

Minutes

ORDINARY COUNCIL MEETING

24 MARCH 2020

By signing these minutes I certify that they were confirmed at the Ordinary Meeting of Council held on 7 April 2020 by resolution of Council.

**CR DAN BULL, MAYOR
CHAIRPERSON**

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MINUTES

Minutes of the Ordinary Meeting of the Bayswater City Council which took place in the Embleton Room, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on ***Tuesday, 24 March 2020.***

1. OFFICIAL OPENING

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

2. ACKNOWLEDGEMENT OF COUNTRY

In accordance with the City of Bayswater's Reflect Reconciliation Action Plan November 2019-November 2020, the Presiding Member will deliver the Acknowledgement of Country.

Noongar Language

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

English Language Interpretation

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

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

Cr Dan Bull, Mayor, announced that the City had recently been notified that in the next day or two, new regulatory regime would come into place to allow Councils to meet electronically in circumstances such as the one that we were currently facing with COVID-19. The logistics around that were being worked through at the moment and so in the next week or two there would be a system that would deal with being able to meet electronically, as well as other aspects such as deputations and public question times. So more information is to come.

4. ATTENDANCE

Members

West Ward

Cr Dan Bull, Mayor (Chairperson)
Cr Giorgia Johnson

Central Ward

Cr Barry McKenna
Cr Steven Ostaszewskyj
Cr Sally Palmer

North Ward

Cr Stephanie Gray
Cr Filomena Piffaretti, Deputy Mayor
Cr Michelle Sutherland

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:

Name	Item No.	Type of Interest	Nature of Interest
Cr Barry McKenna	10.2.2	<i>Financial</i>	<i>I am Chair of Bayswater Community Financial Services (Bendigo Bank) and money from Council is invested in the Bank.</i>
	10.4.7	<i>Impartiality</i>	<i>I know several of the ratepayers who wish to move the toilet to this location.</i>
Cr Catherine Ehrhardt	10.4.7	<i>Impartiality</i>	<i>I worked with Lisa Baker MLA (volunteer) to secure funding for the Maylands public toilet.</i>
	10.4.6	<i>Impartiality</i>	<i>I am a founding member, and current office bearer of L.A.C.E.</i>
Cr Sally Palmer	10.2.2	<i>Impartiality</i>	<i>I am a social member of Bayswater Bowling Club and Bedford Bowling Club.</i>
	10.2.3	<i>Impartiality</i>	<i>I am a social member of Bayswater Bowling Club and Bedford Bowling Club.</i>
Cr Elli Petersen-Pik	10.4.11	<i>Impartiality</i>	<i>I work for the Department of Communities, which is mentioned in the report, but not in the area that deals with disability matters.</i>
Mr Des Abel	13.3	<i>Financial</i>	<i>This item relates to my employment at the City of Bayswater.</i>

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 Public Question Time

Public Question Time commenced at 6:36pm.

The following questions were submitted verbally:

Mr Harvey Tonkin – harveyt@iinet.net.au

Item 10.4.13 – Tender for Catering Services

Question 1

I just wondered whether the people who use the quality of food that comes through the caterer, whether they're given an opportunity in that, or whether the staff just work on price, and the other criteria they worked on?

Answer 1

Ms Karen Quigley, Acting Director Community and Development advised the City assessed the tenders on the criteria that was set. So in this instance, the City didn't require them to do a cook-off or demonstration of any sort of the food. So the criteria determined how they would be assessed.

Mr Tonkin stated that the only reason he asked that question was because the City has had one caterer for quite a few years, and he just wondered whether there was input from, like for instance, this group here would be the people who would use that food the most. And he just wondered whether the staff had asked for input from you people? That was all – it was just a random question – he came up with those occasionally.

At 6:37pm, Cr Giorgia Johnson left the meeting and returned at 6:39pm.

Ms Stella Grey – 7 Cityview Close, Maylands

Item 10.4.1 – Proposed Amendment to Town Planning Scheme No. 24 to Rezone Lot 539 and a portion of Lot 211 Swan Bank Road, Maylands

Question 1

We totally agree, of course, to what's being proposed tonight. I was just wondering, the outline, there is a reserve that's also not included within this new scheme amendment to make it public open space, but that's actually used quite frequently for the members of the community for exercise, walking the dog, everything from here, there and everywhere. Could that possibly in future be included as public open space as well?

Answer 1

Mr Des Abel, Acting Chief Executive Officer advised that it could be considered by Council either now or alternatively after the public consultation period. The City could get other feedback during public consultation and Council could modify the scheme amendment at that stage. The ultimate decision is with the Minister for Planning and the Minister could make further changes. So there are opportunities to change it during the process, so it just depends at which stage Council wishes to do so.

Ms Grey thanked Mr Abel and advised that she would appreciate it if the matter could be looked into.

Public Question Time was closed at 6:39pm.

7. CONFIRMATION OF MINUTES

7.1 Ordinary Meeting: 10 March 2020

COUNCIL RESOLUTION

The Minutes of the Ordinary Meeting of Council held on 10 March 2020 which have been distributed, be confirmed as a true and correct record.

CR STEPHANIE GRAY MOVED, CR SALLY PALMER SECONDED

CARRIED UNANIMOUSLY: 10/0

8. PRESENTATIONS

8.1 Petitions

Nil.

8.2 Presentations

Nil.

8.3 Deputations

The following deputations were heard at the Agenda Briefing Forum held on Tuesday, 17 March 2020:

1. Proposed Amendment to Town Planning Scheme No. 24 to Rezone Lot 539 and a portion of Lot 211 Swan Bank Road, Maylands

In relation to Item 10.4.1, Ms Stella Grey (on behalf of Friends of Maylands Brickworks) spoke in support of the officer's recommendation.

2. Proposed Amendment to Town Planning Scheme No. 24 to Rezone Lots 1, 22 and 100 Caledonian Avenue, Maylands

In relation to Item 10.4.2, Mr Ahmad Abu-Geras (Resident of 109 Caledonian Avenue, Maylands) spoke in support of the officer's recommendation.

3. Proposed Maylands Public Toilet – Analysis of Alternative Locations

In relation to Item 10.4.7, Mr Dominic Cuscuna (on behalf of Maylands Ratepayers and Residents Association) spoke in support of the officer's recommendation.

4. Tender for Catering Services

In relation to Item 10.4.13, Mr Mike Cox (Owner/Head Chef – Acclaimed Catering, 1/12 Carson Road, Malaga) spoke on the item.

5. Proposed Amendment to Town Planning Scheme No. 24 to Rezone Lots 1, 22 and 100 Caledonian Avenue, Maylands

In relation to Item 10.4.1, Mr Warren Lance spoke on the item.

6. Proposed Maylands Public Toilet – Analysis of Alternative Locations

In relation to Item 10.4.7, Mr Warren Lance spoke in support of the officer's recommendation.

7. Watervista Place Parking Survey

In relation to Item 10.4.10, Mr Warren Lance spoke on the item.

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:

- 10.2.2 An interest has been disclosed.
- 10.2.3 An interest has been disclosed.
- 10.3.3 Is a matter on which a Member wishes to make a statement.
- 10.4.1 Has been the subject of a petition or deputation, and is a matter on which a Member wishes to make a statement.
- 10.4.2 Has been the subject of a petition or deputation, and is a matter on which a Member wishes to make a statement.
- 10.4.3 Is a matter on which a Member wishes to move a motion that is different to the recommendation.
- 10.4.6 An interest has been disclosed, and is a matter on which a Member wishes to make a statement.
- 10.4.7 An interest has been disclosed, has been the subject of a petition or deputation, and is a matter on which a Member wishes to make a statement.
- 10.4.10 Has been the subject of a petition or deputation, and is a matter on which a Member wishes to move a motion that is different to the recommendation.
- 10.4.12 Requires a 75% majority or a special majority.
- 10.4.13 Has been the subject of a petition or deputation, and is a matter on which a Member wishes to move a motion that is different to the recommendation.
- 10.5.2.2 Is a matter on which a Member wishes to move a motion that is different to the recommendation.

10. REPORTS

10.1 Chief Executive Officer Reports

Nil.

10.2 Corporate and Strategy Directorate Reports**10.2.1 Financial Reports for the Period 1 July 2019 to 29 February 2020**

Responsible Branch:	Financial Services	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required	
Attachments:	1. Financial Activity Statement Report. 2. Reserve Fund. 3. Capital Works.	

SUMMARY

This report presents the financial reports for the period 1 July 2019 to 29 February 2020 comprising **Attachment 1 - 3**.

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

That Council notes the financial reports for the period 1 July 2019 to 29 February 2020, forming **Attachments 1 - 3**.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 10/0

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 2 July 2019, Council adopted the Annual Budget for the 2019-20 financial year. The figures in this report are compared to the adopted budget.

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 2019-20 Budget is \$50,000 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 Monthly Financial Statement Snapshot (**Attachment 1**) for Capital summarises total actual expenditure only.

The projects summarised in the Capital Works Statement (**Attachment 3**) detail the capital (actual and committed) expenditure for the period 1 July 2019 to 29 February 2020.

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.

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 (as amended), the following applies:

Theme: Leadership and Governance.

Aspiration: Open, accountable and responsive service.

Outcome L1: Accountable and good governance.

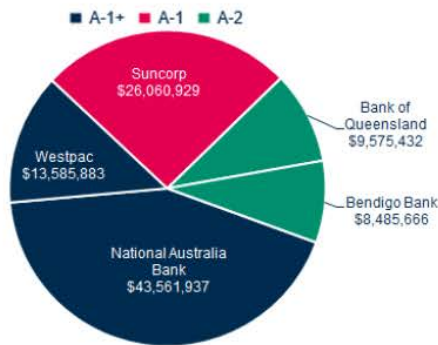
CONCLUSION

That Council notes the financial reports for the period 1 July 2019 to 29 February 2020.

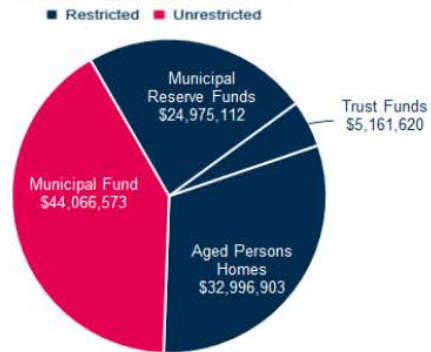
Attachment 1


Monthly Financial Statement Snapshot

February 2020

Term Deposits by Bank
(refer to investment report)**Total Cash and Cash Equivalents**

(including cash at bank and term deposits)



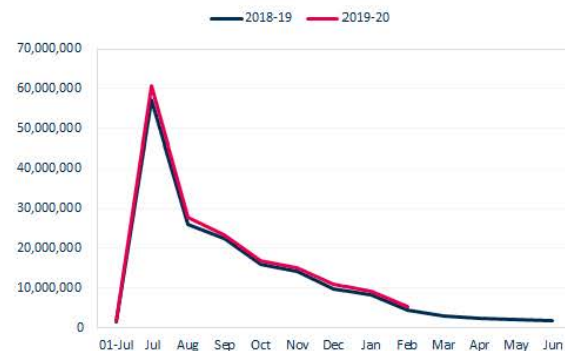
	Sundry Debtors*	Creditors
Total Outstanding	\$378,211	\$1,381,473
Current	55%	92%
Over 30 days	3%	3%
Over 60 days	42%	5%

Rates & Charges

Collected	96%
Total Outstanding	\$5,443,237
Deferred Rates	\$672,124

Rates Receivable

(excluding prepaid and deferred rates)

**Capital**

	Annual Budget	YTD Budget	YTD Actual	YTD % Spent
Expenditure *excludes commitments	\$17,842,172	\$8,450,381	\$6,627,083	78%
	Annual Budget	YTD Budget	YTD Actual	YTD % Received
Revenue	\$2,893,517	\$943,530	\$573,446	61%

Operating

	Annual Budget	YTD Budget	YTD Actual	YTD % Spent
Expenditure	\$84,746,542	\$52,909,412	\$51,439,820	97%
	Annual Budget	YTD Budget	YTD Actual	YTD % Received
Revenue *excludes rates	\$37,022,998	\$27,497,046	\$26,850,385	98%

City of Bayswater
Statement of Comprehensive Income by Nature or Type
Significant Variances
for the period 1 February 2019 to 29 February 2020

Operating Revenue

Nature or Type	YTD Amended Budget \$	YTD Actual \$	Variance Positive/ (Negative) \$
Rates <ul style="list-style-type: none"> There has been a higher amount of interim rates levied than anticipated. 	48,417,410	48,710,492	293,082
Operating grants, subsidies and contributions <ul style="list-style-type: none"> The Financial Assistance Grant received is lower than budget due to the advance payment made in June 2019. 	6,941,513	6,442,499	(499,014)
Fees and charges <ul style="list-style-type: none"> Income for waste royalties are below the original budget amount as Cleanaway's lease on the Collier Road transfer station expired in late 2019 and they did not wish to renew the lease due to their expanding operations at the Cleanaway MRF in South Guildford 	18,663,588	18,355,792	(307,796)
Interest earnings <ul style="list-style-type: none"> Immaterial variance. 	1,587,498	1,599,746	12,247
Other revenue <ul style="list-style-type: none"> \$45,000 of reimbursements has been collected from community clubs which has not been budgeted. This includes ground maintenance, insurances, building maintenance and key replacement. Utility reimbursements for Morley Sport & Recreation Centre is \$41,000 higher than budget as the utilities amount budgeted for this facility was lower than expected. The City has received \$23,000 more than budget for the credit card surcharge which is due to the timing in budget allocation. LGIS provided a rebate of \$22,000 for last financial year's insurance premiums that were not budgeted for The City has received an additional \$8,000 in workers compensation claims than the budgeted amount. 	304,447	452,348	147,902
Total	75,914,456	75,560,877	(353,579)

Operating Expenses

Nature or Type	YTD Amended Budget \$	YTD Actual \$	Variance Positive/ (Negative) \$
Employee costs <ul style="list-style-type: none"> Ranger Services staff costs are lower as there was a staff member on leave without pay and there have been fewer additional hours required due to a budget timing variance. Parks and Gardens staff costs are lower as there has been additional spending for agency staff. 	(22,124,434)	(21,367,795)	756,639

Nature or Type	YTD Amended Budget \$	YTD Actual \$	Variance Positive/ (Negative) \$
Materials and contracts <ul style="list-style-type: none"> Waste disposal and collection costs are \$750,000 lower than budget as less than anticipated waste is being disposed. Parks and Gardens agency costs are \$570,000 over budget which reflects the variance in the lower employee costs. Preventative building maintenance is \$280,000 below budget due to a budget timing variance. Street tree maintenance and sustainable environment are \$130,000 and \$88,000 lower respectively due to timing on budget allocation. Community development are \$115,000 below budget which has resulted from a budget timing variance. Council election costs were \$55,000 lower than the original quote that was received. Maylands Waterland material and contract costs are \$40,000 below the budgeted amount due to the facility being closed. 	(15,670,836)	(14,734,152)	936,684
Utility charges <ul style="list-style-type: none"> Electricity is under budget by \$100,000 which is due to both the budget spread and actual costs incurred are lower than anticipated. Gas is \$28,000 below budget which is due to the budget spread. 	(2,280,234)	(2,135,862)	144,372
Depreciation and amortisation <ul style="list-style-type: none"> The variance created from the budget estimation is due to capital works projects not being completed on time. 	(7,997,552)	(7,292,239)	705,313
Insurance expenses <ul style="list-style-type: none"> Public liability insurance premium was under budgeted. 	(723,725)	(798,308)	(74,583)
Interest expenses <ul style="list-style-type: none"> Immaterial variance. 	(621)	(643)	(22)
Other expenditure <ul style="list-style-type: none"> Aged personal care subsidies, which is for residents receiving government subsidised aged care, is \$170,000 higher due to the difference in budget spread. Councillor attendance fees and allowances has a budget variance of \$260,000 which is caused by the budget spread. Overhead allocation is \$500,000 higher than the budget amount due to timing on budget allocation and due to additional spending for Parks & Gardens. 	(4,112,011)	(5,110,821)	(998,810)
Total	(52,909,412)	(51,439,820)	1,469,593

Capital Revenue and Fair Value Adjustments

Description	YTD Amended Budget \$	YTD Actual \$	Variance Positive/ (Negative) \$
Non-operating grants, subsidies and contributions <ul style="list-style-type: none"> Grant funding for Roads to Recovery is under budget due to the timing of the budget allocation as funding is not granted until construction is in progress. The budget for crossover construction income is to be adjusted in the mid-year budget review as the accounting transactions for this income has changed. 	943,530	573,446	(370,084)

Description	YTD Amended Budget \$	YTD Actual \$	Variance Positive/ (Negative) \$
Profit on asset disposals <ul style="list-style-type: none"> Immaterial variance. 	0	1,147	1,147
(Loss) on asset disposals <ul style="list-style-type: none"> Budget variance for loss on asset disposals has occurred due to the timing of the budget allocation. 	(231,750)	(90,869)	140,881
Fair value adjustments to financial assets <ul style="list-style-type: none"> Immaterial variance. 	0	2,882	2,882
Total	711,780	486,606	(225,174)

City of Bayswater
Statement of Comprehensive Income
by Nature or Type
for the period 1 July 2019 to 29 February 2020

	Budget	Amended Budget	YTD Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
Revenue						
Rates	48,419,337	48,419,337	48,417,410	48,710,492	(293,082)	(1%)
Operating grants, subsidies and contributions	10,621,679	10,603,679	6,941,513	6,442,499	499,014	7%
Fees and charges	22,453,673	22,465,673	18,663,588	18,355,792	307,796	2%
Interest earnings	2,286,850	2,286,850	1,587,498	1,599,746	(12,247)	(1%)
Other revenue	1,521,114	1,666,796	304,447	452,348	(147,902)	(49%)
	85,302,653	85,442,335	75,914,456	75,560,877	353,579	0%
Expenses						
Employee costs	(33,777,423)	(33,777,423)	(22,124,434)	(21,367,795)	(756,639)	3%
Materials and contracts	(26,685,562)	(26,825,244)	(15,670,836)	(14,734,152)	(936,684)	6%
Utility charges	(3,588,875)	(3,588,875)	(2,280,234)	(2,135,862)	(144,372)	6%
Depreciation and amortisation	(12,004,239)	(12,004,239)	(7,997,552)	(7,292,239)	(705,313)	9%
Insurance expenses	(723,950)	(723,950)	(723,725)	(798,308)	74,583	(10%)
Interest expenses	(1,000)	(1,000)	(621)	(643)	22	(4%)
Other expenditure	(7,825,811)	(7,825,811)	(4,112,011)	(5,110,821)	998,810	(24%)
	(84,606,860)	(84,746,542)	(52,909,412)	(51,439,820)	(1,469,593)	3%
	695,793	695,793	23,005,044	24,121,057	(1,116,013)	(5%)
Non-operating grants, subsidies and contributions	2,893,517	2,893,517	943,530	573,446	370,084	39%
Profit on asset disposals	19,868	19,868	0	1,147	(1,147)	No Budget
(Loss) on asset disposals	(465,686)	(465,686)	(231,750)	(90,869)	(140,881)	61%
Fair value adjustments to financial assets at fair value through	0	0	0	2,882	(2,882)	No Budget
	2,447,699	2,447,699	711,780	486,605	225,175	32%
Net result	3,143,492	3,143,492	23,716,824	24,607,662	(890,838)	(4%)
Other comprehensive income						
Changes on revaluation of non-current assets	0	0	0	0	0	0%
Total other comprehensive income	0	0	0	0	0	0%
Total comprehensive income	3,143,492	3,143,492	23,716,824	24,607,662	(890,838)	(4%)

City of Bayswater
Financial Activity Statement
for the period 1 July 2019 to 29 February 2020

	Budget	Amended Budget	YTD Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
Net current assets at start of year - surplus/(deficit)	5,485,119	5,485,119	5,485,119	13,129,136	(7,644,017)	(139%)
Operating activities						
Revenue from operating activities (excludes rates)						
General purpose funding	4,152,965	4,298,647	2,699,788	2,251,658	448,130	17%
Governance	89,060	89,060	63,485	89,570	(26,085)	(41%)
Law, order, public safety	323,660	323,660	257,938	289,206	(31,268)	(12%)
Health	311,261	311,261	242,026	256,617	(14,591)	(6%)
Education and welfare	213,664	213,664	107,835	148,889	(41,054)	(38%)
Housing	10,026,481	10,026,481	5,634,964	5,797,813	(162,849)	(3%)
Community amenities	12,887,879	12,887,879	12,480,329	12,272,509	207,820	2%
Recreation and culture	7,588,209	7,582,209	5,115,815	4,794,257	321,558	6%
Transport	581,868	581,868	376,960	426,551	(49,590)	(13%)
Economic services	595,210	595,210	448,534	339,166	109,369	24%
Other property and services	132,927	132,927	69,371	188,177	(118,806)	(171%)
	36,903,184	37,042,866	27,497,046	26,854,413	642,633	2%
Expenditure from operating activities						
General purpose funding	(1,116,484)	(1,116,484)	(520,172)	(497,978)	(22,194)	4%
Governance	(6,409,982)	(6,568,164)	(3,963,903)	(3,954,988)	(8,915)	0%
Law, order, public safety	(3,166,556)	(3,166,556)	(2,059,011)	(1,966,475)	(92,536)	4%
Health	(1,986,749)	(1,986,749)	(1,247,589)	(1,184,503)	(63,085)	5%
Education and welfare	(1,840,212)	(1,839,212)	(1,179,256)	(1,198,080)	18,824	(2%)
Housing	(9,174,442)	(9,174,442)	(5,745,772)	(5,719,212)	(26,561)	0%
Community amenities	(17,441,877)	(17,441,877)	(10,117,106)	(9,097,525)	(1,019,581)	10%
Recreation and culture	(27,523,351)	(27,505,851)	(17,656,343)	(17,365,503)	(290,841)	2%
Transport	(14,812,375)	(14,812,375)	(9,602,060)	(9,278,548)	(323,511)	3%
Economic services	(1,388,615)	(1,388,615)	(920,954)	(713,017)	(207,937)	23%
Other property and services	(211,903)	(211,903)	(128,997)	(554,860)	425,863	(330%)
	(85,072,546)	(85,212,228)	(53,141,162)	(51,530,689)	(1,610,473)	3%

	Budget	Amended Budget	YTD Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
Operating activities excluded from budget						
	12,100,057	12,100,057	7,879,302	6,710,826	231,600	15%
Amount attributable to operating activities	(30,584,186)	(30,584,186)	(12,279,695)	(4,836,314)	(8,380,257)	61%
Investing activities						
Non-operating grants, subsidies and contributions	2,893,517	2,893,517	943,530	573,446	370,084	39%
Purchase of property, plant and equipment	(6,734,363)	(7,182,363)	(4,103,200)	(2,924,153)	(1,179,047)	29%
Purchase and construction of infrastructure	(10,298,809)	(10,298,809)	(4,283,181)	(3,653,313)	(629,868)	15%
Purchase of intangible assets	(361,000)	(361,000)	(64,000)	(49,617)	(14,383)	22%
Proceeds from disposal of assets	687,500	687,500	317,250	311,107	6,143	2%
Amount attributable to investing activities	(13,813,155)	(14,261,155)	(7,189,601)	(5,742,531)	(1,447,070)	20%
Financing activities						
Repayment of borrowings	0	0	0	(3,335)	3,335	No Budget
Proceeds from self-supporting loans	0	0	0	3,335	(3,335)	No Budget
Transfer to reserves	(3,681,976)	(3,681,976)	(3,029,101)	(534,660)	(2,494,441)	82%
Transfer from reserves	2,404,981	2,415,981	1,440,700	182,251	1,258,449	87%
Amount attributable to financing activities	(1,276,995)	(1,265,995)	(1,588,401)	(352,409)	(1,235,991)	78%
Budget deficiency before general rates	(45,674,337)	(46,111,337)	(21,057,697)	(10,931,254)	(11,063,319)	48%
Estimated amount to be raised from general rates	48,419,337	48,419,337	48,417,410	48,710,492	(293,082)	(1%)
Net current assets at the end of the year - surplus/(deficit)	2,745,000	2,308,000	27,359,713	37,779,238	(11,356,401)	(38%)

**City of Bayswater
Net Current Assets
as at 29 February 2020**

Municipal and Aged Persons Homes	Opening Balance	Closing Balance
	\$	\$
Current assets		
Cash and cash equivalents	78,632,835	102,038,588
Trade and other receivables	4,841,709	8,437,179
Inventories	141,945	214,857
Prepayments	127,289	62,745
Total	83,743,777	110,753,369
Current liabilities		
Trade and other payables	(30,500,268)	(32,936,938)
Other financial liabilities at amortised costs	(4,484)	(1,148)
Provisions	(6,288,760)	(6,037,922)
Clearing accounts	0	(59,029)
Total	(36,793,511)	(39,035,037)
Net current assets	46,950,266	71,718,331
Restricted - Reserves	(43,082,828)	(43,435,238)
Cash backed employee provisions	1,533,988	1,552,487
Restricted - Aged Persons Homes	7,727,711	7,943,658
	13,129,136	37,779,238

Attachment 2

**City of Bayswater
Cash Backed Reserves
for the period 1 July 2019 to 29 February 2020**

	Budget Amended				Actual			
	Opening Balance	Transfer to	Transfer (from)	Closing Balance	Opening Balance	Transfer to	Transfer (from)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Aged Persons Homes - General Reserve	14,608,744	949,918	(1,000,000)	14,558,662	15,595,609	199,437	0	15,795,046
Aged Persons Homes - Prudential Requirements Reserve	2,517,203	0	0	2,517,203	2,629,367	35,712	0	2,665,079
Bayswater Bowling Club Capital Improvements Reserve	10,250	241	0	10,491	10,063	121	0	10,185
Bayswater Tennis Club Reserve	156,492	3,672	0	160,164	156,759	1,890	0	158,649
Bayswater Waves Aquatic Centre Reserve	86,577	513,763	0	600,340	86,724	1,046	0	87,770
Bore and Reticulation Reserve	658,269	15,445	0	673,714	659,389	7,952	0	667,341
Building Furniture and Equipment Reserve	669,258	15,703	0	684,961	670,397	8,084	0	678,481
City Buildings and Amenities Reserve	1,968,050	27,402	(800,200)	1,195,252	1,971,399	23,728	(32,985)	1,962,142
Civic Centre Reserve	595,206	13,966	0	609,172	596,219	7,190	0	603,408
Eric Singleton Bird Sanctuary Reserve	1,190,413	27,931	0	1,218,344	1,192,439	14,380	0	1,206,819
Footpath and Cycleway Reserve	328,898	7,717	0	336,615	329,457	3,973	0	333,430
General Waste Management Reserve	27,631	648	0	28,279	27,678	334	0	28,012
Golf Courses Reserve	1,086,292	25,488	0	1,111,780	1,088,932	13,132	0	1,102,064
Information Technology Reserve	418,020	419,194	0	837,214	392,454	4,733	0	397,187
Landfill Restoration Reserve	426,465	6,487	(150,000)	282,952	458,350	5,514	(9,485)	454,379
Les Hansman Centre Development Reserve	5,034,959	118,138	0	5,153,097	5,043,531	60,820	0	5,104,351
Long Service Leave and Entitlements Reserve	1,538,252	36,093	0	1,574,345	1,533,988	18,498	0	1,552,487
Major Capital Works Reserve	4,002,769	1,289,121	(54,781)	5,237,109	3,994,987	48,155	(14,781)	4,028,361
Maylands Lakes Reserve	130,688	133	(125,000)	5,821	128,306	1,374	(125,000)	4,680
Maylands Waterland Reserve	59,521	1,397	0	60,918	59,622	719	0	60,341
Morley City Centre Reserve	595,206	13,966	0	609,172	596,219	7,190	0	603,408
Morley Sport and Recreation Centre Reserve	595,206	12,441	(65,000)	542,647	596,219	7,190	0	603,408
Noranda Netball Club Reserve	0	64,478	0	64,478	0	0	0	0
Plant and Works Equipment Reserve	201,710	4,733	0	206,443	202,054	2,437	0	204,490
Playground and Parks Reserve	1,697,342	39,826	0	1,737,168	1,700,231	20,503	0	1,720,735
River Restoration Reserve	362,585	8,508	0	371,093	363,202	4,380	0	367,582
Roads and Drainage Reserve	512,214	12,018	0	524,232	513,086	6,187	0	519,273
Senior Citizens Building Reserve	357,123	8,379	0	365,502	357,731	4,314	0	362,045
Strategic Land Acquisition Reserve	45,995	1,079	0	47,074	46,073	556	0	46,629
Streetscapes Reserve	704,095	11,593	(210,000)	505,688	705,293	8,505	0	713,798
Sustainable Environment Reserve	180,301	4,231	0	184,532	170,282	2,053	0	172,335
The RISE Reserve	595,206	13,966	0	609,172	596,219	7,190	0	603,408
Workers Compensation Reserve	609,511	14,301	0	623,812	610,549	7,363	0	617,912
Total	41,970,451	3,681,976	(2,404,981)	43,247,446	43,082,828	534,660	(182,251)	43,435,238

Attachment 3

City of Bayswater
Capital Acquisitions & Non-Operating Grants
for the period 1 July 2019 to 29 February 2020

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Non-operating grants, subsidies and contributions - summary						
1622 Buildings	(71,082)	(71,082)	(39,282)	(13,303)	0	(57,779)
1632 Furniture and equipment	(94,859)	(94,859)	0	0	0	(94,859)
1702 Roads	(1,056,576)	(1,056,576)	(839,248)	(545,582)	0	(510,994)
1732 Park development	(1,671,000)	(1,671,000)	(65,000)	(11,778)	0	(1,659,222)
1742 Other infrastructure	0	0	0	(2,783)	0	2,783
	<u>(2,893,517)</u>	<u>(2,893,517)</u>	<u>(943,530)</u>	<u>(573,446)</u>	<u>0</u>	<u>(2,320,071)</u>
Capital acquisitions - summary						
Purchase of property, plant and equipment						
1612 Land	0	437,000	437,000	436,559	0	441
1622 Buildings	3,351,863	3,362,863	2,388,700	856,873	474,069	2,031,921
1632 Furniture and equipment	1,066,500	1,066,500	287,500	738,478	221,186	106,836
1652 Plant and equipment	2,316,000	2,316,000	990,000	892,243	961,815	461,941
	<u>6,734,363</u>	<u>7,182,363</u>	<u>4,103,200</u>	<u>2,924,153</u>	<u>1,657,070</u>	<u>2,601,140</u>
Purchase and construction of infrastructure assets						
1702 Roads	2,742,578	2,742,578	2,012,012	1,555,875	139,737	1,046,966
1712 Footpath	600,000	600,000	375,000	162,672	155,456	281,872
1722 Drainage	130,000	130,000	82,000	68,828	11,140	50,032
1732 Park development	5,911,646	5,911,646	1,033,669	1,545,515	488,050	3,878,081
1742 Other infrastructure	914,585	914,585	780,500	320,424	185,474	408,688
	<u>10,298,809</u>	<u>10,298,809</u>	<u>4,283,181</u>	<u>3,653,313</u>	<u>979,857</u>	<u>5,665,639</u>
Purchase of intangible assets						
1852 Intangible assets	361,000	361,000	64,000	49,617	47,511	263,872
	<u>361,000</u>	<u>361,000</u>	<u>64,000</u>	<u>49,617</u>	<u>47,511</u>	<u>263,872</u>
	<u>17,394,172</u>	<u>17,842,172</u>	<u>8,450,381</u>	<u>6,627,083</u>	<u>2,684,438</u>	<u>8,530,651</u>

