - Progress of Disability Access and Inclusion Plan 2016-2020 - Outcomes 5 and 6**

<b>Responsible Branch:</b>	Community Development	
<b>Responsible Directorate:</b>	Community and Development	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required	
<b>Attachments:</b>	1. DAIP Outcome 5 – Complaint Mechanisms: Branch Update from Library and Customer Services 2. DAIP Outcome 5 – Complaint Mechanisms: Branch Update from Community Development 3. DAIP Outcome 5 – Complaint Mechanisms: Branch Update from Building Works 4. DAIP Outcomes 6 – Consultation Processes: Branch Update from Community Engagement 5. DAIP Outcome 6 – Consultation Processes: Branch Update from Community Development	
<b>Refer:</b>	Item 10.5.1: OCM 12.03.2019 Item 10.5.1: OCM 29.01.2019 Item 13.2: OCM 25.09.2018 Item 13.18 OCM 28.08.2018	

**SUMMARY**

For Council to note the Disability Access and Inclusion Plan 2016 - 2020 (DAIP) progress to date relating to Outcome 5: *Complaint Mechanisms* and Outcome 6: *Consultation Processes*, as discussed within this report, which the input of the Community Access and Inclusion Advisory Committee (CAIAC) has been sought.

**OFFICER'S RECOMMENDATION**

That Council:

1. Notes the information provided in this report regarding the progress of the Disability Access and Inclusion Plan 2016 - 2020 Outcome Areas, namely:
  - (a) Outcome 5 – Complaint Mechanisms.
  - (b) Outcome 6 – Consultation Processes.
2. Notes the following actions suggested by the Community Access and Inclusion Advisory Committee in relation to Outcome Areas 5 and 6:
  - (a) \_\_\_\_\_
  - (b) \_\_\_\_\_
  - (c) \_\_\_\_\_.

**REASON FOR CHANGE**

***The Committee changed the Officer's recommendation to include further suggestions on Outcome Areas 5 and 6.***

**COUNCIL RESOLUTION**  
**(ADVISORY COMMITTEE RECOMMENDATION)**

**That Council:**

1. **Notes the information provided in this report regarding the progress of the Disability Access and Inclusion Plan 2016 - 2020 Outcome Areas, namely:**
  - (a) **Outcome 5 – Complaint Mechanisms.**
  - (b) **Outcome 6 – Consultation Processes.**
2. **Notes the following actions suggested by the Community Access and Inclusion Advisory Committee in relation to Outcome Areas 5 and 6:**
  - (a) **In relation to Outcome 6 – for officers to investigate how to simplify and make documents more relevant for people with an intellectual disability.**
  - (b) **For officers to continue to partner and network with local service providers such as Mission Australia/NDIS, Interchange, ACTIV and Umbrella Community Care, to seek community feedback from people with disability who may not be able to provide feedback via other mechanisms.**
  - (c) **For City officers to include disability job providers in their consultation processes.**

**CR STEPHANIE GRAY MOVED, CR SALLY PALMER SECONDED  
CARRIED UNANIMOUSLY BY EXCEPTION (ENBLOC): 11/0**

**BACKGROUND**

The City's DAIP 2016 - 2020 outlines eight desired Outcome Areas and associated strategies which are progressed each financial year over the term of the Plan.

The CAIAC's terms of reference outlines one of the responsibilities of the Committee is to consider and make recommendations on the City's DAIP.

A report was presented to the CAIAC meeting held 13 July 2018, recommending Council notes that two DAIP 2016-2020 Outcome Areas be presented at each CAIAC quarterly meeting. This recommendation was supported by CAIAC members at that meeting and subsequently noted by Council on 28 August 2018.

DAIP Outcome Areas 7 and 8 were discussed at the CAIAC meeting held on 22 February 2019 and the Committee's recommendation was endorsed by Council on 12 March 2019 as follows:

*"That Council:*

1. *Notes the information provided in this report regarding the progress of the Disability Access and Inclusion Plan 2016 - 2020 Outcome Areas, namely:*
  - (a) *Outcome 7 - Employment.*
  - (b) *Outcome 8 - Needs and Entitlements.*
2. *Notes the following actions suggested by the Community Access and Inclusion Advisory Committee in relation to Outcomes 7 and 8:*
  - (a) *The City to consider conducting an anonymous survey or similar of its workforce to gather more accurate workforce diversity statistics. This could be aligned to the upcoming Disability Access and Inclusion Plan review."*

This report offers two DAIP Outcomes Areas and associated progress reports from various City branches for consideration by the CAIAC, namely Outcome 5: *Complaint Mechanisms*, which broadly relates to ensuring people with disability have the same opportunities as others to make

complaints to the City, and Outcome 6: *Consultation Processes*, which generally relates to people with disability having the same opportunities as others to participate in any public consultation. These are the two final Outcome Areas for discussion with the CAIAC in the 2018/19 financial year.

**EXTERNAL CONSULTATION**

Community consultation was not required for this report.

**OFFICER'S COMMENTS**

DAIP Outcome Areas 5 and 6 are presented below for consideration by CAIAC members and Council. These include the current strategies in the DAIP being addressed by the City during 2018/19 as tabled below:

DAIP Outcome 5: Complaint Mechanisms

Outcome	Outcome 5 Strategies
<ul style="list-style-type: none"> <li>People with disability have the same opportunities as others to make complaints to the City of Bayswater.</li> </ul>	<ul style="list-style-type: none"> <li>Complaints available to be lodged in a range of different methods and formats.</li> <li>All premises offered for the lodgement of complaints to be physically accessible.</li> <li>Ensure that the City's complaint policies and procedures are consistent with the DAIP 2016-2020.</li> </ul>

DAIP Outcome 6: Consultation Processes

Outcome	Outcome 6 Strategies
<ul style="list-style-type: none"> <li>People with disability have the same opportunities as others to participate in any public consultation.</li> </ul>	<ul style="list-style-type: none"> <li>Opportunities for participation in public consultation by people with disability are widely and appropriately promoted and accessible.</li> <li>Ensure that the City's consultation policies and procedures are consistent with the DAIP 2016-2020.</li> </ul>

Officers have consulted with internal stakeholders from various branches, whose core business relates to progressing the above strategies of Outcomes 5 and 6. Various branch updates are presented as attachments to this report. The reports focus on the City's current progress in working towards achieving projects and initiatives aligned with the two outcomes, and future plans for the remainder of the 2018/19 financial year.

**LEGISLATIVE COMPLIANCE**

Disability Access and Inclusion Plan (DAIP) 2016-2020.

**OPTIONS**

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

<p><b>Option 1</b></p>	<p><b>Council Notes the information in this report and the actions suggested by the CAIAC in regard to Outcome 5 – Complaint Mechanisms, and Outcome 6 - Consultation Processes of the City's DAIP 2016 - 2020.</b></p>
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Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	There are low risks associated with the information provided in this report, as it meets the outcomes and objectives of the City's DAIP and the information will be used to inform the City's annual report to the Department of Communities for 2018/19. The risks associated with any CAIAC suggested actions are unknown at this stage.	

<b>Option 2</b>	<b>Council does not note the information in this report and the actions suggested by the CAIAC in regard to Outcome 5 – Complaint Mechanisms, and Outcome 6 - Consultation Processes of the City's DAIP 2016 - 2020.</b>	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Moderate
Governance	Low	Moderate
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	By Council not noting the information in this report, it may compromise the quality of the annual report provided to the Department of Communities for 2019/19, as the activities mentioned within this report could be interpreted as being unsupported by Council. The risks associated with any CAIAC suggested actions are unknown at this stage.	

**FINANCIAL IMPLICATIONS**

Nil.

**STRATEGIC IMPLICATIONS**

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 C2: Accessible services that recognise diversity.

- Outcome Area 5, the City encourages feedback from the community to assist with providing accessible services that recognise diversity.
- Outcome Area 6, the City encourages an active and engaged community that participates in public consultation.

## **CONCLUSION**

It is recommended that Council notes the information provided about Outcome Areas 5 and 6 of the Disability Access and Inclusion Plan 2016 – 2020 discussed within this report and its attachments. This is in line with the report noted by Council on 28 August 2018, which confirmed the presentation of two DAIP Outcomes at CAIAC meetings each quarter.

**Attachment 1**

City of Bayswater Disability Access and Inclusion Plan 2016 - 2020 INFORMATION UPDATE REPORT	
<b>AUTHOR</b>	Manager Library and Customer Services.
<b>BRANCH</b>	Library and Customer Services.
<b>OUTCOME AREA</b>	5 – Complaint Mechanisms.
<b>DAIP STRATEGIES</b>	<ol style="list-style-type: none"> <li>1. Complaints available to be lodged in a range of different methods and formats.</li> <li>2. Ensure that the City's complaint policies and procedures are consistent with the DAIP 2016-2020.</li> </ol>
<b>INFORMATION</b>	<p>The City of Bayswater is committed to providing excellent customer service and actively seeks feedback on the City's services, compliance or staff conduct. Feedback and complaints can be received by the City by the following methods and formats:</p> <ul style="list-style-type: none"> <li>• In person. Customers can speak with a staff member located at:                             <ul style="list-style-type: none"> <li>○ Civic Centre.</li> <li>○ Libraries located at Morley, Bayswater and Maylands.</li> </ul> </li> <li>• By telephone during business hours.</li> <li>• Written communication:                             <ul style="list-style-type: none"> <li>○ Email to <a href="mailto:mail@bayswater.wa.gov.au">mail@bayswater.wa.gov.au</a></li> </ul> </li> <li>• Mail to the City of Bayswater.</li> </ul> <p>The City is committed to creating an accessible and inclusive community for people from diverse backgrounds, including people with disability and/or from culturally and linguistically diverse backgrounds. Community members who have trouble speaking or listening can receive assistance to contact the City via the National Relay Service as follows:</p> <ul style="list-style-type: none"> <li>• TTY / Voice calls 133 677.</li> <li>• Speak and Listen 1300 555 727.</li> <li>• SMS relay 0423 677 767.</li> <li>• Translation services via the Translating and Interpreting Service. This can be via the telephone or onsite in person.</li> <li>• AUSLAN interpreter via AUSLAN Services.</li> </ul>
<b>OUTCOMES</b>	<ul style="list-style-type: none"> <li>• A process is in place to support a consistent approach to responding to complaints and escalating them to a Manager, Director or the CEO.</li> <li>• The Customer Service Charter is under review.</li> </ul>

**Attachment 2**

<b>City of Bayswater Disability Access and Inclusion Plan 2016 - 2020</b> <b>INFORMATION UPDATE REPORT</b>	
<b>AUTHOR</b>	Community Development Officer
<b>BRANCH</b>	Community Development
<b>OUTCOME AREA</b>	5 – Complaint Mechanisms
<b>DAIP STRATEGIES</b>	<ol style="list-style-type: none"> <li>1. Complaints available to be lodged in a range of different methods and formats.</li> <li>2. All premises offered for the lodgement of complaints to be physically accessible.</li> </ol>
<b>INFORMATION</b>	<p>Strategy 1:</p> <ul style="list-style-type: none"> <li>• City of Bayswater regularly promotes and distributes its 'Access and Inclusion feedback cards' to the community and key community organisations as a mechanism for providing feedback/complaints on barriers to access and inclusion. The feedback cards list a range of formats that people can utilise to lodge their feedback/complaints.</li> <li>• During 2018/19 the feedback cards were posted out to key community organisations and health/medical care providers, together with a copy of the City's DAIP 2016-2020, to increase the reach of the message in the community.</li> <li>• The Access and Inclusion feedback cards are also promoted to the community through many forms of media e.g. social media; newspaper advertorials; residential publications such as Bayswater Beat and online formats.</li> </ul> <p>Strategy 2:</p> <ul style="list-style-type: none"> <li>• The Community Development team reports to Building Works any suggestions for improving physical access to City buildings on an as needs basis.</li> </ul>
<b>OUTCOMES</b>	<ol style="list-style-type: none"> <li>1. By widely promoting the Access and Inclusion feedback cards, stakeholders such as residents, health care providers, medical practitioners, disability providers, schools, aged care providers and community centres/facilities are being made aware that there are a range of formats and methods for lodging their access and inclusion feedback/complaints to the City.</li> <li>2. By reporting suggestions for improvement in physical access to City buildings, staff can work together to ensure that all premises where people with disability lodge their complaints are physically accessible.</li> </ol>

**Attachment 3**

City of Bayswater Disability Access and Inclusion Plan 2016 - 2020 INFORMATION UPDATE REPORT	
<b>AUTHOR</b>	Manager Building Works
<b>BRANCH</b>	Building Works
<b>OUTCOME AREA</b>	5 – Complaint Mechanisms
<b>DAIP STRATEGIES</b>	All premises offered for the lodgement of complaints to be physically accessible.
<b>INFORMATION</b>	<ul style="list-style-type: none"> <li>• Currently complaints can be physically lodged with the City of Bayswater at:                             <ul style="list-style-type: none"> <li>○ Administration Civic Centre in Morley - entrance and main customer service foyer is physically accessible.</li> <li>○ Rangers and Security Office in Bayswater – entrance is physically accessible but could do with some improvements. New work is scheduled to improve the entryway drainage and realignment.</li> <li>○ Bayswater Community Centre – physically accessible - fitted with automatic doors in 2018.</li> <li>○ Morley Community Centre – physically accessible – fitted with automatic doors in 2018.</li> <li>○ Maylands Public Library – physically accessible</li> <li>○ Bayswater Public Library – physically accessible.</li> <li>○ Morley Public Library – physically accessible.</li> </ul> </li> <li>• An Access Audit of the City of Bayswater’s Civic Centre Administration building was undertaken in August 2018 to assess improvements that could be made to increase physical accessibility for internal staff.  Following that, a work order was issued to install automatic doors at key areas of the building that staff members use. This work is scheduled to be undertaken this financial year.</li> </ul>
<b>OUTCOMES</b>	<ul style="list-style-type: none"> <li>• By improving access to public buildings the City is able to offer premises that are physically accessible for members of the community who wish to physically lodge their complaints.</li> <li>• The Access Audit undertaken in August 2018 identified a number of areas that could be improved at the Civic Centre Administration building. Improvements made will have a flow on effect to assist community members who wish to access the building to lodge a complaint.</li> </ul>

**Attachment 4**

City of Bayswater Disability Access and Inclusion Plan 2016 - 2020 INFORMATION UPDATE REPORT	
<b>AUTHOR</b>	Community Engagement Advisor
<b>BRANCH</b>	Community Engagement
<b>OUTCOME AREA</b>	6 – Consultation Processes.
<b>DAIP STRATEGIES</b>	<ol style="list-style-type: none"> <li>1. Opportunities for participation in public consultation by people with disability are widely and appropriately promoted and accessible.</li> <li>2. Ensure that the City’s consultation policies and procedures are consistent with the DAIP 2016-2020.</li> </ol>
<b>INFORMATION</b>	<p>The community engagement team supports staff to plan and implement accessible engagement activities in support of City projects. Strategies include:</p> <p><b>Promotion:</b></p> <ul style="list-style-type: none"> <li>• Using community organisations and service providers to promote significant projects.</li> <li>• Using of different mediums to promote projects.</li> <li>• Ensuring engagement promotional material is accessible.</li> </ul> <p><b>Accessible opportunities:</b></p> <ul style="list-style-type: none"> <li>• Giving people more than one way to participate, being conscious of different accessibility needs.</li> <li>• Ensuring our venues are accessible.</li> <li>• Offering multiple opportunities for in-person events.</li> <li>• Providing documents online in word and pdf.</li> </ul> <p>Recent examples:</p> <ul style="list-style-type: none"> <li>○ Delivery of the Participatory Budgeting (PB) project included pop up sessions at the City’s libraries to inform people about the project and provide access to the online budget allocator tool.</li> <li>○ The PB project page on Engage Bayswater included Fact Sheets in both Word and PDF format. Information was also available via a short video.</li> <li>○ The Community Directory (including community groups and service providers) have been regularly emailed to promote City projects, to assist in informing community members about consultation opportunities.</li> </ul>
<b>OUTCOMES</b>	Community members have adequate opportunity to participate in projects that impact them.

**Attachment 5**

City of Bayswater Disability Access and Inclusion Plan 2016 - 2020 INFORMATION UPDATE REPORT	
<b>AUTHOR</b>	Community Development Officer
<b>BRANCH</b>	Community Development
<b>OUTCOME AREA</b>	6 – Consultation Processes
<b>DAIP STRATEGIES</b>	1. Opportunities for participation in public consultation by people with disability are widely and appropriately promoted and accessible.
<b>INFORMATION</b>	<ul style="list-style-type: none"> <li>• The City promotes opportunities for public participation through their access and inclusion networks, i.e. Interchange; Mission Australia/NIDS.</li> <li>• Surveys are conducted at community events to gain feedback on accessibility and inclusivity and other aspects of the event, which gives community members, including people with disability, the opportunity to voice their opinion.</li> <li>• The City consults the community, which includes people with disability in specific plans, strategies and new initiatives being developed. This is often done via surveys (hard copy or electronic via Engage Bayswater). The City's strategies, plans and new initiatives that are developed take access and inclusion into consideration.</li> </ul> <p>Recent examples:</p> <ul style="list-style-type: none"> <li>• The City promotes public consultation opportunities from across the organisation to their access and inclusion specific networks by way of email or other accessible means.</li> <li>• The City has recently made meaningful connections with new organisations which have moved into the City, for example Mission Australia/NDIS and Interchange in 2018/19. This has increased the community consultation reach to people with disability.</li> <li>• Have a Go Day 14 April 2019 - Surveys aimed at gaining feedback on the event and its accessibility and inclusiveness were conducted by the City at this year's event.</li> <li>• Surveys were conducted by the City at a number of recent community events to gain input for the City's Youth Plan (The Platform) for e.g. at Have a Go Day; Baysie Waves Fest; Maylands Laneway Festival; Baysie Art and Street Fest; and Progress Street Party.</li> </ul>
<b>OUTCOMES</b>	<ul style="list-style-type: none"> <li>• By promoting opportunities for public participation through existing access and inclusion networks, the City aims to reach as many people with disability as possible.</li> <li>• By conducting surveys at a range of community events and community gatherings, the City is able to give people with disability an opportunity to participate in public consultation about the events that they attend.</li> </ul>

**10.5.1.2 CAIAC 2 - Youth Advisory Council - Progress Update**

<b>Responsible Branch:</b>	Community Development	
<b>Responsible Directorate:</b>	Community and Development	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required	
<b>Attachments:</b>	1. Youth Program Marketing	
<b>Refer:</b>	Item 10.5.2: OCM 12.03.2019	

**SUMMARY**

This report contains a summary of youth development events and workshops delivered from January 2019 to May 2019 by the City in collaboration with the City's Youth Advisory Council (YAC).

**COUNCIL RESOLUTION**  
**(ADVISORY COMMITTEE/OFFICER'S RECOMMENDATION)**

**That Council notes the youth workshops, initiatives and events delivered by the City from January 2019 to May 2019 in collaboration with the City's Youth Advisory Council.**

**CR GIORGIA JOHNSON MOVED, CR CATHERINE EHRHARDT SECONDED**  
**CARRIED UNANIMOUSLY: 11/0**

**BACKGROUND**

The City of Bayswater Youth Advisory Council (YAC) consists of youth representatives aged between 12-25 years who live, work, study or recreate in the City of Bayswater. YAC members meet monthly to assist with the planning, implementation and delivery of a variety of initiatives that aim to improve outcomes for the City's youth. The YAC is currently made up of seven young people (with capacity of up to 10 members).

The City's officers facilitate the YAC to:

- Assist with planning of youth programs, events, activities and initiatives.
- Advise on youth engagement across the organisation.
- Participate in various youth program activities set by the City.
- Promote the youth program within networks and target group.
- Evaluate and review events, programs and initiatives undertaken.

The Community Access and Inclusion Committee (CAIAC) last received a six monthly progress report on the YAC activities on 22 February 2019. This progress report reflects activities undertaken by YAC over the period January 2019 – May 2019.

**EXTERNAL CONSULTATION**

The City's YAC has recently assisted with community engagement initiatives for the City's inaugural Youth Action Plan (The Platform) during this reporting period. Between January and April 2019, consultation was undertaken with young people and relevant stakeholders on the issues that are most important to young people, and how the City can assist in these areas into the future.

Over the months of May and June 2019, the City (with assistance from the YAC) will be analysing and interpreting the information received from the community consultation activities completed. These results will inform the Youth Action Plan, which will provide a strategic approach, and a framework for youth development initiatives from 2019 to 2021.

**OFFICER'S COMMENTS**

Bayswater YAC support and contribute to the ongoing planning and implementation of the City's youth program and other youth related projects, initiatives and events being delivered by the City.

A summary of youth workshops, initiatives and events that were delivered by the City during January 2019 – May 2019 are listed below:

	<b>Summer Workshops</b>	<b>Target Group (age - years old)</b>	<b>Month</b>	<b>Attendees</b>
1.	Public Speaking	18 – 25	January	11
2.	Essential Oils	12 – 17	January	7
3.	Barista Training	18 – 25	January	6

	<b>Autumn Workshops</b>	<b>Target Group (age - years old)</b>	<b>Month</b>	<b>Attendees</b>
1.	Improv Crash Course	18 – 25	April	9
2.	Cartooning	12 – 17	April	14

	<b>YAC Engagement Activities for The Platform</b>	<b>Target Group (age - years old)</b>	<b>Month</b>
1.	Baysie Waves Fest	12 – 25	January
2.	Maylands Laneway Festival	12– 25	February
3.	Baysie Art and Street Fest	12– 25	March
4.	Progress St Party	12– 25	April
5.	Have a Go Day	12– 25	April

In addition to the above, monthly meetings were held with the YAC and used to debrief on activities and workshops undertaken. A meeting with the YAC is also planned for June 2019 along with a group visit to Parliament House. However, no workshops are planned to be delivered in June 2019.

Workshop Objectives

The How to Adult workshop series has the following objectives:

1. To provide young people aged 12-25 years old the opportunity to gain new skills through free workshops.
2. To offer workshops that participants find fun and enjoyable.

Workshop Evaluations

To evaluate the workshops undertaken, a short feedback form was distributed at the end of each session. The feedback form sought information on how participants found out about the workshop, if they enjoyed it and whether they gained new skills.

Workshop Participant Feedback

Based on participant feedback, the objectives of the workshops facilitated by the City were met. To assess this, participants were asked to rate their agreement (on a scale of 1-5) with the following statements:

<b>The workshop improved my skills (Objective 1)</b>	
Public Speaking	4.3
Essential Oils	3.7
Barista Training	5
Improv Crash Course	3.6
Cartooning	4
<b>AVERAGE</b>	<b>4.1</b>

<b>I enjoyed the workshop (Objective 2)</b>	
Public Speaking	4.7
Essential Oils	4.5
Barista Training	4.6
Improv Crash Course	4.8
Cartooning	4.4
<b>AVERAGE</b>	<b>4.6</b>

Overall, participants found the workshops engaging and informative. As a result, a large majority indicated that they would recommend this workshop to other people.

<b>I would recommend this workshop to other people</b>	
Public Speaking	4.7
Essential Oils	4.2
Barista Training	5
Improv Crash Course	4.5
Cartooning	4.3
<b>AVERAGE</b>	<b>4.5</b>

Continuous Improvement/ Future Actions

- The booking process for the youth workshops will be reviewed for workshops held in 2019/20. A \$5 deposit (which would be refunded on arrival) is proposed to be introduced to decrease incidents of people booking a place but not attending. This is proposed in the City's Fees and Charges Schedule for 2019/20.
- In future, workshop topics will be selected based on feedback obtained from The Platform youth engagement consultation.
- The City plans to recruit new YAC members. There is also opportunity to further promote Bayswater Youth Advisory Council at future youth workshops.

**LEGISLATIVE COMPLIANCE**

N/A

**OPTIONS**

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

<b>Option 1</b>	<b>Council notes the youth workshops, initiatives and events delivered by the City from January 2019 to May 2019 in collaboration with the City's Youth Advisory Council.</b>		
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Outcome</b>	<b>Assessment</b>
Strategic Direction	Moderate	Low	
Reputation	Low	Low	
Governance	Low	Low	
Community and Stakeholder	Moderate	Low	
Financial Management	Low	Low	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Low	
Organisational Health and Safety	Low	Low	
<b>Conclusion</b>	There are low risks associated with this option as the subject youth workshops and activities were delivered in consultation with the City's YAC and within budget.		

<b>Option 2</b>	<b>Council does not note the youth workshops, initiatives and events delivered by the City from January 2019 to May 2019 in collaboration with the City's Youth Advisory Council.</b>		
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Outcome</b>	<b>Assessment</b>
Strategic Direction	Moderate	Moderate	
Reputation	Low	Moderate	
Governance	Low	Low	
Community and Stakeholder	Moderate	Moderate	
Financial Management	Low	Low	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Low	
Organisational Health and Safety	Low	Low	
<b>Conclusion</b>	By not noting the workshops and activities delivered by the City in consultation with the City's YAC it may be perceived as Council devaluing the input of YAC and the importance of skill building activities for young people.		

**FINANCIAL IMPLICATIONS**

The following financial implications are applicable:

**Item 1:** Delivery of youth activities.

**Asset Category:** N/A

**Source of Funds:** Municipal

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

**Notes:** The below figures reflect the total annual budget allocated for the youth development program over a 12 month period. The workshops delivered as detailed within this report have cost a total of \$3,390.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$3,390	N/A	N/A	N/A	N/A	N/A	\$32,000

**STRATEGIC IMPLICATIONS**

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 C1.2: Deliver community programs that encourage community interaction and participation.

The YAC is a forum for local young people aged 12-25 years old to have a voice in their community, plan events and activities for young people and advise the City of what is important to them.

**CONCLUSION**

From January to May 2019, Bayswater YAC has assisted with the planning and promotion of a wide range of workshops and events for young people aged 12 - 25 years old.

Bayswater YAC has also supported the City in undertaking extensive consultation with the City's young people and relevant stakeholders to gain perspective on the issues facing our youth and what they would like to see prioritised over the next two years. The YAC will further assist the City to analyse and interpret the information, to support the development of the upcoming Youth Action Plan (The Platform).

Moving forward, the workshop topics for the 'How to Adult' workshop series will be based on the feedback received from the recent community consultation activities for the Youth Action Plan (The Platform).

Attachment 1





### Public Speaking

**For ages 18–25 years**

Do you want to conquer your fear of public speaking?

Learn how to engage an audience and think on your feet.

 Thursday 24 January 2019  
3pm–5pm

 **City of Bayswater Civic Centre**  
61 Broun Ave, Morley WA

### Barista Workshop

**For ages 18–25 years**

Looking for a job as a barista? Or just serious about good coffee? Either way, this workshop is for you.

You will learn practical skills from professional baristas and leave with a certificate!

 Wednesday 30 January 2019  
5pm–8pm

 **Espresso Cafe**  
Hawaiian's, Benara Rd, Noranda WA

### Essential Oils

**For ages 12–17 years**

Discover how essential oils can help you. Learn how to create blends, and make your own special recipe to take home.

 Thursday 31 January 2019  
3pm–4.30pm

 **City of Bayswater Civic Centre**  
61 Broun Ave, Morley WA

 All workshops are free, registration required.  
Register online at [www.cityofbayswateryouthservices.eventbrite.com.au](http://www.cityofbayswateryouthservices.eventbrite.com.au)

For more information contact 9270 4122  
or email [yac@bayswater.wa.gov.au](mailto:yac@bayswater.wa.gov.au)  
**Preference is given to City of Bayswater residents for bookings.**  
 [facebook.com/yac.bayswater/](https://facebook.com/yac.bayswater/)



### Improv Crash Course

For ages 18 - 25 years

Learn how to be more spontaneous, truthful, and brave through the art of making stuff up. The Improv Crash Course will give you tools and tricks to increase your confidence, be more creative and communicate clearly.