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Land						
Land						
80576 Land Purchase	0	437,000	437,000	436,559	0	441
	0	437,000	437,000	436,559	0	441
Total Land	0	437,000	437,000	436,559	0	441
Buildings						
Building major capital works						
80116 Hydrotherapy pool and spa refurbishment	0	0	0	0	1,388	(1,388)
80118 Ultrasonic depth sensors for balance tanks	0	0	0	9,091	0	(9,091)
80420 Maylands Town Centre Toilet Block	0	0	0	132,611	6,980	(139,591)
80450 ANA Rowing Clubhouse - external painting	7,200	7,200	7,200	0	4,850	2,350
80451 Bayswater Library & CC - painting	12,000	12,000	12,000	0	15,676	(3,676)
80452 Bayswater Waves - renew roof cladding	12,000	12,000	9,000	8,554	0	3,446
80453 Crimea Res Clubrooms/Toilet - painting	14,400	14,400	14,400	10,545	0	3,855
80454 Delacey Res Clubroom - internal painting	7,200	7,200	7,200	0	0	7,200
80455 Ellis House - renew gutter and downpipe	7,200	7,200	7,200	7,609	0	(409)
80456 Elstead Res C/Rm - replace external door	13,400	13,400	13,400	3,940	425	9,036
80457 Halliday Hse - painting/renew shed roof	27,600	27,600	27,600	7,949	17,109	2,542
80458 Hampton Park Hall - LED light upgrade	6,600	6,600	6,600	0	3,747	2,853
80459 Hampton Park Scout Hall - renew toilet	153,000	153,000	153,000	0	125,978	27,022
80469 MSRC - roof replacement	102,000	102,000	76,500	0	81,493	20,507
80470 MSRC - internal painting	66,000	66,000	44,000	70,816	0	(4,816)
80471 Depot - upgrade workshop office	12,000	12,000	12,000	8,743	0	3,257
80472 Peninsula Hotel - renew roof cladding	36,000	36,000	27,000	0	19,504	16,496
80473 Security Office - drainage & painting	8,400	8,400	8,400	2,339	3,636	2,425
80474 Signage - renewal at various buildings	7,200	7,200	7,200	7,581	0	(381)
80475 Silverwood C/Care - install gutter guard	6,000	6,000	6,000	0	0	6,000
80476 Silverwood C/Care - renew roof/electrical	66,000	66,000	66,000	53,923	0	12,077
80477 Sue Belcher Netball Centre - repainting	25,200	25,200	25,200	17,781	7,310	109
80478 Sue Belcher Netball Ct - renew main doors	4,600	4,600	4,600	2,285	330	1,985
80479 The RISE - install shelter and drainage	36,000	36,000	36,000	0	0	36,000
80480 The RISE - install box gutters overflows	9,600	9,600	9,600	0	0	9,600
80481 The RISE - waterproofing rear landing	102,000	102,000	76,500	0	50,895	51,105
80484 Wotton Res C/hse - security improvements	9,600	9,600	0	0	0	9,600
	751,200	751,200	656,600	343,766	339,319	68,114

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Building minor capital works						
80397 Wotton Reserve and Lightning Park Reserve separate meter	0	0	0	0	18,942	(18,942)
80461 Jamieson Frame Pav - replace rear doors	13,200	13,200	13,200	8,238	0	4,962
80463 Maylands Tennis Club - renew servery	7,800	7,800	7,800	2,501	0	5,299
80464 Maylands TownH - renew toilet & switchboard	77,400	77,400	77,400	0	0	77,400
80465 Mojebing Res - internal painting toilet	7,200	7,200	7,200	3,080	0	4,120
80466 Les Hansman Centre - repair soffit lining	48,000	48,000	48,000	22,008	0	25,992
80467 Morley Community Hall - external painting	6,000	6,000	6,000	0	4,800	1,200
80468 MSRC - remove water feature & repair area	42,000	42,000	42,000	50,467	0	(8,467)
80482 Wotton Reserve - sewer connection	186,000	186,000	130,200	0	0	186,000
80490 Paddy Walker Depot - nursery expansion	35,000	35,000	35,000	19,321	5,280	10,399
80532 Bayswater Library - lift	40,000	40,000	0	0	0	40,000
80564 Bedford Hall - renew toilet	18,000	18,000	18,000	0	17,608	392
80565 Bedford Bowling Club - replace carpet	19,563	19,563	9,800	13,936	9,955	(4,328)
80566 Wotton Reserve clubrooms - renew kitchen	51,000	51,000	31,000	0	31,997	19,003
80567 Mojebing Reserve - shade sails	5,500	5,500	5,500	5,000	0	500
80570 Upper Hillcrest Reserve - Storage Shed	25,000	25,000	25,000	0	0	25,000
80574 Roxy Theatre - Security Fence	0	0	0	18,393	0	(18,393)
80580 Olive Tree House - New Main Security Controller with swipe	0	0	0	12,559	0	(12,559)
80587 Bayswater Waves Creche - Air Conditioner	0	11,000	11,000	14,448	0	(3,448)
	581,663	592,663	467,100	169,952	88,582	334,129
Aquatic facilities						
80365 Bayswater Waves - refurbishment tender design	650,000	650,000	450,000	476	0	649,524
80425 Bayswater Waves - Repair of pool concourse	75,000	75,000	75,000	100,306	0	(25,306)
80577 Bayswater Waves - replace hot water system	0	0	0	10,742	0	(10,742)
	725,000	725,000	525,000	111,524	0	613,476
Aged care facilities						
80390 Aged Persons Homes - general provisions	1,000,000	1,000,000	640,000	0	0	1,000,000
80401 Aged Care - Carramar Hostel	0	0	0	0	318	(318)
80402 Aged Care - Carramar ILUs	0	0	0	62,205	0	(62,205)
80407 Aged Care - Salisbury StILU	0	0	0	1,083	0	(1,083)
80409 Aged Care - Carramar Hostel Redevelopment Project	0	0	0	7,386	2,614	(10,000)
80410 Aged Care - Mertome Redevelopment Project	0	0	0	2,653	0	(2,653)
	1,000,000	1,000,000	640,000	73,326	2,933	923,741
Community capital requests						
80288 Noranda City Junior Football Club - changeroom upgrade	70,000	70,000	0	0	0	70,000
	70,000	70,000	0	0	0	70,000

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
IT capital						
80363 Depot - upgrade communications tower from 28 to 50 metres	0	0	0	1,232	0	(1,232)
	0	0	0	1,232	0	(1,232)
Footpath renewal						
80460 Hillcrest Pre-Primary - path renewal	6,000	6,000	6,000	0	0	6,000
80483 Wotton Res C/hse - paths and drainage	24,000	24,000	0	0	0	24,000
	30,000	30,000	6,000	0	0	30,000
Sustainable environment						
80271 Water and Energy Efficiency - building upgrades	100,000	100,000	0	97,492	14,769	(12,261)
	100,000	100,000	0	97,492	14,769	(12,261)
Other infrastructure construction						
80540 Morley CC - entry statement upgrade	20,000	20,000	20,000	22,335	0	(2,335)
80548 Bayswater Waves - replace LED Signage	10,000	10,000	10,000	10,000	0	0
80549 The RISE - install security fencing	14,000	14,000	14,000	4,416	0	9,584
80550 The RISE - LED signage	50,000	50,000	50,000	22,830	28,467	(1,296)
	94,000	94,000	94,000	59,580	28,467	5,953
Total Buildings	3,351,863	3,362,863	2,388,700	856,873	474,069	2,031,921
Furniture and equipment						
Building minor capital works						
80545 Bayswater Waves - paint gym walls	20,000	20,000	20,000	0	0	20,000
	20,000	20,000	20,000	0	0	20,000
Aquatic facilities						
80421 Bayswater Waves - Replace UV filters to indoor pools	0	0	0	106,368	0	(106,368)
	0	0	0	106,368	0	(106,368)

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Furniture and equipment						
80337 MSRC - replace main air-conditioner in Wellington Room	65,000	65,000	65,000	0	52,000	13,000
80385 The RISE - strength equipment replacement	35,000	35,000	35,000	0	0	35,000
80434 Morley Library - shelving	5,500	5,500	5,500	4,709	495	296
80435 The RISE - replace speakers	14,000	14,000	14,000	13,627	0	373
80436 The RISE - replace function tables	14,000	14,000	14,000	13,920	0	80
80488 Bayswater Library - telephony upgrade	15,000	15,000	0	8,347	6,549	103
80541 Bayswater Waves - replace spin rm stereo	7,000	7,000	7,000	8,505	0	(1,505)
80542 Bayswater Waves - replace audio equipment	10,000	10,000	10,000	4,530	0	5,470
80543 Bayswater Waves - re-seal balance tank	25,000	25,000	25,000	0	0	25,000
80544 Bayswater Waves - replace pool lane ropes	12,000	12,000	12,000	9,414	0	2,586
80546 Bayswater Waves - replace blanket buddy	20,000	20,000	20,000	17,320	0	2,680
80547 Bayswater Waves - replace Fun Nuts	10,000	10,000	10,000	10,693	0	(693)
	232,500	232,500	217,500	91,066	59,044	82,390
IT capital						
80088 Virtual Infrastructure Server Replacement Program	80,000	80,000	0	10,000	0	70,000
80089 Network infrastructure	150,000	150,000	0	60,987	0	89,013
80091 PC replacement program	222,000	222,000	0	218,728	0	3,272
80261 Spatial - storage server	45,000	45,000	0	32,144	8,325	4,531
80533 Toughpad	5,000	5,000	0	0	0	5,000
80551 Site-to-site network connectivity	60,000	60,000	0	0	21,000	39,000
	562,000	562,000	0	321,859	29,325	210,816
IT renewal						
80387 General IT Equipment Replacement Program	37,000	37,000	0	44,649	0	(7,649)
	37,000	37,000	0	44,649	0	(7,649)
CCTV Renewal						
80275 Riverside car parks - CCTV installation	100,000	100,000	50,000	114,501	127,431	(141,932)
80489 CCTV Servers - replacement	75,000	75,000	0	34,155	0	40,845
80524 MSRC - replace CCTV	40,000	40,000	0	25,880	5,385	8,735
	215,000	215,000	50,000	174,537	132,816	(92,353)
Total Furniture and equipment	1,066,500	1,066,500	287,500	738,478	221,186	106,836

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Plant and equipment						
Furniture and equipment						
80525 In-vehicle camera equipment and storage	50,000	50,000	0	0	0	50,000
	50,000	50,000	0	0	0	50,000
Plant and equipment						
80257 Plant and Fleet Replacement Program	2,260,000	2,260,000	990,000	886,261	961,815	411,924
80530 Electric Bicycles	6,000	6,000	0	5,983	0	17
	2,266,000	2,266,000	990,000	892,243	961,815	411,941
Total Plant and equipment	2,316,000	2,316,000	990,000	892,243	961,815	461,941
Roads						
Place Management						
80535 Bayswater TC Parking Improvement Plan	25,000	25,000	10,000	402	0	24,598
	25,000	25,000	10,000	402	0	24,598
Strategic Planning						
80536 MorleyActivCtreCarPkgMgntPlan Implement	7,500	7,500	7,500	0	0	7,500
	7,500	7,500	7,500	0	0	7,500
Road construction						
80009 McGann Street ROW NO 1	0	0	0	23,805	0	(23,805)
80073 Crossovers	620,000	620,000	413,336	317,125	47,258	255,617
80198 Resurface ROWs	35,000	35,000	0	22,492	0	12,508
80245 Traffic management - general	80,000	80,000	50,000	34,253	12,184	33,563
80247 Traffic management - paving	20,000	20,000	20,000	23,388	0	(3,388)
80302 Peninsula Road - Kirkham Hill Tce to 150m past Wall Street	0	0	0	36,429	0	(36,429)
80303 Morley Drive (WB) - Wicks Street to Harrowshill Road	0	0	0	5,814	0	(5,814)
80304 Russell Street - Walter Road to Smith Street	0	0	0	10,539	3,759	(14,298)
80426 Design of slip lane at 60 Russell St cnr Walter Rd	0	0	0	58,581	32,468	(91,049)
	755,000	755,000	483,336	532,425	95,669	126,906

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Road renewal						
80268 Railway Parade resurfacing	105,581	105,581	0	8,584	0	96,997
80491 Noranda - new path and crosswalk	25,000	25,000	25,000	36,412	0	(11,412)
80516 Resurface - McGilvray/Benara	179,625	179,625	179,625	0	0	179,625
80560 Towns Development Program	20,000	20,000	10,000	11,581	0	8,419
80562 Reconstruct ROW No61 - May, Arundel, Lawrence and Essex	26,000	26,000	0	0	250	25,750
80563 Resurface - Whatley Cres - Kenilworth/Chambers	67,800	67,800	67,800	0	0	67,800
	424,006	424,006	282,425	56,578	250	367,178
Roads to recovery						
80492 Resurface - Drake St - Walter/Drake	110,000	110,000	110,000	88,557	0	21,443
80493 Resurface - Drake St - Drake/Broun	54,000	54,000	54,000	8,621	0	45,379
80494 Resurface - Kennedy St - Walter/Rudloc	78,000	78,000	78,000	85,198	0	(7,198)
80495 Resurface - Boag St - Drake/Russell	67,000	67,000	67,000	69,821	0	(2,821)
80496 Resurface - Fort St - Drake/Coode	25,000	25,000	25,000	35,423	0	(10,423)
80497 Resurface - Strand - Catherine/Beaufort	68,751	68,751	68,751	0	0	68,751
	402,751	402,751	402,751	287,620	0	115,131
Black spot federal						
80526 Eighth Ave and East St - Roundabout	200,000	200,000	0	3,000	7,380	189,620
	200,000	200,000	0	3,000	7,380	189,620
Base road grant						
80317 Drainage kerb renewal	46,000	46,000	26,000	40,686	0	5,314
80498 Resurface - Robinson - Bath/Cul-de-sac	30,000	30,000	30,000	36,053	0	(6,053)
80499 Resurface - Haslemere Wy - Robinson/Bath	29,000	29,000	29,000	38,461	0	(9,461)
80500 Resurface - Weld Ct - Chertley/Robinson	12,000	12,000	12,000	9,554	0	2,446
80501 Resurface - Chertley St - Weld/Donna	18,000	18,000	18,000	21,521	0	(3,521)
80502 Resurface - WeldSq - Chertley/Fitzgerald	37,000	37,000	37,000	41,526	0	(4,526)
80503 Resurface - Donna - Chertley/Fitzgerald	31,000	31,000	31,000	38,649	0	(7,649)
80504 Resurface - Eaton St - Ballarat/Timms	25,000	25,000	25,000	0	0	25,000
80505 Resurface - Renshaw - Eaton/Cul-de-sac	13,000	13,000	13,000	0	0	13,000
80506 Resurface - BallaratSt - Halvorson/Morley	27,000	27,000	27,000	0	0	27,000
80507 Resurface - Brisbane - Melbourne/Ballarat	10,000	10,000	10,000	0	0	10,000
80508 Resurface - Gayswood - Hampton/Hampton	39,000	39,000	39,000	47,344	0	(8,344)
80509 Resurface - Oakwood - Wolseley/Lincoln	11,000	11,000	11,000	0	0	11,000
80510 Resurface - Broadway - Priestley/Carpark	35,000	35,000	35,000	0	0	35,000
80511 Resurface - Shaftesbury - York/Railway	88,000	88,000	88,000	88,318	8,610	(8,928)
80512 Resurface - Whittaker Shaftesbury/Toowong	19,000	19,000	19,000	24,920	480	(6,400)
80513 Resurface - Hotham St - York/Railway	78,000	78,000	78,000	64,488	4,439	9,073
80514 Resurface - Bowden - G Prom/Rosebery	17,000	17,000	17,000	19,812	0	(2,812)

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Base road grant cont.						
80515 Resurface - York - Grand Prom/Salisbury	25,000	25,000	25,000	30,218	0	(5,218)
80517 Resurface - Farrel - Luderman/Cul-de-sac	22,000	22,000	22,000	27,833	0	(5,833)
80518 Resurface - Gittos - Luderman/Cul-de-sac	14,000	14,000	14,000	24,140	0	(10,140)
80519 Resurface - Growse - Luderman/Cul-de-sac	16,000	16,000	16,000	23,432	0	(7,432)
80520 Resurface - Coulsen - Widgee/Cul-de-sac	18,000	18,000	18,000	20,230	0	(2,230)
80521 Resurface - Holden - Luderman/Cul-de-sac	20,000	20,000	20,000	27,168	0	(7,168)
80522 Resurface - Beaver - Luderman/Cul-de-sac	10,000	10,000	10,000	10,160	0	(160)
80523 Resurface - Ing Pl - Luderman/Cul-de-sac	10,000	10,000	10,000	10,925	0	(925)
	700,000	700,000	680,000	645,436	13,530	41,035
Traffic management						
80291 Citywide traffic implementation	169,321	169,321	120,000	0	15,525	153,796
80297 Traffic Management - Disability Access Committee	25,000	25,000	20,000	17,289	3,343	4,368
	194,321	194,321	140,000	17,289	18,868	158,164
Other road construction						
80429 Wellington Rd/Walter Rd intersection upgrade	0	0	0	13,125	0	(13,125)
	0	0	0	13,125	0	(13,125)
Footpath renewal						
80462 Moojebing Res - external paths renewal	6,000	6,000	6,000	0	4,040	1,960
80561 Resurface - Cycleway - Swan Bank/Clarkson Rd	28,000	28,000	0	0	0	28,000
	34,000	34,000	6,000	0	4,040	29,960
Total Roads	2,742,578	2,742,578	2,012,012	1,555,875	139,737	1,046,966

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Footpath						
Footpath construction						
80063 New footpath construction and Local Bike Plan	600,000	600,000	375,000	162,672	155,456	281,872
	600,000	600,000	375,000	162,672	155,456	281,872
Total Footpath	600,000	600,000	375,000	162,672	155,456	281,872
Drainage						
Drainage construction						
80047 Russell Street Park - grant funds	0	0	0	3,275	0	(3,275)
80248 Urban water sensitive design	90,000	90,000	50,000	22,999	2,160	64,841
80249 Drainage grates	40,000	40,000	32,000	42,553	8,980	(11,533)
	130,000	130,000	82,000	68,828	11,140	50,032
Total Drainage	130,000	130,000	82,000	68,828	11,140	50,032
Park development						
Building minor capital works						
80485 Riverside Gdns - replace pump stn doors	8,000	8,000	0	599	0	7,401
80537 Bert Wright Park Power Upgrade	28,000	28,000	28,000	20,360	625	7,015
	36,000	36,000	28,000	20,959	625	14,416
Entry statement						
80534 Bayswater Library/Bert Wright Sculpture	30,000	30,000	20,000	10,000	0	20,000
	30,000	30,000	20,000	10,000	0	20,000
Other infrastructure construction						
80569 Sculpture - Corner Ninth Avenue & Whatley Crescent Maylands	10,000	10,000	6,000	0	9,091	909
	10,000	10,000	6,000	0	9,091	909
Park development construction						
80015 Playground replacements	41,305	41,305	0	0	0	41,305
80033 Peninsula Golf Course - irrigation replacement (Year 1 of 2)	1,060,000	1,060,000	0	43,099	15,511	1,001,390
80049 Frank Drago Reserve - pitch levelling and fencing	22,666	22,666	22,666	23,733	0	(1,067)
80050 Frank Drago Reserve - main pitch lighting	0	0	0	37,268	7,522	(44,791)
80064 Central irrigation expansion	0	0	0	0	9,369	(9,369)
80066 Tree planting	120,000	120,000	90,000	119,049	9,678	(8,727)
80067 Enhanced tree management	200,000	200,000	150,000	21,440	136,594	41,966
80071 Maylands Lakes Stage 1	0	0	0	389	10,027	(10,416)
80099 Playground replacements	210,000	210,000	33,328	28,156	11,510	170,334
80233 Park timber structures refurbishment	0	0	0	1,243	0	(1,243)

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Park development construction cont.						
80234 Park post and rail replacement	90,000	90,000	0	81,289	5,950	2,761
80235 Bore and pump maintenance	100,000	100,000	0	97,083	0	2,917
80236 Irrigation control cubicles replacement	64,000	64,000	0	34,999	10,244	18,757
80238 Park entry gates replacement	25,000	25,000	0	3,224	11,424	10,352
80239 Park seats replacement	25,000	25,000	0	22,943	0	2,057
80240 Park shelters replacement	55,000	55,000	0	46,453	0	8,547
80242 Riverbank restoration	150,000	150,000	0	29,479	805	119,716
80255 Golf course development	0	0	0	31,350	0	(31,350)
80259 Maylands Waterland redevelopment	172,905	172,905	172,905	0	0	172,905
80264 Noranda Sports - new supply bore	0	0	0	734	0	(734)
80329 Irrigation upgrade/replacement program	90,000	90,000	0	28,964	38,532	22,504
80364 Maylands Waterland redevelopment	1,500,000	1,500,000	0	0	0	1,500,000
80372 Cricket wickets	36,000	36,000	36,000	19,645	0	16,355
80373 Install goal compounds at various locations	0	0	0	7,540	4,470	(12,010)
80374 Lightning and Houghton Parks - replace floodlight, switchbox	0	0	0	19,400	0	(19,400)
80375 Morley Bowling light replacement	0	0	0	48,649	0	(48,649)
80437 Crimea Park - replace team benches	10,000	10,000	10,000	6,501	0	3,499
80438 Noranda Netball - renew court surfaces	550,000	550,000	0	0	0	550,000
	4,521,876	4,521,876	514,899	752,629	271,637	3,497,610
Sustainable environment						
80270 Bayswater Brook Living Stream	50,000	50,000	0	51,757	0	(1,757)
80272 Lightning Swamp Interpretation Plan Works	0	0	0	3,788	10,073	(13,861)
80273 Maylands Lakes restoration Stage 2	525,000	525,000	0	380,115	177,404	(32,519)
80416 Water Corporation Grant Living Stream	0	0	0	15,162	0	(15,162)
80418 Peters Place Living Stream	0	0	0	220,164	3,291	(223,455)
	575,000	575,000	0	670,986	190,768	(286,753)
Tree management						
80276 Streetscape upgrades	200,000	200,000	150,000	19,786	4,950	175,264
	200,000	200,000	150,000	19,786	4,950	175,264
Golf course development						
80433 Embleton Golf Course - tank upgrade	35,000	35,000	0	192	0	34,808
	35,000	35,000	0	192	0	34,808

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Drink fountains						
80380 Drinks Fountains Replacement Program	24,000	24,000	18,000	18,276	364	5,360
	24,000	24,000	18,000	18,276	364	5,360
Playground						
80449 Play Space Developments	350,000	350,000	250,000	2,810	0	347,190
	350,000	350,000	250,000	2,810	0	347,190
Other infrastructure construction						
80265 Eighth Avenue, Maylands - seating	0	0	0	0	1,766	(1,766)
80486 Riverside Gardens - replace plaques	35,000	35,000	0	1,219	8,849	24,932
80487 Peninsula Estate - replace filtration unit	48,000	48,000	0	35,967	0	12,033
80557 Deschamp Reserve - install BBQs and seat	11,770	11,770	11,770	12,690	0	(920)
80559 Hinds Res - bike trail detailed design	35,000	35,000	35,000	0	0	35,000
	129,770	129,770	46,770	49,876	10,615	69,279
Total Park development	5,911,646	5,911,646	1,033,669	1,545,515	488,050	3,878,081
Other infrastructure						
Building minor capital works						
80527 Depot - improve access and security	88,000	88,000	88,000	977	50,625	36,398
80529 Rangers & Security Office - alterations	30,000	30,000	20,000	20,046	9,750	204
80538 Laboratory - air-conditioning	5,000	5,000	5,000	3,505	0	1,495
	123,000	123,000	113,000	24,528	60,375	38,097
Base road grant						
80318 Carpark Resurfacing Program	38,000	38,000	38,000	4,476	0	33,524
	38,000	38,000	38,000	4,476	0	33,524
Street lights						
80250 Street light upgrade	120,000	120,000	80,000	51,015	65,036	3,949
	120,000	120,000	80,000	51,015	65,036	3,949
Other infrastructure construction						
80251 PAW gates and reserve lighting	18,000	18,000	9,000	35,858	8,618	(26,476)
	18,000	18,000	9,000	35,858	8,618	(26,476)
Footpath construction						
80431 Footpath - Bookham Street and Boag Place	75,000	75,000	75,000	0	0	75,000
	75,000	75,000	75,000	0	0	75,000

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Park development construction						
80439 Shearn Pk - renew cricket practice bay	30,000	30,000	30,000	26,478	480	3,043
80440 Peters PI - renew cricket practice bay	8,000	8,000	8,000	5,948	0	2,052
80441 Pat O'Hara - renew cricket practice bay	10,000	10,000	10,000	10,029	0	(29)
	48,000	48,000	48,000	42,454	480	5,066
Drink fountains						
80571 Water bottle re-fill station	12,000	12,000	12,000	5,904	0	6,096
	12,000	12,000	12,000	5,904	0	6,096
Floodlights						
80442 Wotton Reserve - renew sports floodlight	75,000	75,000	70,000	0	0	75,000
80443 Bayswater Bowling - renew floodlights	75,000	75,000	70,000	0	0	75,000
80444 Bayswater Croquet 2 - renew floodlights	60,000	60,000	55,000	0	0	60,000
	210,000	210,000	195,000	0	0	210,000
Sports Goals						
80445 Gibbney Reserve - renew sports goals	18,000	18,000	18,000	13,055	0	4,946
80446 Pat O'Hara Reserve - renew sports goals	15,000	15,000	15,000	0	0	15,000
	33,000	33,000	33,000	13,055	0	19,946
Other infrastructure construction						
80252 Bus shelters	40,000	40,000	30,000	35,823	0	4,177
80391 Noranda Town Centre City-led Infrastructure Activation	24,500	24,500	16,500	1,091	2,800	20,609
80392 Maylands Town Centre City-led Infrastructure Activation	24,000	24,000	16,000	4,383	7,923	11,694
80393 Bayswater Town Centre City-led Infrastructure Activation	15,000	15,000	10,000	0	0	15,000
80394 Morley Town Centre City-led Infrastructure Activation	35,000	35,000	25,000	56,649	101	(21,750)
80447 Frank Drago Res/Tennis - replace fencing	60,000	60,000	60,000	2,848	37,141	20,011
80448 Crimea Tennis Court - replace fencing	20,000	20,000	20,000	35,341	0	(15,341)
80556 ESBC - install benches and shelter	19,085	19,085	0	0	0	19,085
	237,585	237,585	177,500	136,134	47,965	53,486

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Land						
80007 Morley Activity Centre - Streetscape Enhancement Plan	0	0	0	7,000	3,000	(10,000)
	0	0	0	7,000	3,000	(10,000)
Total Other infrastructure	914,585	914,585	780,500	320,424	185,474	408,688
Intangible assets						
IT capital						
80432 Backup Software Upgrade	8,000	8,000	0	7,533	0	467
80528 Building Workflow Development	100,000	100,000	0	14,890	18,056	67,054
80531 Knowledge Management System	15,000	15,000	15,000	0	0	15,000
80539 Health Inspections - system integration	14,000	14,000	14,000	0	0	14,000
80552 Council Chambers - electronic voting	9,000	9,000	0	6,410	0	2,590
80553 Connected Content - implementation	60,000	60,000	0	0	0	60,000
80554 Rating system improvements - stage 1	20,000	20,000	20,000	0	7,364	12,636
80555 Debtors system improvements - stage 1	25,000	25,000	10,000	12,138	22,091	(9,229)
80558 Payroll CAnywhere - implementation	10,000	10,000	5,000	0	0	10,000
	261,000	261,000	64,000	40,971	47,511	172,518
Software						
80395 eApprovals Program	0	0	0	8,646	0	(8,646)
80398 Software	100,000	100,000	0	0	0	100,000
	100,000	100,000	0	8,646	0	91,354
Total Intangible assets	361,000	361,000	64,000	49,617	47,511	263,872
Total capital projects	17,394,172	17,842,172	8,450,381	6,627,083	2,684,438	8,530,651

10.2.2 Investment Report for the Period Ended 29 February 2020

Responsible Branch:	Financial Services	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required	
Attachments:	1. Investment Summary as at 29 February 2020.	

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 and Bedford Bowling Club. Cr Sally Palmer remained in the room during voting on this item.

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 Chair of Bayswater Community Financial Services (Bendigo Bank) and money from Council is invested in the Bank. At 7:14pm, Cr Barry McKenna withdrew from the meeting.

SUMMARY

This report present the City's Investment Portfolio for the period ended 29 February 2020.

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

That Council notes the Investment Portfolio Report for the period ended 29 February 2020 for the amount of \$101,269,847.53.

CR MICHELLE SUTHERLAND MOVED, CR GIORGIA JOHNSON SECONDED

CARRIED UNANIMOUSLY: 9/0

At 7:15pm, 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%

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

EXTERNAL CONSULTATION

Not applicable.

OFFICER'S COMMENTS

Total investments for the period ended 29 February 2020 were \$101,269,847.53

Of the total investment portfolio \$54,315,960.36 is internally restricted and \$4,960,474.31 externally restricted to satisfy the City's legislative responsibilities and to set aside funds for future projects. The balance of the investment funds represents working capital and funding required for the City's 2019-20 operating and capital expenditure requirements.

The reserve cash rate has just been reduced again and is now currently sitting at 0.50%, which in comparison to this time last year the RBA rate was 1.50%. This has caused banks to reduce their term deposit interest rates and will continue to fall which has a direct effect on the City's interest revenue. On a portfolio of \$70m - \$100m the 1% reduction will result in a loss in interest income of approximately \$700,000-\$1,000,000 per annum. The drop in term deposit rates would equate to approximately \$350,000 per annum for the municipal fund portion of the portfolio.

It is still unclear what will happen with the economy but it is predicted that a further rate cut will be made by the end of this year.

LEGISLATIVE COMPLIANCE

Investment Policy applies. It is noted that the City currently has 17% in fossil fuel free investments.