 Monday 15 April  
5pm - 8pm

 **City of Bayswater Civic Centre**  
61 Broun Ave, Morley WA

### Self Defence

For ages 18 - 25 years

Discover simple self-defence techniques in a fun, supportive environment. Gain confidence while learning practical skills in a hands-on workshop.

 Tuesday 16 April  
5pm - 8pm

 **City of Bayswater Civic Centre**  
61 Broun Ave, Morley WA

### Cartooning

For ages 12-17 years

Learn how to create your own cartoon characters with Jason Trevenen, a former Disney animator. Get inspired, build your skills and unleash your creativity.

 Friday 26 April  
10am - 1pm

 **City of Bayswater Civic Centre**  
61 Broun Ave, Morley WA



All workshops are free and registration is required.

Register online at [www.cityofbayswateryouthservices.eventbrite.com.au](http://www.cityofbayswateryouthservices.eventbrite.com.au)



For more information contact 9270 4122  
or email [yac@bayswater.wa.gov.au](mailto:yac@bayswater.wa.gov.au)

Preference is given to City of Bayswater residents for bookings.

 [facebook.com/yac.bayswater/](https://facebook.com/yac.bayswater/)



**THE PLATFORM**

**BE HEARD.**

Are you aged 12-25?

Live in the City of Bayswater?

Let's talk about opportunities for youth

[engagebayswater.wa.gov.au](http://engagebayswater.wa.gov.au)

9270 4122  
yac@bayswater.wa.gov.au  
facebook.com/yac.bayswater

CITY OF BAYSWATER  
The Greater City - Quality Lifestyle

BAYSWATER  
**YAC**  
Youth Advisory Council

**COUNCIL RESOLUTION - ADOPTION BY EXCEPTION**

That the recommendations relating to items: 10.2.4, 10.3.2, 10.3.3, 10.4.1, 10.5.1.1, 10.5.2.1, 10.5.2.2, 10.5.2.3, 10.5.2.4, 10.5.3.1 and 10.5.3.2 contained in the agenda be adopted by exception as per section 5.5 of the *City of Bayswater Standing Orders Local Law 2018*.

**CR STEPHANIE GRAY MOVED, CR SALLY PALMER SECONDED**

**CARRIED UNANIMOUSLY: 11/0**

**10.5.2 Audit and Risk Management Committee – 11 June 2019**

**10.5.2.1 Financial Services Policy Framework and Payments Policy**

<b>Responsible Branch:</b>	Financial Services	
<b>Responsible Directorate:</b>	Corporate and Strategy	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required	
<b>Attachments:</b>	1. Financial Services Policy Framework 2. Draft Payments Policy	

**SUMMARY**

This report provides a draft Payments Policy for Council approval.

**OFFICER'S RECOMMENDATION**

That Council:

1. Notes the Financial Services Policy Framework (Attachment 1); and
2. Authorises the draft Payments Policy (Attachment 2) for incorporation into the City's operating systems.

**COUNCIL RESOLUTION**

**(MANAGEMENT COMMITTEE RECOMMENDATION)**

That Council:

1. **Notes the Financial Services Policy Framework (Attachment 1); and**
2. **Authorises the draft Payments Policy (Attachment 2) for incorporation into the City's operating systems, including changes to reference payment for both goods and services.**

**CR STEPHANIE GRAY MOVED, CR SALLY PALMER SECONDED**

**CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 11/0**

**BACKGROUND**

Earlier this year the City was advised of new accounting standards and the expectations of the Office of Auditor General with regard to compliance. The Audit and Risk Management Committee was also briefed on a recent audit undertaken by the Office of Auditor General on Timely Payment of Suppliers (June 2018) and the consequences for local government.

The proposed policy and management practices seek to provide guidance to officers to consistently and transparently respond to these accounting standards and audit expectations.

**EXTERNAL CONSULTATION**

No consultation has occurred with the public or other agencies on this matter.

**OFFICER'S COMMENTS**

Recent Office of Auditor General audits have clarified its expectations of industry best practice which should guide the City's policy development. These audits include:

- Audit Results Report - Annual 2017-18

- Financial Audits of Local Government Entities (March 2019)
- Management of Supplier Master Files (March 2019)
- Timely Payment of Suppliers (June 2018)
- Controls over Corporate Credit Cards (May 2018)

A policy framework for Financial Services has been developed to ensure the City is responding appropriately to new accounting standards, recommendations from Office of Auditor General reports and other statutory requirements (**Attachment 1**). The framework has identified a new policy is required for payments.

This draft policy takes a risk management approach to identify priorities. Management practices are in development with the relevant stakeholders to provide clarity about how to implement consistently the processes which support the policy. Training of staff will follow the adoption of these key documents.

**LEGISLATIVE COMPLIANCE**

*Local Government Act 1995*

Regulation 11(1) (b) of the *Local Government (Financial Management) Regulations 1996*

City of Bayswater Code of Ethics.

**OPTIONS**

In accordance with the City’s Risk Management Framework, the following options have been assessed against the City’s adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	Adopt the proposed new Payments Policy		
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome	
Strategic Direction	Moderate	Low	
Reputation	Low	Low	
Governance	Low	Low	
Community and Stakeholder	Moderate	Low	
Financial Management	Low	Low	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Low	
Organisational Health and Safety	Low	Low	
<b>Conclusion</b>	This option will provide confidence to staff, decision-makers, auditors and the community the City has a transparent and accountable process in this policy area.		

Option 2	Not adopt the proposed new policy		
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome	
Strategic Direction	Moderate	Low	
Reputation	Low	Low	
Governance	Low	Low	
Community and Stakeholder	Moderate	Moderate	
Financial Management	Low	Moderate	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Low	
Organisational Health and Safety	Low	Low	
<b>Conclusion</b>	This option would leave the City vulnerable to criticism or potential adverse audit findings.		

### **FINANCIAL IMPLICATIONS**

There are no direct financial implications in the adoption of the Payments Policy.

### **STRATEGIC IMPLICATIONS**

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

### **CONCLUSION**

The Payments Policy sets out principles for how the City will manage financial transactions with customers, banks and staff. It confirms the City's obligation to provide professional, ethical, and lawful behaviour. The Payments Policy also provides direction for the development of supporting management practices.

It is recommended that the draft Payments Policy be authorised by Council.

**Attachment 1**

**FINANCIAL SERVICES POLICY AND MANAGEMENT PRACTICES**

Revised policy framework

*Out of scope* of this framework are management practices which are linked to the policies below but which are the responsibility of other Branch Managers. In particular, the Procurement Policy has management practices, either existing or in development, associated with the calling of tenders and the raising and authorising of purchase orders which are the responsibility of the Manager Governance.

<b>Procurement</b>	<b>Investment</b>	<b>Debt</b>	<b>Payment Arrangements (NEW)</b>
Creditor master file management practice <ul style="list-style-type: none"> <li>• Creation/amendment</li> <li>• Access</li> <li>• Segregation of duties</li> <li>• Reporting</li> </ul>	Investment management practice <ul style="list-style-type: none"> <li>• Managing investments</li> <li>• Delegation</li> <li>• Reporting</li> </ul>	Accounts Receivable management practice <ul style="list-style-type: none"> <li>• debt recovery</li> <li>• delegation                             <ul style="list-style-type: none"> <li>○ Infringements</li> <li>○ Libraries</li> <li>○ Recreation</li> <li>○ Finance</li> <li>○ Rates</li> </ul> </li> </ul>	Cash handling management practice <ul style="list-style-type: none"> <li>• Petty Cash</li> <li>• Cash register floats</li> <li>• Cash advances</li> </ul>
Accounts payable <ul style="list-style-type: none"> <li>• Timely payment of suppliers</li> <li>• Reporting</li> </ul>		Bonds (excluding Aged Care) <ul style="list-style-type: none"> <li>• Interest/income</li> <li>• Returning process</li> <li>• Reporting</li> </ul>	Payment Options <ul style="list-style-type: none"> <li>• Customers</li> <li>• Suppliers</li> </ul>
Credit/Purchase Cards <ul style="list-style-type: none"> <li>• Issuing/cancelling cards</li> <li>• Reporting</li> <li>•</li> </ul>		Grants register <ul style="list-style-type: none"> <li>• Acquittals</li> <li>• Reporting</li> <li>• Auditing</li> </ul>	Banking <ul style="list-style-type: none"> <li>• Frequency</li> <li>• Banking of cheques</li> <li>• Banking tokens</li> <li>• Access</li> </ul>

**Attachment 2**



**COUNCIL POLICY: PAYMENTS**

**POLICY OWNER:** Financial Services

**POLICY STATEMENT:**

This policy provides guidance to ensure the City's payment arrangements are transparent and accountable, within statutory obligations and effective for the purpose of the transactions.

**POLICY DETAILS:** The City of Bayswater (The City) provides a range of methods for financial transactions. These include:

- Cash payments;
- Electronic Funds Transfer (EFT);
- Credit Cards;
- Cheques; and
- Bank transfers.

This Policy provides guidance to staff in understanding their responsibilities as an employee of the City in regards to acceptable payment arrangements:

- Customers of the City should be provided with professional, ethical, and lawful behaviour, in keeping with all policies and guidelines of the City and compliant with all relevant, Local, State and Federal Government legislation;
- Payments should be made against valid and easy to understand invoices for goods and services that have been reconciled to receipts;
- The City will continue to consider and adopt proven new payment arrangements in response to community feedback; and
- Protection of the City's interests requires controls over cash handling and transfer of money between banks and City service centres.

Employees should receive appropriate training in:

- The City's financial systems;
- Cash handling techniques;
- Armed hold up techniques;
- Customer service; and
- Disability access and inclusion.

**RELATED LEGISLATION AND OTHER REFERENCES**

- *Local Government Act 1995*
- *Regulation 11(1) (b) of the Local Government (Financial Management) Regulations 1996.*
- *City of Bayswater Code of Ethics*

**REPORTING AND REVIEW**

The City will undertake a review of its Payments Policy every three years. If there are any significant changes to the Act, market place, regulations or issued guidelines, the policy will be reviewed and referred to Council for further consideration.

Management Practices will be developed, as required, to clarify processes for the implementation and application of the principles contained in this policy.

<b>Adopted by Council:</b>	
<b>Reviewed:</b>	
<b>Strategic Link:</b>	Leadership and Governance

DRAFT



**10.5.2.2 IT Acceptable Usage Policy**

<b>Responsible Branch:</b>	Information Services	
<b>Responsible Directorate:</b>	Corporate and Strategy	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required	
<b>Attachments:</b>	1. Updated ICT Policy Framework 2. Draft ICT Acceptable Usage Policy	
<b>Refer:</b>	Item 9.4: ARMC 30.04.2019	

**SUMMARY**

This report presents the draft Information Communication Technology (ICT) Acceptable Usage Policy and Information Communication Technology Policy Framework for Council consideration.

**OFFICER'S RECOMMENDATION**

That Council:

1. Notes the Information Communication Technology Policy Framework (Attachment 1); and
2. Endorses the draft Information Communication Technology Acceptable Usage Policy (Attachment 2).

**COUNCIL RESOLUTION**  
**(MANAGEMENT COMMITTEE RECOMMENDATION)**

That Council:

1. **Notes the Information Communication Technology Policy Framework (Attachment 1); and**
2. **Endorses the draft Information Communication Technology Acceptable Usage Policy (Attachment 2) with a review to be undertaken every two years, or earlier as required.**

**CR STEPHANIE GRAY MOVED, CR SALLY PALMER SECONDED**  
**CARRIED UNANIMOUSLY BY EXCEPTION (ENBLOC): 11/0**

**BACKGROUND**

In April 2019, the Audit and Risk Management Committee considered the findings of a Cybersecurity Assessment undertaken for the City by Deloitte. In response to this assessment, officers have developed a framework of policy and supporting management practices to mitigate areas of weakness. The ICT Acceptable Usage Policy was identified as a missing link necessary to complement the three policies adopted by Council in 2018.

**EXTERNAL CONSULTATION**

No consultation has occurred with the public or other agencies on this matter.

**OFFICER'S COMMENTS**

An updated policy framework has been developed to clarify the required policies and management practices to ensure the City is responding appropriately to new issues, challenges and statutory requirements (Attachment 1). The framework identified a new policy was required.

The Information Communication Technology (ICT) Acceptable Usage Policy (**Attachment 2**) sets out the requirements for staff and Council access to, and use of, ICT systems and equipment.

Management practices are in development with the relevant stakeholders to support operation of the policy. Training for staff and Council will follow the adoption of these documents.

**LEGISLATIVE COMPLIANCE**

- Local Government Act 1995*
- Copyright Act 1968 (Commonwealth)*
- Disability Discrimination Act 1992 (Commonwealth)*
- Electronic Transactions Act 2011 (WA)*
- Equal Opportunity Act 1984 (WA)*
- Freedom of Information Act 1992 (WA)*
- Human Rights and Equal Opportunity Commission Act 1986 (Commonwealth)*
- Sex Discrimination Act 1984 (Commonwealth)*
- Spam Act 2003 (Commonwealth)*
- State Records Act 2000 (WA)*
- City of Bayswater Code of Ethics.

**OPTIONS**

In accordance with the City’s Risk Management Framework, the following options have been assessed against the City’s adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	Adopt the proposed ICT Acceptable Usage Policy		
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome	
Strategic Direction	Moderate	Low	
Reputation	Low	Low	
Governance	Low	Low	
Community and Stakeholder	Moderate	Low	
Financial Management	Low	Low	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Low	
Organisational Health and Safety	Low	Low	
<b>Conclusion</b>	This option will provide confidence to staff, decision-makers, auditors and the community that the City has a transparent and accountable process in this policy area.		

Option 2	Not adopt the proposed ICT Acceptable Usage policy		
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome	
Strategic Direction	Moderate	Moderate	
Reputation	Low	Low	
Governance	Low	Low	
Community and Stakeholder	Moderate	Moderate	
Financial Management	Low	Low	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Low	
Organisational Health and Safety	Low	Low	
<b>Conclusion</b>	This option fails to provide appropriate policy guidance to staff and Council to ensure appropriate use of ICT resources.		