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 (as amended), the following applies:

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

CONCLUSION

That Council receives the Investment Portfolio Report for the period ended 29 February 2020 for the amount of \$101,269,847.53

Attachment 1

**City of Bayswater
Investment Summary
as at 29-Feb-2020**

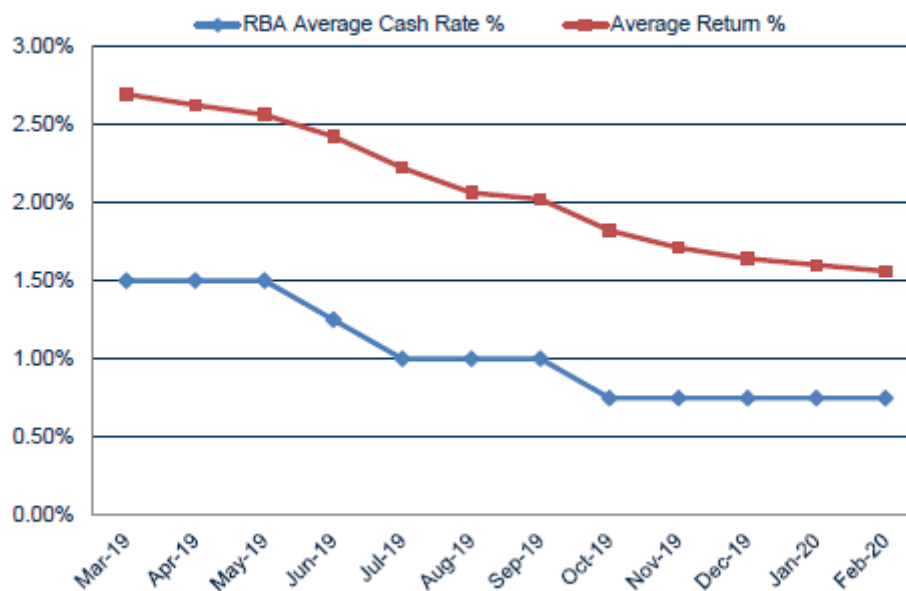
Investments By Maturity Date

Maturity Dates	Principal	Portfolio %	Number of Investments
Less than 30 days	\$26,052,521.19	26%	14
Between 30 days and 60 days	\$24,899,138.28	25%	18
Between 61 days and 90 days	\$32,392,149.00	32%	18
Between 91 days and 180 days	\$17,926,039.06	18%	12
Between 181 days and 1 year	\$0.00	0%	0
Total	\$101,269,847.53	100%	62

Allocation of Investments

S&P Rating (Short-term)	Bank	Amount Invested	Amount Invested %	Threshold %
A-1+	National Australia Bank	\$43,561,937.19	43%	45%
A-1+	Westpac	\$13,585,883.14	13%	45%
A-1	Suncorp	\$26,060,929.04	26%	35%
A-2	Bank of Queensland **	\$9,575,432.06	9%	10%
A-2	Bendigo Bank **	\$8,485,666.10	8%	10%
Total		\$101,269,847.53	100%	

** Fossil fuel free investment

Average Return on Investment

Source	Description	Total \$	Internally restricted \$	Externally restricted \$
Municipal	Investment - CoB General Funds	41,993,412.86	-	-
	Investment - CoB Reserve	24,898,491.35	24,898,491.35	-
	Investment - Trust	4,960,474.31	-	4,960,474.31
	Sub Total	71,852,378.52	24,898,491.35	4,960,474.31
Aged	Investment - Aged General Funds	11,046,888.64	11,046,888.64	-
	Investment - Prudential Requirements Reserve	2,658,664.12	2,658,664.12	-
	Investment - Aged General Reserve	15,711,916.25	15,711,916.25	-
	Sub Total	29,417,469.01	29,417,469.01	-
Grand Total		101,269,847.53	54,315,960.36	4,960,474.31

10.2.3 List of Payments for the Month of February 2020

Responsible Branch:	Financial Services	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required	
February 2020	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 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 and 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 February 2020 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 February 2020 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 STEPHANIE GRAY MOVED, CR ELLI PETERSEN-PIK SECONDED

CARRIED UNANIMOUSLY: 10/0

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 February 2020 are included at **Attachment 1**.

Payments drawn from the Trust Account for the month of February 2020 are included at **Attachment 2**.

Payments drawn from the Aged Persons Homes Account for the month of February 2020 are included at **Attachment 3**.

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

Table 1

<i>Payment Type</i>	<i>Reference</i>	<i>Amount</i>
<i>Municipal Account</i>		
Cheques	106892 – 106986	
Direct Credits	DC000069 – 72	
Electronic Fund Transfers (EFT)	EF049535 - EF050024	
Total		\$3,360,529.52
<i>Trust Account</i>		
Electronic Fund Transfers (EFT)	EF049765 and EF050025 – EF050027	
Total		\$47,446.52
<i>Aged Persons Homes</i>		
Cheques	000128	
Electronic Fund Transfers (EFT)	EF049764, EF049865, EF050028 - EF050029	
Total		\$15,102.81

The following cheques/EFT'S from previous months were cancelled in February:

Municipal Fund:

- Cheques numbered 106545 and 106657 totalling \$1,812.40.

Trust Fund:

- Cheque number 402622 totalling \$19,696.16

Payments made via credit cards are included in **Attachment 4**.

All other payments of a direct debit nature made from the Municipal and Aged Persons Homes Accounts including: bank fees; payroll payments; and other direct payment arrangements, are represented at **Attachment 5**.

LEGISLATIVE COMPLIANCE

Council Policy – Procurement.

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.

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 (as amended), the following applies:

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

CONCLUSION

That Council notes the List of Payments for the month of February 2020 comprising **Attachments 1, 2, 3, 4 and 5.**

Attachment 1**City of Bayswater****List of Payment - Municipal****for the period 1 February 2020 to 29 February 2020**

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<i>Payments</i>				<i>\$</i>
106892	05/02/20	BLIAWA	Refund bond	2,415.00
106893	05/02/20	Christian Lambert	Refund crossover	1,758.40
106894	05/02/20	Department of Health	Licence and permit renewal	200.00
106895	05/02/20	Department Of Housing - Rent	Refund rates overpayment	127.48
106896	05/02/20	Department Of Housing - Rent	Refund rates overpayment	202.38
106897	05/02/20	Department Of Housing - Rent	Refund rates overpayment	242.78
106898	05/02/20	Department Of Housing - Rent	Refund rates overpayment	262.36
106899	05/02/20	Domenico Romeo	Refund rates overpayment	9.19
106900	05/02/20	Durham Road School	Refund bond	1,000.00
106901	05/02/20	Emma Brigden	Refund crossover	1,192.60
106902	05/02/20	Five Star Pools and Spas	Refund bond	1,400.00
106903	05/02/20	Food Alchemy Pty Ltd	Refund bond	500.00
106904	05/02/20	Ivan J Ginger & Gillian E M Ginger	Refund rates overpayment	116.68
106905	05/02/20	Jcorp Pty Ltd T/As Impressions	Refund bond	1,200.00
106906	05/02/20	Jcorp Pty Ltd T/As Impressions	Refund bond	1,200.00
106907	05/02/20	Jillian Thornander	Crossover subsidy	612.40
106908	05/02/20	LM Olssen	Refund bond	1,200.00
106909	05/02/20	Matthew Webster	Refund bond	5,000.00
106910	05/02/20	Mladen Savic	Refund crossover	1,126.75
106911	05/02/20	Morley Vet Centre	Animal supplies & services	224.80
106912	05/02/20	Nicole Resnick	Refund bond	500.00
106913	05/02/20	Noel Kenny and Claire Kenny	Refund crossover	1,080.00
106914	05/02/20	PB D'Opera	Refund residential verge deposit	1,400.00
106915	05/02/20	Pet City	Animal supplies & services	149.93
106916	05/02/20	Pure Homes Pty Ltd T/as B1 Homes	Refund bond	1,200.00
106917	05/02/20	Pure Homes Pty Ltd T/as B1 Homes	Refund bond	1,200.00
106918	05/02/20	Rainbow Aged Care Program	Refund bond	1,000.00
106919	05/02/20	Renae J E Newman	Refund rates overpayment	373.20
106922	05/02/20	Siang-Aun Oh and Laura Oh	Refund crossover	1,080.00
106924	05/02/20	Telstra	Office telephone and communication expenses	2,192.42
106925	05/02/20	Water Corporation	Water usage charges	1,022.70
106927	05/02/20	Ryan Wade	Refund crossover	2,616.40
106929	05/02/20	St John of God Midland Public & Private	Refund bond	500.00
106931	12/02/20	A D'Onofrio	Citizenship expenses	200.00
106932	12/02/20	AJ Bellekom	Refund bond	900.00
106933	12/02/20	Brola Pty Ltd T/A Abel Design	Refund bond	1,400.00
106934	12/02/20	CA Alderson	Refund residential verge deposit	460.00
106935	12/02/20	Danielle Eaton	Refund miscellaneous	56.00
106936	12/02/20	Lara Ameduri	Refund crossover	1,208.35
106937	12/02/20	Mihai Galbacs	Refund bond	1,100.00
106938	12/02/20	Russian Learning Centre LOMONOSOV Inc	Refund bond	550.00
106939	12/02/20	Telstra	Office telephone and communication expenses	3,791.42
106940	12/02/20	Violetta Zajonz	Crossover subsidy	612.40
106941	12/02/20	Violetta Zajonz	Refund crossover	716.80
106942	12/02/20	Water Corporation	Water usage charges	28,284.65
106951	19/02/20	BP Australia Pty Ltd	Fuel and oil	727.69
106952	19/02/20	Chisholm Catholic College	Refund bond	1,000.00
106953	19/02/20	Debbie Andrews	Refund rates	55.24
106954	19/02/20	DJ Chua	Refund bond	1,400.00
106955	19/02/20	Eleven Aus Pty Ltd	Refund bond	5,000.00
106956	19/02/20	Gaenor Young	Refund crossover	716.80
106957	19/02/20	Infinite Energy	Refund bond	1,200.00
106958	19/02/20	Kellie Suckling	Refund bond	350.00
106959	19/02/20	La Salle College	Refund bond	1,000.00
106960	19/02/20	Luke M Pardini	Refund animal sterilisation	150.00
106961	19/02/20	Pet City	Animal supplies & services	59.96
106962	19/02/20	Providence Church	Refund bond	500.00
106963	19/02/20	Pure Homes Pty Ltd T/as B1 Homes	Refund bond	187.00
106964	19/02/20	Telstra	Office telephone and communication expenses	7,537.52
106965	19/02/20	Water Corporation	Water usage charges	5,911.30
106967	26/02/20	Aged and Community Services Australia	Refund bond	500.00
106968	26/02/20	Aisha Azram	Refund bond	1,000.00
106969	26/02/20	Anisah Inayat-Hussain	Crossover subsidy	306.20
106970	26/02/20	Carrisa Pty Ltd T/as Zircon Projects	Refund bond	1,200.00

Reference Payments	Date	Creditor Name	Invoice details	Amount Paid \$
106971	26/02/20	Department Of Housing	Refund rates	2,701.68
106972	26/02/20	Department Of Housing	Refund rates	746.62
106973	26/02/20	Department of Transport	Licence and permit renewal	41.40
106974	26/02/20	Dijaz & Saima Jakupovic	Refund rates	1,527.79
106975	26/02/20	Fasil Asefaw	Refund bond	500.00
106976	26/02/20	Katherine Thai	Crossover subsidy	612.40
106977	26/02/20	Marcus Pierce	Crossover subsidy	306.20
106978	26/02/20	Metrobobcat	Refund residential verge deposit	1,200.00
106979	26/02/20	Nazanin Zahra Jamee	Refund bond	1,000.00
106980	26/02/20	Outline Building and Design	Refund crossover	1,316.80
106981	26/02/20	Outline Building And Design	Refund bond	1,200.00
106982	26/02/20	Owners Of Strata Plan 1304	Refund bond	1,400.00
106983	26/02/20	PMK Hanssen	Refund bond	1,400.00
106984	26/02/20	Pubudu Premachandra	Refund bond	500.00
106985	26/02/20	Water Corporation	Water usage charges	804.26
106986	26/02/20	Yoke Chia	Refund crossover	1,291.35
DC000069	05/02/20	Fines Enforcement Registry	Fees and charges	70.00
DC000071	12/02/20	Easialary Pty Ltd	Payroll deduction	3,401.04
DC000072	12/02/20	Superchoice	Payroll deduction	160,449.89
EF049535	05/02/20	7 To 1 Photography	Photography / Video Production	440.00
EF049536	05/02/20	ABCorp Australasia Pty Ltd	Office stationery and consumables	745.80
EF049537	05/02/20	Acclaimed Catering	Functions and events catering expenses	1,165.00
EF049538	05/02/20	Action Glass & Aluminium	Building maintenance and services	6,376.48
EF049539	05/02/20	Advance Vacuumed Gutters	Building maintenance and services	1,443.84
EF049540	05/02/20	Alinta Gas	Gas usage charges	220.15
EF049541	05/02/20	ALS Library Services	Library book stock and materials	343.81
EF049542	05/02/20	Nuturf Australia Pty Ltd	Parks & gardens materials	2,662.00
EF049543	05/02/20	Arbor Centre Pty Ltd	Parks & gardens contract payments	19,030.00
EF049544	05/02/20	Archive Management (QLD) Pty Ltd	Document management and archiving	196.90
EF049545	05/02/20	Arcus Australia Pty Ltd	Equipment repairs	492.88
EF049546	05/02/20	Ardello Engineering	Plant and vehicle parts and materials	314.60
EF049547	05/02/20	Artistic Greenery	Parks & gardens plants and trees	528.00
EF049548	05/02/20	ASB Marketing	Marketing and promotional material	631.40
EF049549	05/02/20	ATC Work Smart	Labour hire and temporary replacement	165.00
EF049550	05/02/20	Ausnet Industries	Parks & gardens contract payments	2,860.00
EF049551	05/02/20	Australian Institute of Management WA Ltd	Conference expenses	590.00
EF049552	05/02/20	Boyan Electrical	Buildings and events security expenses	206.25
EF049553	05/02/20	Building Control System	Aquatic maintenance and services	264.00
EF049554	05/02/20	Bunnings Pty Ltd	Aquatic maintenance and services	2,315.66
EF049555	05/02/20	Burgtec	Furniture purchases	943.80
EF049556	05/02/20	Capital Recycling	Tipping Fee	1,306.80
EF049557	05/02/20	Cementaid	Parks & gardens materials	686.40
EF049558	05/02/20	Cleanaway	Waste collection and hygiene services	3,578.17
EF049559	05/02/20	Contraflow Pty Ltd	Traffic management	1,138.26
EF049560	05/02/20	Corsign (WA) Pty Ltd	Signage and banners	132.00
EF049561	05/02/20	Stihl Shop Osborne Park	Plant and vehicle parts and materials	360.40
EF049562	05/02/20	Curost Milk Supply	Staff Amenities	491.46
EF049563	05/02/20	CVC Linemarking	Aquatic maintenance and services	2,308.35
EF049564	05/02/20	Danish Patisserie	Functions and events catering expenses	20.09
EF049565	05/02/20	Department of Human Services	Fees and charges	74.25
EF049566	05/02/20	Double Hire	Functions and events site setup expenses	1,012.00
EF049567	05/02/20	East Metro Regional Council	Waste collection and hygiene services	139,227.92
EF049568	05/02/20	Ellenby Tree Farm	Parks & gardens plants and trees	2,552.00
EF049569	05/02/20	Epic Catering Services	Functions and events catering expenses	1,105.00
EF049570	05/02/20	Flexi Staff	Labour hire and temporary replacement	3,257.54
EF049571	05/02/20	Forpark Australia	Plant and vehicle parts and materials	773.30
EF049572	05/02/20	Fuel Distributors of WA Pty Ltd	Fuel and oil	14,453.18
EF049573	05/02/20	Galvins Plumbing Supplies	Building supplies and hardware	1,199.88
EF049574	05/02/20	Greencross Vets Bedford 169	Animal supplies & services	121.00
EF049575	05/02/20	Grow and Evolve	Staff training, development and support	3,850.00
EF049576	05/02/20	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	1,884.03
EF049577	05/02/20	Hirotec Maintenance Pty Ltd	Building maintenance and services	750.97
EF049578	05/02/20	Hygiene Concepts	Cleaning services	4,562.56
EF049579	05/02/20	IRP Pty Ltd	Labour hire and temporary replacement	8,845.54
EF049580	05/02/20	Johnson Professional Cleaning Services	Cleaning services	4,774.00
EF049581	05/02/20	Kennards Hire - Malaga	Equipment hire	105.00
EF049582	05/02/20	K-Line Fencing Group	Parks & gardens contract payments	2,035.00
EF049583	05/02/20	Koolangka's Kreate	Functions and events entertainment expenses	1,850.00
EF049584	05/02/20	Bedford-Dianella Vet Centre	Animal supplies & services	55.00

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				\$
EF049585	05/02/20	Landfill Gas and Power Pty Ltd	Electricity charges (other than street lighting)	126,438.25
EF049586	05/02/20	Lynda Lombana Triana	Refund health centre memberships	236.92
EF049587	05/02/20	M & B Sales Pty Ltd	Building supplies and hardware	186.48
EF049588	05/02/20	Main Roads Department	Construction and civil works technical support	14,242.34
EF049589	05/02/20	Maylands Bowling Club	Parks & gardens contract payments	2,625.00
EF049590	05/02/20	Michael Page	Labour hire and temporary replacement	2,073.73
EF049591	05/02/20	Modal Pty Ltd	Staff training, development and support	319.00
EF049592	05/02/20	Natural Area Management & Services	Parks & gardens contract payments	1,293.27
EF049593	05/02/20	Nature Play Solutions	Parks & gardens contract payments	16,468.10
EF049594	05/02/20	New Look Drycleaners & Laundry Service	Cleaning services	40.70
EF049595	05/02/20	Orbit Health & Fitness Solutions	Aquatic maintenance and services	1,109.22
EF049596	05/02/20	Osborne Towing Pty Ltd	Vehicle towing	115.00
EF049597	05/02/20	Parks and Leisure Australia	Staff training, development and support	165.00
EF049598	05/02/20	PAV Sales & Installation	Equipment purchases	264.15
EF049599	05/02/20	Perth City Towing	Vehicle towing	264.00
EF049600	05/02/20	Perth Face Painter	Functions and events entertainment expenses	285.00
EF049601	05/02/20	Perth Symphony Orchestra	Equipment hire	10,000.00
EF049602	05/02/20	Prestige Property Maintenance Pty Ltd	Parks & gardens contract payments	5,907.88
EF049603	05/02/20	Promolab	Signage and banners	1,669.80
EF049604	05/02/20	R.K. Roach	Civil works design and technical support	2,359.50
EF049605	05/02/20	Reconciliation WA	Memberships and subscriptions	1,650.00
EF049606	05/02/20	Repco	Plant and vehicle parts and materials	338.70
EF049607	05/02/20	Richgro Garden Products	Parks & gardens materials	7,111.50
EF049608	05/02/20	Ricky Dean Chittleborough	Donation	200.00
EF049609	05/02/20	Rovers Netball Club	Grants & funding	150.00
EF049610	05/02/20	Ruth Kilpatrick	Youth and seniors community activities	420.00
EF049611	05/02/20	Samuel Nyarko	Refund health centre memberships	64.00
EF049612	05/02/20	Sonic Health Plus Pty Ltd	Medical services and materials	589.60
EF049613	05/02/20	Spineless Wonders	Youth and seniors community activities	350.00
EF049614	05/02/20	Sports Surfaces	Parks & gardens contract payments	14,157.00
EF049615	05/02/20	Spyker Business Solutions	IT network maintenance	242.00
EF049616	05/02/20	Statewide Cleaning Supplies Pty Ltd	Cleaning supplies	89.27
EF049617	05/02/20	Stiles Electrical & Communication Svcs P/L	Building maintenance and services	17,707.46
EF049618	05/02/20	Sue Lewis Chocolatier Pty Ltd	Youth and seniors community activities	550.00
EF049619	05/02/20	Surun Services Pty Ltd	Parks & gardens contract payments	8,671.30
EF049620	05/02/20	The Dance Workshop	Youth and seniors community activities	165.00
EF049621	05/02/20	The Fruit Box Group Pty Ltd	Functions and events catering expenses	54.00
EF049622	05/02/20	The Goods Australia	Equipment purchases	702.64
EF049623	05/02/20	The Poster Girls	Marketing and promotional material	163.90
EF049624	05/02/20	Toll Transport Pty Ltd	Postage and courier charges	257.95
EF049625	05/02/20	Town Inn Pty Ltd T/A Miss Maud	Functions and events catering expenses	103.50
EF049626	05/02/20	T-Quip	Plant and vehicle parts and materials	453.65
EF049627	05/02/20	Trisley Hydraulic Services Pty Ltd	Aquatic maintenance and services	17,781.50
EF049628	05/02/20	Twins (WA) Pty Ltd	Functions and events catering expenses	962.00
EF049629	05/02/20	Vorgee Pty Ltd	Kiosk stock	1,344.92
EF049630	05/02/20	WA Police Service	Volunteer reimbursements and expenses	147.60
EF049631	05/02/20	Blackwoods Atkins	Parks & gardens materials	1,275.12
EF049632	05/02/20	West Oz Wildlife	Youth and seniors community activities	357.50
EF049633	05/02/20	West-Sure Group Pty - Petty Cash	Petty cash reimbursement	1,448.85
EF049634	05/02/20	West-Sure Group Pty Ltd	Postage and courier charges	102.96
EF049635	05/02/20	Winc	Office stationery and consumables	1,679.29
EF049636	05/02/20	Woolworths Ltd (WA)	Youth and seniors community activities	285.40
EF049637	05/02/20	Work Clobber	Staff uniforms and protective equipment	1,916.70
EF049638	07/02/20	Commercial Kitchen Solution	Equipment purchases	1,903.00
EF049639	12/02/20	Acclaimed Catering	Functions and events catering expenses	2,494.80
EF049640	12/02/20	Action Glass & Aluminium	Building supplies and hardware	616.00
EF049641	12/02/20	Adelphi Tailoring	Staff uniforms and protective equipment	187.66
EF049642	12/02/20	ADT Security	Building maintenance and services	125.79
EF049643	12/02/20	Advance Press	Printing and graphic design expenses	308.00
EF049644	12/02/20	A-Grade Glass	Construction and civil works payments	5,346.00
EF049645	12/02/20	Alinta Gas	Gas usage charges	372.50
EF049646	12/02/20	Alltools WA Pty Ltd	Tools and minor plant	70.00
EF049647	12/02/20	ALS Library Services	Library book stock and materials	167.87
EF049648	12/02/20	Nuturf Australia Pty Ltd	Parks & gardens materials	1,372.80
EF049649	12/02/20	AMS Installation & Maintenance Solutions WA	Building maintenance and services	2,284.97
EF049650	12/02/20	Australia Post / Commission	Commission	479.38
EF049651	12/02/20	Australian Services Union	Payroll deduction	438.30
EF049652	12/02/20	Commissioner of Taxation	Payroll deduction	273,035.00
EF049653	12/02/20	Avantgarde Technologies Pty Ltd	Professional consultancy services	10,450.00

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF049654	12/02/20	Baileys Fertilisers	Parks & gardens materials	10,842.14
EF049655	12/02/20	Bayswater City Soccer Club (Inc)	Grants & funding	50.00
EF049656	12/02/20	Benara Nurseries	Parks & gardens materials	169.40
EF049657	12/02/20	BOC Gases Australia Limited	Medical services and materials	94.16
EF049658	12/02/20	Bolinda Publishing Pty Ltd	Library book stock and materials	545.78
EF049659	12/02/20	Boyan Electrical	Parks & gardens contract payments	340.18
EF049660	12/02/20	Brady Australia Pty Ltd t/a Seton Australia	Signage and banners	48.40
EF049661	12/02/20	Brilliant Badges & Trophies	Office stationery and consumables	246.40
EF049662	12/02/20	Briskleen Supplies	Cleaning supplies	622.18
EF049663	12/02/20	Bunnings Pty Ltd	Office stationery and consumables	819.26
EF049664	12/02/20	Cai Fences	Fencing	13,799.50
EF049665	12/02/20	Capital Recycling	Tipping Fee	2,032.80
EF049666	12/02/20	Charter Plumbing and Gas Pty Ltd	Building maintenance and services	530.75
EF049667	12/02/20	ChoiceOne Pty Ltd	Labour hire and temporary replacement	2,813.09
EF049668	12/02/20	Cleanaway	Tipping Fee	69,882.96
EF049669	12/02/20	Cleantex Pty Ltd	Staff uniforms and protective equipment	352.55
EF049670	12/02/20	COB - Sundowner Club	Payroll deduction	88.00
EF049671	12/02/20	Contraflow Pty Ltd	Parks & gardens contract payments	1,611.09
EF049672	12/02/20	Corsign (WA) Pty Ltd	Signage and banners	107.80
EF049673	12/02/20	Telford Industries	Aquatic chemicals and consumables	2,900.70
EF049674	12/02/20	Child Support Agency	Payroll deduction	1,445.35
EF049675	12/02/20	Curost Milk Supply	Staff Amenities	147.72
EF049676	12/02/20	D&T Asphalt Pty Ltd	Construction and civil works payments	8,200.28
EF049677	12/02/20	Data Diction Pty Ltd	Memberships and subscriptions	2,200.00
EF049678	12/02/20	Delish Soft Serve	Functions and events catering expenses	1,552.50
EF049679	12/02/20	Direct Communications Pty Ltd	Plant and vehicle repairs	445.50
EF049680	12/02/20	Downer Edi Engineering Power Pty Ltd	Building maintenance and services	3,212.28
EF049681	12/02/20	Dowsing Concrete	Parks & gardens materials	4,862.95
EF049682	12/02/20	East Metro Regional Council	Grants & funding	61,732.00
EF049683	12/02/20	Epic Catering Services	Functions and events catering expenses	600.00
EF049684	12/02/20	Evenflow Irrigation	Parks & gardens contract payments	4,697.00
EF049685	12/02/20	Expo Signage and Digital Pty Ltd T/A Bokay Sig	Signage and banners	1,519.38
EF049686	12/02/20	Flexi Staff	Labour hire and temporary replacement	2,035.97
EF049687	12/02/20	Fuel Distributors of WA Pty Ltd	Fuel and oil	2,118.13
EF049688	12/02/20	Fuji Xerox Business Force Pty Ltd	Postage and courier charges	6,322.01
EF049689	12/02/20	Future Institute of Australia Pty Ltd	Staff training, development and support	385.00
EF049690	12/02/20	Galvins Plumbing Supplies	Building supplies and hardware	413.11
EF049691	12/02/20	GFG Temporary Assist	Professional consultancy services	4,812.50
EF049692	12/02/20	Hanson Construction Materials P/L	Parks & gardens materials	1,188.00
EF049693	12/02/20	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	2,312.98
EF049694	12/02/20	Health Insurance Fund of WA	Payroll deduction	332.41
EF049695	12/02/20	Hirotec Maintenance Pty Ltd	Building maintenance and services	1,144.00
EF049696	12/02/20	Hospital Benefit Fund of WA	Payroll deduction	1,552.85
EF049697	12/02/20	Imagesource Digital Solutions	Signage and banners	566.50
EF049698	12/02/20	Instant Fence Hire	Fencing	2,541.00
EF049699	12/02/20	IRP Pty Ltd	Labour hire and temporary replacement	8,518.40
EF049700	12/02/20	Ixom Operations Pty Ltd	Aquatic chemicals and consumables	3,332.38
EF049701	12/02/20	JB Hi-Fi Group Pty Ltd	Information technology minor purchases	129.90
EF049702	12/02/20	The Watershed Water Systems	Parks & gardens reticulation repairs & upgrades	18,162.48
EF049703	12/02/20	KS Black Pty Ltd	Parks & gardens contract payments	34,513.38
EF049704	12/02/20	Lampa Electrics	Construction and civil works payments	352.00
EF049705	12/02/20	Landgate - Valuer General's Office	Gross rental valuation charges	274.65
EF049706	12/02/20	Life Active Podiatry	Podiatry services and materials	780.00
EF049707	12/02/20	On Hold Magic	Memberships and subscriptions	134.86
EF049708	12/02/20	Mako Holdings Pty Ltd	Grants & funding	2,941.57
EF049709	12/02/20	Manheim Pty Ltd	Vehicle towing	55.00
EF049710	12/02/20	McLeods	Legal expenses and court costs	499.56
EF049711	12/02/20	Vic's Smash Repairs	Plant and vehicle repairs	296.12
EF049712	12/02/20	Michael Page	Labour hire and temporary replacement	1,651.21
EF049713	12/02/20	Modal Pty Ltd	Staff training, development and support	319.00
EF049714	12/02/20	Natural Area Management & Services	Environmental services & supplies	4,737.59
EF049715	12/02/20	Neve Contracting	Parks & gardens contract payments	21,010.00
EF049716	12/02/20	News Limited	Memberships and subscriptions	554.31
EF049717	12/02/20	Northstar Asset Pty Ltd T/A Artistralia	Functions and events entertainment expenses	990.00
EF049718	12/02/20	Officeworks	Office stationery and consumables	237.86
EF049719	12/02/20	Path Waste WA Pty Ltd	Medical services and materials	309.10
EF049720	12/02/20	Paywise	Payroll deduction	587.70
EF049721	12/02/20	Perth Recruitment Services	Labour hire and temporary replacement	10,955.36
EF049722	12/02/20	Prestige Property Maintenance Pty Ltd	Parks & gardens contract payments	2,431.00

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF049723	12/02/20	Programmed Professionals Pty Ltd	Labour hire and temporary replacement	6,858.37
EF049724	12/02/20	Promolab	Gifts and presentations	330.00
EF049725	12/02/20	Quality Press	Printing and graphic design expenses	539.00
EF049726	12/02/20	Rebecca Flanagan	Youth and seniors community activities	330.00
EF049727	12/02/20	Repro	Plant and vehicle parts and materials	1,935.09
EF049728	12/02/20	Resource Recovery Solutions Pty Ltd	Tipping Fee	275.00
EF049729	12/02/20	Westbooks	Library book stock and materials	81.32
EF049730	12/02/20	Sonic Health Plus Pty Ltd	Medical services and materials	1,538.90
EF049731	12/02/20	Sportsworld of WA	Kiosk stock	59.40
EF049732	12/02/20	St John Ambulance Western Australia Ltd	Staff training, development and support	231.00
EF049733	12/02/20	Steve Forslun	Refund health centre memberships	58.77
EF049734	12/02/20	Steve's Sand Sifting for Playground Services	Parks & gardens contract payments	2,214.30
EF049735	12/02/20	Stratagreen	Parks & gardens materials	4,439.60
EF049736	12/02/20	Strength Heroes	Youth and seniors community activities	800.00
EF049737	12/02/20	Surun Services Pty Ltd	Parks & gardens contract payments	1,848.00
EF049738	12/02/20	Synaco Global Recruitment Pty Ltd	Labour hire and temporary replacement	1,711.05
EF049739	12/02/20	Synergy	Electricity charges - Street lighting	126,379.85
EF049740	12/02/20	Technologically Speaking	Conference expenses	300.00
EF049741	12/02/20	The Florist Tree	Gifts and presentations	80.00
EF049742	12/02/20	The Goods Australia	Cleaning supplies	2,939.97
EF049743	12/02/20	The Trustee for Blackwood Services Unit Trust	IT software/hardware upgrades & replacement	7,437.63
EF049744	12/02/20	TPG Telecom	IT network maintenance	6,428.40
EF049745	12/02/20	T-Quip	Plant and vehicle parts and materials	482.30
EF049746	12/02/20	Travis Hayto Photography	Marketing and promotional material	572.00
EF049747	12/02/20	Trisley Hydraulic Services Pty Ltd	Equipment purchases	83,574.70
EF049748	12/02/20	Marquee Magic	Functions and events site setup expenses	3,499.00
EF049749	12/02/20	UII WA Pty Ltd	Parks & gardens contract payments	21,338.10
EF049750	12/02/20	Viking Rentals	Equipment hire	75.68
EF049751	12/02/20	WA Local Government Association	Councillor Training	1,290.00
EF049752	12/02/20	WA Premix	Construction and civil works tools and materials	433.40
EF049753	12/02/20	LGRCEU	Payroll deduction	820.00
EF049754	12/02/20	Weskerb Pty Ltd	Construction and civil works technical support	1,859.00
EF049755	12/02/20	Westbuild Products Pty Ltd	Construction and civil works tools and materials	634.92
EF049756	12/02/20	West-Sure Group Pty - Petty Cash	Petty cash reimbursement	1,197.75
EF049757	12/02/20	West-Sure Group Pty Ltd	Postage and courier charges	68.64
EF049758	12/02/20	Wilson Security	Buildings and events security expenses	3,051.08
EF049759	12/02/20	Winc	Office stationery and consumables	429.11
EF049760	12/02/20	Work Metrics Pty Ltd	Memberships and subscriptions	1,980.00
EF049761	12/02/20	YanJun Zhou	Refund planning fees	38.50
EF049762	12/02/20	Morley Sport & Recreation Centre	Management fee	16,281.65
EF049763	12/02/20	Zurich Australian Insurance Ltd	Insurance excess	2,000.00
EF049766	19/02/20	Abstract Investments T/As Smoke & Mirrors A	Functions and events site setup expenses	911.00
EF049767	19/02/20	Acclaimed Catering	Functions and events catering expenses	341.00
EF049768	19/02/20	Acurix Networks Pty Ltd	Office telephone and communication expenses	1,666.67
EF049769	19/02/20	Advance Press	Functions and events marketing expenses	275.00
EF049770	19/02/20	Alan Figueroa	Youth and seniors community activities	300.00
EF049771	19/02/20	Alinta Gas	Gas usage charges	216.05
EF049772	19/02/20	Commercial Air Solutions	Building maintenance and services	748.00
EF049773	19/02/20	ALS Library Services	Library book stock and materials	268.17
EF049774	19/02/20	Nuturf Australia Pty Ltd	Parks & gardens materials	2,497.00
EF049775	19/02/20	ATCO Gas Australia	Construction and civil works payments	783.74
EF049776	19/02/20	Australian Institute of Management WA Ltd	Staff training, development and support	54.00
EF049777	19/02/20	Bayswater City Soccer Club (Inc)	Grants & funding	50.00
EF049778	19/02/20	Benara Nurseries	Parks & gardens plants and trees	544.06
EF049779	19/02/20	Born To Sparkle	Functions and events entertainment expenses	660.00
EF049780	19/02/20	Boyan Electrical	Parks & gardens contract payments	1,415.87
EF049781	19/02/20	Bridgestone Aust Ltd	Plant and vehicle parts and materials	449.68
EF049782	19/02/20	Bruce L Russell	Youth and seniors community activities	150.00
EF049783	19/02/20	Bunnings Pty Ltd	Parks & gardens plants and trees	5,053.87
EF049784	19/02/20	Carol Foley	Youth and seniors community activities	125.00
EF049785	19/02/20	Cat Haven	Animal supplies & services	423.00
EF049786	19/02/20	RAECO International Pty Ltd	Office stationery and consumables	114.50
EF049787	19/02/20	Champion Music Pty Ltd	Functions and events entertainment expenses	1,100.00
EF049788	19/02/20	Cineads Australia Pty Ltd	Marketing and promotional material	1,100.00
EF049789	19/02/20	Cleanaway	Waste collection and hygiene services	61.84
EF049790	19/02/20	Contraflow Pty Ltd	Traffic management	1,662.72
EF049791	19/02/20	Cornerstone Legal	Legal expenses and court costs	1,711.60
EF049792	19/02/20	Curost Milk Supply	Staff Amenities	644.26
EF049793	19/02/20	Danthonia Designs	Signage and banners	8,389.26

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				\$
EF049794	19/02/20	Direct Communications Pty Ltd	Plant and vehicle repairs	390.50
EF049795	19/02/20	Epic Catering Services	Functions and events catering expenses	450.00
EF049796	19/02/20	Evolve Events	Staff training, development and support	750.00
EF049797	19/02/20	Native Animal Rescue Inc	Functions and events entertainment expenses	550.00
EF049798	19/02/20	Foxtel Cable Television Ltd.	Memberships and subscriptions	253.00
EF049799	19/02/20	Galvins Plumbing Supplies	Building supplies and hardware	1,592.67
EF049800	19/02/20	GFG Consulting	Professional consultancy services	1,268.43
EF049801	19/02/20	Grow and Evolve	Staff training, development and support	660.00
EF049802	19/02/20	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	2,559.78
EF049803	19/02/20	Hocking Heritage Studio	Professional consultancy services	2,200.00
EF049804	19/02/20	Hosking Leanne	Medical services and materials	880.00
EF049805	19/02/20	Imagesource Digital Solutions	Environmental services & supplies	6,135.80
EF049806	19/02/20	Intelife Group Inc Formally Intework Incorporated	Cleaning services	3,215.74
EF049807	19/02/20	IRP Pty Ltd	Labour hire and temporary replacement	8,129.17
EF049808	19/02/20	James Bennett Pty Ltd	Library book stock and materials	23.56
EF049809	19/02/20	Jamia Pty Ltd T/A Swish on line	IT network maintenance	218.90
EF049810	19/02/20	Japanese Truck & Bus Spares Pty Ltd	Plant and vehicle parts and materials	327.45
EF049811	19/02/20	Jennie Arts	Functions and events catering expenses	210.00
EF049812	19/02/20	Jewish Community Council of WA	Gifts and presentations	70.00
EF049813	19/02/20	The Watershed Water Systems	Parks & gardens reticulation repairs & upgrades	9,540.71
EF049814	19/02/20	Kestral Computing Pty Ltd	IT systems licensing fees and support	53,749.30
EF049815	19/02/20	Lawrence & Hanson	Building supplies and hardware	628.83
EF049816	19/02/20	Lady Language Consultancy Services	Youth and seniors community activities	275.00
EF049817	19/02/20	Lawn Doctor	Parks & gardens contract payments	10,408.20
EF049818	19/02/20	LGConnect Pty Ltd	Professional consultancy services	1,485.00
EF049819	19/02/20	LGISWA	Insurance premium	94,175.40
EF049820	19/02/20	Maia Financial Pty Ltd	Equipment hire	7,335.58
EF049821	19/02/20	Mat Shop Pty Ltd	Equipment purchases	490.16
EF049822	19/02/20	Message Media	Marketing and promotional material	33.65
EF049823	19/02/20	Michael Page	Labour hire and temporary replacement	2,073.73
EF049824	19/02/20	Modal Pty Ltd	Staff training, development and support	319.00
EF049825	19/02/20	Natural Area Management & Services	Parks & gardens contract payments	9,165.86
EF049826	19/02/20	NEC Business Solutions Pty Ltd	IT systems licensing fees and support	4,156.63
EF049827	19/02/20	Paywise	Staff superannuation & other deductions	17.32
EF049828	19/02/20	Perdaman Global Services	Professional consultancy services	180.00
EF049829	19/02/20	Perth Recruitment Services	Labour hire and temporary replacement	12,986.81
EF049830	19/02/20	Philip Gresley	Sitting Fee	500.00
EF049831	19/02/20	Prestige Property Maintenance Pty Ltd	Parks & gardens contract payments	14,853.31
EF049832	19/02/20	Protector Fire Services	Staff uniforms and protective equipment	1,714.35
EF049833	19/02/20	Repeco	Plant and vehicle parts and materials	334.50
EF049834	19/02/20	Richgro Garden Products	Parks & gardens materials	2,860.00
EF049835	19/02/20	Rotary Club of Morley Inc	Functions and events catering expenses	1,000.00
EF049836	19/02/20	Rovers Netball Club	Grants & funding	50.00
EF049837	19/02/20	Rubek Automatic Doors	Building maintenance and services	478.50
EF049838	19/02/20	Shooters Netball Club Inc	Grants & funding	50.00
EF049839	19/02/20	Sprayline Spraying Equipment	Plant and vehicle parts and materials	833.60
EF049840	19/02/20	St John Ambulance Western Australia Ltd	Medical services and materials	224.99
EF049841	19/02/20	Star-Mites Gym Sports	Grants & funding	100.00
EF049842	19/02/20	State Wide Turf Services	Parks & gardens contract payments	7,657.60
EF049843	19/02/20	Steve's Sand Sifting for Playground Services	Parks & gardens contract payments	220.00
EF049844	19/02/20	Synaco Global Recruitment Pty Ltd	Labour hire and temporary replacement	1,368.84
EF049845	19/02/20	Synergy	Electricity charges (other than street lighting)	160.75
EF049846	19/02/20	Task Exchange Pty Ltd	Licence and permit renewal	8,767.00
EF049847	19/02/20	Technologically Speaking	Youth and seniors community activities	300.00
EF049848	19/02/20	The Book Cover Co	Office stationery and consumables	215.85
EF049849	19/02/20	T-Quip	Plant and vehicle parts and materials	210.60
EF049850	19/02/20	Travis Hayto Photography	Photography / Video Production	1,306.25
EF049851	19/02/20	Trisley Hydraulic Services Pty Ltd	Aquatic maintenance and services	1,479.50
EF049852	19/02/20	Marquee Magic	Equipment hire	2,299.50
EF049853	19/02/20	Ultimate Slotracer	Functions and events entertainment expenses	320.00
EF049854	19/02/20	Viking Rentals	Equipment hire	75.68
EF049855	19/02/20	W A Electoral Commission	Professional consultancy services	131,384.28
EF049856	19/02/20	WA Local Government Association	Staff training, development and support	578.00
EF049857	19/02/20	WA Pump Control Systems Pty Ltd	Parks & gardens contract payments	610.94
EF049858	19/02/20	Wanneroo Agricultural Machinery	Plant and vehicle parts and materials	74.05
EF049859	19/02/20	WC Innovations	Building maintenance and services	3,456.03
EF049860	19/02/20	Wesfarmers Kleenheat Gas Pty Ltd	Gas usage charges	8,287.49
EF049861	19/02/20	West Coast Turf	Parks & gardens contract payments	29,935.30
EF049862	19/02/20	Winc	Office stationery and consumables	361.31

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				\$
EF049863	19/02/20	Work Clobber	Staff uniforms and protective equipment	131.20
EF049864	19/02/20	Yellow Citrine Pty Ltd T/A Aussie Outdoor Cine	Equipment hire	1,430.00
EF049866	26/02/20	A1 Locksmiths	Key / Lock Services	594.35
EF049867	26/02/20	Abco Products	Depot stores and consumables	205.47
EF049868	26/02/20	Access Equipment Hire Australia Pty Ltd	Aquatic maintenance and services	583.88
EF049869	26/02/20	Access Icon Pty Ltd T/A Cascada Group	Construction and civil works tools and materials	17,572.50
EF049870	26/02/20	Acclaimed Catering	Functions and events catering expenses	2,365.00
EF049871	26/02/20	Action Glass & Aluminium	Building maintenance and services	2,171.40
EF049872	26/02/20	Advance Press	Printing and graphic design expenses	132.00
EF049873	26/02/20	Air Tools WA	Equipment purchases	2,901.24
EF049874	26/02/20	Alinta Gas	Gas usage charges	83.70
EF049875	26/02/20	Commercial Air Solutions	Building supplies and hardware	13,477.97
EF049876	26/02/20	Alltools WA Pty Ltd	Tools and minor plant	319.00
EF049877	26/02/20	ALS Library Services	Library book stock and materials	145.08
EF049878	26/02/20	Amber Technology Ltd	Equipment purchases	238.00
EF049879	26/02/20	Nuturf Australia Pty Ltd	Parks & gardens materials	423.50
EF049880	26/02/20	AMS Installation & Maintenance Solutions WA	Building maintenance and services	1,894.20
EF049881	26/02/20	Bayswater News & Lotteries	Memberships and subscriptions	623.33
EF049882	26/02/20	Asphaltech Pty Ltd	Construction and civil works payments	868.70
EF049883	26/02/20	Asterisk Information Security Pty Ltd	IT network maintenance	7,920.00
EF049884	26/02/20	ATC Work Smart	Labour hire and temporary replacement	247.50
EF049885	26/02/20	Aust Institute of Management	Memberships and subscriptions	5,500.00
EF049886	26/02/20	Australian Institute of Management WA Ltd	Staff training, development and support	968.00
EF049887	26/02/20	Australian Services Union	Payroll deduction	412.40
EF049888	26/02/20	Commissioner of Taxation	Payroll deduction	253,872.00
EF049889	26/02/20	Aveley Netball Club	Grants & funding	50.00
EF049890	26/02/20	Azure Painting	Building maintenance and services	53,317.00
EF049891	26/02/20	Bayswater/Morley Districts Cricket Club	Parks & gardens contract payments	27,675.00
EF049892	26/02/20	Boilertronics	Building maintenance and services	716.10
EF049893	26/02/20	Boral Construction Materials Group Ltd	Construction and civil works tools and materials	3,668.06
EF049894	26/02/20	Boyan Electrical	Parks & gardens contract payments	5,050.10
EF049895	26/02/20	Bridgestone Aust Ltd	Plant and vehicle parts and materials	378.40
EF049896	26/02/20	Building Control System	Aquatic maintenance and services	264.00
EF049897	26/02/20	Bunnings Pty Ltd	Aquatic maintenance and services	3,275.38
EF049898	26/02/20	Capital Recycling	Tipping Fee	1,524.60
EF049899	26/02/20	Carving Concrete Construction Pty Ltd	Parks & gardens contract payments	17,600.00
EF049900	26/02/20	Charter Plumbing and Gas Pty Ltd	Building maintenance and services	5,031.40
EF049901	26/02/20	Children's Book Council of Australia	Memberships and subscriptions	75.00
EF049902	26/02/20	ClayMake Studio	Youth and seniors community activities	550.00
EF049903	26/02/20	Cleanaway	Waste collection and hygiene services	22,246.51
EF049904	26/02/20	COB - Sundowner Club	Payroll deduction	88.00
EF049905	26/02/20	Combat Clothing Australia P/L	Staff uniforms and protective equipment	449.35
EF049906	26/02/20	Comspark	IT network maintenance	2,149.73
EF049907	26/02/20	Contraflow Pty Ltd	Traffic management	20,411.65
EF049908	26/02/20	Cornerstone Legal	Legal expenses and court costs	4,803.50
EF049909	26/02/20	Corsign (WA) Pty Ltd	Signage and banners	8,332.17
EF049910	26/02/20	Couplers	Construction and civil works tools and materials	267.08
EF049911	26/02/20	Crendon Machinery Donnybrook	Plant and vehicle parts and materials	42.37
EF049912	26/02/20	Child Support Agency	Payroll deduction	1,445.35
EF049913	26/02/20	Curost Milk Supply	Staff Amenities	206.79
EF049914	26/02/20	David Gray & Co Pty Ltd	Environmental services & supplies	942.48
EF049915	26/02/20	Decipha Pty Ltd	Postage and courier charges	1,184.80
EF049916	26/02/20	Diana Kudsee	Youth and seniors community activities	230.00
EF049917	26/02/20	Domview Pty Ltd T/A The Hire Guys Balcatta &	Equipment hire	8,059.50
EF049918	26/02/20	Dowsing Concrete	Construction and civil works tools and materials	2,203.40
EF049919	26/02/20	Drainflow Services Pty Ltd	Parks & gardens contract payments	101,227.50
EF049920	26/02/20	Maylands Park Lottery Centre & News	Memberships and subscriptions	354.70
EF049921	26/02/20	Western Power	Construction and civil works technical support	5,792.00
EF049922	26/02/20	Emma Watson-Brown	Refund health centre memberships	1,495.00
EF049923	26/02/20	Environment House	Environmental services & supplies	730.10
EF049924	26/02/20	Epic Catering Services	Staff training, development and support	400.00
EF049925	26/02/20	Ergolink	Equipment purchases	880.00
EF049926	26/02/20	Ezy Lockers Pty Ltd	Commission	314.62
EF049927	26/02/20	Fleetspec Hire	Equipment hire	4,214.76
EF049928	26/02/20	Flexi Staff	Labour hire and temporary replacement	5,700.71
EF049929	26/02/20	Fuel Distributors of WA Pty Ltd	Fuel and oil	14,533.63
EF049930	26/02/20	Fuji Xerox (Aust) Pty Ltd	Photocopying contract charges	12,311.44
EF049931	26/02/20	Fuji Xerox Business Force Pty Ltd	Postage and courier charges	2,187.39
EF049932	26/02/20	Fulton Hogan	Parks & gardens materials	1,795.20

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF049933	26/02/20	Galvins Plumbing Supplies	Building supplies and hardware	1,059.18
EF049934	26/02/20	Les Mills Australia	Licence and permit renewal	2,149.93
EF049935	26/02/20	Garrards Pty Ltd	Parks & gardens materials	5,720.00
EF049936	26/02/20	Geoff's Tree Service	Parks & gardens tree pruning & assoc. services	39,612.10
EF049937	26/02/20	Greencross Vets Bedford 169	Animal supplies & services	33.00
EF049938	26/02/20	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	1,523.39
EF049939	26/02/20	Health Insurance Fund of WA	Payroll deduction	332.40
EF049940	26/02/20	Healthy Fresh Foods Pty Ltd	Functions and events catering expenses	362.18
EF049941	26/02/20	Dr Heather Coventry	Medical services and materials	4,400.00
EF049942	26/02/20	Hirotec Maintenance Pty Ltd	Building maintenance and services	7,747.58
EF049943	26/02/20	Hospital Benefit Fund of WA	Payroll deduction	1,552.85
EF049944	26/02/20	IRP Pty Ltd	Labour hire and temporary replacement	7,852.52
EF049945	26/02/20	Ixom Operations Pty Ltd	Aquatic chemicals and consumables	168.63
EF049946	26/02/20	Jackson McDonald	Legal expenses and court costs	2,079.00
EF049947	26/02/20	JB Hi-Fi Group Pty Ltd	Equipment purchases	6,882.80
EF049948	26/02/20	Jubilee Pools and Landscapes	Aquatic maintenance and services	1,340.00
EF049949	26/02/20	The Watershed Water Systems	Parks & gardens reticulation repairs & upgrades	4,892.34
EF049950	26/02/20	Kaypac Fabrication	Parks & gardens contract payments	132.00
EF049951	26/02/20	K-Line Fencing Group	Fencing	12,791.90
EF049952	26/02/20	KLMedia Pty Ltd T/A All Access Australasia	Library book stock and materials	1,639.94
EF049953	26/02/20	KS Black Pty Ltd	Parks & gardens contract payments	17,371.55
EF049954	26/02/20	Lawrence & Hanson	Building supplies and hardware	67.60
EF049955	26/02/20	Landgate - Valuer General's Office	Fees and charges	157.20
EF049956	26/02/20	Lawn Doctor	Parks & gardens contract payments	7,419.50
EF049957	26/02/20	LGConnect Pty Ltd	Professional consultancy services	1,485.00
EF049958	26/02/20	Living Turf	Parks & gardens materials	29,736.30
EF049959	26/02/20	Local Government Professionals Aust WA	Staff training, development and support	909.90
EF049960	26/02/20	Mader Contracting Pty Ltd	Labour hire and temporary replacement	16,588.00
EF049961	26/02/20	Marie Summerton	Refund health centre memberships	66.60
EF049962	26/02/20	Marketforce Pty Ltd	Printing and graphic design expenses	2,745.92
EF049963	26/02/20	Maylands Bowling Club	Parks & gardens contract payments	5,250.00
EF049964	26/02/20	McInerney Ford	Plant and vehicle parts and materials	2,149.01
EF049965	26/02/20	McLeods	Legal expenses and court costs	29,170.27
EF049966	26/02/20	Michael Page	Labour hire and temporary replacement	1,651.21
EF049967	26/02/20	Modal Pty Ltd	Staff training, development and support	957.00
EF049968	26/02/20	MPK Tree Management Pty Ltd T/A MPK Tree	Parks & gardens tree pruning & assoc. services	41,046.78
EF049969	26/02/20	My Media Intelligence Pty Ltd	Memberships and subscriptions	818.23
EF049970	26/02/20	Nestle Australia	Staff Amenities	930.95
EF049971	26/02/20	AquamoniX	Parks & gardens contract payments	768.90
EF049972	26/02/20	Officeworks	Office stationery and consumables	229.28
EF049973	26/02/20	Oz Bat	Recreation and gymnasium equipment	25.00
EF049974	26/02/20	Pariya Ghanbari	Refund health centre memberships	52.92
EF049975	26/02/20	Parker Black & Forrest Pty Ltd	Building supplies and hardware	968.00
EF049976	26/02/20	Paywise	Payroll deduction	587.70
EF049977	26/02/20	Perth Bin Hire	Waste collection and hygiene services	731.38
EF049978	26/02/20	Perth Recruitment Services	Labour hire and temporary replacement	8,991.08
EF049979	26/02/20	Perth Soccer Club (Inc)	Grants & funding	100.00
EF049980	26/02/20	Perth Symphony Orchestra	Functions and events entertainment expenses	1,000.00
EF049981	26/02/20	Phoslock Water Solutions Ltd.	Parks & gardens contract payments	95,612.00
EF049982	26/02/20	Pirtek (Malaga) Pty Ltd	Plant and vehicle parts and materials	138.60
EF049983	26/02/20	Prestige Property Maintenance Pty Ltd	Parks & gardens contract payments	4,528.72
EF049984	26/02/20	Public Libraries WA Inc	Memberships and subscriptions	385.00
EF049985	26/02/20	Quality Press	Printing and graphic design expenses	297.00
EF049986	26/02/20	Repco	Plant and vehicle parts and materials	1,005.80
EF049987	26/02/20	ROL-WA Pty Ltd T/A Allpest WA	Pest control	1,985.00
EF049988	26/02/20	Westbooks	Library book stock and materials	286.08
EF049989	26/02/20	Rubek Automatic Doors	Building maintenance and services	363.00
EF049990	26/02/20	Saferight	Equipment repairs	440.00
EF049991	26/02/20	Sigma Chemicals	Aquatic maintenance and services	414.15
EF049992	26/02/20	Sonic Health Plus Pty Ltd	Medical services and materials	435.60
EF049993	26/02/20	Southern Wire Industrial Pty Ltd	Fencing	14,872.00
EF049994	26/02/20	Speedo Australia Pty Ltd	Kiosk stock	891.00
EF049995	26/02/20	Sprayline Spraying Equipment	Plant and vehicle parts and materials	742.08
EF049996	26/02/20	Spyker Business Solutions	IT network maintenance	448.25
EF049997	26/02/20	State Wide Turf Services	Parks & gardens contract payments	34,089.00
EF049998	26/02/20	Statewide Cleaning Supplies Pty Ltd	Cleaning supplies	133.65
EF049999	26/02/20	Sunnyvale Plants	Parks & gardens plants and trees	732.60
EF050000	26/02/20	Surun Services Pty Ltd	Building maintenance and services	294.23
EF050001	26/02/20	Synaco Global Recruitment Pty Ltd	Labour hire and temporary replacement	1,026.63

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				\$
EF050002	26/02/20	Synergy	Electricity charges (other than street lighting)	407.89
EF050003	26/02/20	Talis Consultants	Environmental services & supplies	3,548.37
EF050004	26/02/20	Tanks For Hire	Equipment hire	610.50
EF050005	26/02/20	Technology One	IT network maintenance	13,064.94
EF050006	26/02/20	The O'Grady Family Trust T/A Efficient Site Ser	Parks & gardens materials	3,580.50
EF050007	26/02/20	The Organising School	Youth and seniors community activities	350.00
EF050008	26/02/20	Toll Transport Pty Ltd	Postage and courier charges	206.36
EF050009	26/02/20	Total Packaging (WA) Pty Ltd	Animal supplies & services	3,432.00
EF050010	26/02/20	Total Tools Malaga	Tools and minor plant	140.00
EF050011	26/02/20	Logo Appointments	Labour hire and temporary replacement	1,991.55
EF050012	26/02/20	Viking Rentals	Equipment hire	293.26
EF050013	26/02/20	WA Premix	Construction and civil works tools and materials	704.00
EF050014	26/02/20	WA Pump Control Systems Pty Ltd	Parks & gardens contract payments	540.98
EF050015	26/02/20	LGRCEU	Payroll deduction	820.00
EF050016	26/02/20	Way Funky Company Pty Ltd	Kiosk stock	989.01
EF050017	26/02/20	Western Resource Recovery	Waste collection and hygiene services	364.10
EF050018	26/02/20	West-Sure Group Pty - Petty Cash	Petty cash reimbursement	1,702.05
EF050019	26/02/20	West-Sure Group Pty Ltd	Postage and courier charges	1,882.76
EF050020	26/02/20	Winc	Office stationery and consumables	1,992.47
EF050021	26/02/20	Woolworths Ltd (WA)	Youth and seniors community activities	347.09
EF050022	26/02/20	Morley Sport & Recreation Centre	Venue hire	402.00
EF050023	26/02/20	Zettanet Pty Ltd	IT network maintenance	506.00
EF050024	26/02/20	Zircodata Pty Ltd	Document management and archiving	378.31
				<hr/> 3,360,529.52
Cancelled Payments				
106545	26/02/20	Payment - 106545		-1,200.00
106657	04/02/20	Payment - 106657		-612.40
				<hr/> -1,812.40

Attachment 2**City of Bayswater****List of Payment - Trust****for the period 1 February 2020 to 29 February 2020**

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				
EF049765	13/02/20	Construction Training Fund	Commission	\$ 19,696.16
EF050025	26/02/20	City of Bayswater Municipal	Commission	541.75
EF050026	26/02/20	Construction Training Fund	Commission	10,764.36
EF050027	26/02/20	Department of Mines, Industry Regulation and Safety	Commission	16,444.25
				<hr/> 47,446.52
Cancelled Payments				
402622	07/02/20	Payment - 402622		-19,696.16
				<hr/> -19,696.16

Attachment 3**City of Bayswater****List of Payment - Aged****for the period 1 February 2020 to 29 February 2020**

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				\$
000128	12/02/20	Water Corporation	Water usage charges	1,860.93
EF049764	12/02/20	Synergy	Electricity charges (other than street lighting)	222.12
EF049865	19/02/20	Burgess Rawson (WA) Pty Ltd	Lease and rental payments	3,659.07
EF050028	26/02/20	Fresh Fields Management (Mertome Village) Pty L	Building maintenance and services	8,277.59
EF050029	26/02/20	M & M Markoski	Building maintenance and services	1,083.10
				<hr/> 15,102.81
Cancelled Payments				0.00
				<hr/> 0.00

Attachment 4

**City of Bayswater
Corporate Credit Cards Transactions
for the period 29 January 2020 to 28 February 2020**

Date	Description	Amount
		\$
Chief Executive Officer		
03/02/20	Apple Online - Subscription	225.00
03/02/20	Apple Online - Subscription	219.95
10/02/20	LinkedIn - Subscription	359.88
12/02/20	Qantas - Conference expenses	422.30
13/02/20	Uber - Conference expenses	31.67
13/02/20	Mpay.com.au - Subscription	51.17
14/02/20	Grape Bar - Catering	44.00
14/02/20	Grape Bar - Catering	163.00
17/02/20	Apple.com - Subscription	1.49
17/02/20	Uber - Conference expenses	31.65
17/02/20	Audible Australia - Subscription	16.45
21/02/20	Australian Local Gov - Conference Registration	1,139.00
24/02/20	Wilson Parking - Parking	18.22
24/02/20	Australian Local Gov - Conference Registration	1,139.00
24/02/20	Australian Local Gov - Conference Registration	1,139.00
25/02/20	Qantas - Conference expenses	1,609.02
27/02/20	CPP Terrace - Parking	12.12
28/02/20	Audible Australia - Subscription	34.95
		<u>6,657.87</u>
Director Community and Development		
30/01/20	CPP Cultural Centre - Parking	4.04
30/01/20	Retail Display Direct - Equipment purchases	122.40
03/02/20	Amazon Web Purchase - IT purchases	166.30
06/02/20	CPP Cultural Centre - Parking	8.08
06/02/20	Zoom - Video conference for on demand meetings	24.95
06/02/20	Sendgrid - Online forum	136.07
10/02/20	Carroll & Richardson - Flags	233.15
21/02/20	iVvy Events Ticketing - Training expenses	659.20
28/02/20	Udiawa - Training expenses	100.98
		<u>1,455.17</u>
Director Works and Infrastructure		
06/02/20	Trybooking - Conference Registration	1,899.60
07/02/20	Town of Cambridge - Parking	2.35
07/02/20	Cosmo Coffee House - Catering	42.00
11/02/20	Virgin Aust - Conference expenses	6.22
11/02/20	Officeworks - Stationary	29.76
11/02/20	Virgin Aust - Conference expenses	607.59
18/02/20	WA Government - DMIRS - Conference Registration	260.00
24/02/20	Achievability Pty Ltd - Conference Registration	1,458.60
27/02/20	City of Perth - Parking	12.12
27/02/20	City of Perth - Parking	11.50
		<u>4,329.74</u>

Date	Description	Amount
		\$
Director Corporate and Strategy		
03/02/20	Createsend.com - Online business forum	163.90
04/02/20	Amazon Web Services - IT purchases	179.73
11/02/20	DropBox - Subscription	448.00
13/02/20	Facebook - Advertising - Advertising	737.10
14/02/20	Myfonts - IT purchases	32.55
14/02/20	Myfonts - IT purchases	126.50
19/02/20	Motion Array Monthly - Subscription	45.40
19/02/20	Myfonts - IT purchases	731.98
25/02/20	Databank Technologies - IT purchases	53.30
25/02/20	Local Government - Conference Registration	50.00
25/02/20	Facebook - Advertising	1,250.00
27/02/20	Getty Images - Stock images	207.90
		<u>4,026.36</u>
Total amount debited from Municipal account		<u><u>16,469.14</u></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 BROWN AVENUE
 MORLEY WA 6062

Cardholder Name:	DESMOND K ABEL
Account No:	
Statement Period:	29 January 2020 to 28 February 2020
Cardholder Limit:	\$10,000