**FINANCIAL IMPLICATIONS**

There are no direct financial implications in the adoption of the ICT Acceptable Usage Policy.

## **STRATEGIC IMPLICATIONS**

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

## **CONCLUSION**

The ICT Acceptable Usage Policy sets out principles for how staff and Councillors will appropriately use Information Communication Technology systems for the City's operations. Importantly it confirms that ICT systems and data are assets of the City and system access and usage should be professional, ethical, lawful, and compliant with all relevant, Local, State and Federal Government legislation. The ICT Acceptable Usage Policy also provides direction for the development of supporting management practices.

It is recommended that the draft ICT Acceptable Usage Policy be approved.

**Attachment 1**

INFORMATION COMMUNICATION TECHNOLOGY POLICY FRAMEWORK

Cyber Security Policy (adopted May 2018)	Business Continuity Policy (adopted May 2018)	Use of City Information Resources Policy (adopted May 2018)	ICT Acceptable Usage Policy (Proposed NEW)
Password Management Practice	Backup and Recovery Management Practice	IT Asset register	Bring Your Own Device Management Practice
Access Control Management Practice	IT Disaster Recovery Plan	Systems documentation	Acceptable Use Management Practice
Security Audit Management Practice	Recovery Strategies Management Practice	Monitoring and compliance	
	Incident Management Plan	ICT Asset Management Plan	
	Incident Response Management Practice		

**Attachment 2**



**POLICY: ICT ACCEPTABLE USAGE POLICY**

**POLICY OWNER:** Information Services

**POLICY STATEMENT:**

To ensure the City's Information Technology (ICT) systems are used appropriately and for the purpose intended.

**POLICY DETAILS:**

The City of Bayswater (The City) uses Information Technology (ICT) systems for the City's operations and provides access to ICT systems as tools to assist staff with their duties. The City encourages, and in some instances requires, the use of these systems because they enhance the ability of the City to provide services to the community.

This Policy provides guidance to staff and Council in understanding their responsibilities for acceptable Communication and Technology use.

- ICT systems are assets of the City and should therefore be used for the purpose intended;
- System access and usage should be professional, ethical, lawful, and in keeping with all policies and guidelines of the City and compliant with all relevant, Local, State and Federal Government legislation;
- The City's ICT systems contain data which is a valuable asset and requires protection; and
- Protection of the City's data requires the implementation of information security controls.

**RELATED LEGISLATION AND OTHER REFERENCES**

All ICT transactions are to comply with the following:

- *Local Government Act 1995 (WA)*
- *Copyright Act 1968 (Commonwealth)*
- *Disability Discrimination Act 1992 (Commonwealth)*
- *Electronic Transactions Act 2011 (WA)*
- *Equal Opportunity Act 1984 (WA)*
- *Freedom of Information Act 1992 (WA)*
- *Human Rights and Equal Opportunity Commission Act 1986 (Commonwealth)*
- *Sex Discrimination Act 1984 (Commonwealth)*
- *Spam Act 2003 (Commonwealth)*
- *State Records Act 2000 (WA)*
- *City of Bayswater Code of Ethics*



**REPORTING AND REVIEW**

The City will undertake a review of its ICT Acceptable Use Policy every two years, or earlier as required. If there are any significant changes to the Act, regulations or issued guidelines, the policy will be reviewed and referred to Council for further consideration.

Management Practices will be developed as required to clarify processes associated with the implementation and application of the principles contained in this policy.

<b>Adopted by Council:</b>	
<b>Reviewed:</b>	
<b>Strategic Link:</b>	Leadership and Governance

DRAFT

**10.5.2.3 Fraud and Corruption Policy**

<b>Responsible Branch:</b>	Governance	
<b>Responsible Directorate:</b>	Corporate and Strategy	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required	
<b>Attachments:</b>	1. Fraud and Corruption Policy	

**SUMMARY**

This report presents the draft Fraud and Corruption Policy to support the development of a Fraud and Corruption Control Plan.

**OFFICER'S RECOMMENDATION**

That Council adopts the Fraud and Corruption Policy (Attachment 1) with the detail to be managed through a Fraud and Corruption Control Plan.

**COUNCIL RESOLUTION**  
**(MANAGEMENT COMMITTEE RECOMMENDATION)**

**That Council adopts the Fraud and Corruption Policy (Attachment 1) with the addition of the words “financial and/or proximity interest” and removal of reference to conflict of interest, with the detail to be managed through a Fraud and Corruption Control Plan. This policy will be reviewed every two years, or earlier as required.**

**CR STEPHANIE GRAY MOVED, CR SALLY PALMER SECONDED**  
**CARRIED UNANIMOUSLY BY EXCEPTION (ENBLOC): 11/0**

**BACKGROUND**

The Office of the Auditor General (OAG) has commenced financial auditing of the local government sector, and is also conducting narrow scope performance audits which focus on agency compliance with legislation, policies and best practice. This new auditing program is similar to that of State public sector departments and agencies. In anticipation of the City being selected for one or more of the performance audits, the recommendations of each of the OAG performance audit of other agencies have been noted.

The 2013 OAG report '*Fraud Prevention and Detection in the Public Sector*' highlighted concerns from the WA Police regarding the number of incidents of public sector fraud *which indicated that agencies' approach to minimising fraud and corruption were not effective.* As a result, the OAG audited nine agencies and concluded that *most agencies lacked a coordinated approach to managing fraud and corruption risk.*

The OAG report included a number of recommendations. One of these was a recommendation for agencies to have in place a policy covering fraud and corruption management with consideration for developing a fraud and corruption control plan. As a first step in addressing this recommendation, the draft Fraud and Corruption Policy is proposed (Attachment 1).

The City's risk management work includes consideration of potential fraud and corruption risks however that can be strengthened through the development of a formal Fraud and Corruption Plan.

**EXTERNAL CONSULTATION**

The recommendations of this report are based on the OAG report into 'Fraud Prevention and Detection in the Public Sector, Report 7 - June 2013'.

Officers have had ongoing dialogue with the OAG in relation to the performance audit program generally, and met with officers of the OAG in December 2018 to discuss a potential performance audit topic of 'Governance in Local Government'. At that meeting, the OAG reiterated the value of undertaking regular self-assessment against past OAG report outcomes and recommendations.

**OFFICER'S COMMENTS**

The proposed policy supports the City's broader risk management and the second phase of the work will be to develop and implement a Fraud and Corruption Control Plan. Collectively the Policy and Control Plan will reflect what the OAG considers best practice in identifying and managing the associated risks.

**LEGISLATIVE COMPLIANCE**

There is no specific legislative requirement for a Fraud and Misconduct Policy, however Regulation 17 of the *Local Government (Audit) Regulations* requires the Chief Executive Officer to review the appropriateness and effectiveness of a local government's systems and procedures in relation to risk management, internal control and legislative compliance.

Expanding on that requirement, the Department of Local Government's Operational Guidelines No. 9 Audit in Local Government suggests that one of the matters that ought to be considered is:

*"Ascertaining whether fraud and misconduct risks have been identified, analysed, evaluated, have an appropriate treatment plan which has been implemented, communicated, monitored and there is regular reporting and ongoing management of fraud and misconduct risks"*.

**OPTIONS**

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	Adopt the proposed Fraud and Corruption Policy		
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome	
Strategic Direction	Moderate	Low	
Reputation	Low	Low	
Governance	Low	Low	
Community and Stakeholder	Moderate	Low	
Financial Management	Low	Low	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Low	
Organisational Health and Safety	Low	Low	
<b>Conclusion</b>	This option will provide confidence to staff, decision-makers, auditors and the community that the City has a transparent and accountable process in this policy area.		

Option 2	Not adopt the proposed Fraud and Corruption Policy		
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome	
Strategic Direction	Moderate	Moderate	
Reputation	Low	Moderate	
Governance	Low	Moderate	
Community and Stakeholder	Moderate	Moderate	

Financial Management	Low	Moderate
Environmental Responsibility	Low	Low
Service Delivery	Low	Moderate
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	This option does not provide appropriate policy guidance to staff and Council.	

**FINANCIAL IMPLICATIONS**

Nil.

**STRATEGIC IMPLICATIONS**

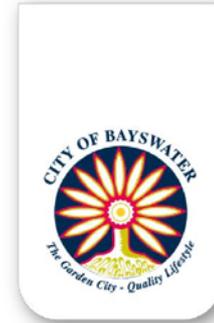
In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

- Theme: Leadership and Governance.
- Aspiration: Open, accountable and responsive service.
- Outcome L1: Accountable and good governance.

**CONCLUSION**

The OAG has made a number of practice recommendations that can be applied to agencies generally. The proposed policy is intended to set the direction for more detailed work in the form of a Fraud and Corruption Control Plan which will strengthen organisational resilience and compliance.

**Attachment 1**



**COUNCIL POLICY: FRAUD AND CORRUPTION**

**POLICY OWNER:** Governance

**POLICY STATEMENT:** This Policy articulates the City's commitment to prevention, detection, response and monitoring of any fraudulent or corrupt activities within its operations.

**POLICY DETAILS:** The Policy is intended to set the direction for identifying and managing fraud and corruption risks through the following best practice principles which have been developed in accordance with the Australian Standard AS 8001-2008 *Fraud and Corruption Control*:

- The City of Bayswater is committed to a culture where fraudulent or corrupt conduct is not tolerated, including mismanagement of resources by its officers, employees and contractors.
- The prevention of fraud or corruption requires that all officers, employees and contractors act ethically, appropriately, and in accordance with the City's Code of Conduct (Councillors) and Code of Ethics (Employees).
- The City will ensure that employees and others are made aware of their responsibilities to disclose any actual or suspected fraudulent or corrupt activity.
- Employees and others shall be encouraged to contact any of the City's designated Public Interest Disclosure (PID) Officers to seek guidance. Any disclosures shall be promptly and thoroughly investigated under the City's Public Interest Disclosure (PID) provisions. Where appropriate, legal remedies under the law will be pursued.
- The City shall actively protect the anonymity of anyone making a PID disclosure.
- A Fraud and Corruption Control Plan shall be developed to assist the City in meeting the objectives of this policy.

**DEFINITIONS**

'**Fraud**' is defined by Australian Standard AS8001-2008 as:

- *'Dishonest activity causing actual or potential financial loss to any person or entity including theft of monies or other property by employees or persons external to the entity and where deception is used at the time, immediately before or immediately following the activity. This also includes the deliberate falsification, concealment, destruction or use of falsified documentation used or intended for use for a normal business purpose or for improper use of information or position'*

Fraud can take many forms including: the misappropriation of assets; the manipulation of financial reporting; and corruption involving abuse of position for personal gain.

'**Corruption**' is defined under AS8001-2008:

- *'Corruption is dishonest activity in which an employee or contractor of the entity acts contrary to the interests of the entity and abuses their position of trust in order to achieve some personal gain or advantage for themselves or for another person or organisation.'*

Corruption can take many forms including: failure to disclose financial and/or proximity interest; failure to disclose acceptance of gifts or hospitality; acceptance of a bribe; or release of confidential information or intellectual property.



**ROLES AND RESPONSIBILITIES**

The roles and responsibilities for identifying and managing fraud and corrupt activities shall be clearly identified in the Fraud and Corruption Control Plan.

**RELATED LEGISLATION AND OTHER REFERENCES**

- *Local Government Act 1995*
- *Corruption, Crime and Misconduct Act 2003*
- *Public Interest Disclosure Act 2003*
- Fraud and Corruption Control Standards (AS 8001-2008)
- City of Bayswater – Code of Conduct for Councillors
- City of Bayswater - Code of Ethics for Employees

<b>Adopted by Council:</b>	
<b>Reviewed:</b>	
<b>Strategic Link:</b>	Leadership and Governance

DRAFT

**10.5.2.4 Update - Whistleblowing Processes and Procedures**

<b>Responsible Branch:</b>	Governance	
<b>Responsible Directorate:</b>	Corporate and Strategy	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required	
<b>Attachments:</b>	Nil	
<b>Refer:</b>	Item 11.2: OCM 11.12.2018	

**SUMMARY**

At its meeting of 11 December 2018, Council considered the following motion from Councillor Chris Cornish, Deputy Mayor:

*“That Council supports having a robust, transparent and fair whistleblowing process, and instructs the Chief Executive Officer to review the City’s whistleblowing processes and procedures and reports back to Council. The review should attempt to set a best practice benchmark in how organisations deal with whistleblowing and should refer to the induction process, the exit interview and everything in between.”*

The City’s current processes for reporting matters of misconduct (‘whistle-blowing’) are dealt with at two levels:

- Complaints about Council member conduct are referred to the Chief Executive Officer as the designated Complaints Officer. Where appropriate, matters may be referred to the State Administrative Tribunal (SAT) or a standards panel.
- Minor complaints about an officer or contractor’s conduct are referred by a designated Public Interest Disclosure (PID) officer to the Public Sector Commission.

Misconduct complaints are required to be disclosed in the City’s Annual Report.

**COUNCIL RESOLUTION**  
**(MANAGEMENT COMMITTEE RECOMMENDATION)**

**That Council receive the update report on the City’s PID (whistle-blower) reporting.**

**CR STEPHANIE GRAY MOVED, CR SALLY PALMER SECONDED**  
**CARRIED UNANIMOUSLY BY EXCEPTION (ENBLOC): 11/0**

**BACKGROUND**

**Public companies and large proprietary organisations**

The *Treasury Laws Amendment (Enhancing Whistleblower Protections) Bill 2019* (Cth) (‘Whistleblower Bill’) has recently been passed by Parliament, and applies to public companies and large proprietary corporations (defined as over \$25m consolidated revenue, gross assets of more than \$12.5m or more than 50 employees) and it requires organisations to have a whistleblower policy that provides certain protections for people reporting corporate misconduct, including taxation matters. Under this new legislation, an organisation’s whistleblower policy must clearly set out the protections available, the avenues by which protected disclosures may be made, and how they can be made, how the company will support whistleblowers and protect them from detriment and how the company will investigate protected disclosures. Failure to comply will incur financial penalties, and imprisonment will also apply, ranging from six months for failure to protect the confidentiality of a person making a protected disclosure, and up to two years for victimisation of a person making a protected disclosure.