Transaction Record For: DESMOND K ABEL

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
30 Jan 2020	\$4.04	CPP CULTURAL CENTRE	NORTHBRIDGE			74940520029
30 Jan 2020	\$122.40	RETAIL DISPLAY DIRECT	PADSTOW			74940520029
3 Feb 2020	\$166.30	Amazon web services	aws.amazon.coWA			24692160034
		FRGN AMT: 110.00 US dollar				
6 Feb 2020	\$8.08	CPP CULTURAL CENTRE	NORTHBRIDGE			74940520036
6 Feb 2020	\$24.95	ZOOM.US	8887999666 CA			24493980036
		FRGN AMT: 16.49 US dollar				
6 Feb 2020	\$136.07	SendGrid 1-877-969-8647	877-9698647 CO			24906410035
		FRGN AMT: 89.95 US dollar				
10 Feb 2020	\$233.15	CARROLL & RICHARDSON	MULGRAVE			74940520039
21 Feb 2020	\$659.20	iVvy Events Ticketing	Varsity Lakes			74564720051

National Australia Bank Limited ARN 12 004 044 937

Statement for**NAB Visa Purchasing**

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 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: DESMOND K ABEL

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
28 Feb 2020	\$100.98	UDIAWA 31594	SUBIACO			74617630059
Total for this Period:	\$1,455.17					

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

Cardholder Name: DOUGLAS H PEARSON
Account No:
Statement Period: 29 January 2020 to 28 February 2020
Cardholder Limit: \$10,000

Transaction Record For: DOUGLAS H PEARSON

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
6 Feb 2020	\$1,899.60	TRYBOOKING* ARBORICULT	ONLINE PURCHA			74617630037
7 Feb 2020	\$2.35	TOWN OF CAMBRIDGE	FLOREAT			74940520037
7 Feb 2020	\$42.00	COSMO COFFEE HOUSE	GLEN FORREST			74564720037
11 Feb 2020	\$6.22	VIRGIN AUST 7951510020394	SPRING HILL			74564720041
11 Feb 2020	\$29.76	OFFICEWORKS 0609	MORLEY			74363960042
11 Feb 2020	\$607.59	VIRGIN AUST 7952162488755	SPRING HILL			74564720041
18 Feb 2020	\$260.00	WA GOVERNMENT - DMIRS	CANNINGTON			74940520048
24 Feb 2020	\$1,458.60	ACHIEVABILITY PTY LTD	PARKVILLE			74940520052
27 Feb 2020	\$12.12	CITY OF PERTH PARKING-	PERTH			74564450057

National Australia Bank Limited ABN 12 004 044 937

Statement for
NAB Visa Purchasing

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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: DOUGLAS H PEARSON

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
27 Feb 2020	\$11.50	CITY OF PERTH PARKING-	PERTH			74564450057
Total for this						
Period:		\$4,329.74				

**Statement for
NAB Visa Purchasing**

NAB Purchasing & Corporate Card Support - GPO Box 9992 Melbourne Victoria 3001
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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: 29 January 2020 to 28 February
Cardholder Limit: 2020\$10,000

Transaction Record For: MR ANDREW GEORGE BRIEN

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
3 Feb 2020	\$225.00	APPLE ONLINE AU	SYDNEY			74564450031
3 Feb 2020	\$219.95	APPLE ONLINE AU	SYDNEY			74564450031
10 Feb 2020	\$359.88	LinkedIn 4394838606 Inkd.16506873555				74773880040
12 Feb 2020	\$422.30	QANTAS AIRW	MASCOT			03021696473
13 Feb 2020	\$31.67	UBER *TRIP	SYDNEY			74611550043
13 Feb 2020	\$51.17	MPAY.COM.AU SMARTCAB	HAMILTON			74564450043
14 Feb 2020	\$44.00	GRAPE BAR	BATTERY POINT			74564450044
14 Feb 2020	\$163.00	GRAPE BAR	BATTERY POINT			74564450044
17 Feb 2020	\$1.49	APPLE.COM/BILL	SYDNEY			74564450045
17 Feb 2020	\$31.65	UBER *TRIP	SYDNEY			74611550045
17 Feb 2020	\$16.45	Audible Australia	MELBOURNE			74773880045

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: MR ANDREW GEORGE BRIEN

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
21 Feb 2020	\$1,139.00	AUSTRALIAN LOCAL GOV	DEAKIN			74940520051
24 Feb 2020	\$18.22	WILSON PARKING PER031	PERTH			74564450052
24 Feb 2020	\$1,139.00	AUSTRALIAN LOCAL GOV	DEAKIN			74940520052
24 Feb 2020	\$1,139.00	AUSTRALIAN LOCAL GOV	DEAKIN			74940520052
25 Feb 2020	\$1,609.02	QANTAS AIRW	MASCOT			02021653523
27 Feb 2020	\$12.12	CPP TERRACE ROAD	PERTH			74940520057
28 Feb 2020	\$34.95	Audible Australia	MELBOURNE			74773880058
Total for this Period:		\$6,657.87				

Statement for**NAB Visa Purchasing**

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 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 DAVID NICHOLSON
 Account No:
 Statement Period: 29 January 2020 to 28 February 2020
 Cardholder Limit: \$10,000

Transaction Record For: MR DAVID NICHOLSON

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
3 Feb 2020	\$163.90	CREATESEND/COM SYDNEY	-----	-----	-----	01133949780
4 Feb 2020	\$179.73	Amazon web services aws.amazon.coWA	-----	-----	-----	24692160034
		FRGN AMT: 118.88 US dollar	-----	-----	-----	
11 Feb 2020	\$448.00	Dropbox L2KWHZVL2V92 db.tt/cchelp	-----	-----	-----	74987500041
13 Feb 2020	\$737.10	FACEBK 93X68RE9M2 fb.me/ads	-----	-----	-----	74987500043
14 Feb 2020	\$32.55	MYFONTS SALFORD	-----	-----	-----	74662550044
14 Feb 2020	\$126.50	MYFONTS SALFORD	-----	-----	-----	74662550044
19 Feb 2020	\$45.40	MOTION ARRAY MONTHLY MOTIONARRAY.CGA	-----	-----	-----	24492150049
		FRGN AMT: 29.99 US dollar	-----	-----	-----	
19 Feb 2020	\$731.98	MYFONTS SALFORD	-----	-----	-----	74662550049
25 Feb 2020	\$53.30	DATABANK TECHNOLOGIES SOUTH STRATHF	-----	-----	-----	74564720055

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: MR DAVID NICHOLSON

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
25 Feb 2020	\$50.00	LOCAL GOVERNEMENT MANA EAST PERTH	-----	-----	-----	74940520055
25 Feb 2020	\$1,250.00	FACEBK KP844R9M2 fb.me/ads	-----	-----	-----	74987500055
27 Feb 2020	\$207.90	GETTY IMAGES MELBOURNE	-----	-----	-----	03193366170
Total for this Period:		\$4,026.36				

Attachment 5

**City of Bayswater
Electronic Fund Transfers
for the period 1 February 2020 to 29 February 2020**

Date	Description	Amount
		\$
Municipal Account		
05/02/20	NAB Transact Fee	129.00
12/02/20	Wages	821,137.02
14/02/20	Wages	79.59
17/02/20	NAB account fees	170.18
25/02/20	NAB connect fees	480.44
26/02/20	Wages	784,807.77
28/02/20	NAB Bpay fees	2,482.15
28/02/20	NAB merchant fees	7,352.00
		<hr/>
		1,616,638.15
Aged Persons Account		
07/02/20	Aged care subsidies to Juniper	689,546.81
14/02/20	Aged care subsidies to Juniper	1,459.03
17/02/20	NAB account fees	0.75
		<hr/>
		691,006.59
Total		<hr/>
		2,307,644.74

10.2.4 Status Report - Donations Granted Under Delegated Authority

Responsible Branch:	Financial Services	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required	
Attachments:	1. List of donations granted under delegated authority during February 2020.	

SUMMARY

This report presents the lists of donations made under delegated authority for the month of February 2020.

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

That Council receives this status report on the donations granted under delegated authority for the month of February 2020 as contained in Attachment 1.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 10/0

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 \$5,000 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 February 2020 is attached for Councillors' information (Attachment 1).

LEGISLATIVE COMPLIANCE

Donations Policy applies.

OPTIONS

Not applicable.

FINANCIAL IMPLICATIONS

The Donations allocation in the 2019/20 Budget is \$30,000.00. To date \$11,551.90 has been expended this financial year.

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 February 2020, as contained in **Attachment 1**.

Attachment 1**REQUESTS FOR DONATIONS GRANTED UNDER DELEGATED AUTHORITY****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
Molly Cloughley Maylands	8	Star-Mites gymnastics team - Prime International Invitational event, Singapore 28 May - 2 Jun 2020.	\$2,290	Nil - First application	\$300
Tiah Hope Morley	15	2020 WA Women's State Heat Baseball Team - National Baseball Championships, Canberra, 10 - 17 April 2020	\$3,300	\$200 - Australian National Baseball Ch/ships, Canberra, 15-20 April 2019	\$200

ORGANISATIONS

Name and Address	Purpose of Organisation	Reason for Request	Previous financial assistance granted (date and amount)	Amount of Donation
Morley Senior High School Noranda	School	50th Anniversary Community Fair Saturday 24 October 2020	No donations have been made in recent years.	\$200

Total for February 2020 \$700



David Nicholson
Director Corporate and Strategy

10.3 Works and Infrastructure Directorate Reports**10.3.1 Verge Paving - 107 Guildford Road, Maylands**

Owner:	Mr Alan Potts	
Responsible Branch:	Engineering Works	
Responsible Directorate:	Works and Infrastructure	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required	

SUMMARY

For Council to consider a request to contribute 50% towards the cost of brick paving 30% of the verge adjacent to 107 Guildford Road, Maylands (Third Avenue East side).

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

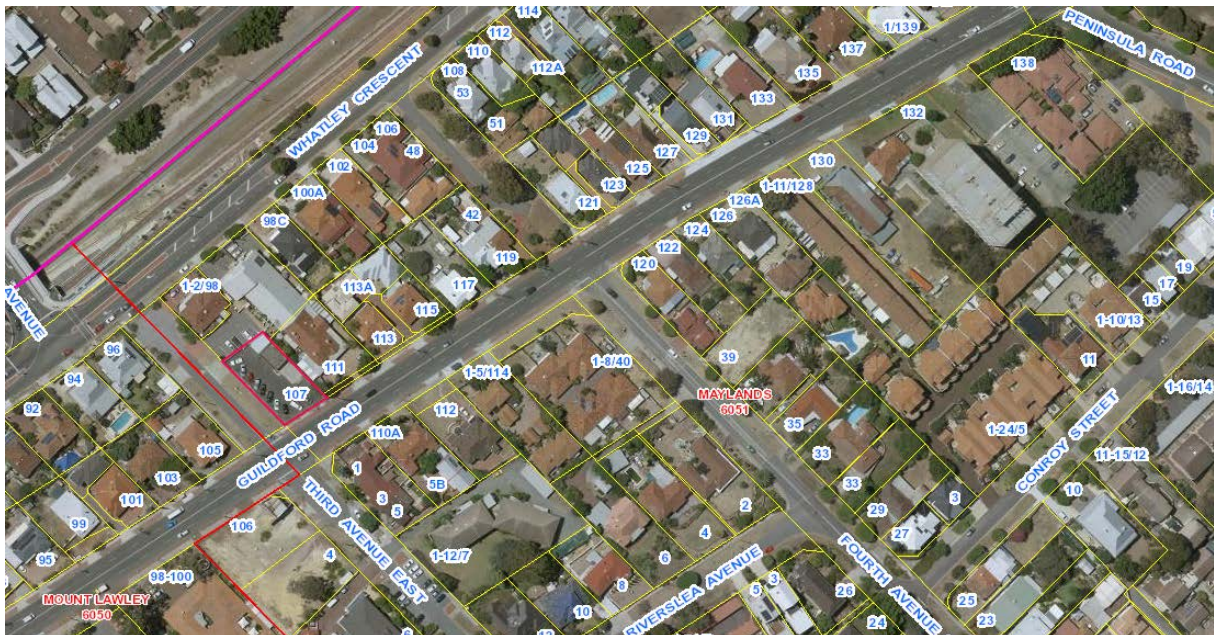
That Council advises the owner 107 Guildford Road, Maylands, that Council will not support the co-funding of paving 30% of the verge adjacent to the property on the Third Avenue East side.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 10/0

BACKGROUND

The City has received a request from the owner of 107 Guildford Road, Maylands, to contribute 50% towards the cost of bricking 30% of the verge facing Third Avenue East side with the remainder of the verge to be landscaped by the owner in accordance with the City's current verge development guidelines.



The owner states in part:

"Following is a quote for laying of the pavers....

I have also enclosed a picture of the verge as today, as you can see, it is a sandpit, it is impossible for me to maintain as it stands now.



Could you please take into consideration the verge was fine until the Council and NBN ripped it up.

The breakdown of costs are as follows:

- *Brick paving sand 5 cubic meters \$350*
- *4 cubic meter waste bin \$350*
- *Labour costs \$1,595*
- *Supply of pavers \$1,709*

Total \$4,004.

This would entail paving 30% of verge with the remainder of the verge I will landscape."

The owner operates a car sales business at 107 Guildford Road, Maylands, with the property zoned 'Business' and the immediate surrounding land zoned 'Residential'. The verge on the Third Avenue East side is within a small cul-de-sac road with surrounding residential properties and a footpath on the opposite side of the road. The area to be paved is approximately 215m² and is currently a sparse un-reticulated grass verge area. The section of verge along the Guildford Road side is fully paved with a concrete path and brick paving to the kerbline which was undertaken by the City in 2008 as part of its replacement of bitumen with brick paving infill.

It should be noted that the City has in the past assisted with the upgrading of verges to brick paving fronting commercial properties with high pedestrian traffic or along main roads which was also during the time when the City allowed for 100% of the verge to be brick paved such as:

- Ninth Avenue near Guildford Road - Maylands Park Shopping Centre (2003); and
- Walter Road East near Beechboro Road North - Charlies site (2009).

In both cases, the Council contributed 50% towards the cost of brick paving of the verges which were adjacent to retail establishments with anticipated high pedestrian movements and involved the brick paving from the existing concrete footpath to the edge of the road kerbing.

EXTERNAL CONSULTATION

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

OFFICER'S COMMENTS

The City's Street Verges Policy was amended in September 2017 to limit the amount of paving of verges within the City in an endeavour to tackle the Heat Island Effect. Where possible, the City is also removing paving and replacing it with soft landscaping.

Accordingly the Street Verge Policy allows for the following permissible verge treatments as follows:

"Permissible Verge Treatments"

1. *An owner or occupier of land which abuts on a verge may on that part of the verge directly in front of her or his land install a permissible verge treatment.*
2. *The permissible verge treatments are:*
 - a. *the planting and maintenance of a lawn;*
 - b. *the planting and maintenance of a garden (acceptable gardens include native gardens, waterwise gardens, edible/vegetable gardens, raised garden beds) provided that –*
 - i. *clear sight visibility is maintained at all times for a person using the abutting thoroughfare in the vicinity of an intersection or bend in the thoroughfare;*
 - ii. *where there is no footpath, a pedestrian has a safe and clear access of a minimum width of 2m along that part of the verge immediately adjacent to the kerb; and*
 - iii. *raised garden beds meet the following requirements:*
 - *The maximum raised garden bed (built structure) height is 0.35m (not including vegetation);*
 - *Provide a 0.5m setback from footpaths, common driveways and street trees;*
 - *Provide a 0.5m setback and clear access to any other infrastructure such as power poles and underground services; and*
 - *o A dial before you dig check being undertaken prior to works.*
 - c. *the installation of an acceptable material; or*
3. *The list of acceptable materials shall be as follows:*
 - *lawn;*
 - *low plant ground cover;*

- shrubs that do not restrict sight lines;
- brick paving (to a maximum of 30% of the verge area excluding driveways and footpaths) which allows for infiltration;
- materials to construct a raised garden bed;
- woodchips;
- vegetables and other edible plants; and
- rocks, logs and gravel materials contained with natural verge landscaping that does not present a hazard or impact adversely on the verge drainage capacity."

In accordance with the above, the responsibility for developing 30% of the verge and associated costs are borne by the individual property owner and Council has not contributed towards this cost in the past except for in limited cases as detailed above.

The following aerals indicate the condition of the verge prior to NBN works and after.



Prior NBN - January 2017



After NBN - November 2017

The verge adjacent to 107 Guildford Road, Maylands (Third Avenue East side), is not a high pedestrian traffic area and a footpath is located on the opposite side of the road. 30% of 215m² equates to 77m² of paved verge and the owner has provided quotations totalling \$4,004 including GST to pave this area of verge, therefore, Council's 50% contribution would be in the order of \$2,002.

LEGISLATIVE COMPLIANCE

The City's Street Verges Policy allows for 30% of the verge to be brick paved without needing Council approval.

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	That Council advises the owner 107 Guildford Road, Maylands, that Council will not support the co-funding of paving 30% of the verge adjacent to the property on the Third Avenue East side.	
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
Conclusion	This option is low risk and would not set an undesirable precedent for future requests.	

Option 2	That Council advises the owner of 107 Guildford Road, Maylands, that Council will contribute 50% up to a maximum of \$2,000 towards the cost of paving 30% of the verge adjacent to the property on the Third Avenue East side.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Moderate
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Moderate
Environmental Responsibility	Low	Moderate
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	This option will require funding to be sourced, which may be taken away from other priority projects and which may set a precedent for other property owners to make similar requests. Furthermore, this may not be in accordance with the City Strategic goals in supporting the Heat Island Effect by funding pavement that is not essential.	

Option 3	That Council advises the owner of 107 Guildford Road, Maylands, that Council will contribute an alternate amount towards the cost of paving 30% of the verge adjacent to the property on the Third Avenue East side.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Moderate
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Moderate
Environmental Responsibility	Low	Moderate
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	This option will require funding to be sourced, which may be taken away from other priority projects and which may set a precedent for other property owners to make similar requests. Furthermore, this may not be in accordance with the City Strategic goals in supporting the Heat Island Effect by funding pavement that is not essential.	

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1:

Asset Category: New

Source of Funds: Municipal

LTFP Impacts: This option would be in line with the LTFP as no funds have been earmarked for contributing to paving general verges.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	Nil	\$0	\$0	-	-	-	Nil.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027 (as amended), 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 the verge adjacent to 107 Guildford Road, Maylands, (Third Avenue East side) does not have high pedestrian traffic or a footpath, it is not considered to be in the same category as similar properties where Council has made a contribution. Furthermore, approval may create an undesirable precedent for future requests. Therefore, it is recommended that Council should not make a contribution towards the bricking paving of this verge.

10.3.2 Heat Reduction Road Surfacing

Responsible Branch:	Engineering Works	
Responsible Directorate:	Works and Infrastructure	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required	
Attachments:	1. City of Charles Sturt Interim Report	
Refer:	Item 11.2 OCM 12.03.19	

SUMMARY

For Council to receive an update in relation to recent trials being undertaken of a heat reduction road surfacing product by a South Australian Council.

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

That Council receives the report and awaits the outcome of further trials in relation to heat reducing road surfacing before further considering its use.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 10/0

BACKGROUND

The Council at its Ordinary Meeting of 12 March 2019 considered a Notice of Motion in relation to use of a reflective coating to reduce heat on roads and resolved as follows:

"That the City:

- 1. Investigate the use of Coolseal or a similar material within the City of Bayswater; and*
- 2. Provides a report back to Council prior to the finalisation of the 2020-2021 budget."*

Coolseal is a heat reflecting coating that is laid (grey in colour) over bitumen and its supplier claims that it can reduce the temperature of the road by up to 15 degrees with a number of local governments in South Australia investigating its use.

The product is described as a water-based asphalt emulsion sealing coat that helps preserve the road surface and has a general life of five to seven years. It reflects heat as well as light better than standard bitumen, potentially meaning a reduction of the urban heat island effect.

EXTERNAL CONSULTATION

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

OFFICER'S COMMENTS

Officers met with a representative of Coolseal in May 2019 with affirmation of the trials currently underway at the City of Charles Sturt in South Australia incorporating approximately 15,000m² of surface as follows:

- Circuit Drive, Hendon;
- Butler Drive, Hendon;

- Phillips Crescent, Hendon;
- Tennis Court in Gordon Street Reserve;
- Basketball Courts in Gordon Street Reserve;
- Carpark in Gordon Street Reserve;
- Gordon Street, Hedon; and
- Willowie Street, Hendon.

These are predominantly industrial/commercial areas along with a residential strip facing an industrial building on the opposing side of the road. The trial is based on a two year trial extending to January 2021 and the trial is halfway through.

The City has recently obtained an interim report from the City of Charles Sturt (**Attachment 1**) indicating initial key findings.

As can be seen, the initial design indicated an expected reduction in temperatures of between 5.5°C to 16.7°C. The current findings indicate that *"treated roads were on average 6.1°C cooler which was at the "lower end of the advertised range."*

The report identified key findings in that *"trees proved to be better overall at reducing surface temperatures and improving thermal comfort."*

The report indicated that these types of treatments should not replace the option of planting trees in residential streets but rather provide an option when tree canopy cannot be installed. This may include vast open pavement areas such as carparks near commercial premises or outdoor playing courts.

Indicative costs to install the surfacing is in the order of \$15/m² with the indicative life of the product being five to seven years with re-coating requiring the removal of the old coat and relaying with an approximate cost of up to \$20m². Any maintenance repairs can only be undertaken by the supplier.

In comparison, the City's current resurfacing program for local roads requires resurfacing with 25mm of asphalt in the order of \$13 - \$15 per metre square with an average life of 25 years.

Over 25 years of normal asphalt life, the provision of heat reducing surfacing would equate to an increase in costs in the order of four to five times. Current expenditure on resurfacing is in the order of \$1.4M per annum and this would mean an increase of approximately \$5.6M.

The Council may wish to undertake a trial on Grand Promenade Reserve's outdoor basketball courts. The courts are open to the public and provide an open expanse area with no trees. The two courts are 1,500m² and were surfaced with an acrylic membrane approximately six years ago and it is estimated that to provide heat reducing surfacing and re-linemarking would be \$25,000.

Alternatively, as the trial is ongoing and the cost/benefit of the product is yet to be proven, the City could further await the finalisation of the trial in January 2021.

LEGISLATIVE COMPLIANCE

The *Road Traffic Code 2000* requires clear delamination of line marking and the road surface.

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	That Council receives the report and awaits the outcome of further trials in relation to heat reducing road surfacing before further considering its use.		
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
Conclusion	This option presents the lowest risk as this will provide Council with a more detailed understanding of the costs and benefits of this type of treatment.		

Option 2	That Council undertakes a trial of Coolseal at Grand Promenade basketball courts with \$25,000 being listed for consideration in the 2020-21 budget.		
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	Moderate
Environmental Responsibility		Low	Low
Service Delivery		Low	Low
Organisational Health and Safety		Low	Low
Conclusion	This option will allow Council to trial the treatment in an area that has limited ability for planting of trees and allow the Council to consider other large playing spaces.		

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Roads

Asset Category: Renewal

Source of Funds: Municipal

LTFP Impacts: Nil.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	-	-	\$500	-	-	-	Nil.

STRATEGIC IMPLICATIONS

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

Theme: Our Built Environment

Aspiration: A quality and connected built environment.

Outcome B2: A connected community with sustainable and well maintained transport.

Outcome B3: Quality built environment.

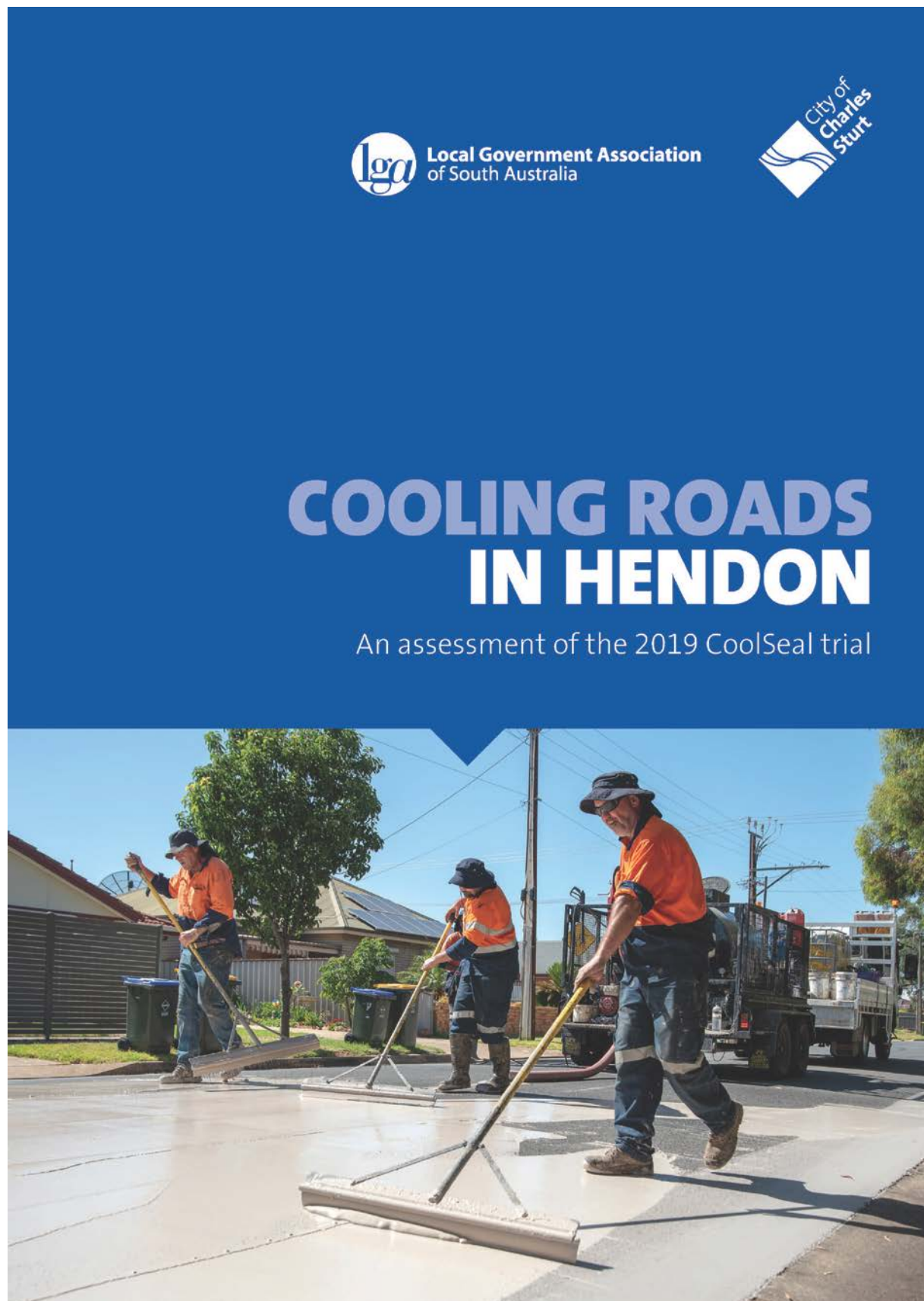
CONCLUSION

The use of heat reduction road surfacing can aid in reducing the heat island effect, however, this style of treatment appears to be more effective if utilised in situations where natural trees and landscaping are not able to be planted as there are considered to be more effective treatments.

The surfacing is expensive in comparison to resurfacing of roads with 25mm of asphalt. The technique can be utilised, however, in areas of large expanses of outdoor playing courts that have less wear-and-tear and resurfacing is not required.

At this stage, it is proposed to continue to monitor the City of Charles Sturt's trial over the next 12 months and provide a further report back to Council.

Attachment 1





1. What is the urban heat island effect?

Urban heat islands are areas of land that retain more heat than other parts of the landscape. They can be caused where land surfaces like asphalt roads, dark colored pavements and roofs, and artificial turf result in higher surface temperatures. In contrast, trees, irrigated grass and light colored roofs tend to have lower surface temperatures.

Urban heat islands are a key concern for Local Government because extreme heat leads to greater mortality and disease in our community than any other natural hazard. This is especially so for vulnerable members of the community.

In 2017, the Western Adelaide Heat Mapping Study identified urban heat islands as well as the types of materials that contribute to higher surface temperatures. The results highlighted that asphalt roads contribute greatly to heat islands across the region. They are one of the hottest land surface types during the day and also retain this heat into the evening.

Reducing the build-up of heat on roads can help to encourage their use for cycling, reduce heat loads on cars and properties and contribute to cooler neighbourhoods. While trees offer shade and are often an option for cooling the road surface, they are not always practical in verges and along road sides where there is a narrow carriage way, low hanging powerlines or where there are water, gas, electricity and telecommunications services in the footpath. Furthermore, new established trees can take 2-3 decades to deliver the full benefit of shading.



2. What is CoolSeal and how is it applied?

A different approach to reducing road surface temperatures is to change the road surface. Understanding the growing challenges posed by urban heat build-up, the City of Charles Sturt undertook a trial application of a "CoolSeal" treatment to selected roads in the suburb of Hendon.

CoolSeal is an asphalt sealcoat that is manufactured by USA based GuardTop® and designed to reduce surface temperatures through its lighter color and higher reflectivity by 5.5 to 16.7 °C (10 to 30 °F).

CoolSeal is applied like conventional sealcoats to asphalt surfaces to protect and maintain the quality and longevity of the surface. Compared with other cool pavements that are polymer based, CoolSeal is a water-based, asphalt emulsion. CoolSeal is marketed as also achieving other benefits such as increasing night-time visibility and reducing lighting requirements which saves on energy.

CoolSeal was imported under licence to Australian based company SuperSealing, who was engaged by the City of Charles Sturt to apply the treatment. This was done in two applications: the first was between 19 and 21 January 2019 and the second between 11 and 30 March 2019.

3. How was the community engaged?

Due to the expected change in the look of the road once CoolSeal was applied engagement with business owners in the Hendon Business Precinct and adjacent local residents was undertaken prior to its application. This involved a community meeting on site in Gordon Street Reserve and a letter box drop. Signage was also placed in residential streets to explain the purpose of the trial. The community and business response was generally positive with no significant concerns raised in relation to the Cool Seal application.

After the treatment was applied, residents who live in the study area were invited to participate in voluntary face-to-face surveys to share their views on the new surface. Surveys were undertaken 6 to 9 weeks after the CoolSeal was applied with a small number of participants aged between 25-65+ years.

The majority of respondents provided positive feedback about the trial. Key findings from the survey were that:

- 86% of respondents said that the road surface looked cooler;
- 57% perceived it to be cooler;
- 43% feel it is more comfortable to walk along compared to a street without Cool Seal;

¹ <https://guardtop.com/coolseal>



- 67% of respondents believed that the CoolSeal had visually improved the street.

70% of residents who responded to the survey said that Council should consider applying CoolSeal in other areas subject to the findings of the cooling assessment and effectiveness of CoolSeal compared to other options such as planting more trees.

4. What was the impact of the road treatment?

How was the impact of CoolSeal assessed?