### Commonwealth Government

Commonwealth Government public servants are prohibited from disclosing official information to the media under s70 of the *Crimes Act 1914*, however there are some whistle-blower protections under the Commonwealth *Public Interest Disclosure Act 2013* (PID Act) which apply under certain conditions and are intended to encourage and facilitate disclosure of information by public officials about suspected wrongdoing in the public sector, ensure that public officials who make public interest disclosures are supported and protected from adverse consequences and ensure that disclosures by public officials are properly investigated and dealt with. Any such matters are dealt with by the Commonwealth Ombudsman. Each Commonwealth Government agency is required to provide information on how people can make a protected disclosure about suspected wrongdoing within that agency.

### State Government

At a State level, public officers and government contractors are prohibited from disclosing official information under s.81 of the Criminal Code, and the definition of 'public officers' includes local government or council of a local government. There is similar whistle-blower protection under the *Public Interest Disclosure Act 2003* (PID Act), which also deals with minor misconduct complaints.

Serious matters of fraud, corruption or misconduct are dealt with under the *Corruption, Crime and Misconduct Act 2003* (CCM Act) which allows people to report misconduct of a public officer. The PID Act requires all public authorities to have a process for reporting of fraud, corruption or misconduct.

### Local Government

Section s.5.20 of the *Local Government Act 1995* requires local governments to have a designated Complaints Officer, and where no-one is so designated, the Chief Executive Officer is held to be the Complaints Officer. The function of the Complaints Officer is to refer matters pertaining to Council members to a standards panel or State Administrative Tribunal (SAT).

The *Corruption and Crime Amendment (Misconduct) Act 2014* made the Public Sector Commission responsible for oversight of local government misconduct complaints generally. The Public Sector Commission may refer serious matters to the Corruption and Crime Commission.

Complaints must be reported in a local government's annual report and the following has been reported in the City's annual reports in recent years:

- 2010/11: Two, one of which was found to be no breach, the other had not yet been determined at time of publishing.
- 2011/12: Two complaints referred to the Local Government Standards panel, six other complaints were not determined at the time of publishing.
- 2012/13: Two - Action taken - no breach
- 2013/14: Nil
- 2014/15: One, which did not require further action.
- 2015/16: Nil
- 2016/17: Three - Action Taken - no breach

2017/18: Nil

## **EXTERNAL CONSULTATION**

The website information of other local governments and a number of state government agencies was considered in the preparation of this report.

## **OFFICER'S COMMENTS**

### *Raising awareness of the PID process*

The PID information is on the City's website, and is similar to the information provided by other local governments. The website information has been reviewed to determine whether it is sufficiently informative and inclusive, and sample interviews with staff were conducted across parts of the City's operations to gauge awareness of the PID process. The general observation was that the website information provides a good overview of the legislative framework and the reporting avenues, however the prospect of actually lodging a reporting is somewhat daunting, especially for lower level officers. Anecdotally, there were also indications that officers might be reluctant to make a report unless their anonymity could be protected.

It was also apparent that more work could be done on raising the community awareness of the PID process. There are existing community engagement channels (Engage Bayswater) which could be used to promote the community awareness of the PID process.

To address these issues, further work will be done over 2019 to:

- update the general language on the City's website around the PID process so that it is more inclusive and ;
- clearly define the sorts of situations that should be reported, including use of case studies and role playing workshops.

Officers have arranged for the Public Sector Commission to attend the City in August to conduct a half-day workshop on 'Fraud and Misconduct' training for all managers, and the theme of that will cover the protections for reporting of any fraud or conduct.

### *Staff induction*

Work already achieved includes having the PID process as part of the governance induction for all new employees. This provides an informal forum for discussion on the issue.

### *Staff exit interviews*

The City is currently working on a new exit interview process, and consideration will be given to including the PID disclosure as part of that. Essentially, it will provide a final opportunity for anyone to raise any issues of concern.

### *Policy review*

The City's Public Interest Disclosure (PID) Policy was last reviewed in February 2018. A separate Fraud and Corruption Policy is being proposed for adoption by Council and the outcomes of that will guide the next review of the PID Policy to ensure that they are aligned.

### *Protection of anonymity*

Key to the effectiveness of a PID process is providing assurance of the anonymity of any complaints.

The City's enterprise content management system (ECM) has five levels of access. Level 5 is accessible by the Chief Executive Officer and Information Coordinator only, and access ranges down to Level 1 which is for general staff access.

To meet its State Records Keeping obligations, any complaints received through the PID process are saved into ECM. The highest level of security in ECM will be assigned to all documents relating to any PID complaints to ensure that they are kept confidential, only accessible by those that need to deal with the complaint and the anonymity of the complainant is maintained. As part of the internal workshops and awareness programs, information about that security level will be included in the discussions to provide reassurance to anyone contemplating lodging a report that their anonymity will, within all practicable limits, be protected.

Complainants have the option of lodging a report direct to the Public Sector Commission. There are avenues through that agency for reports to be lodged anonymously and more information will be provided on that aspect.

#### *Media contact*

The City currently has a Communications and Social Media Policy which sets some conditions on sharing of information with the media and general community.

At a federal level, there are some complexities with certain provisions of the legislation relating to Commonwealth public servants disclosing official information. Disclosure of official information is prohibited under the *Crimes Act 2014*, however there are whistle-blower protections under the *Commonwealth PID Act 2013* which apply under certain conditions. Essentially, 'public interest' must be proven.

The comparable state criminal legislation prohibiting public service employees from releasing official information is under s.81 of the Criminal Code and s.7A of the WA PID legislation provides protections for whistle-blowers referring matters to journalists. As with the Commonwealth legislation, there are specific conditions that apply to this protection.

As part of the City's risk management, the City's Communication and Social Media Policy and Public Interest Disclosure Policy are currently being reviewed to ensure there is no conflict between the separate provisions.

#### *Investigation of complaints*

The City is required to disclose in its annual report whether a complaint has been investigated and the outcomes i.e. found to be not requiring further investigation, or referred to the appropriate agency or standards panel.

The review of the City's PID information will also include more information about this aspect.

### **LEGISLATIVE COMPLIANCE**

Commonwealth public servants are prohibited from disclosing official information to the media under s70 of the *Crimes Act 1914*, however there are protections for whistle-blowers under the *Public Interest Disclosure Act 2013* (Cwlth), subject to certain conditions.

At a State and local government level, disclosure of official information is prohibited under s 81 of the Criminal Code, however the *Public Interest Disclosure Act 2003* provides whistle-blower protection subject to certain conditions.

Serious misconduct matters are dealt with under the *Corruption, Crime and Misconduct Act 2003* (CCM Act). The *Crime Amendment (Misconduct) Act 2014* expanded the role of the Public Sector Commission to cover investigation or referral of local government misconduct complaints.

### **OPTIONS**

In accordance with the City’s Risk Management Framework, the following options have been assessed against the City’s adopted risk tolerance. Comments are provided against each of the risk categories.

<b>Option 1</b>	That the update report on the City’s PID (whistle-blower) reporting be received.	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	This option will provide confidence to staff, decision-makers, auditors and the community that the City has a transparent and accountable process in this policy area.	

<b>Option 2</b>	That the update report on the City’s PID (whistle-blower) reporting is not received.	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Moderate
Reputation	Low	Moderate
Governance	Low	Moderate
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	This option would leave the City open to scrutiny about its practices and fail to provide appropriate guidance to staff and Council.	

**FINANCIAL IMPLICATIONS**

Nil.

**STRATEGIC IMPLICATIONS**

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: Accountable and good governance.

**CONCLUSION**

The City’s PID process is consistent with that of other local governments, however it is acknowledged that more work could be done to raise awareness of these provisions and work currently underway includes updating the website information to make it more inclusive.

From an internal perspective, the PID process is already covered in staff inductions, however consideration will be given to expanding that to the exit interviews as part of the work currently being done in that area.

Training and awareness workshops will be rolled out across the City’s operational areas over 2019 and 2020, and that includes a half-day workshop for managers in August by the Public Sector Commission. Other workshops will include case studies and role playing to make the issue more relevant and relatable to the audience. Anonymity of reporting will be a key part of

those workshops, and the investigation process and protection of reports in the City's systems will be covered.

The content of the post-election induction information for Councillors is also being reviewed to cover these issues.

In respect to external channels, the Engage Bayswater website will be used to raise community understanding of the PID process

A further report will be provided to Council towards the end of 2019 on the City's complaint reporting and whistle-blower protections once current work is completed.

**10.5.3 Skate Park Advisory Committee – 11 June 2019**

**10.5.3.1 Skate Park Advisory Committee Terms of Reference**

<b>Applicant/Proponent</b>	City of Bayswater	
<b>Responsible Branch:</b>	Project Services	
<b>Responsible Directorate:</b>	Works and Infrastructure	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
<b>Voting Requirements:</b>	Simple Majority Required	

**SUMMARY**

This report provides an overview of the proposed terms of reference for the Skate Park Advisory Committee (SPAC) to review, including the setting of meeting dates and any amendments that are required.

**OFFICER'S RECOMMENDATION**

That Council

- Approves the terms of reference as follows for the City of Bayswater Skate Park Advisory Committee:

ITEM	PROPOSED SKATE PARK ADVISORY COMMITTEE
Committee	Skate Park Advisory Committee
Purpose	The purpose of the Committee is to provide guidance and advice in establishing, designing and maintaining existing and future skate parks within the City.
Period	20 November 2018 to October 2019
Membership	The Committee shall consist of the following endorsed members: (i) 3 x Elected Members; (ii) 6 x Community / industry Members (suggested composition): <ul style="list-style-type: none"> <li>• 2 Youth worker/representatives;</li> <li>• 2 x Youth Advisory Committee (YAC) Members</li> <li>• 1 x Skateboarding/BMX and/or scooter industry representative;</li> <li>• 1 X Community member engaged/ interested in skateboarding, BMX, scooter etc.</li> </ul> Non-Voting Members: (i) Coordinator Project Services; (ii) Leisure Planner
Meetings:	Two to four times per annum.
Liaison Officer	Coordinator Project Services
Delegated Authority	Nil
Sitting Fees	Nil

- Sets the following dates/times for meetings:

- a. \_\_\_\_\_;
- b. \_\_\_\_\_;

**COUNCIL RESOLUTION**  
**(ADVISORY COMMITTEE RECOMMENDATION)**

**That Council**

1. **Renames the Skate Park Advisory Committee to the Skate and Bike Development Advisory Committee.**
2. **Approves the terms of reference as follows for the City of Bayswater Skate and Bike Development Advisory Committee:**

ITEM	PROPOSED SKATE AND BIKE DEVELOPMENT ADVISORY COMMITTEE
<b>Committee</b>	<b>Skate and Bike Development Advisory Committee</b>
<b>Purpose</b>	<b>The purpose of the Committee is to provide guidance and advice in establishing, designing and maintaining existing and future skate parks within the City.</b>
<b>Period</b>	<b>20 November 2018 to October 2019</b>
<b>Membership</b>	<b>The Committee shall consist of the following endorsed members:</b> (i) 3 x Elected Members; (ii) 6 x Community / industry Members (suggested composition): <b>Non-Voting Members:</b> (i) Coordinator Project Services; (ii) Leisure Planner
<b>Meetings:</b>	<b>Two to four times per annum.</b>
<b>Liaison Officer</b>	<b>Coordinator Project Services</b>
<b>Delegated Authority</b>	<b>Nil</b>
<b>Sitting Fees</b>	<b>Nil</b>

3. **Sets the following proposed dates for meetings:**
  - (a) **July 2019;**
  - (b) **September 2019.**

**CR STEPHANIE GRAY MOVED, CR SALLY PALMER SECONDED**  
**CARRIED UNANIMOUSLY BY EXCEPTION (ENBLOC): 11/0**

**EXTERNAL CONSULTATION**

The City publicly advertised an expression of interest for up to six community members of the Skate Park Advisory Committee for a four week period.

**BACKGROUND**

The City previously had a Skate Park Management Committee, however the committee was disbanded at the Special Council Meeting of 29 October 2013. This previous committee comprised of two Elected Members and seven community representatives.

At the Ordinary Council Meeting of 25 September 2018, Cr Stephanie Gray raised a Notice of Motion to reinstate the Skate Park Advisory Committee and Council resolved as follows:

*"In recognition of the 10 year anniversary of the Crimea Skate Plaza, that Council requests the Chief Executive Officer to reinstate the City of Bayswater Skate Park Advisory Committee, comprising Councillors, officers, and youth community members, to continue the committee's work with a view to providing guidance and advice in establishing, designing and maintaining existing and future skate parks within the District."*

In considering Councillor representation on to the Skate Park Advisory Committee Council, at its Ordinary Meeting of 20 November 2018 resolved the following:

*"That Council:*

1. *Appoints the following Elected Members to the Skate Park Advisory Committee as follows:*
  - a. *Cr Stephanie Gray;*
  - b. *Cr Catherine Ehrhardt; and*
  - c. *Cr Michelle Sutherland.*
2. *Calls for Expressions of Interest for the following members on the Skate Park Advisory Committee:*
  - a. *2 x Youth workers/representatives;*
  - b. *2 x Youth Advisory Committee (YAC) Members;*
  - c. *1 x Skateboarding/BMX and/or scooter industry representative."*

In accordance with the above, the City called for Expressions of Interest and received six nominations. Council at its Ordinary Meeting of 30 April 2019, considered the nominations and resolved as follows:

*"That Council appoints the community representatives, as listed in the confidential attachment, to the Skate Park Advisory Committee for a period up to October 2019:*

- i. Jade Stewart Ikin;*
- ii. Susan Scott;*
- iii. Lewis Teagle;*
- iv. Adam Lewis;*
- v. Ben Bowring; and*
- vi. Matt De Koning."*

**OFFICER’S COMMENTS**

The Skate Park Advisory Committee provides guidance and advice in establishing, designing and maintaining existing and future skate parks within the City.

The terms of reference are noted below for endorsement:

ITEM	PROPOSED SKATE PARK ADVISORY COMMITTEE
<b>Committee</b>	Skate Park Advisory Committee
<b>Purpose</b>	The purpose of the Committee is to provide guidance and advice in establishing, designing and maintaining existing and future skate parks within the City.
<b>Period</b>	20 November 2018 to October 2019

<b>Membership</b>	The Committee shall consist of the following endorsed members: (i) 3 x Elected Members; (ii) 6 x Community / industry Members (suggested composition): <ul style="list-style-type: none"> <li>• 2 Youth worker/representatives;</li> <li>• 2 x Youth Advisory Committee (YAC) Members</li> <li>• 1 x Skateboarding/BMX and/or scooter industry representative;</li> <li>• 1 X Community member engaged/ interested in skateboarding, BMX, scooter etc.</li> </ul> Non-Voting Members: (i) Coordinator Project Services; (ii) Leisure Planner
<b>Meetings:</b>	Two to four times per annum.
<b>Liaison Officer</b>	Coordinator Project Services
<b>Delegated Authority</b>	Nil
<b>Sitting Fees</b>	Nil

**LEGISLATIVE COMPLIANCE**

Asset Management - Infrastructure Assets Policy

**OPTIONS**

Not applicable.

**FINANCIAL IMPLICATIONS**

The following financial implications are applicable:

The following financial implications are applicable:

**Item 1:** Skate and BMX Facilities

**Asset Category:** New

**Source of Funds:** Municipal

**LTFP Impacts:** \$50,000 considered in the LTFP for 2020-21, 2023-24 and 2026-27

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1							

**STRATEGIC IMPLICATIONS**

In accordance with the 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.

**CONCLUSION**

The Skate Park Management Committee provides an opportunity for varied community input to providing guidance and advice in establishing, designing and maintaining existing and future skate parks within the City. The terms of reference as listed are presented for Council endorsement.

**10.5.3.2 Skate Park Overview Report**

<b>Applicant/Proponent</b>	City of Bayswater	
<b>Responsible Branch:</b>	Project Services	
<b>Responsible Directorate:</b>	Works and Infrastructure	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
<b>Voting Requirements:</b>	Simple Majority Required	

**SUMMARY**

The purpose of this report is to provide Council with an overview of the history, condition and future opportunities at the following facilities:

- Wotton Reserve Skate Park,
- Crimea Skate Park, and
- Lightning Park BMX Track.

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

**That Council notes the Skate Park Overview Report.**

**CR STEPHANIE GRAY MOVED, CR SALLY PALMER SECONDED**  
**CARRIED UNANIMOUSLY BY EXCEPTION (ENBLOC): 11/0**

**BACKGROUND**

The City of Bayswater offers the community two (2) skate facilities, located at Wotton and Crimea Reserve and one (1) BMX track at Lightning Park Reserve.

The City previously had an active Skate Park Advisory Committee between June 2000 and October 2013. The committee initiated the planning and design of the Wotton Reserve Skate Park and following the opening of this facility in 2002, the committee met regularly to consider a range of skate / scooter issues including:

- Facility management and development,
- Event planning and promotion,
- Mitigating anti-social behaviour, and
- Promoting community safety within facilities.

The committee successfully identified the need for additional skate and BMX facilities within the City and assisted in the activation of both Crimea Reserve Skate Park in 2007 and Lightning Park BMX Track in 2012.

**Wotton Reserve Skate Park**

Wotton Reserve Skate Park was the City's first skate park facility. The previous Skate Park Advisory Committees assisted with the design of the facility in the early 2000s. During the planning stages of the skate park facilities, the Committee and City Officers experienced challenging conditions balancing community expectations and concerns of anti-social behaviour in the proposed location. Following a lengthy community engagement process, Council resolved to proceed with the development and awarded the tender to construct the park to Skatetech in

2002. Wotton Skate Park was opened on the 27 July 2002 and is approximately 1125m<sup>2</sup>. The facility is the largest skate park hub within the City of Bayswater and was designed to provide significant appeal to Skaters, BMX and scooter riders of all abilities.

The Wotton Reserve Skate Park is also known as Bayswater Skate Park amongst the community and is located towards the rear of the reserve. The skate park includes 12ft steel vertical half pipe, small bowl, open bowl, box jump, table tops, and five stairs with handrail, several banks, double stair set and flat rails. The skate park replacement value is estimated at \$750,000 and also includes additional amenities such as BMX jumps, benches, water fountain, soccer fields, playground and car parking.



### **Crimea Reserve Skate Park**

The addition of Crimea Skate Park facilities came after the opening of the Wotton Reserve Skate Park in 2002. The previous committee raised the need for additional facilities within the City. The committee worked with City Officers to engage with the community and identified several potential locations for a new skate facility. The preferred locations identified for consideration in 2004 were De Lacy Reserve in Maylands and Crimea Reserve in Morley. Following several community consultation stages it was determined that De Lacy Reserve was too isolated and therefore Crimea Reserve in Morley was identified as the preferred location for an additional skate facility.

The City surveyed 700 households within a 500m radius of Crimea Park and identified that a new skate park would replace two old tennis courts on the reserve. The skate park was designed by members of the previous City of Bayswater Skate Park Advisory Committee along with City Officers and constructed in 2007/08.

The 'skate plaza' design includes a variety of rails, banks and ledges and is approximately 620m<sup>2</sup> in size. The reserve consists of additional amenities such as baseball fields, basketball half court, playground, exercise equipment, benches, shelters, toilets, floodlights, water fountain and free public parking. The replacement value of the Crimea Reserve Skate Park is valued at \$150,000 to \$180,000.



**Lightning Park BMX Track**

In August 2010, the City was approached by Friends of Lightning Swamp via the then Skate Park Advisory Committee to develop a BMX Jump facility at Lightning Park. The Lightning Park BMX track is a small BMX dirt jump circuit within a 3,400sqm area located within the Lightning Park Recreation Centre in Noranda. The previous Skate Park Advisory Committee determined the current location as the best-suited space for the BMX track and it was constructed for less than \$10,000 in 2012.

In 2017 the City received a community request to develop an improved BMX / Mountain bike track within Lightning Park. A report in relation to the request was considered by Council in June 2017 and Council resolved not to support the request to further develop the facility.

The City has recently renovated the BMX track in the past six months by applying crushed road base over the original clay track. This reduces the amount of erosion occurring to the clay track elements and provides a safe, usable area. Lightning Park also includes additional amenities such as a playground, benches, water fountain and sports fields.



**EXTERNAL CONSULTATION**

Nil

**OFFICER’S COMMENTS**

**Skate/Wheeled Park Participation**

Recent studies undertaken by the Australian Bureau of Statistics - Children’s Participation in Organised Sport and Leisure Activities, indicate youth participation in activities such as skating, rollerblading and scootering now outnumbers participation in traditional sport, with 21% of Australian Youth estimated to engage in skating. According to the East Metropolitan Regional Council over 19,000 young people aged 0 - 24 years live within the City. Based on the above fact that 21% of youth are engaged in skate activities it can be concluded that 4034 of the City's youth participate in skate, rollerblade or scooter activities.

**Facility Trends**

Due to the continuing popularity of skating, rollerblading and scootering within Australia's youth a variety of facilities are being developed throughout the country. This includes skate able landscapes, combination facilities, youth precincts and pop up / skate able sculptures. These facilities can be classified into a range of sizes, functions and costs as seen below.

CLASSIFICATION	DESCRIPTION	AREA	NO. USERS	APPROX. PRICE
Skate Node	Skate sculptures and furniture that provides a small skate park area.	20-100m <sup>2</sup>	3-5	\$10,000 to \$75,000
Skate Spot	A space that provides users with a variety of features and several skate elements.	200-450m <sup>2</sup>	10-20	\$75,000 to \$300,000
Neighbourhood Skate Park	A space that meets the requirement of all users and provide a space to host small events.	500-900m <sup>2</sup>	15-30	\$300,000 to: \$750,000
Skate Park Hub	A large scale skate park that provides a variety of different skilled users a space to use on a daily basis.	1000m <sup>2</sup>	20-50	\$750,000+



**Skate Node: Edge Skate Park  
Calista Oval, Gilmore Avenue, Kwinana WA**



**Skate Spot: Crimea Skate Park  
Calista Oval, Gilmore Avenue, Kwinana WA**



**Neighbourhood Park: Bassendean Skate Park  
Guildford Rd, Bassendean WA**



**54 Marine Terrace, Fremantle WA**

To establish a broad context of other skate and BMX facilities surrounding the City the following neighbouring facilities are listed:

Belmont Skate Park is classified as a skate hub and is located on the Corner of Abernethy Rd and Alexander Rd in Belmont. The skate park includes a ramp, high quarter pipe, rails and bowl which cater for a wide range of skill levels.

Altone Park Skate and BMX Track caters for a wide range of users and is located near the Altone Park Leisure Centre. The skate park includes a snake run/spoon drain, take off ramp and platform, a quarter pipe with a platform, half pyramid, 750 quarter pipe, jump ramp, tabletop and planters, slide and grind bar. The 140m dirt jump track provides users with a range of BMX elements.

Ballajura Skate Park and BMX track is a neighbourhood park for beginner to intermediate riders. It features a take-off ramp & platform, a quarter pipe with platform, tabletop & planters, jump ramp, slide & grind bar.

Bassendean Skate Park is a neighbourhood park and was constructed in July 2007 in conjunction with the Bassendean Skate Reference Group. The Skate Park is central located outside the Bassendean Youth Service and features a euro gap, ¾ bowl with extension, hubba ledges, manual pad and flat bar. The skate park is used each year to host the Gravit8 Youth Festival.

**Condition and Maintenance of City Skate / BMX Facilities**

The City conducts regular visual inspections at all facilities and engages specialist contractors as required. Maintenance of the skate / BMX facilities is essential in order to provide ongoing fit for purpose facilities. As the facilities age more intense maintenance is required.

Within the first 10 years of a skate park's life maintenance is less regular and of a minor nature. Maintenance frequency increases as a facility is 10 - 15 years old and a facility that is 15+ years requires intensive ongoing maintenance.

The City has engaged several consultants over the last ten years in order to assess the condition of the City's Skate and BMX facilities.

**Wotton and Crimea Reserve Function and Condition Audit - Prepared by Convic in 2012**

Convic noted in the report that the 12ft steel vertical half pipe at Wotton Reserve Skate Park required significant maintenance work to prevent ongoing rust. In addition the concrete surfacing within the park required urgent repairs on all cracks and uneven transition, which requires the City to grind down and re-seal with an appropriate concrete sealer.

Convic also recommended for the City to begin planning and budgeting for a replacement facility at Wotton Reserve in the next 3 - 5 years as the facility is showing signs of significant wear and is not suitable for skateboarding due to significant surface damage. Convic further recommended that the City of Bayswater redesign and extend the Crimea Skate Park to allow for more functionality.

The City subsequently engaged a specialised contractor to undertake the recommended repairs on the damaged concrete surfacing at Wotton. The contractor addressed the damaged concrete surfacing by grinding back uneven transitions, patching any cracks and applying a concrete sealant.

*Corrosion Damage Assessment - Prepared by Structure Consulting Engineers in 2013*

The City engaged a chartered consulting engineering firm to assess the structural condition of the 12ft steel vertical half pipe at Wotton. The report found that the half pipe was structurally sound to remain in use, however recommended for a number of remedial works to ensure the ongoing performance of the structure as follows:

- Remove the sheet metal to the landing at the top of the stairs and the main landing deck. This sheet metal may be cleaned of all corrosion, treated with suitable corrosion protection and reinstalled. However, if any sections of steel have lost more than 10% of their thickness once cleaned, these sections will require replacement.
- Care should be taken to ensure all replaced sheet metal encourages surface water to run off and does not pool on top of the ramp.
- Clean off all corrosion to the internal structure steel and the face of the ramp (Both internally and externally) and re-treat the steel with a suitable corrosion protection.

The City subsequently engaged a specialised contractor to treat and remove specific areas of the rusted sheet metal on the steel vertical half pipe and to install new sheet metal over the top decking.

**Skate and BMX Feasibility Assessment prepared by Skate Sculpture in 2014**

Skate Sculpture was engaged by the City of Bayswater to prepare a feasibility and activation strategy for all current and future Skate, Scooter and BMX facilities.

The key findings from the study identified that both parks required ongoing maintenance and repairs. Skate Sculpture also provided a list of recommendations for future opportunities and considerations, these included:

1. Within 1-2 years to provide a minimum of two (2) skate spots within the Maylands area such as Gibbney Reserve or Bardon Park. Other suitable locations include Tranby Reserve, Maylands Foreshore Reserve and/or Catherine Reserve. The facilities should cater for users that are too far away to easily access Crimea and Wotton Skate Park. We recommend reserving a budget of \$150,000 to \$500,000 for each facility.
2. Within a five (5) year period develop a Neighbourhood sized park at Riverside Gardens. The location is already popular and located in close proximity to public transport so it easily accessible. We recommend reserving a budget of \$350,000-\$750,000.
3. Within a 5-10 year period we recommend developing a hub multi-purpose facility at Robert Thompson Reserve to provide a facility that can be used and accessible for all children and young adults. We recommend reserving a budget of \$750,000-\$1,200,000 for the facility.

4. Within a one (1) year period redeveloping Lightning Park Reserve to provide a better suited facility for its users. A budget of \$30,000-\$80,000 should be allocated for all works to Lightning Park.
5. Within a two (2) year period develop at least one additional BMX facility at Deschamp Reserve, or Riverside Gardens. We recommend reserving a budget of \$20,000-\$50,000 for each facility. If these locations are deemed inappropriate by the City, Wotton Reserve is the third preference.

The City has \$50,000 provided in the Long Term Financial Plan for Skate Park Developments in the following financial years:

- 2020-21,
- 2023-24, and
- 2026-27

Further investigation into possible sites to develop skate nodes and hubs has not been progressed to date.