Temperature and heat in the city can be measured in a range of ways. To understand how CoolSeal might have helped with cooling in Hendon, land surface temperature, air temperature and thermal comfort were assessed. Of these, thermal comfort provides the most comprehensive understanding of heat impacts on people and combines air temperature, relative humidity, wind speed and solar radiation. It is often described as the "feels like" temperature.

Measurements were taken before and after CoolSeal was applied to the roads in Hendon and on treated and untreated roads. This was done to understand whether the cooling impact could be directly linked to the CoolSeal application. Data was also collected under the canopy of trees to help understand whether tree shade or CoolSeal was better at cooling.

Surface temperatures from before the treatment were taken from urban heat island data collected in 2017, whereas air temperature and thermal comfort data were recorded on 5 December 2018. All data collected from after the treatment were recorded on 24 February 2019.

Surface temperature was assessed over 9,152 m² of roads after the application of CoolSeal using a thermal camera mounted on an industrial octocopter UAV (drone) platform operated by a licenced pilot. This produced 55,000 measurements of surface temperature from treated roads and 128,020 measurements of untreated roads. All air temperature and thermal comfort data were collected using mobile weather stations.

What was the impact of the CoolSeal on heat?

Surface temperature

Treated roads were, on average, 6.1°C cooler than un-treated roads. This can be directly attributable to CoolSeal. The average measured cooling influence for the entire treated area was therefore on the low end of the advertised range for the product which is 5.5 °C to 16.7 °C. Some spot measurements of surface temperature using a hand held infrared red gun did find some

temperature reductions to be at the upper end of this range. The difference in spot measurements compared with average could be due to underlying surface materials contributing to additional heat retention or if the surface has been exposed to differing levels of shade leading into the time that data was collected.



In the 2017 Western Adelaide Heat Mapping Study asphalt roads measured 3.0°C above the regional average temperature and were identified as a "hot spot" surface. Therefore, in a broader heat island context, the 6.1 °C cooling provided by the CoolSeal treatment should be capable of transforming the road surface from a heating source into a cooling surface. This is important for the Hendon precinct, which was shown in the 2017 study to have several large heat islands.

Air temperature and thermal comfort

Although some cooling of air temperatures over the CoolSeal area was measured, due to the variability of results across sites, it was not possible to directly attribute the air temperature reduction to the CoolSeal application for this assessment. The variability in the results is most likely to have been caused by wind mixing the air column adjacent to the weather stations. Reassessing air temperature under still conditions is likely to provide clearer results.

² Zittera, C.D., Pedersenb, E.J., Kucharikc, C.J. and Turnera, M.G. (2018). Scale-dependent interactions between tree canopy cover and impervious surfaces reduce daytime urban heat during summer. *Proceedings of the National Academy of Sciences of the United States of America*. 116 (15) 7575-7580. www.pnas.org/cgi/doi/10.1073/pnas.1817561116.



COOLING ROADS IN HENDON

An assessment of the 2019 CoolSeal trial

As for air temperature, the differences in thermal comfort could not be directly attributed to CoolSeal and was most likely due to the conditions on the day of data collection. However, the thermal comfort results confirm the effectiveness of trees in reducing the experience of heat, with the "feels like" temperature being 10°C lower under trees compared to exposed road surfaces. In addition, comparing air temperature data with and without trees suggests that trees provide a cooling influence of 1.3°C and are more effective at reducing heat than the CoolSeal.

A recent study from the USA (Ziter et al. 2019²) found that while tree canopy can reduce temperatures during the day, impervious surfaces like roads contribute much more to night time urban heat islands. This is supported by the 2017 Western Adelaide Heat Mapping Study results. Conducting this assessment again at night would help to better understand whether the CoolSeal is more effective at reducing air temperature and thermal comfort during the night.

Key messages

- CoolSeal reduces the average surface temperature of the road but at the lower end of its advertised range.
- Surface temperature reductions are likely to be enough to mitigate hot spots and urban heat islands caused by asphalt roads.
- Trees proved to be better overall at reducing surface and temperature and improving thermal comfort, however, CoolSeal may provide an important alternative in areas where trees cannot be planted or where canopy will take a long time to develop.

5. Cost comparison for seal coat road surface preservation treatment

The traditional approach to road seal preservation by the City of Charles Sturt is to use a polymer modified binder treatment. This is sprayed on the road surface using a truck mounted tank at an application rate of 1 litre per m². In contrast, CoolSeal is manually applied to the road surface using a truck mounted tank at an application rate of 1.5 – 1.7 litres per m². Due to its thicker application it takes longer to cure.

The standard life and cost range for both products is:

	Standard Seal Coat	Cool Seal Coat
Standard Life	5 - 7 years	7 - 10 years
Cost range	\$6/m ² to \$8/m ²	\$13/m ² to \$15/m ²

The unit rate of the cost range for both treatments is based on an area less than 10,000 square metres and includes initial road sweeping, surface priming, customer notification, line marking and standard traffic management. Not included in the unit rate are ad hoc maintenance costs such as reapplying the CoolSeal coat after road or utility repairs. The difference in unit cost is due to CoolSeal containing additional high-performance materials and a greater quantity of material per unit area, the importing costs and potentially its application being more labour intensive dependent on additional surface preparation that may be required for the treatment road surface based on its condition prior to priming.

However, the trial does indicate that the higher upfront project cost of applying the CoolSeal coat rather than a standard seal coat is likely to be offset by the benefits of a longer asset life. In addition, a cool road surface will assist in reducing urban heat islands, which the standard seal coat does not provide.

6. Applicability of results elsewhere

This trial of CoolSeal in Hendon produces strong evidence that CoolSeal can reduce the surface temperature of asphalt roads.

The observation from past urban heat island analyses in Western Adelaide, and Eastern and Northern Adelaide, that asphalt roads measure 3 to 4 °C above baseline temperature means that even at the lower end of its marketed surface temperature reduction range, CoolSeal could transform a road surface from a heating source into a cooling surface. While the benefits from daytime cooling compared with trees is not as great, further testing is needed to understand the night-time benefits.

The results from this study also suggest that given the change in the appearance of the road surface, small trial areas supported by strong community engagement before and after the application of the treatment are warranted.

Acknowledgements

This project was funded by the City of Charles Sturt and the Local Government Association of South Australia.

The CoolSeal was applied by SuperSealing.

Urban heat island analyses were undertaken by Seed Consulting Services, EnDev Geographic and Airborne Logic.

10.3.3 EMRC Council Meeting Minutes - 20 February 2020

Responsible Directorate:	Works and Infrastructure	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required	
Attachments:	1. Delegate's Report 2. Abridged Minutes 3. Investment Report	

SUMMARY

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

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

That Council receives the Eastern Metropolitan Regional Council's (EMRC's) Delegate's Report, Abridged Minutes and Investment Reports of the Council Meeting of 20 February 2020.

CR GIORGIA JOHNSON MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY: 10/0

BACKGROUND

The EMRC held a Council meeting on 20 February 2020 with Cr Lorna Clarke, Cr Giorgia Johnson, Cr Filomena Piffaretti - Deputy Mayor (Deputy Member/Observer) and Director of Works and Infrastructure in attendance.

EXTERNAL CONSULTATION

Not applicable.

OFFICER'S COMMENTS

The purpose of this report is to provide the Council with information detailing the items with implications for the City of Bayswater from 20 February 2020 EMRC Council Meeting.

Issues considered at the meeting which may impact or be of interest to the City of Bayswater are:

- Information Bulletin - Regional Services Activity Report October to December:
 - Key Regional Activities (Relevant to all Councils);
 - City of Bayswater:
 - Developed proposal for Stage 4 - Understanding Flood Risk;
 - Developed a Request for Quotation to obtain costs and complete Stage 4 deliverables.
 - Benchmarking Building Efficiency (BBE) Project awarded to Consulting Australia to carry out Phase 1 and 2 of the energy audits.
 - Facilitated data sharing between BBE consultant and the City.

- Letter of support from the City for the Forrestfield Airport Link (FAL) "Your Move" Program and sent to Department of Transport for submission to State Government for budgeting purposes.
- 2019 Waste Audit Results;
- Expression of Interest - EOI 2019-007 EMRC Food Organics, Garden Organics (FOGO) Processing;
- Mobile Aerated Floor System (MAFS) Update;
- Grants Awarded 2019-20:
 - Road Safety Commission Grant - Share the Space (\$22,000 including GST)

The Delegate's Report forms **Attachment 1** and the Abridged Minutes forms **Attachment 2**. The EMRC Investment Reports for November and December 2019 are contained in **Attachment 3**.

A full copy of the unconfirmed EMRC Council Meeting Minutes of 20 February 2020 can be obtained via the following link <https://www.emrc.org.au/council/council-and-committees/council-minutes.aspx>

LEGISLATIVE COMPLIANCE

Not applicable.

OPTIONS

Not applicable.

FINANCIAL IMPLICATIONS

As detailed in the Delegate's Report.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater's Strategic Community Plan 2017-2027 (as amended), 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 receive the report.

Attachment 1

Eastern Metropolitan Regional Council
1st Floor Ascot Place, 226 Great Eastern Hwy,
Belmont, Western Australia 6104
PO Box 234 Belmont Western Australia 6984

CITY OF BAYSWATER DELEGATES REPORT

The following report is based on the 20 FEBRUARY 2020 MEETING OF THE EMRC COUNCIL.

Council Minutes

1a Information Bulletin – Regional Services Activity Report October to December (Item 1.3)

Overview

Achievements highlighted for the period 1 October to 31 December 2019 include:

- All activities undertaken by the Environmental Services business unit for the ensuing period; and
- All activities undertaken by the Regional Development business unit for the ensuing period.

Resolution(s)

- For Noting

Implication(s) for City of Bayswater

- Participating member Council officer time on the two advisory groups: EDOG and RITS IAG.

City of Bayswater**Key Regional Actions (Relevant to all Councils)**

- Collecting regional data for mapping Perth's Eastern Region Cycle Route and identifying the missing links in order to further advocate for the missing link.
- Provided access to both the REMPLAN and id.Profile statistical tools and prepared an Economic Report Card for the region.
- Developed a concept to progress a Small Business Forum on the subject of effective utilisation of Social Media and delivered the forum.
- Prepared and disseminated media releases for local award-winning local businesses to help raise their profile in the wider community as part of the Business Exemplar program.
- Attended a WALGA Climate Change consultation session to discuss the Climate Change Issues Paper released by the state government.
- Held a RITS IAG quarterly meeting on 3 Dec with attendees from member Councils and key stakeholders, with guest speaker Lindsay Broadhurst, Main Roads WA, on the subject of 'Road Infrastructure Projects in Perth's Eastern Region'.
- Attended WALGA's Climate Change session on implementing sustainable transport, including electric vehicles.
- Applied for a Road Safety Council grant for the Share the Space 2020 campaign through Australian Government's Grant Connect initiative and prepared a project brief with a focus on disability, aged population and frequently asked questions.
- Meetings held with Lotterywest around regional events and opportunities for grant funding to trial autonomous vehicle.
- Attended the Western Roads Federation's WA Freight and Logistics Conference.
- Regional Road Safety Action Plan has been approved by the CEOAC and the Council. The plan has been endorsed by the RITS Implementation Advisory Committee. Printed and electronic copies are now available.
- Commenced discussion with School Drug Education and Road Aware for Road Safety Awareness among youth.
- Attended the LinkWA meeting to work out best possible freight outcomes for the extended region.
- Attracting Business Investment research, consultation and briefing notes have been delivered.
- Hosted an EDOG meeting on 10 December 2019, with guest presenter Darren Gillespie from the Department of Jobs, Tourism, Science and Innovation.
- Research, stakeholder consultation and milestone briefing note were delivered for the Business Attraction booklet project. Request for feedback on the briefing note were sent to Member Councils for input.
- Acquittal was submitted and processed for the 2019 Avon Descent. Grant funds were distributed to Councils based on the acquittal and application prepared and submitted early December to Lotterywest for the 2020 Avon Descent.
- Hello Spring Events were shared on our social media platforms. The Hello Spring Campaign ceased online at the end of Nov, which saw approximately 30 events posted.
- Updated the EMRC's website perthseasternregion.com.au with information, workshops and events occurring in the region such as Bush Skills 4 Youth and Bush Skills for the Hills, the Greenpage Newsletter and events occurring in participating member Council areas.

City of Bayswater

- Developed a proposal for Stage 4 of the Understanding Flood Risk project and sent to stakeholders and participating Councils for review.
- Developed an RFQ to obtain costs and complete the proposed Stage 4 deliverables.
- BBE Project award to Consulting Australia as the Consultants to carry out Phase 1 and 2 of the energy audits and hosted a BBE kick-off meeting and subsequent meeting with the Consultant to progress the project.
- Facilitated data sharing between the BBE Consultant and the City.
- Secured a letter of support from the City for the Forrestfield Airport Link (FAL) 'Your Move' program and sent it to the Department of Transport for their submission to state government for budgeting purposes.



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2 Waste Advisory Committee Minutes February 2020

2a 2019 Waste Audit Results (Item 11.1)

Overview

- The Southern Metropolitan Regional Council (SMRC) was appointed in October 2019 to conduct an audit of the member Council rubbish bins.
- Six hundred bins were audited between October 2019 and December 2019 at the SMRC's Canning Vale audit facility.
- A total of 8,732 kg of waste was collected and audited against the various waste audit categories.
- There was an average of 27% recyclables in the bins (paper, cardboard, plastics, glass, aluminium and steel).
- The average organics content was 55.1%, which included food waste, packaged food waste, green waste, timber and other putrescible waste, of which 43.5% would be considered as processible FOGO waste.
- There was an average of 5.2 eligible CDS containers per household per week.
- Results of the Waste Audit 2019 will be used in the modelling of FOGO collections and in the tender for a FOGO processing facility.

Resolution(s)

That:

1. The report be received.
2. The results from the 2019 Waste Audit be used in the tender process for a FOGO processing facility and in the FOGO modelling study.

Implication(s) for City of Bayswater

- Results of the Waste Audit 2019 will inform member Council waste education.



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2b Expression Of Interest – EOI 2019-007 EMRC Food Organics, Garden Organics (FOGO) Processing (Item 11.2)

Overview

- The call for Expressions of Interest was advertised on 7 December 2019 and closed on 7 January 2020.
- Eleven (11) submissions were received by the closing time.
- One of the submissions was non-compliant.
- The Evaluation Committee has completed the assessment of the submissions against the selection criteria.

Resolution(s)

That:

1. The following respondents to the Expression of Interest 2019-007 are listed as Acceptable Tenderers:
 - a. Barpa Pty Ltd;
 - b. Hitachi Zosen Inova Australia Pty Ltd;
 - c. Pindan Contracting Pty Ltd;
 - d. Sacyr Environment Australia Pty Ltd; and
 - e. Veolia Environmental Services (Australia) Pty Ltd.
2. The following respondents to the Expression of Interest 2019-007 are not listed as Acceptable Tenderers:
 - a. Aurigen Group
 - b. Biogass Renewables Pty Ltd;
 - c. Cleanaway Pty Ltd;
 - d. FOCUS Enviro (EMER Pty Ltd);
 - e. Re.Group Pty Ltd; and
 - f. Skala Australasia Pty Ltd.
3. The respondents to Expression of Interest 2019-007 be advised of the outcome of the assessment.
4. The attachment remain confidential and be certified by the Chairman and CEO.

Implication(s) for City of Bayswater

- Processing of FOGO waste in line with the EMRC FOGO Strategy.



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2c Mobile Aerated Floor System (MAFS) Update (Item 11.3)

Overview

- The re-tender for the design, supply, install and maintain of a Mobile Aerated Floor System (MAFS) was awarded to the contractor Spartei Pty Ltd by Council at its 5 December 2019 meeting.
- Procurement of the MAFS to process up to 10,000 tonnes per annum of Food Organics and Garden Organics (FOGO) waste is underway and the installation is expected to be completed in March/April 2020 ready for the commencement of member Council FOGO waste deliveries in July 2020.
- A licence amendment for the Red Hill Waste Management Facility is being progressed with the Department of Water and Environment Regulation (DWER) for the FOGO trial.
- The negotiations with DWER have resulted in the requirement to purchase additional items of equipment for odour management during the composting process.
- Additional capital expenditure of \$40,000 is required to be authorised.

Resolution(s)

That Council, by absolute majority, authorise the expenditure of \$40,000 (ex GST) from the Secondary Waste Reserve for the purchase of additional equipment for the Mobile Aerated Floor System (MAFS) to meet the regulatory requirements for odour management.

Implication(s) for City of Bayswater

- The Town of Bassendean and the City of Bayswater are participating in the FOGO Trial.



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Grants Awarded in 2019/2020 financial year.

Name of Grant	\$ Grant Amount Awarded
<p>Road Safety Commission Grant – Share The Space</p> <p>This project aims to produce a reinvigorated 'Share the Space' campaign to raise awareness around the use of principal shared paths (PSP) safe active streets (SAS) and use of diverse transport modes with a focus on disabled or aged persons. This campaign will include the use of communication media including images, marketing and advertising materials and a set of short videos. These materials will align with the messaging of the previous "Share the Space" campaign and will aim to inspire compassion and raise awareness of disabled and aged persons to ensure these people are included safely when sharing the space within the PSP and SAS. This campaign will improve road safety through raising awareness of shared spaces and all types of people that use them.</p>	<p>\$22,000 (incl GST)</p>

Attachment 2



**ABRIDGED
MINUTES**

Ordinary Meeting of Council

20 February 2020

ORDINARY MEETING OF COUNCIL

ABRIDGED MINUTES

20 February 2020

(REF: D2019/18481)

An Ordinary Meeting of Council was held at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Thursday 20 February 2020**. The meeting commenced at **6:03pm**.

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EMRC
Abridged Minutes - Ordinary Meeting of Council 20 February 2020
Ref: D2020/04218



1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 6:03pm, welcomed visitors and acknowledged the traditional custodians of the land.

Kaya Maaman, Kaya Yorga, Kaya Bridia
Ngalak kaartij windji ngalak nynininy
Ngalak kaartij nidja boodja baal Whadjuk Noongar Boodja ngalak nynininy
Koorah, Nitja yeyi, Boordahwan

Translation

Greetings everyone
We all understand where we are meeting.
We know that we meet on the lands of the Whadjuk Noongar people
Always was, always will be.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Councillor Attendance

Cr Jai Wilson (Chairman)	EMRC Member	Town of Bassendean
Cr Doug Jeans (Deputy Chairman)	EMRC Member	Shire of Mundaring
Cr Kathryn Hamilton	EMRC Member	Town of Bassendean
Cr Lorna Clarke	EMRC Member	City of Bayswater
Cr Giorgia Johnson	EMRC Member	City of Bayswater
Cr Janet Powell	EMRC Member	City of Belmont
Cr Lesley Boyd	EMRC Member	City of Kalamunda
Cr Dylan O'Connor	EMRC Member	City of Kalamunda
Cr John Daw	EMRC Member	Shire of Mundaring
Cr Charlie Zannino	EMRC Member	City of Swan
Cr Ian Johnson (Deputising for Cr Congerton)	EMRC Deputy Member	City of Swan

Leave of Absence Previously Approved

Cr Congerton (from 15/02/2020 to 02/03/2020 inclusive)

Apologies

Cr Steve Wolff	EMRC Member	City of Belmont
Cr Cameron Blair	EMRC Deputy Member	City of Kalamunda

EMRC Officers

Mr Marcus Geisler	Chief Executive Officer
Mr Hua Jer Liew	Chief Financial Officer
Mr Steve Fitzpatrick	Chief Project Officer
Mrs Wendy Harris	Chief Sustainability Officer
Ms Theresa Eckstein	Executive Assistant to Chief Executive Officer
Mrs Annie Hughes-d'Aeth	Personal Assistant to Chief Financial Officer (Minutes)

EMRC Observers

Mr David Ameduri	Manager Financial Services
Miss Izabella Krzysko	Manager Procurement & Governance
Mr Chris Snook	Information Services Support Officer
Miss Marie-Helene Geisler	Communications Intern

EMRC
Abridged Minutes - Ordinary Meeting of Council 20 February 2020
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Item 2 continued

Observer(s)

Cr Filomena Piffaretti	EMRC Deputy Member	City of Bayswater
Mr Doug Pearson	Director Works and Infrastructure	City of Bayswater
Ms Melanie Reid	Director Infrastructure Services	City of Belmont
Mr Brett Jackson	Director Asset Services	City of Kalamunda
Mr Brice Campbell	Recycling & Waste Coordinator	Town of Bassendean

7 APPLICATIONS FOR LEAVE OF ABSENCE

7.1 CRS LORNA CLARKE, AND KATHRYN HAMILTON - LEAVE OF ABSENCE

COUNCIL RESOLUTION(S)

MOVED CR ZANNINO SECONDED CR IAN JOHNSON

THAT COUNCIL APPROVE APPLICATIONS FOR LEAVE OF ABSENCE FOR CR CLARKE FROM 19 MARCH 2020 TO 22 MARCH 2020 INCLUSIVE AND CR HAMILTON FROM 19 MARCH 2020 TO 21 MARCH 2020 INCLUSIVE.

CARRIED UNANIMOUSLY

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 5 DECEMBER 2019

That the minutes of the Ordinary Meeting of Council held on 5 December 2019 which have been distributed, be confirmed.

COUNCIL RESOLUTION

MOVED CR JEANS SECONDED CR ZANNINO

THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 5 DECEMBER 2019 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

**CARRIED 10/1
Cr G Johnson Against**

9.2 MINUTES OF SPECIAL MEETING OF COUNCIL HELD ON 23 JANUARY 2020

That the minutes of the Special Meeting of Council held on 23 January 2020 which have been distributed, be confirmed.

COUNCIL RESOLUTION

MOVED CR JEANS SECONDED CR DAW

THAT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 23 JANUARY 2020 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

CARRIED UNANIMOUSLY

EMRC
Abridged Minutes - Ordinary Meeting of Council 20 February 2020
Ref: D2020/04218



9.3 MINUTES OF SPECIAL MEETING OF COUNCIL HELD ON 6 FEBRUARY 2020

That the minutes of the Special Meeting of Council held on 6 February 2020 which have been distributed, be confirmed.

Cr G Johnson questioned the confidentiality of Item 15.1 Container Deposit Scheme (CS) Refund and Aggregation Points of these minutes.

The CFO advised that the item was deemed confidential due to the commercial-in-confidence nature of its financial content.

Cr Boyd questioned why the procedural motion by Cr O'Connor was not included in the 6 February 2020 minutes.

The CFO advised an amendment reflecting the procedural motion could be included in the 6 February 2020 minutes if Council resolved to do so.

Cr O'Connor moved an amendment that his previous procedural motion be included in the 6 February 2020 minutes. This was seconded by Cr Jeans.

Amended Recommendation

That the minutes of the Special Meeting of Council held on 6 February 2020 which have been distributed, be amended to include the procedural motion by Cr O'Connor at item 15.1 Container Deposit Scheme (CDS) Refund And Aggregation Points.

COUNCIL RESOLUTION

MOVED CR O'CONNOR SECONDED CR JEANS

THAT THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 6 FEBRUARY 2020 WHICH HAVE BEEN DISTRIBUTED BE CONFIRMED, SUBJECT TO AMENDMENT OF:

ITEM 19.1 THE FOLLOWING RESOLUTION IS TO BE ADDED FIRST:

MOVED CR O'CONNOR SECONDED CR BOYD

THAT THE DIRECTOR ASSET SERVICES OF THE CITY OF KALAMUNDA BE ALLOWED TO ADDRESS THE MEETING.

MOTION LOST 4/8

**CARRIED 10/1
Cr Boyd Against**

POST MEETING NOTE

The amendments had already been included in the minutes of the Confidential Report of the Special Council Meeting held on 6 February 2020 under Item 15.1 Container Deposit Scheme (CS) Refund and Aggregation Points where the motion was put to a vote behind closed doors previously. This will now be reflected also in the minutes available to the public.

EMRC
Abridged Minutes - Ordinary Meeting of Council 20 February 2020
Ref: D2020/04216



11 QUESTIONS BY MEMBERS WITHOUT NOTICE

CDS/Media Enquiries

Cr Boyd made an enquiry as to the source of the information obtained by the Echo newspaper identifying those Councils which did not support the CDS motion.

The Chairman and CEO both advised Cr Boyd that no information was provided by the EMRC on any member Councils individual support as the item was confidential.

Cr Boyd asked if the EMRC would be releasing the reason as to why the EMRC are not involved in the CDS scheme.

The CEO advised that no media statement has been released and only that the EMRC remains supportive of CDS.

Cr O'Connor requested after some discussion if Councillors could receive a copy of any media correspondence so that they are across information being released to media outlets.

The CEO advised that while this request was not common practice and that the Chairman represents the EMRC as the spokesperson, he would be happy to provide copies of media correspondence for information only.

Organisational Restructure

Cr O'Connor queried why the recent restructuring that took place in senior management of the EMRC was not presented to Council for approval.

The CEO responded that the Chairman and Deputy Chairman were consulted.

Cr O'Connor further enquired when the next Chief Executive Officer Performance Review Committee (CEOPRC) meeting will be held, to which the CEO replied that it will be held on Thursday 27 February 2020.

EMRC
Abridged Minutes - Ordinary Meeting of Council 20 February 2020
Ref: D2020/04218



14 REPORTS OF EMPLOYEES

QUESTIONS

The Chairman invites questions from members on the reports of employees.

- Item 14.1 LIST OF ACCOUNTS PAID DURING THE MONTHS OF NOVEMBER AND DECEMBER 2019
- Item 14.2 FINANCIAL REPORT FOR PERIOD ENDED 30 NOVEMBER 2019
- Item 14.3 FINANCIAL REPORT FOR PERIOD ENDED 31 DECEMBER 2019
- Item 14.4 REVIEW OF DELEGATED POWERS AND DUTIES
- Item 14.5 LAND ALLOCATION FOR PROPOSED PEPPERCORN LEASE(S) OF A PORTION OF RED HILL WASTE MANAGEMENT FACILITY AND HAZELMERE RESOURCE RECOVERY PARK
- Item 14.6 ITEMS CONTAINED IN THE INFORMATION BULLETIN

Cr Clarke questioned the downward trend in sales figures shown over the two financial reports Items 14.2 and 14.3.

The CEO advised that the EMRC is in a strong financial position and that the recent drop in sales was due to the reduced tonnages received from member Councils, energy sales not taking place at present with the Wood Waste to Energy (WWE) project, the timing and sales of stockpiles of ferricrete and timing of royalty payments from the Red Hill Power Station.

The following questions were asked by Councillors in relation to Item 14.5 Land Allocation For Proposed Peppercorn Lease(s) Of A Portion of Red Hill Waste Management Facility and Hazelmere Resource Recovery Park:

- Value to the EMRC;
- Is the land at Hazelmere vacant;
- Infrastructure cost;
- Requirement for plant and equipment
- Financial Exposure;
- Lease time;
- Overflow traffic; and
- OSH.

The CEO advised in general that the arrangement was attributable to the EMRC not being directly involved in the CDS Scheme. As WARRRL would like to have access to the strategic locations owned by the EMRC, recent discussions with WARRRL provided an alternative option for the EMRC, which involved making sites available in order for the CDS scheme to succeed. The CEO advised that the arrangement will add additional community value to the future community recycling centres at these sites and will be with a not-for-profit organisation and as such is exempted from requiring the EMRC to hold a public tender or to give local public notice for a lease arrangement. The CEO also noted that there was no financial exposure to the EMRC.

RECOMMENDATION(S)

That with the exception of items which are to be withdrawn and dealt with separately, Council adopts the recommendations in the Reports of Employees (Section 14).

COUNCIL RESOLUTION(S)

MOVED CR DAW

SECONDED CR G JOHNSON

THAT WITH THE EXCEPTION OF ITEM 14.5 WHICH IS TO BE WITHDRAWN AND DEALT WITH SEPARATELY, COUNCIL ADOPTS THE RECOMMENDATIONS IN THE REPORTS OF EMPLOYEES (SECTION 14).

CARRIED UNANIMOUSLY

EMRC
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14.5 LAND ALLOCATION FOR PROPOSED PEPPERCORN LEASE(S) OF A PORTION OF RED HILL WASTE MANAGEMENT FACILITY AND HAZELMERE RESOURCE RECOVERY PARK

COUNCIL RESOLUTION(S)

MOVED CR ZANNINO

SECONDED CR CLARKE

THAT COUNCIL;

1. APPROVES IN-PRINCIPLE SUPPORT FOR A PEPPERCORN LEASE OF APPROXIMATELY 0.4 HECTARES OF UNIMPROVED LAND WITHIN LOT 2 TOODYAY ROAD, RED HILL AND LOT 301, LAKES ROAD HAZELMERE FOR THE ESTABLISHMENT OF CDS REFUND POINT AND AGGREGATION POINTS.
2. AUTHORISES THE CEO TO ENTER INTO NEGOTIATIONS WITH A NOT-FOR-PROFIT ORGANISATION(S) THAT HAS BEEN RECOMMENDED BY WARRRL, FOR THE PURPOSE OF OPERATING A CDS REFUND AND AGGREGATION POINT AT EACH OF ABOVE LOCATIONS.

CARRIED 9/2
Crs O'Connor and Boyd Against

EMRC
Abridged Minutes - Ordinary Meeting of Council 20 February 2020
Ref: D2020/04216



15 REPORTS OF COMMITTEES

15.1 WASTE ADVISORY COMMITTEE MEETING HELD 13 FEBRUARY 2020 (REFER TO MINUTES OF COMMITTEE) REFERENCE: D2020/00688 (WAC) – D2020/01091

The minutes of the Waste Advisory Committee meeting held on 13 February 2020 accompany and form part of this agenda – (refer to section of 'Minutes of Committees' for Council accompanying this Agenda).

QUESTIONS

The Chairman invited general questions from members on the minutes of the Waste Advisory Committee.

RECOMMENDATION(S)

That with the exception of items, which are to be withdrawn and dealt with separately, Council adopts the recommendations in the Waste Advisory Committee report (Section 15.1).

COUNCIL RESOLUTION(S)

MOVED CR G JOHNSON

SECONDED CR O'CONNOR

THAT COUNCIL ADOPTS THE RECOMMENDATIONS IN THE WASTE ADVISORY COMMITTEE REPORTS (SECTION 15.1).

CARRIED UNANIMOUSLY

EMRC
Ordinary Meeting of Council 20 February 2020
Ref: D2019/18481



17 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

17.1 NOTICE OF MOTION RECEIVED FROM CR FILOMENA PIFFARETTI

In accordance with Clause 4.18 of the *EMRC Standing Orders Local Law 2013*, Cr Piffaretti has given notice of her intention to table the following motion for Councillors to consider at the Ordinary Meeting of Council to be held on 20 February 2020:

Motion

That Council request the Chief Executive Officer to make the necessary arrangements to enable audio recordings of Council and Committee Meetings open to the public and that the audio recordings of each of the meetings open to the public be placed on the Council's website to enable public access.