### **Event Promotion - Crimea / Wotton**

The City has a strong history of supporting a variety of youth events at both Crimea and Wotton Reserve in collaboration with Skateboarding WA. The events held at the City's skate parks range from skill base coaching sessions, organised skate and bike competitions and urban art workshops.

The facilities are well attended although actual visitor numbers have not been monitored as the facilities are unstaffed sites. Community feedback indicates that Crimea Reserve and Wotton Reserve Skate Park still remain highly relevant within the skating and BMX community.

### **Future Opportunities and Considerations**

#### ***Play Space Strategy (draft)***

The City is currently developing a Play Space Strategy to guide the planning, design and implementation of future play spaces across the City. The strategy recognises the importance of a broad view approach to the planning of play spaces, taking into consideration the surrounding environment, and the existing provision of Public Open Space and play experiences offered within a local area.

The scope of the strategy includes wheeled facilities such as skate / scooter parks and BMX tracks.

In developing the play space strategy community engagement showed that wheeled facilities for skate, bike and scooter were most popular with children aged 8-9 years.

#### ***Community Recreation Plan (to be developed)***

This plan will be developed in 2019/20. The aim of the plan is to provide an overarching framework to guide the future planning of sport and recreation services, facilities and infrastructure within the City. The plan will analyse current and future provision of sporting facilities in terms of community need and appropriate fit. Strategic development of parks and recreation infrastructure such as wheeled facilities will both inform and be guided by this plan.

#### ***Hinds Reserve: Bike Trail Feasibility Study***

The City is currently engaging with consultants to undertake a feasibility study of integrating a bike trail at Hinds Reserve, 130 Milne Street Bayswater.

At the Ordinary Council Meeting of 26 June 2018, Council considered a Notice of Motion from Cr Ehrhardt in relation to a potential bike trail at Hinds Reserve and resolved as follows:

*"That Council request the City to prepare a report on the feasibility of integrating a bike trail into the Hinds Reserve (to the north of the car park area). The report should be prepared in liaison with WestCycle and include the estimated costs, feasibility and community engagement approaches proposed; as well as identify external funding opportunities for the project with the aim of the project being fully funded by external sources. The report should be delivered by the October round of meetings."*

Following this motion a further report was prepared completing preliminary internal investigation of the site, community engagement process and opportunity for the study to be completed in-house. The report was presented at Community, Technical, Finance and Corporate Services Committee of 16 October 2018 where council resolved as follows:

*"That Council:*

- 1. Considers an allocation of \$9,000 in the 2018-19 mid-year budget review to progress a feasibility study with a reputable trail consultant in consultation with the broader community for a Bike Trail at Hinds Reserve.*
- 2. Considers a further report to be presented to Council by May 2019 outlining the findings of the Feasibility Study, subject to funding approval at the 2018-19 mid-year budget review."*

The request for quotation is now open and closes on Friday 14 June 2019.

**LEGISLATIVE COMPLIANCE**

Asset Management - Infrastructure Assets Policy

**OPTIONS**

In accordance with the City’s Risk Management Framework, the following options have been assessed against the City’s adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	Notes the Skate Park Overview Report		
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome	
Strategic Direction	Moderate	Low	
Reputation	Low	Low	
Governance	Low	Low	
Community and Stakeholder	Moderate	Low	
Financial Management	Low	Low	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Low	
Organisational Health and Safety	Low	Low	
<b>Conclusion</b>	This option is low risk and in line with the City's adopted risk tolerance.		

**FINANCIAL IMPLICATIONS**

The following financial implications are applicable:

**Item 1:** Skate and BMX Facilities

**Asset Category:** New

**Source of Funds:** Municipal

**LTFP Impacts:** \$50,000 considered in the LTFP for 2020-21, 2023-24 and 2026-27

**Notes:** \$15,000 is included in the draft 2019/20 budget for general maintenance across both skate parks.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	Nil	Nil	\$5,000	Potential future external grant opportunity	15 - 20 Years	\$150,000+ per site	Wotton \$7,500 Crimea \$5,000 Events \$7,000

**STRATEGIC IMPLICATIONS**

In accordance with the 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.

**CONCLUSION**

The City offers the community two (2) skate facilities, which are located at Wotton and Crimea Reserve and one (1) BMX track at Lightning Park Reserve.

The facility at Wotton Reserve is over 17 years of age and requires extensive ongoing maintenance in order to remain operational.

The City is developing a range of strategies and recreation plans that will guide and influence the provision of skate / scooter / BMX facilities.

Previous studies have recommended the development of skate nodes and hubs across the City, however detailed analysis for future locations have not been progressed to date.

The City of Bayswater Long Term Financial Plan provides \$50,000 for Skate Park Developments in the following financial years:

- 2020-21;
- 2023-24; and
- 2026-27.

**11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN****11.1 Cr Sally Palmer - Pedestrian Crossing Facilities Morley Townsite**

In accordance with clause 5.3(1) of the City of Bayswater's *Standing Orders Local Law 2018*, Cr Sally Palmer raised the following motion:

*"That the CEO arrange investigation of additional pedestrian crossing facilities in various appropriate locations within the Morley townsite (Wellington Road, Walter Road, Russell Street , Collier Road and Broun Avenue) and potential funding contributions from MRWA for such facilities, with a report on the matter being presented to Council by no later than February 2020."*

**COUNCIL RESOLUTION**

**That Council requests the CEO arrange investigation of additional pedestrian crossing facilities in various appropriate locations within the Morley townsite (Wellington Road, Walter Road, Russell Street , Collier Road and Broun Avenue) and potential funding contributions from MRWA for such facilities, with a report on the matter being presented to Council by no later than February 2020.**

**CR SALLY PALMER MOVED, CR CHRIS CORNISH, DEPUTY MAYOR SECONDED  
CARRIED UNANIMOUSLY: 11/0**

**MATERIAL FACTS**

In accordance with clause 5.3(3) of the City of Bayswater *Standing Orders Local Law 2018*, the Chief Executive Officer may provide relevant and material facts and circumstances pertaining to the notice of motion on such matters as policy, budget and law.

**OFFICER'S COMMENT**

As Main Roads WA is the governing authority for the signs and linemarking of road infrastructure including crossing facilities, any installation of new pedestrian crossing facilities would require their approval. There are a set of minimum requirements and warrants that need to be met in order for Main Roads (MRWA) to consider providing any pedestrian priority crossing facilities. The warrants include meeting the minimum level of pedestrian and traffic demand, impact on traffic flows as well as design and safety requirements.

There are a number of existing signalised intersections surrounding the Morley townsite which consist of pedestrian crossing facilities. These traffic signals are located at the following intersections and are shown below:

- Collier Road and Broun Avenue;
- Collier Road and Walter Road West;
- Wellington Road, Old Collier Road and Walter Road West;
- Walter Road West and Progress Street;
- Walter Road West and Russell Street;
- Russell Street and Bishop Street;
- Russell Street and Bus Station Interchange ;
- Russell Street and Rudloc Road; and
- Russell Street and Broun Avenue.



The majority of these signalled intersections currently consist of parallel pedestrian crossing facilities. Some intersections offer partial protection to pedestrians crossing whilst others offer full or no protection by traffic signals. The current provision of pedestrian crossings at the signalled intersections is as follows:

- Collier Road and Broun Avenue - Partial and No Protection plus slip lane crossing;
- Collier Road and Walter Road West - Full Protection but not on all approach legs;
- Wellington Road, Old Collier Road and Walter Road West - Partial Protection plus slip lane crossing;
- Walter Road West and Progress Street - Full Protection;
- Walter Road West and Russell Street - No Protection;
- Russell Street and Bishop Street - Full and No Protection on some approach legs;
- Russell Street and Bus Station Interchange - No Protection;
- Russell Street and Rudloc Road - No Protection; and
- Russell Street and Broun Avenue - Full and No Protection on some approach legs plus slip lane crossing.

Fully protected parallel crossings allow pedestrians to cross a signalised intersection in parallel with the traffic flow under full protection by vehicle signals. All vehicles are prohibited from turning during this signal phase under red turn arrows.

Parallel pedestrian crossings partially protected by traffic signals provide protection to pedestrians by giving them a head start to cross a signalised intersection before the parallel traffic flow commences. Protection is provided at the start of the pedestrian crossing phase by preventing vehicles turning with a red signal. At the end of the start period, the red signal is removed and turning vehicles are required to give way to pedestrians. It should be noted that some parallel crossing phases do not provide any initial head start period but vehicles are required to give way to pedestrians when turning left or right.

The parallel pedestrian crossings without the protection do not have the symbolic pedestrian signal displays (i.e. walk/don't walk green man). This crossing phase allows pedestrians to cross a signalised intersection in parallel with the traffic flow at the same time. Turning vehicles are still legally required to give way to pedestrians.

In addition to the existing crossing facilities at road intersections, there are also a number of existing mid-block crossings on roads surrounding the Morley townsite. These mid-block crossing types include raised medians and pedestrian refuge islands. Although these types have vehicle priority where pedestrians give way to oncoming vehicles, they can provide a physical aid within the roadway for pedestrians crossing the road. These crossings can also increase the safety and ease of pedestrians crossing a section of the road that is away from an intersection.

These Mid-Block Crossing Facilities are shown below in blue. It should be noted that the crossing facility located close to Russell Street and Catherine Street is also a warden controlled children's crossing during school days.



Pedestrian crossing warrants take into consideration the impact on traffic flows. It should be noted that there are current traffic congestions on the surrounding roads within the Morley townsite. Consideration should therefore be given to the impact on traffic flows for any additional pedestrian priority crossing facilities. This includes the delay caused to motorists stopping for pedestrians in comparison with the delay experienced by pedestrians trying to cross a road.

Significant investigation of traffic/pedestrian movement in the area was also undertaken as part of the preparation of the Morley Activity Centre Plan (MACP) and upgrades are required to the intersections surrounding the Morley Galleria Shopping Centre as part of the development approval for its redevelopment when that occurs. These works will be fully funded by the owner of the shopping centre.

Following on from the MACP, the City and its consultants are currently finalising a Streetscape Plan for the Morley Activity Centre. A key objective of the streetscape plan is to improve pedestrian amenity, including pedestrian crossings of major roads. The Plan is scheduled to be presented to Councillors by the consultants on Monday 1 July 2019.

In addition to the above, the City is currently investigating improvements at the Wellington/Walter/Old Collier Road intersection as part of an election commitment from the last State election. A consultant is currently investigating options to improve pedestrian safety at this site on behalf of the City.

Because of the number of existing signalised intersections within the Morley townsite which have pedestrian crossing facilities built within the signals, and that these signals are in such close proximity to each other, it may be difficult to gain MRWA's approval for the provision of additional pedestrian crossing facilities. The City can, however, review the pedestrian and traffic demand against MRWA pedestrian crossing warrants on whether there are any suitable locations for additional pedestrian priority crossing facilities within the Morley townsite in conjunction with the other works detailed above. The City can also investigate the possibilities and feasibilities of upgrading the existing signal intersections to provide further protection to pedestrians crossing at these intersections.

**LEGISLATIVE COMPLIANCE**

Traffic Management Investigation Criteria Policy

**FINANCIAL IMPLICATIONS**

The following financial implications are applicable:

**Item 1:** General Traffic Management

**Asset Category:** New

**Source of Funds:** Municipal

**LTFP Impacts:** Not included in the LTFP.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	30,000	25,000	5,000	0	20	50,000	30,000

**STRATEGIC IMPLICATIONS**

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 B3: Quality built environment.

### **CONCLUSION**

As there are already a number of existing pedestrian crossing facilities built within the current signalised intersections within the Morley townsite, the City will investigate the possibilities and feasibilities of upgrading the pedestrian crossing phases within these intersections to provide further protection to pedestrians crossing. The City will also review the pedestrian and traffic demand against MRWA pedestrian crossing warrants on suitable locations for any additional pedestrian priority crossing facilities within the Morley townsite.

### **VOTING REQUIREMENT**

Simple Majority required.

**11.2 Cr Georgia Johnson - 2040 Zero Emissions Target**

In accordance with clause 5.3(1) of the City of Bayswater's *Standing Orders Local Law 2018*, Cr Georgia Johnson raised the following motion:

*"That Council:*

1. *Acknowledges that climate change is a major issue that requires urgent actions across all levels of government;*
2. *Requests the Chief Executive Officer to prepare a position paper and action plan for Council to consider at the August Ordinary Council Meeting to adopt:*
  - a. *a corporate renewable energy target of 100% by 2030,*
  - b. *corporate greenhouse gas emissions reduction target of 100% by 2040; and*
3. *Request the Chief Executive Officer to prepare a report on the implications and benefits of Council membership of the National Climate Council's "Cities, Power, Partnership" network to be presented at the August Ordinary Council Meeting."*

**COUNCIL RESOLUTION**

**That Council:**

1. **Acknowledges that climate change is a major issue that requires urgent actions across all levels of government;**

**CR GEORGIA JOHNSON MOVED, CR CATHERINE EHRHARDT SECONDED**

**CARRIED: 10/1**

**FOR VOTE:** *Cr Georgia Johnson, Cr Catherine Ehrhardt, Cr Dan Bull, Mayor, Cr Sally Palmer, Cr Chris Cornish, Deputy Mayor, Cr Filomena Piffaretti, Cr Barry McKenna, Cr Stephanie Gray, Cr Lorna Clarke and Cr Elli Petersen-Pik.*

**AGAINST VOTE:** *Cr Michelle Sutherland.*

2. **Requests the Chief Executive Officer to prepare a position paper and action plan for Council to consider at the August Ordinary Council Meeting to adopt:**
  - a. **a corporate renewable energy target of 100% by 2030,**
  - b. **corporate greenhouse gas emissions reduction target of 100% by 2040; and**

**CR GEORGIA JOHNSON MOVED, CR CATHERINE EHRHARDT SECONDED**

**CARRIED: 9/2**

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

**AGAINST VOTE:** *Cr Michelle Sutherland and Cr Chris Cornish, Deputy Mayor*

3. **Request the Chief Executive Officer to prepare a report on the implications and benefits of Council membership of the National Climate Council's "Cities, Power, Partnership" network to be presented at the August Ordinary Council Meeting.**

**CR GEORGIA JOHNSON MOVED, CR CATHERINE EHRHARDT SECONDED**

**CARRIED: 10/1**

**FOR VOTE:** *Cr Giorgia Johnson, Cr Catherine Ehrhardt, Cr Dan Bull, Mayor, Cr Sally Palmer, Cr Chris Cornish, Deputy Mayor, Cr Filomena Piffaretti, Cr Barry McKenna, Cr Stephanie Gray, Cr Lorna Clarke and Cr Elli Petersen-Pik.*

**AGAINST VOTE:** *Cr Michelle Sutherland.*

#### **MATERIAL FACTS**

In accordance with clause 5.3(3) of the City of Bayswater *Standing Orders Local Law 2018*, the Chief Executive Officer may provide relevant and material facts and circumstances pertaining to the notice of motion on such matters as policy, budget and law.