Rationale provided by Cr Piffaretti

While the official record of the meeting will be the written minutes prepared in accordance with the requirements of the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*, recording Council and Committee meetings will assist in the preparation of the minutes of the meeting to ensure the minutes are a complete and accurate record, consistent with the requirement of the *Local Government Act 1995*.

The reasons for making audio recordings available and open to the public for Council and Committee meetings and placing the recordings on the Council's website to enable public access are:

- Improved accessibility of Council and Committee meetings by the public and broader community;
- Improved recording of the participation and interaction in Council and Committee meetings;
- Improved communication of the Council's forthcoming plans and projects to the public;
- Improved transparency and accountability in the decision making process of Council and Committees by the increased focus on comments made in debate by individuals;
- Reduce negative perceptions (if any);
- To provide a complementary resource in addition to the formal minutes of the meeting;
- Potential to maintain a record of a meeting for future reference; and
- To maintain a more historical and accurate record of meetings than traditional written minutes.

The recordings will confirm comments made by Councillors and Committee Officers and clarify any resolutions adopted by Council or Committee. This will assist in confirming and clarifying any actions requested or agreed to be undertaken by Council, Committee Members and EMRC Officers.

Officer Comments

EMRC Officers are supportive of the proposal should Council resolve to proceed with audio recordings. The purpose of audio recording is to ensure that a true and accurate account of the debate and discussions at meetings is available and to assist in the preparation of the minutes of Council and Committee meetings.

Per clause 5.14(1) of the *EMRC Standing Orders Local Law 2013*, "...a person must not use any electronic, visual or vocal recording device or instrument to record the proceedings of the Council or a committee without the permission of the Council."

However, per clause 5.14(2) the above clause 5.14(1) does not apply with the permission of the Council. Thus, to implement the proposal of having audio recording of Council and Committee meetings, all that will be required is for Council to resolve by resolution to allow for the recording of Council and Committee meetings.

To assist Council with this decision and be fully informed, there are other matters that will need to be considered:

EMRC
Ordinary Meeting of Council 20 February 2020
Ref: D2019/18481

Item 17 continued

1. *Risk considerations including legal proceedings*

Public Council meetings are an open forum of statements, questions, answers and debates. Occasionally, some things that are said may be regarded as offensive, defamatory or contrary to law. When such statements occur during a meeting that is not recorded, the potential for damage is generally confined to the audience in attendance. In contrast, when a recording of a meeting is published the audience is potentially far greater, increasing the likelihood and/or severity of potential liability.

This may have the opposite effect by reducing debate as Councillors and officers may be concerned about exposure to legal liabilities to express their opinions while being recorded with the view of the audio recording is to be published electronically. There will also be an increased likelihood of deferral motions to allow Councillors to consider and review all available facts and as well as time to seek additional consultation.

2. *Recordkeeping*

Audio recordings must be retained in accordance with the *State Records Act 2000*. Disposal of audio recordings must be in accordance with the General Disposal Authority for Local Government Records, which states in ref. 25.1.3 that audio recordings of Council meetings can be destroyed one year after confirmation of the minutes.

3. *Reproduction of recordings*

Other issues surrounding the recording and publication of minutes of meetings is that Council will need to put measures into place to control any reproduction, distribution, republication and/or retransmission of Council meeting audio recordings to be done with the prior written consent of the Council.

4. *Implementation and ongoing costs*

To implement the proposal to introduce audio recording, there will be a financial capital cost. EMRC Officers will require time to investigate the available audio recording options and to seek quotations should the amount be less than \$150,000 (excl. GST). Should the cost be in excess of \$150,000 (excl. GST), then a tender has to be publicly invited per r.11(1) of the *Local Government (Functions and General) Regulations 1996*.

To ensure compliance with the *State Records Act 2000*, there will be ongoing costs for electronic hosting of the audio recordings as well as destruction of the audio recordings.

5. *New Policy will be required*

It is imperative that a policy also be developed for Council adoption prior to implementing audio recordings of Council meetings. The policy must define a range of matters including but not limited to the scope, the limitations to public access to the type of audio recordings (such as Confidential items) and responsibilities with regards to the opinions expressed or statements made by persons during the course of Council meetings and contained are the opinion / statements of those individual persons, not the EMRC.

6. *Time & Money*

EMRC Officers request additional time to investigate this request to: review the available options and their costs for Council to consider and include in the 2020/2021 Annual Budget; explore the risk of its implementation; identify and develop risk treatment plans to manage any downside risks; and develop a policy for Council to consider.

It is also proposed that budget provisions be allowed for as part of the 2020/2021 Annual Budget should Council resolve to proceed with the implementation of audio recordings.

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Item 17.1 continued

RECOMMENDATION(S)

That Council request the Chief Executive Officer to make the necessary arrangements to enable audio recordings of Council and Committee Meetings open to the public and that the audio recordings of each of the meetings open to the public be placed on the Council's website to enable public access.

Cr Giorgia Johnson moved the motion which was seconded by Cr Hamilton.

The Chairman asked if any members were against allowing Deputy member, Cr Piffaretti to speak to the motion as she was not a participating member at the meeting.

Cr Powell spoke against the request.

Cr Giorgia Johnson moved a procedural motion which was seconded by Cr Ian Johnson.

That Deputy member for the City of Bayswater, Cr Piffaretti be allowed to speak to the motion.

The Chairman put the procedural motion to the vote.

PROCEDURAL MOTION

THAT THE DEPUTY MEMBER FOR THE CITY OF BAYSWATER, CR PIFFARETTI BE ALLOWED TO SPEAK TO THE MOTION.

MOTION CARRIED 9/2
Crs Boyd and Powell Against

Cr Piffaretti provided an overview of the reason for the motion.

Discussion ensued on the rationale of the Notice of Motion and the current recording procedures of the respective member Councils.

Cr Powell suggested that the Notice of Motion be presented to a Committee in the first instance or a Special Council meeting be held to discuss this matter further.

The Chairman advised that the Notice of Motion was given within Standing Orders regulations and that Councillors could move a procedural motion instead.

Cr Jeans moved an amended motion:

Amended Notice of Motion

That Council request the Chief Executive Officer investigate the necessary arrangements and costs to enable audio recordings of Council and Committee Meetings open to the public and that the audio recordings of each of the meetings open to the public be placed on the Council's website to enable public access and for a report to be brought back to Council at the next meeting of Council.

Cr Giorgia Johnson seconded the amended motion.

The CEO advised that a full cost analysis would need to be investigated and will be brought back to Council for further discussion.

The Councillors advised whether each of their respective member Councils dealt with recording in regards to committee meetings.

EMRC
Ordinary Meeting of Council 20 February 2020
Ref: D2019/18481

Item 17.1 continued

COUNCIL RESOLUTION(S)

MOVED CR G JOHNSON

SECONDED CR HAMILTON

THAT COUNCIL REQUEST THE CHIEF EXECUTIVE OFFICER INVESTIGATE THE NECESSARY ARRANGEMENTS AND COSTS TO ENABLE AUDIO RECORDINGS OF COUNCIL AND COMMITTEE MEETINGS OPEN TO THE PUBLIC AND THAT THE AUDIO RECORDINGS OF EACH OF THE MEETINGS OPEN TO THE PUBLIC BE PLACED ON THE COUNCIL'S WEBSITE TO ENABLE PUBLIC ACCESS FOR A REPORT TO BE BROUGHT BACK TO COUNCIL AT THE NEXT MEETING OF COUNCIL.

CARRIED UNANIMOUSLY

20 FUTURE MEETINGS OF COUNCIL

The next meeting of Council will be held on **Thursday 19 March 2020** at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, Belmont WA 6104 commencing at 6:00pm.

Future Meetings 2020

Thursday	19 March		at	EMRC Administration Office
Thursday	23 April	(if required)	at	EMRC Administration Office
Thursday	21 May	(if required)	at	EMRC Administration Office
Thursday	18 June		at	EMRC Administration Office
Thursday	23 July	(if required)	at	EMRC Administration Office
Thursday	20 August	(if required)	at	EMRC Administration Office
Thursday	17 September		at	EMRC Administration Office
Thursday	22 October	(if required)	at	EMRC Administration Office
Thursday	3 December		at	EMRC Administration Office
January 2021 (recess)				

21 DECLARATION OF CLOSURE OF MEETING

There being no further business, the meeting was closed at 7:00pm.

Attachment 3

CASH AND INVESTMENTS NOVEMBER 2019

Actual June 2019	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
Municipal Cash and Investments					
1,495,314	3,302,534	Cash at Bank - Municipal Fund 01001/00	1,593,563	1,593,563	0 (F)
3,450	3,450	Cash on Hand 01019/00 - 02	3,450	3,450	0 (F)
11,251,348	9,321,324	Investments - Municipal Fund 02021/00	2,684,351	2,684,351	0 (F)
12,750,112	12,627,308	Total Municipal Cash	4,281,364	4,281,364	0 (F)
Restricted Cash and Investments					
1,937,863	1,956,749	Restricted Investments - Plant and Equipment 02022/01	564,514	564,514	0 (F)
2,709,862	2,736,272	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	2,900,531	2,900,531	0 (F)
20,180,980	20,377,656	Restricted Investments - Future Development 02022/03	21,861,282	21,861,282	0 (F)
1,098,527	1,109,233	Restricted Investments - Environmental Monitoring Red Hill 02022/04	1,203,445	1,203,445	0 (F)
37,510	37,875	Restricted Investments - Environmental Insurance Red Hill 02022/05	62,696	62,696	0 (F)
15,192	15,340	Restricted Investments - Risk Management 02022/06	15,461	15,461	0 (F)
602,871	608,746	Restricted Investments - Class IV Cells Red Hill 02022/07	220,591	220,591	0 (F)
312,586	315,633	Restricted Investments - Regional Development 02022/08	476,800	476,800	0 (F)
57,994,036	58,559,228	Restricted Investments - Secondary Waste Processing 02022/09	54,682,074	54,682,074	0 (F)
6,031,536	6,090,318	Restricted Investments - Class III Cells 02022/10	2,753,548	2,753,548	0 (F)
76,706	77,454	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	78,297	78,297	0 (F)
189,362	247,449	Restricted Investments - Accrued Interest 02022/19	274,000	274,000	0 (F)
0	0	Restricted Investments - Unrealised Loss/Gain on Investments 02022/20	0	0	0 (F)
960,622	969,984	Restricted Investments - Long Service Leave 02022/90	1,002,727	1,002,727	0 (F)
92,147,653	93,101,937	Total Restricted Cash	86,096,966	86,096,966	0 (F)
104,897,765	105,729,245	TOTAL CASH AND INVESTMENTS	90,377,330	90,377,330	0 (F)

The Cash at Bank - Municipal Fund represents the balance on the last day of the relevant month. Any portion of the balance available for investment is transferred into the Investment - Municipal Fund account in the following period. Funds held in the Cash at Bank - Municipal Fund continue to accrue interest as per the Westpac commercial rates.

EMRC Investment Report			
November 2019			
I. Overall Portfolio Limits			
S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %
AAA	A-1+	78.32%	100.00%
AA	A-1	12.81%	100.00%
BBB	A-2	8.87%	15.00%
		100.00%	
<p>Investment by S&P Rating</p> <p>A-1, 12.81%</p> <p>A-2, 8.87%</p> <p>A-1+, 78.32%</p>			
II. Single Entity Exposure			
	S&P Long Term Rating	S&P Short Term Rating	% Portfolio
AMP	BBB	A-2	4.43%
ANZ Banking Group	AAA	A-1+	16.26%
Bankwest	AAA	A-1+	0.00%
Bank of Queensland	BBB	A-2	0.00%
ING	AA	A-1	0.00%
ME Bank	BBB	A-2	4.43% *
NAB	AAA	A-1+	25.62%
Suncorp	AA	A-1	0.00% *
Westpac / St. George Bank	AAA	A-1+	36.45%
Macquarie Bank	A-1		12.81%
			100.00%
* Non-Fossil Fuel ADI (Authorised Deposit Taking Institution)			
III. Term to Maturity Framework			
Maturity Profile	Investment Policy Guidelines		
	% Portfolio	% Min	% Max
Less Than 1 Year	100.00%	40%	100%
Greater than 1 year & less than or equal to 3 years	0.00%	0%	60%
	100.00%		
IV. Fossil Fuel Divestment			
	% Portfolio		
Non-Fossil Fuel ADI's	4.43%		
Fossil Fuel ADI's	95.57%		
	100.00%		

NB: This report is consistent with the reporting requirements of the Policy 3.3 - Management of Investments Policy



CASH AND INVESTMENTS

DECEMBER 2019

			Full Year		
Actual June 2019	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance
Municipal Cash and Investments					
1,495,314	3,102,951	Cash at Bank - Municipal Fund 01001/00	1,593,563	1,593,563	0 (F)
3,450	3,450	Cash on Hand 01019/00 - 02	3,450	3,450	0 (F)
11,251,348	9,759,469	Investments - Municipal Fund 02021/00	5,852,213	5,852,213	0 (F)
12,750,112	12,865,870	Total Municipal Cash	7,449,226	7,449,226	0 (F)
Restricted Cash and Investments					
1,937,863	1,958,320	Restricted Investments - Plant and Equipment 02022/01	(80,444)	(80,444)	0 (F)
2,709,862	2,738,468	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	2,906,437	2,906,437	0 (F)
20,180,980	20,394,014	Restricted Investments - Future Development 02022/03	21,827,663	21,827,663	0 (F)
1,098,527	1,110,124	Restricted Investments - Environmental Monitoring Red Hill 02022/04	1,209,362	1,209,362	0 (F)
37,510	37,906	Restricted Investments - Environmental Insurance Red Hill 02022/05	62,712	62,712	0 (F)
15,192	15,352	Restricted Investments - Risk Management 02022/06	15,466	15,466	0 (F)
602,871	609,235	Restricted Investments - Class IV Cells Red Hill 02022/07	219,780	219,780	0 (F)
312,586	315,886	Restricted Investments - Regional Development 02022/08	476,922	476,922	0 (F)
57,994,036	58,606,233	Restricted Investments - Secondary Waste Processing 02022/09	54,450,892	54,450,892	0 (F)
6,031,536	6,096,206	Restricted Investments - Class III Cells 02022/10	2,756,472	2,756,472	0 (F)
76,706	77,516	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	78,093	78,093	0 (F)
189,362	336,565	Restricted Investments - Accrued Interest 02022/19	189,362	189,362	0 (F)
0	0	Restricted Investments - Unrealised Loss/Gain on Investments 02022/20	0	0	0 (F)
960,622	970,762	Restricted Investments - Long Service Leave 02022/90	1,000,808	1,000,808	0 (F)
92,147,654	93,265,587	Total Restricted Cash	85,113,526	85,113,526	0 (F)
104,897,765	106,131,457	TOTAL CASH AND INVESTMENTS	92,562,751	92,562,751	0 (F)

The Cash at Bank - Municipal Fund represents the balance on the last day of the relevant month. Any portion of the balance available for investment is transferred into the Investment - Municipal Fund account in the following period. Funds held in the Cash at Bank - Municipal Fund continue to accrue interest as per the Westpac commercial rates.

EMRC Investment Report			
December 2019			
I. Overall Portfolio Limits			
S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %
AAA	A-1+	75.00%	100.00%
AA	A-1	16.18%	100.00%
BBB	A-2	8.82%	15.00%
		100.00%	
<p>Investment by S&P Rating</p> <p>A-2, 8.82%</p> <p>A-1, 16.18%</p> <p>A-1+, 75.00%</p>			
II. Single Entity Exposure			
	S&P Long Term Rating	S&P Short Term Rating	% Portfolio
AMP	BBB	A-2	4.41%
ANZ Banking Group	AAA	A-1+	15.20%
Bankwest	AAA	A-1+	0.00%
Bank of Queensland	BBB	A-2	0.00%
ING	AA	A-1	0.00%
ME Bank	BBB	A-2	4.41%
NAB	AAA	A-1+	25.49%
Suncorp	AA	A-1	0.00%
Westpac / St. George Bank	AAA	A-1+	34.31%
Macquarie Bank	A-1		16.18%
			100.00%
* Non-Fossil Fuel ADI (Authorised Deposit Taking Institution)			
III. Term to Maturity Framework			
<u>Investment Policy Guidelines</u>			
Maturity Profile	% Portfolio	% Min	% Max
Less Than 1 Year	100.00%	40%	100%
Greater than 1 year & less than or equal to 3 years	0.00%	0%	60%
	100.00%		
IV. Fossil Fuel Divestment			
	% Portfolio		
Non-Fossil Fuel ADI's	4.41%		
Fossil Fuel ADI's	95.59%		
	100.00%		

NB: This report is consistent with the reporting requirements of the Policy 3.3 - Management of Investments Policy

10.4 Community and Development Directorate Reports**10.4.1 Proposed Amendment to Town Planning Scheme No. 24 to Rezone Lot 539 and a portion of Lot 211 Swan Bank Road, Maylands**

Responsible Branch:	Strategic Planning and Place	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required	
Attachments:	Nil	
Refer:	Item 10.4.3: OCM 28.05.2019 Item 9.1.6: PDSC 7.11.2017 Item 13.3.3: OCM 23.5.2017 Item 11.3.2.2: OCM 28.5.2013 Item 13.1.4: OCM 23.8.2011	

SUMMARY

On 28 May 2019, Council resolved to request that the Chief Executive Officer provide a report to Council regarding the preparation of a scheme amendment to rezone the Brickworks Lake area from 'Medium and High Density Residential R40' to 'Local Public Open Space'.

The area to be rezoned is as generally indicated in Concept F of the Maylands Brickworks Feasibility Study report dated May 2019.

The proposed amendment will reinforce the Brickworks Lake area's status as public open space, irrespective of any future reactivation of the Maylands Brickworks.

COUNCIL RESOLUTION
(OFFICER'S RECOMMENDATION)

That:

1. Council initiates Amendment No. 90 to the City of Bayswater Town Planning Scheme No. 24 to:
 - (a) Rezone Lot 539 and a portion of Lot 211 Swan Bank Road, Maylands from 'Medium and High Density Residential R40' to 'Local Public Open Space'; and
 - (b) Amend the Scheme Maps accordingly.
2. Council considers Amendment No. 90 to be 'standard' under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reasons:
 - (a) The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and
 - (b) The amendment is not a complex or basic amendment.
3. The scheme amendment documentation is forwarded to the Department of Water and Environmental Regulation for assessment, and the Department of Planning, Lands and Heritage - Heritage Directorate for comment.
4. Upon the Notice of Assessment from the Department of Water and Environmental Regulation being received (and issues raised being complied with), the proposed scheme amendment be advertised for public comment.

5. The proposed amendment is referred to Council for further consideration following public advertising.

CR CATHERINE EHRHARDT MOVED, CR ELLI PETERSEN-PIK SECONDED

CARRIED UNANIMOUSLY: 10/0

BACKGROUND

Planning History

In April 2017 the Heritage Directorate of the Department Planning, Lands and Heritage (DPLH) (formerly the State Heritage Office) approached the City to assist in reactivating the Maylands Brickworks by preparing concept plans and a feasibility study in relation to the enhancement and redevelopment of the site.

At the 23 May 2017 Ordinary Council Meeting, Council considered a report on the DPLH's offer, and resolved as follows:

"That:

- 1. Council supports initiation of the preparation of concept plans and feasibility study in relation to the enhancement and redevelopment of the Maylands Brickworks site (Stage 1) by the State Heritage Office.*
- 2. A Community Engagement Plan be prepared by the State Heritage Office and reported to the Planning and Development Services Committee that considers how the City, stakeholders and community will be involved in the preparation of the concept plans and feasibility study for the enhancement and redevelopment of the Maylands Brickworks site."*

At the Planning and Development Services Committee held 5 December 2017 Council considered a modified Maylands Brickwork Reactivation Community Engagement Plan and resolved as follows:

"That Council approves the modified Community and Stakeholder Engagement Plan: Maylands Brickworks as included in Attachment 1 to this report."

In February - March 2018 the DPLH undertook, in collaboration with the City, community engagement to ascertain the level of local support for the reactivation of the Maylands Brickworks. During this consultation period, the DPLH noted that a significant number of respondents expressed a view that the surrounding parkland environment and open space would be threatened by the Brickworks' reactivation, especially by any residential development.

In May 2019 the DPLH released the Maylands Brickwork Feasibility Study. The study investigated six options for the reactivation of the Brickworks and considered them in relation to financial feasibility, outcomes of the community consultation and the project principles. Concept F was developed partly in response to these comments and included a proposal to rezone Brickworks Lake and Lot 539 facing Peninsula Road from Medium and High Density Residential R40 to Public Open Space.

At the 28 May 2019 Ordinary Council Meeting, Council considered the above study and the outcomes of the community consultation, and resolved as follows:

"That Council:

- 1. Notes the Maylands Brickworks Feasibility Study report dated May 2019.*
- 2. Does not support proceeding with Concept F - Golf course clubhouse adaptation of the Brickworks Kiln with works to Pugmill / Drying Shed to be deferred as recommended in the Maylands Brickworks Feasibility Study report.*
- 3. Terminates the Reactivation of the Maylands Brickworks project with the Heritage Directorate of the Department of Planning, Lands and Heritage.*

4. Requests the Chief Executive Officer to consider alternate uses to reactivate the Maylands Brickworks, and considers an allocation of funds to undertake further studies relating to these investigations as a part of the 2020/21 budget process.
5. Requests the Chief Executive Officer to investigate external sources of funding to undertake the remaining conservation works identified in the Maylands Brickworks Conservation Management Plan and the further studies to consider alternate uses to reactivate the Maylands Brickworks.
6. Requests the Chief Executive Officer to provide an additional report to Council to prepare a scheme amendment to the City's Town Planning Scheme 24 to rezone the Brickworks Lake area as generally indicated in Concept F of the Feasibility Study to "Local Public Open Space" (instead of "Medium and High Density Residential R40")."

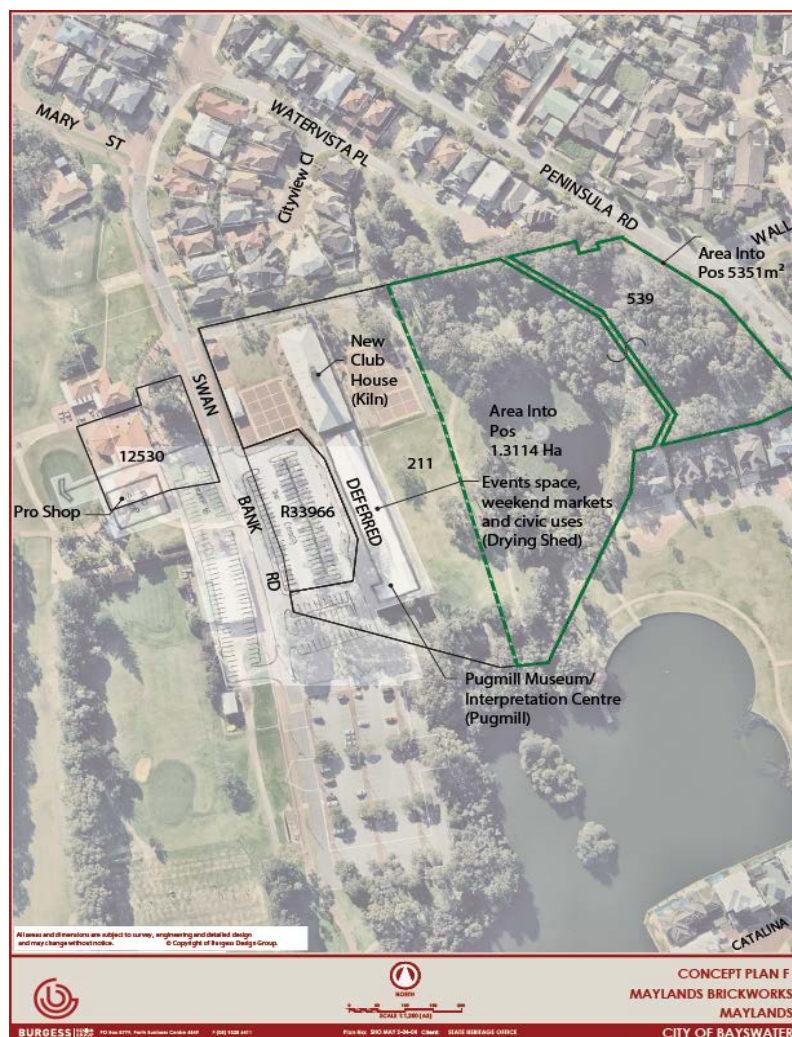
The Maylands Brickworks Feasibility Study can be downloaded via the following link:

<https://www.bayswater.wa.gov.au/development/heritage/municipal-heritage-inventory>

The proposed amendment was not included within the City's program of works at the time of the above resolution. Although the proposed amendment has not yet been initiated, as the land is City-owned, there was little risk of its development in the intervening period.

Physical Context

The subject land consists of Lot 539 and a portion of Lot 211 Swan Bank Road, Maylands, with a combined area of 1.84ha, as identified in the below Concept F of the Feasibility Study.



Lot 539 and the portion of Lot 211 form part of Lake Bungana Reserve. Both lots contain areas of remnant native vegetation, lawns and footpaths. Lot 539 also contains a small car park, while the portion of Lot 211 contains the Brickworks Lake and a playground by its south-eastern boundary. The reserve is surrounded by residential development to the north and east, while the former Maylands Brickworks stands to the west. The reserve continues to the south, beyond the boundary of Lot 211.



Strategic Planning Framework

Perth and Peel @ 3.5 million

The Perth and Peel @ 3.5million document suite provides a framework for the development of the Perth and Peel regions as the population reaches an estimated 3.5 million by 2050.

The Perth and Peel @3.5million suite of documents includes sub-region planning frameworks for the Central, North-West, North-East and South Metropolitan Peel sub-regions. The sub-regional frameworks are mechanisms for managing urban growth and achieving increased urban consolidation to accommodate the anticipated population growth. The subject lots are within the Central Metropolitan Sub-Regional Framework, which notes that population growth and higher density living need a high-quality interconnected green network of public and private open spaces.

The Framework also notes that the remaining green network is distributed across neighbourhood and district open spaces, sports fields associated with educational facilities, and foreshore beach reserves.

The Framework highlights that there is an increasing need to protect and enhance green network spaces and cater for recreation, sport, environmental and biodiversity values as urban density is increased.

Draft City of Bayswater Local Planning Strategy (LPS)

The City has prepared a draft LPS which was endorsed by Council at the Ordinary Council Meeting held 30 April 2019. The draft document is now with the Western Australian Planning Commission (WAPC) for consent to advertise. The LPS sets out the local government's objectives for future planning and development, such as activity centre planning, residential densities and building heights and includes a broad framework by which to pursue those objectives. The draft LPS identifies potential for increased housing densities in Maylands, to the north of the subject lots, which will depend on the amenity and recreational opportunities afforded by an extensive network of public open space.

City of Bayswater Public Open Space (POS) Strategy

The City has prepared a POS Strategy which was adopted by Council at the Ordinary Council Meeting held 26 March 2019, for the purpose of public consultation concurrent with the draft Local Planning Strategy.

The draft POS Strategy notes that the City's population is projected to significantly increase by 2026, with Maylands expected to see a 25% increase in population between 2016 and 2026. In particular, Maylands is projected to have a significant increase in the percentage of 35-54 year old residents.

Often, when planning POS, this age group is not specifically targeted when considering the types of spaces provided. To ensure POS in Maylands meets the needs of this age group more emphasis should be placed on engaging this age range during community engagement processes. The POS Strategy identifies the potential requirement for more Recreation Spaces in Maylands to meet the needs and expectations of the growing 35-54 year old population. Additionally, the document acknowledges that the Maylands and Bayswater town centres are anticipated to have significant increases in population, which will increase the pressure on their existing areas of POS.

Statutory Planning Framework

Metropolitan Region Scheme (MRS)

Under the MRS the subject lots are zoned as 'Urban'.

City of Bayswater Local Planning Scheme No. 24 (TPS 24)

TPS 24 currently zones Lots 539 and 211 as 'Medium and High Density Residential' with the R40 residential density code.



EXTERNAL CONSULTATION

No consultation has yet occurred with the public or other agencies on this matter. In the event that Council initiates the proposed amendment, the amendment will be advertised for at least 42 days in accordance with the requirements of Part 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015* by way of:

- Letters being sent to landowners within 400m of the subject land;
- Notification being published in the Eastern Reporter newspaper;
- The relevant public authorities being notified in writing of the amendment details;
- Information being placed on the City's engagement website; and
- Hard copies of the scheme amendment documentation being made available for inspection at the City's Civic Centre and libraries.

OFFICER'S COMMENTS

As shown on the location map above the subject area is currently developed and used by the local community as POS. There is a perception within the community that the area is already zoned reserved as POS and that the land will remain as POS into the future. The City has no plans to develop the land, despite its 'Medium and High Density Residential' zoning.

It is considered that the proposed rezoning will reinforce the City's position that the area will not be redeveloped and will formalise and reinforce its present use as POS, in line with the preference of the local community and point 6 of the Council resolution of 28 May 2019.

The proposed rezoning will also protect and enhance a component of the green network in Maylands, which will provide the City with opportunities to cater for recreation, sport, environmental and biodiversity values as urban density is increased in accordance with present State and local strategic directions.

LEGISLATIVE COMPLIANCE

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

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	<p>That:</p> <ol style="list-style-type: none"> 1. Council initiates Amendment No. 90 to the City of Bayswater Town Planning Scheme No. 24 to: <ol style="list-style-type: none"> (a) Rezone Lot 539 and a portion of Lot 211 Swan Bank Road, Maylands from 'Medium and High Density Residential R40' to 'Local Public Open Space'; and (b) Amend the Scheme Maps accordingly. 2. Council considers Amendment No. 90 to be 'standard' under the provisions of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> for the following reasons: <ol style="list-style-type: none"> (a) The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and
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	<p>(b) The amendment is not a complex or basic amendment.</p> <p>3. The scheme amendment documentation is forwarded to the Department of Water and Environmental Regulation for assessment, and the Department of Planning, Lands and Heritage - Heritage Directorate for comment.</p> <p>4. Upon the Notice of Assessment from the Department of Water and Environmental Regulation being received (and issues raised being complied with), the proposed scheme amendment be advertised for public comment.</p> <p>5. The proposed amendment is referred to Council for further consideration following public advertising.</p>	
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	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	It is considered that this option has a moderate community and stakeholder risk, as there may be objection from community members who wish to see further residential development occur on land adjacent to the Maylands Brickworks.	