The City supports Council acknowledgement of climate change as a major issue. Many of the City's current and developing strategies and operational processes currently have elements that help to mitigate the impending impacts of climate change (e.g. Urban Forest Strategy, renewable energy projects, riverbank projects.)

#### **OFFICER'S COMMENT**

With respect to the proposed Notice of Motion, as detailed above, point 1 is supported by the City.

In regards to point 2, State and local government authorities across the country are progressively implementing targets of this nature. The Australian Local Government Climate Review 2018 report (Beyond Zero Emissions, International Council for Local Environmental Initiatives (ICLEI) and Ironbark Sustainability) details the following targets across the States and Territories

States and territories	Target	Interim target	Policy	Key plans
ACT	<ul style="list-style-type: none"> <li>Net zero emissions by 2050</li> <li>100% renewable energy by 2020</li> </ul>	<ul style="list-style-type: none"> <li>40% reduction in emissions on 1990 levels by 2020</li> </ul>	<a href="#">Climate Change Strategy and Action Plan</a>	Climate Change and Greenhouse Gas Reduction Act 2010
VIC	<ul style="list-style-type: none"> <li>Net zero emissions by 2050</li> <li>40% renewable energy by 2025</li> </ul>	<ul style="list-style-type: none"> <li>15-20% reduction in emissions on 2005 levels by 2020</li> <li>25% renewable energy by 2020</li> </ul>	<a href="#">Climate Change Act 2017</a>	<ul style="list-style-type: none"> <li>Victorian Renewable Energy Target (VRET)</li> <li>Victorian Energy Efficiency Target (VEET)</li> </ul>
NSW	<ul style="list-style-type: none"> <li>Net zero emissions by 2050</li> <li>Does not have state-specific renewable energy target</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>	<a href="#">Climate Change Policy Framework</a>	<ul style="list-style-type: none"> <li>Renewable Energy Action Plan</li> <li>Draft Climate Change Fund Strategic Plan</li> </ul>
WA	<ul style="list-style-type: none"> <li>Does not have state-specific emissions reduction target, or renewable energy target</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>	N/A	N/A
QLD	<ul style="list-style-type: none"> <li>Net zero emissions by 2050</li> <li>50% renewable energy by 2030</li> </ul>	<ul style="list-style-type: none"> <li>30% reduction in emissions on 2005 levels by 2030</li> </ul>	<a href="#">Climate Change Response</a>	Climate Transition Strategy
SA	<ul style="list-style-type: none"> <li>Net zero emissions by 2050</li> <li>50% renewable energy by 2025</li> </ul>	<ul style="list-style-type: none"> <li>33% renewable energy generation by 2020</li> </ul>	<a href="#">Climate Change Strategy 2015-2050</a>	Low Carbon Investment Plan
TAS	<ul style="list-style-type: none"> <li>Net zero emissions by 2050</li> <li>100% renewable energy by 2022</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>	<a href="#">Climate Action Plan 2017-2021</a>	Climate Action 21
NT	<ul style="list-style-type: none"> <li>Does not have state-specific emissions reduction target,</li> <li>50% renewable energy by 2030</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>	<a href="#">Northern Territory Climate Change Policy</a>	Roadmap to Renewables

A renewable energy target can be met by investing in renewable energy infrastructure and purchasing renewable energy. Whilst there are long term benefits, there will be financial impacts in the interim.

With respect to an emissions target, as can be seen in the above table, the targets focus on net emissions rather than advocating an absolute zero emissions target. An absolute zero emissions target is seen as problematic and potentially unattainable as numerous activities generate emissions and a net emissions target is seen as more feasible as is evidenced by the targets in the table.

Point 3 of the Notice of Motion refers to the Climate Council's 'Cities, Power, Partnership' as follows:

*"The Climate Council's Cities Power Partnership (CPP) seeks to celebrate and accelerate the emission reduction and clean energy successes of Australian towns and cities to date. We are calling on Mayors, Councillors and communities to take the next step towards a sustainable, non-polluting energy future by joining the CPP."*

The three phases of the CPP are:

- Become a Power Partner - sign up;
- Power Up - partners have six months to select five key actions from the partnership pledge ranging from renewable energy, efficiency, transport and advocacy.
- Power On - partners report on progress against key actions in a six monthly survey, following the submission of their pledge and items.

In terms of the key actions required, as part of the pledge to the program, a number of the activities the City is currently undertaking would qualify as pledge items, such as:

- Install renewable energy - solar panels have been installed at various City facilities;
- Power Council operations by renewable - the City purchases a component of its electricity use from a company that generates electricity from landfill gas.
- Power On - partners report on progress against key actions in a six monthly survey, following the submission of their pledge and items.

### **LEGISLATIVE COMPLIANCE**

There are currently no legislative targets in relation to climate control.

### **FINANCIAL IMPLICATIONS**

As detailed above, a move towards a 100% renewable energy target will have cost implications as the City will need to install renewable energy infrastructure or purchase green power. The costs associated with a 100% reduction in greenhouse emissions are difficult to quantify and as detailed above, the attainment of an absolute zero target may not be feasible, however, it is assumed that the Notice of Motion suggests a net zero target.

In addition to the above, in the short term, officer time will need to be allocated to preparing the requested report and should Council support the Notice of Motion, officer time will be required to support the CPP.

### **STRATEGIC IMPLICATIONS**

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.

In addition to the above, as recently discussed at a Councillor Workshop, the City is currently developing a Liveability Framework and addressing the impacts of Climate Change will be a key component of the framework.

### **CONCLUSION**

Acknowledging and taking action in relation to Climate Change is supported, however, careful consideration needs to be given to the targets chosen and the implications associated with these targets.

**11.3 Cr Lorna Clarke - Outstanding Women in Leadership Award**

In accordance with clause 5.3(1) of the City of Bayswater's *Standing Orders Local Law 2018*, Cr Lorna Clarke raised the following motion:

*"That the City of Bayswater, in recognising the contribution and outstanding achievements of local women leaders who either live or work in the City of Bayswater, creates a new annual award 'Outstanding Women in Leadership' to be presented alongside the City's annual Community Citizen of the Year Awards on Australia Day."*

**Mr Matt Turner, Manager Strategic Planning and Place, withdrew from the meeting at 8:46pm and returned at 8:48pm.**

**COUNCIL RESOLUTION**

**That the City of Bayswater, in recognising the contribution and outstanding achievements of local women leaders who either live or work in the City of Bayswater, creates a new annual award 'Outstanding Women in Leadership' to be presented alongside the City's annual Community Citizen of the Year Awards on Australia Day.**

**CR LORNA CLARKE MOVED, CR CATHERINE EHRHARDT SECONDED**

**CARRIED: 8/3**

**FOR VOTE:** Cr Lorna Clarke, Cr Catherine Ehrhardt, Cr Dan Bull, Mayor, Cr Stephanie Gray, Cr Barry McKenna, Cr Filomena Piffaretti, Cr Giorgia Johnson and Cr Elli Petersen-Pik.

**AGAINST VOTE:** Cr Sally Palmer, Cr Michelle Sutherland and Cr Chris Cornish, Deputy Mayor.

**MATERIAL FACTS**

Each year the Australia Day Council of Western Australia (ADCWA) award three local citizens and one local community group in each local government the Community Citizen of the Year Awards. These four awards are currently provided at a cost of \$550 to local government. The four ADCWA awards provided are:

- Citizen of the Year Award
- Senior Citizen of the Year Award
- Citizen of the Year Award - Youth (under 25 years)
- Active Citizenship Award (for a community group or event)

These awards are promoted on the City's website and Facebook Page. Nomination forms are also forwarded to the City's local community networks including local community groups, sporting clubs and Councillors.

Each year the awards are then presented at the City of Bayswater's Australia Day Citizenship Ceremony. Each year the winners are presented with a certificate and medal provided by ADCWA. Each winner is also invited to all City events and citizenships as a special guest for the following year and provided with an official City of Bayswater name badge.

The City has the ability to introduce a new award, as described within the Notice of Motion to be presented alongside the existing Community Citizen of the Year Awards on Australia Day.

**OFFICER'S COMMENT**

The Community Citizen of the Year Awards focus on community contribution and participation rather than personal achievement and recipients are selected from people and groups who have made a noteworthy contribution during the current year, or given outstanding service to the local community over a number of years through active involvement.

It is the suggestion of staff that any new award introduced to be awarded alongside the Community Citizen of the Year Awards, such as an *'Outstanding Women in Leadership'* award has a similar focus for selection. This would mean that the award could be provided to a woman in the community who has made a significant contribution to the community by either participation or leadership, as opposed to focussing only on personal achievement. This would align the newly proposed award to the other awards being presented to community members.

Additionally, it is suggested that the newly proposed award receives the same acknowledgement as the Community Citizen of the Year Awards, providing the winner with a certificate from the City of Bayswater; an engraved medal; an invitation to attend all City events and citizenships as a special guest for the following year; and an official City of Bayswater name badge.

The promotion of a new award could be done alongside the Community Citizen of the Year Awards, as a new category, being presented solely by the City of Bayswater. Award nomination forms could simply ask for a description of why the nominee is being nominated and what positive impact the nominee has made to the local community, as opposed to introducing specific criteria to be met.

All applications could then be presented to Council for selection of a winner, following the same process as the four Community Citizen of the Year Awards.

The promotion for the 2020 Community Citizen of the Year Awards will commence in late October 2019.

**LEGISLATIVE COMPLIANCE**

N/A

**FINANCIAL IMPLICATIONS**

The following financial implications are applicable:

**Item 1:** Material and staff costs associated with presenting a new award

**Asset Category:** N/A **Source of Funds:** Municipal

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

**Notes:** Nil

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	-	\$350 (certificate, medal and badge)	\$600 (Approximate only)	N/A	N/A	N/A	\$16,000 (Citizenship budget)

**STRATEGIC IMPLICATIONS**

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 C1.2: Deliver community programs that encourage community interaction and participation.

The provision of another award category to be presented alongside the existing Community Citizen of the Year Awards, such as *Outstanding Women in Leadership* award would further encourage community participation and interaction and would serve to acknowledge women leaders who contribute to the City's aspiration to have an active and engaged community.

### **CONCLUSION**

The newly proposed award category, as described in the Notice of Motion could be presented alongside the existing Community Citizen of the Year Awards, which are presented on Australia Day each year. The process for nomination, the City's promotion of the award and prize for the winner is suggested to be kept similar to the Community Citizen of the Year Awards, as this keeps administration and material costs to a minimum.

### **VOTING REQUIREMENT**

Simple Majority required.

**12. QUESTIONS FROM MEMBERS WITHOUT NOTICE**

	<b>Councillor / Question</b>	<b>Response / Action</b>
<b>1</b>	<b>Cr Barry McKenna</b>	<b>Cr Dan Bull, Mayor</b>
	<i>Other than Whatley Crescent is there any other way the City remembers Doctor John Whatley, who in February 1830 was given a 1000 hectare land grant. The suburb of Whatley was known right up until 1947 and then became Bayswater. Is there any other monument to Doctor Whatley who was one of the first doctors in our colony?</i>	This question will be taken on notice.

**13. NEW BUSINESS OF AN URGENT NATURE**

Nil.

**14. MEETING CLOSED TO THE PUBLIC**

**COUNCIL RESOLUTION**

**That the meeting be closed to the public and the doors closed.**

**CR STEPHANIE GRAY MOVED, CR SALLY PALMER SECONDED**

**CARRIED UNANIMOUSLY: 11/0**

*At 8:59pm, the doors were closed to the public and those present in the public gallery left the meeting.*

**14.1 Matters for Which the Meeting May be Closed**

**14.1.1 Proposed Land Acquisition - Property ID 3294**

<b>Responsible Branch:</b>	Strategic Planning and Place	
<b>Responsible Directorate:</b>	Community and Development	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required	
<b>Attachments:</b>	Nil	

**REASON FOR CONFIDENTIALITY**

This report is **CONFIDENTIAL** in accordance with section 5.23(2) of the *Local Government Act 1995* which permits the meeting to be closed to the public for business relating to the following:

- (e) *a matter that if disclosed, would reveal -*
  - (ii) *information that has a commercial value to a person;*

*where the trade secret or information is held by, or is about, a person other than the local government;*

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

That Council:

1. Delegates authority to the Chief Executive Officer to negotiate with the subject property owner a price for the purchase of Property ID 3294.
2. Notes a further report will be presented to Council for consideration once negotiation of the purchase price has been completed.

**CR CATHERINE EHRHARDT MOVED, CR STEPHANIE GRAY SECONDED**  
**CARRIED UNANIMOUSLY: 11/0**

**COUNCIL RESOLUTION**

That the meeting be re-opened to the public and the doors re-opened.

**CR ELLI PETERSEN-PIK MOVED, CR CATHERINE EHRHARDT SECONDED**  
**CARRIED UNANIMOUSLY: 11/0**

*At 9:10pm, the doors were re-opened to the public and any members of the public gallery were invited to return to the meeting.*

**14.2 Public Reading of Resolutions That May be Made Public**

Nil.

**15. CLOSURE**

There being no further business to discuss, the Chairperson, Cr Dan Bull, Mayor, declared the meeting closed at 9:10pm.