Option 2	That:		
	1. Council initiates Amendment No. 90 to the City of Bayswater Town Planning Scheme No. 24, with other modification(s) as determined by Council.		
	2. Council considers Amendment No. 90 to be ‘standard’ under the provisions of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> for the following reasons:		
	(a) The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and		
	(b) The amendment is not a complex or basic amendment.		
	3. The scheme amendment documentation is forwarded to the Department of Water and Environmental Regulation for assessment and the Department of Planning, Lands and Heritage - Heritage Directorate for comment.		
4. Upon Notice of Assessment from the Department of Water and Environmental Regulation being received (and issues raised being complied with), causes the proposed scheme amendment documentation to be advertised for public comment.			
5. The proposed amendment is referred to Council for further consideration following public advertising.			
Risk Category		Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction		Moderate	
Reputation		Low	
Governance		Low	
Community and Stakeholder		Moderate	
Financial Management		Low	
Environmental Responsibility		Low	
Service Delivery		Low	
Organisational Health and Safety		Low	
Conclusion	It is considered that the risks of this option are dependent on the other modification(s) determined by Council.		

Option 3	That Council does not initiate Amendment No. 90 to the City of Bayswater Town Planning Scheme No. 24.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
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
Conclusion	It is considered that this option has moderate reputational and community and stakeholder risks as the community members have previously objected to the retention of the Medium and High Density Residential zone, which could facilitate the development of the subject land for residential purposes.	

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Scheme amendment advertisement

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

LTFP Impacts: This item is 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	\$400	-	-	-	-	-	\$14,000

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 B3: Quality built environment.

Theme: Our Community

Aspiration: An active and engaged community.

Outcome B3: A strong sense of community through the provision of quality services and facilities.

It is considered that rezoning the subject land would reinforce its present use as POS, in line with the preference of community members.

CONCLUSION

Lot 539 and a portion of Lot 211 Swan Bank Road are currently used as POS by the local community the community believe that the land will remain POS into the future. Further, the City has no plans to develop the land, despite its 'Medium and High Density Residential' zoning, and it is considered the proposed amendment will reinforce its status as POS, irrespective of any future reactivation of the Maylands Brickworks. In light of this it is recommended that Council initiates proposed Amendment No. 90 for public advertisement.

10.4.2 Proposed Amendment to Town Planning Scheme No. 24 to Rezone Lots 1, 22 and 100 Caledonian Avenue, Maylands

Responsible Branch:	Strategic Planning and Place	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required	
Attachments:	1. Special Control Area 2 and 4 comparison table 2. Scheme amendment document	
Refer:	Nil.	

SUMMARY

Council consideration is sought in relation to the initiation of a proposed amendment to Town Planning Scheme No. 24 (TPS 24) to rezone Lots 1, 22 and 100 Caledonian Avenue, Maylands from 'Maylands Activity Centre Special Control Area 4' to 'Maylands Activity Centre Special Control Area 2'.

The purpose of the amendment is to facilitate the redevelopment of the subject site with a range of land uses, which will be in keeping with the expected built form for development along the Guildford Road Activity Corridor.

COUNCIL RESOLUTION

(OFFICER'S RECOMMENDATION)

That:

1. Council initiates Amendment No. 89 to the City of Bayswater Town Planning Scheme No. 24 to:
 - (a) Rezone Lots 1, 22 and 100 Caledonian Avenue, Maylands from 'Maylands Activity Centre Special Control Area 4' to 'Maylands Activity Centre Special Control Area 2';
 - (b) Amend the existing first 'Side setback' provision as follows:
"A nil setback is permitted to a side boundary for a maximum of 2 storeys, except where that boundary adjoins a lot outside of SCA2";
 - (c) Insert a new second 'Side setback' provision as follows:
"The side setback of any level up to 2 storeys and facing an adjoining lot outside of SCA2 is to be a minimum of 5 metres";
 - (d) Amend the existing third 'Side setback' provision as follows:
"The boundary setback of any level above 4 storeys shall be setback at least 5 metres from the building line of the fourth storey, except where the building faces an adjoining lot in SCA4, in which case any level above 4 storeys may follow the building line of the second storey"; and
 - (e) Amend the Scheme Map accordingly.
2. The applicant prepares the scheme amendment documentation to the satisfaction of the City of Bayswater.
3. Council considers Amendment No. 89 to be 'standard' under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reasons:

- (a) The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.
 - (b) The amendment is not a complex or basic amendment.
4. The scheme amendment documentation is forwarded to the Department of Water and Environmental Regulation for assessment and the Department of Planning, Lands and Heritage - Heritage Directorate for comment.
 5. Upon Notice of Assessment from the Department of Water and Environmental Regulation being received (and issues raised being complied with), the proposed scheme amendment to be advertised for public comment.
 6. The proposed amendment is referred to Council for further consideration following public advertising.

CR CATHERINE EHRHARDT MOVED, CR ELLI PETERSEN-PIK SECONDED

CARRIED UNANIMOUSLY: 10/0

BACKGROUND

The subject site is composed of Lots 1, 22 and 100 Caledonian Avenue. Lot 100 has an area of 2,080m² and is developed with a pair of single-storey commercial buildings surrounded by parking and service areas, interspersed with small landscaped areas. Lot 1 has an area of 693m² and Lot 22 an area of 520m². Each is developed with a single house set in garden grounds. The combined area of the three lots is 3,293m². The topography across the lots slopes gently downward from north-west to south-east.

The majority of the site has a dual street frontage, with all three of the lots fronting onto Caledonian Avenue to the northeast, while the rear of Lots 22 and 100 abut Rowlands Street to the south-west. The rear of Lot 1 abuts a portion of Lot 104, which lies between the subject site and Guildford Road.



The amendment has been proposed by the owner of Lot 100; however, the owners of Lots 1 and 22 have been consulted and have signed letters giving their consent for their land to be included in the amendment.

Strategic Planning FrameworkPerth and Peel @ 3.5 million

The *Perth and Peel @ 3.5 million* document suite provides a framework for the development of the Perth and Peel regions as the population reaches an estimated 3.5 million by 2050.

The *Perth and Peel @3.5 million* suite of documents includes sub-region planning frameworks for the Central, North-West, North-East and South Metropolitan Peel sub-regions. The sub-regional frameworks are mechanisms for managing urban growth and achieving increased urban consolidation to accommodate the anticipated population growth. The subject lots are within the Central Metropolitan Sub-Regional Framework and are identified as being part of the Guildford Road Activity Corridor. The Framework identifies activity corridors as significant opportunities to accommodate increases in the density and diversity of mixed-use development, housing and employment along good quality, high frequency public transit routes. Under the framework, the subject site is within close proximity of other areas of interest, including the Maylands Activity Centre and the Meltham Station Precinct.

City of Bayswater Local Housing Strategy (LHS)

The LHS provides a strategic framework for the City's current and future housing needs. A key objective is to:

"facilitate a mix of housing choices to accommodate all ages and diverse lifestyles" and that "housing choice throughout the City is currently limited, given that 85% of dwellings have at least 3 bedrooms (ABS 2006)... At the same time, the City is experiencing the continued growth of 1 and 2 person households (currently representing 66% of households) and an ageing population (25% of the City's population is likely to be aged 65 years or over by 2050)."

The LHS also identifies several Focus Areas for Change to accommodate higher density development and provide opportunities for greater housing choice, close to established public transport networks and community services and facilities. The subject lots are located within an activity corridor node on Guildford Road, which has been selected due to:

- Its location along an identified activity corridor with direct links to Perth, the Swan Valley and Midland;
- Elements of existing commercial activity;
- Public open space within 400m;
- Servicing by four bus routes;
- Being within approximately 800m of a railway station; and
- Being well located to service local catchments.

The LHS states that appropriate zonings should be implemented in activity corridor nodes to encourage a mix of land uses.

Draft City of Bayswater Local Planning Strategy (LPS)

The City has prepared a draft LPS which was endorsed by Council at the Ordinary Council Meeting held 30 April 2019. The draft document is now with the Western Australian Planning Commission (WAPC) for consent to advertise. Once finalised, the LPS will supersede the LHS. The LPS sets out the local government's objectives for future planning and development, such as activity centre planning, residential densities and building heights and includes a broad framework by which to pursue those objectives. The draft LPS recognises both the existing Maylands Activity Centre and Guildford Road Activity Corridor.

The draft LPS states that in order to accommodate 15,800 additional residential dwellings by 2050, the City will need to increase residential densities in appropriate locations. To achieve this it will be necessary to provide for higher density residential and mixed use developments within the City's activity centres, station precincts and activity corridors.

The draft LPS also notes that the City's activity centres, station precincts and activity corridors currently lack a diversity of land uses and are underutilised. To improve this situation, the draft LPS proposes including additional land uses in the City's local planning scheme in activity corridors to activate streets, promote a night-time economy and increased employment.

Maylands Activity Centre Urban Design Framework

Under the Maylands Activity Centre Urban Design Framework, the lots are currently included within Precinct 4 - Residential A (Infill), which *"generally consists of predominantly single residential low and medium density dwellings"* and that *"the intent for the residential zone is to enable the development of underutilised land within proximity to the activity centre to provide a wide variety of residential types to cater for the growing needs of a diverse residential population."*

Statutory Planning Framework

Metropolitan Region Scheme (MRS)

Under the MRS the subject lots are zoned as 'Urban'.

City of Bayswater Local Planning Scheme No. 24 (TPS 24)

TPS 24 currently zones the lots as 'Maylands Activity Centre' with a Special Control Area (SCA) overlay - SCA4 for the purpose of a 'Character Residential Precinct' with the R60 residential density code. SCA4 and the R60 density code generally permit a building height of three storeys.

EXTERNAL CONSULTATION

No consultation has yet occurred with the public or other agencies on this matter. In the event that Council initiates the proposed amendment, it will be advertised for at least 42 days, in accordance with the requirements of Part 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, by way of:

- Letters being sent to landowners within 400m of the subject land;
- Notification being published in the Eastern Reporter newspaper;
- The relevant public authorities being notified in writing of the amendment details;
- Information being placed on the City's engagement website; and
- Hard copies of the scheme amendment documentation being made available for inspection at the City's Civic Centre and libraries.

OFFICER'S COMMENTS

Proposal

The applicant has requested an amendment to TPS 24 to:

- (a) Rezone Lots 1 and 22, 100 Caledonian Avenue, Maylands from 'Maylands Activity Centre Special Control Area 4' to 'Maylands Activity Centre Special Control Area 2'; and
- (b) Amend the Scheme Map accordingly.

Applicant's Justification

The applicant has cited the following justification for the proposed scheme amendment:

- *"The proposed scheme amendment to incorporate the subject site into Special Control Area 2 will provide for a more substantial development to occur with respect to the permitted building height whilst accommodating a wide range of land uses. This will lead to an increase in the range of commercial and residential land uses within the Maylands area.*
- *The future development will not detract from Special Control Area 4 as the property opposite the subject site at No. 207 Guildford Road is also located within Special Control Area 2. The inclusion of the subject site into Special Control Area 2 provides for a more regular boundary to the area containing Special Control Area 2. The proposal will maintain a stepping down of the development as you move west of the site, as would occur under the current provisions.*
- *The inclusion of the subject site in Special Control Area 2 will encourage medium to large scale development to occur on the site, which may comprise a mix of commercial and residential land uses. Any commercial uses at the ground floor will comprise active land uses to ensure that there is street activation.*
- *A larger development on the subject site allows for vehicle access to be visible from the street, whilst screening the actual parking area thereby reducing the impact of car parking as viewed from the street.*
- *The unique size of the subject site will ensure that a landmark development may occur on the subject site which will aid in providing a sense of arrival to the Maylands Activity Centre."*

The applicant highlights the need to consider the land uses and their acceptability, as set out in Table 3 'Maylands Activity Centre Zoning Table' of LPS24. These land uses, along with their relative permissibility in SCA2 and SCA4, are outlined below.

Officer Comments

The table in **Attachment 1** outlines the key differences between the special control areas that will apply to the lots in SCA2 as opposed to those that currently apply under SCA4.

The table demonstrates that there are a greater range of land uses permitted in SCA2, as opposed to SCA4.

Further, comparing the development standards highlights a number of differences in the intended built form between SCA2 and SCA4. In particular, the building height provisions for the two SCAs are significantly different, with SCA4 permitting a maximum building height of two storeys, while SCA2 permits a maximum building height of up to eight storeys.

In comparing the setback provisions, it also becomes clear that the setback provisions for SCA2 are only designed for lots fronting Guildford Road. This is evidenced by the rear setback provisions for SCA2, which are intended to create a transition between taller buildings within SCA2 and lower buildings in adjoining precincts (including SCA4). In SCA2, the first two storeys of a building are to be set back 5m from the rear boundary and any part of the building above two storeys is to be set back 10m. However, unlike all other lots within SCA2, the subject lots are perpendicular to Guildford Road, meaning that the anticipated transition would not occur as the side boundary, rather than the rear boundary of Lot 100 would abut SCA4. To ensure that the necessary transition is maintained between SCA2 and SCA4 it is recommended that the following modifications be made to SCA2's side setback requirements:

- (a) Amend the existing first 'Side setback' provision as follows:

"A nil setback is permitted to a side boundary for a maximum of 2 storeys, except where that boundary adjoins a lot in SCA4."

- (b) Insert a new second 'Side setback' provision as follows:
- (c) *"The side setback of any level up to 2 storeys and facing an adjoining lot in SCA4 is to be a minimum of 5 metres."*
- (d) Amend the existing third 'Side setback' provision as follows:
"The boundary setback of any level above 4 storeys shall be setback at least 5 metres from the building line of the fourth storey, except where the building faces an adjoining lot in SCA4, in which case any level above 4 storeys may follow the building line of the second storey."

Overall, it is considered that the proposed rezoning will facilitate higher density development within the Guildford Road Activity Corridor, which is consistent with *Perth and Peel @3.5 Million*, the LHS and the draft LPS. Allowing for mixed use development, incorporating higher density housing on the subject lots will activate the street frontages, enhance employment opportunities and help to support the nearby Maylands Activity Centre and Meltham Station Precinct.

LEGISLATIVE COMPLIANCE

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

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	<p>That:</p> <ol style="list-style-type: none"> 1. Council initiates Amendment No. 89 to the City of Bayswater Town Planning Scheme No. 24 to: <ol style="list-style-type: none"> (a) Rezone Lots 1, 22 and 100 Caledonian Avenue, Maylands from 'Maylands Activity Centre Special Control Area 4' to 'Maylands Activity Centre Special Control Area 2'; (b) Amend the existing first Special Control Area 2 'Side setback' provision as follows: <i>"A nil setback is permitted to a side boundary for a maximum of 2 storeys, except where that boundary adjoins a lot outside of SCA2";</i> (c) Insert a new second Special Control Area 2 'Side setback' provision as follows: <i>"The side setback of any level up to 2 storeys and facing an adjoining lot outside of SCA2 is to be a minimum of 5 metres";</i> (d) Amend the existing third 'Side setback' provision as follows: <i>"The boundary setback of any level above 4 storeys shall be setback at least 5 metres from the building line of the fourth storey, except where the building faces an adjoining lot in SCA4, in which case any level above 4 storeys may follow the building line of the second storey";</i> and (e) Amend the Scheme Map accordingly. 2. The applicant prepares the scheme amendment documentation to the satisfaction of the City of Bayswater. 3. Council considers Amendment No. 89 to be 'standard' under the provisions of the Planning and Development (Local Planning Schemes) Regulations
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	<p>2015 for the following reasons:</p> <p>(a) The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.</p> <p>(b) The amendment is not a complex or basic amendment.</p> <p>4. The scheme amendment documentation is forwarded to the Department of Water and Environmental Regulation for assessment and the Department of Planning, Lands and Heritage - Heritage Directorate for comment.</p> <p>5. Upon Notice of Assessment from the Department of Water and Environmental Regulation being received (and issues raised being complied with), the proposed scheme amendment to be advertised for public comment.</p> <p>6. The proposed amendment is referred to Council for further consideration following public advertising.</p>	
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	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	It is considered that this option has a moderate community and stakeholder risk, as the community may object to the increased density and building height.	

Option 2	<p>That:</p> <p>1. Council initiates Amendment No. 89 to the City of Bayswater Town Planning Scheme No. 24, with other modification(s) as determined by Council.</p> <p>2. The applicant prepares the scheme amendment documentation to the satisfaction of the City of Bayswater.</p> <p>3. Council considers Amendment No. 89 to be 'standard' under the provisions of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> for the following reasons:</p> <p>(a) The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.</p> <p>(b) The amendment is not a complex or basic amendment.</p> <p>4. The scheme amendment documentation is forwarded to the Department of Water and Environmental Regulation for assessment and the Department of Planning, Lands and Heritage - Heritage Directorate for comment.</p> <p>5. Upon Notice of Assessment from the Department of Water and Environmental Regulation being received (and issues raised being complied with), the proposed scheme amendment to be advertised for public comment.</p> <p>6. The proposed amendment is referred to Council for further consideration following public advertising.</p>	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Dependent on the other modification(s) determined by Council.
Reputation	Low	
Governance	Low	
Community and Stakeholder	Moderate	
Financial Management	Low	
Environmental Responsibility	Low	
Service Delivery	Low	

Organisational Health and Safety	Low	
Conclusion	It is considered that the risks of this option are dependent on the other modification(s) proposed by Council.	

Option 3	That Council does not initiate Amendment No. 89 to the City of Bayswater Town Planning Scheme No. 24.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
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
Conclusion	It is considered that this option has a moderate risk to the City's strategic direction as the new increased density and building height are consistent with <i>Perth and Peel @ 3.5 Million</i> , the <i>Building Bayswater Built Form Recommendations Report</i> and the City's draft LPS. There is also a moderate risk to the City's reputation and community and stakeholders, as the community may object to the City not following its strategic plans.	

FINANCIAL IMPLICATIONS

Not applicable, all costs to be borne by the applicant.

STRATEGIC IMPLICATIONS

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

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

The proposal is considered to be aligned with this strategic outcome, as it will contribute to the provision of mixed use development in the Guildford Road Activity Corridor, including higher density housing, which will activate the street frontages, enhance employment opportunities and help to support the nearby Maylands Activity Centre and Meltham Station Precinct.

CONCLUSION

In light of the above, it is recommended that Council supports Scheme Amendment No.89 for public advertising.

Attachment 1 – Special Control Area 2 and 4 Comparison Table

	Special Control Area 2 (Proposed)	Special Control Area 4 (Existing)
Housing Density	0.8 plot ratio.	R60.
Building Height	Two storeys minimum. Eight storeys (32m overall) maximum above natural ground level.	Three storeys maximum above natural ground level as follows: <ul style="list-style-type: none"> • 9m to top of external wall (roof above); • 10m to top of external wall (concealed roof) - 10m; and • 12m to top of pitched roof.
Street Setbacks	<p>Nil setback for the first two storeys to a minimum of 50% of the Guildford Road frontage. Third and fourth storeys may have a nil setback if desired.</p> <p>3m build-to line (minimum and maximum setback) to a maximum height of two storeys.</p> <p>5m from the street façade above 4 storeys.</p> <p>Where active uses such as alfresco dining are proposed, increased setbacks may be considered to create recesses in the building façade in order to accommodate active uses.</p>	<p>2m minimum with an average of 4m from a primary street.</p> <p>1.5m minimum to secondary streets.</p>
Side Setbacks	<p>Nil setback for a maximum of two storeys.</p> <p>5m above two storeys.</p> <p>5m from the building line of the fourth storey, above four storeys.</p>	<p>Nil setback up to 9m long or two-thirds the length of the boundary behind the street setback line, whichever is the greater, and up to a maximum 3.5m high with an average height of 3m; otherwise</p> <p>1m minimum.</p>
Rear Setbacks	<p>5m up to two storeys.</p> <p>10m above 2 storeys.</p>	1m minimum.

	Special Control Area 2 (Proposed)	Special Control Area 4 (Existing)
Character	<p>A variety of roof forms are encouraged within the Guildford Road Precinct, where pitched, parapet and skillion roof forms may be utilised.</p> <p>Building frontages and facades greater than 40m in length as they present to streets or laneways shall be articulated, coloured and detailed to present as individual facades to the satisfaction of the City.</p> <p>Footpaths along Guildford Road are to be sheltered by awnings. The awnings shall:</p> <ul style="list-style-type: none"> (a) Be continuous structures over footpaths. (b) Project to within 0.6m of the road kerb and shall have a consistent width (subject to liaison with Main Roads WA and the below conditions). (c) Not be built over existing or possible street parking bays and allowances are to be made to accommodate the unimpeded growth of any street tree. (d) Be cantilevered or suspended. Post or column supports are not permitted. (e) Have a clearance of at least 2.75m above footpath level. (f) Provide continuous cover at abutting buildings. Where one awning abuts another, the connection is to be 	<p>Building facades shall be articulated, coloured and detailed to contribute positively to the character of the local streetscape.</p> <p>Development should be orientated towards the street with the front door, verandah and some window openings visible from the street.</p> <p>Pitched roof forms are required in the precinct.</p> <p>A verandah with a minimum depth of 2.5m shall be provided to a minimum of 60% of the main building's primary and secondary street frontages to reflect a traditional dwelling style.</p> <p>Vertical emphasis shall be provided for all windows that face a street or laneway.</p> <p>Window awnings shall be provided above all windows on the front façade of the development.</p> <p>Modern materials are permitted providing their proportions, textures, details and colours are sympathetic with the local streetscape.</p> <p>Traditional features such as eaves, chimneys and gabled or hipped roofs are strongly encouraged. Coloured banding shall be provided in a traditional style to articulate multi-storey development.</p> <p>Where face brick is proposed as a material for wall construction, bricks shall be of a red shade unless used for minor architectural detailing.</p>

	Special Control Area 2 (Proposed)	Special Control Area 4 (Existing)
	<p>treated so as to prevent the penetration of rain.</p> <p>(g) Preferably be lightly framed with fine design lines. The maximum height of any fascia to an awning shall be 300mm, with signage prohibited on top of the fascia.</p> <p>The City may vary these requirements as necessary to accommodate specific site circumstances.</p> <p>The use of reflective or obscure glazing is not permitted along ground floor street frontages.</p> <p>An architectural design element is required to reinforce any adjacent street corner.</p> <p>Existing heritage conservation plans shall be considered in any new development.</p>	<p>Non-residential developments (such as Places of Public Worship) are to respect and complement the character and amenity of the area.</p>
Private Space	<p>A terrace, balcony or courtyard is to be provided at a minimum of 12m² for each residential dwelling and be connected to an internal living space such as a lounge room or dining room.</p> <p>10% of the net lettable area (NLA) of commercial tenancies located on upper levels (excluding the ground level) is to be provided as private open space. The private open space is to be connected to the commercial tenancy.</p>	<p>A terrace, balcony or courtyard is to be provided at a minimum of 20m² or 10 % of the net lettable area of the development, whichever is the greater, that is connected to an internal living space such as a lounge room or dining room.</p> <p>The minimum dimension (width and length) for a terrace, balcony or courtyard is 4m.</p>

	Special Control Area 2 (Proposed)	Special Control Area 4 (Existing)
	<p>The minimum dimension (width and length) for a balcony, private open space or courtyard is 2.5m.</p> <p>Rooftop gardens are strongly encouraged where the privacy of adjoining lots is adequately protected.</p>	
Solar Access	<p>The design and development of new buildings should:</p> <p>(a) Minimise overshadowing in the middle of the day on public open space, major pedestrian streets, and adjacent properties especially in the cooler months.</p> <p>(b) Minimise potential overshadowing of residential dwellings (both within the development itself and to neighbouring buildings).</p> <p>Developments within the Maylands Activity Centre Zone that potentially overshadow any development outside the Maylands Activity Centre Zone are to be assessed in accordance with the solar access requirements at the R40 zoning as contained in the Residential Design Codes.</p>	N/A.
Other	N/A.	Where mixed-use development is proposed, the pedestrian street entrance to the residential component of the building is to be visually distinct from ground floor business uses.
Land Use Permissibility		

	Special Control Area 2 (Proposed)	Special Control Area 4 (Existing)
Amusement Parlour	D	X
Bed and Breakfast	X	A
Betting Agency	P	X
Car Park	D	X
Car Wash	D	X
Child Day Care Centre	P	X
Cinema/Theatre	D	X
Club Premises	D	X
Consulting Rooms	P	A
Convenience Store	P	D
Dry Cleaning Premises	D	X
Educational Establishment	P	X
Exhibition Centre	P	X
Fast Food Outlet	P	X
Funeral Parlour	D	X
Garden Centre	A	X
Health Studio	P	X
Hire Service (Non-Industrial)	D	X
Home Store	P	D
Hospital	A	X
Hotel	D	X
Kiosk	P	X
Liquor Store - Large	A	X
Liquor Store - Small	P	X
Lunch Bar	P	X
Market	P	X
Medical Centre	P	X
Office	P	A
Public Amusement	D	X
Public Worship	D	A
Reception Lodge	D	X
Recreation Facility Private	D	X
Recreation Facility Public	D	A
Restaurant	P	X
Service Industry	D	X
Shop	P	X
Serviced Apartments	P	X
Showroom	D	X
Small Bar	P	X
Tavern	D	X
Telecommunications Infrastructure	P	X
Veterinary Consulting Rooms	D	X

P means that the use is permitted if it complies with all relevant development standards and requirements of this Scheme;

D means that the use is not permitted unless the local government has exercised its discretion by granting development approval;

- A *means that the use is not permitted unless the local government has exercised its discretion by granting development approval after giving notice in accordance with clause 64 the deemed provisions;*
- X *means that the use is not permitted by this Scheme.*

Attachment 2



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TOWN PLANNING

**PROPOSED SCHEME AMENDMENT
CITY OF BAYSWATER LOCAL PLANNING SCHEME NO. 24**

**NOS. 103-109 CALEDONIAN AVENUE (LOTS 1, 22 & 100)
MAYLANDS**

OCTOBER 2019

190121 Proposed Scheme Amendment

Document Set ID: 3614377
Version: 1, Version Date: 03/03/2020

Nos. 103-109 (Lots 1, 22 & 100) Caledonian Avenue, Maylands
Proposed Scheme Amendment



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This report has been prepared with particular attention to our Client's instructions and the relevant features of the subject site.

No express or implied warranties are made by Cohen Radosevich Town Planning regarding the research findings and data contained in this report. All of the information details included in this report are based upon the existent land area conditions, research provided and obtained, and so forth as Cohen Radosevich Town Planning conducted its analysis into the subject proposal and/or project.

Please note that the strategies devised in this report may not be directly applicable towards another Client. Cohen Radosevich Town Planning accepts no liability whatsoever for a third party's use of, or reliance upon, this specific report. We would also warn against adapting this report's strategies/contents to another land area which has not been researched and analysed by Cohen Radosevich Town Planning.

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Nos. 103-109 (Lots 1, 22 & 100) Caledonian Avenue, Maylands
Proposed Scheme Amendment

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APPENDICES

APPENDIX 1	Scheme Amendment Map
APPENDIX 2	103 Caledonian Avenue Scheme Amendment Letter of Support
APPENDIX 3	107 Caledonian Avenue Scheme Amendment Letter of Support

Nos. 103-109 (Lots 1, 22 & 100) Caledonian Avenue, Maylands
Proposed Scheme Amendment



1.0 INTRODUCTION

Cohen Radosevich Town Planning acts on behalf of the proprietors of No. 109 Caledonian Avenue (Lot 100), Maylands (herein referred to as the 'subject site'). Cohen Radosevich Town Planning have prepared the following report in support of an application to amend the City of Bayswater Local Planning Scheme No. 24 (LPS24).

It is proposed to modify the City of Bayswater zoning map applicable to the subject site by way of amending Special Control Area 2 to encompass the subject site. The purpose of the amendment is to ultimately facilitate the maximum development of the subject site with a range of land uses, which will be in keeping with the expected form of development opposite the subject site at the corner of Guildford Road and Rowlands Street. The following report will discuss various issues pertinent to the proposal, such as:

- Site details;
- Statutory and strategic planning considerations;
- Details on the proposal; and
- Reasons in support of the scheme amendment.

The following sections of this report expand on the proposed Scheme Amendment in greater detail in support of its initiation and future adoption by the City of Bayswater and Western Australian Planning Commission (WAPC).

Nos. 103-109 (Lots 1, 22 & 100) Caledonian Avenue, Maylands
Proposed Scheme Amendment

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2.0 SITE DETAILS

2.1 Legal Description

No. 109 (Lot 100) Caledonian Avenue, Maylands, is legally described as:

"Lot 100 on Diagram 61169" contained on Volume 1592, Folio 576.

The subject site has a total area of approximately 2,080m².

2.2 Regional Context

The subject site is located within the municipality of the City of Bayswater which is located approximately 5km north-east of Perth and approximately 12km south-west of Midland. The subject site is served directly by the Caledonian Avenue which connects directly with the Guildford Road and Whatley Crescent to provide the area with a connection to the Perth Central Business District and Midland.

Figure 1 depicts the subject site in its regional context.

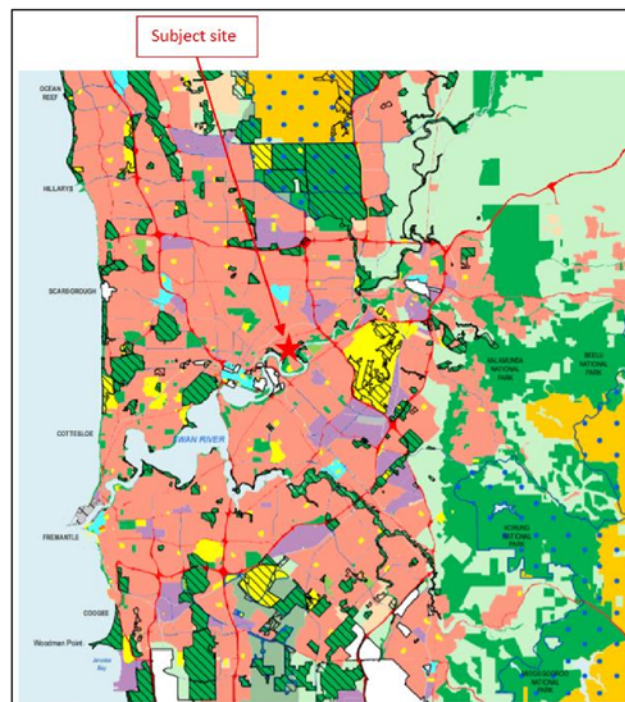


Figure 1: Regional Context

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The locality of the Maylands area is characterised by local residential developments, commercial developments and Recreation and Open Space reservations. The subject site itself is located immediately north of an established commercial strip site which includes an array of land uses such as shops, restaurants, single houses, grouped dwellings and multiple dwellings.

The location of the subject site is ideal for an increased density and development options, as there are strong links to Eighth Avenue and the Maylands train station. In addition to this, the Swan River is an excellent asset to the area offering an array of activities, which attracts people to the area all year round.

Further to the above, figures 3 to 11 depict the subject site and surrounds. The images assist in demonstrating that an increased development potential will not have a detrimental impact on the surrounding properties.

Nos. 103-109 (Lots 1, 22 & 100) Caledonian Avenue, Maylands
Proposed Scheme Amendment

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Figure 3: View south-west of No. 107 Caledonian Avenue and the subject site



Figure 4: View south-west of the subject site



Figure 5: View south-west of the subject site and No. 117 Caledonian Avenue

Nos. 103-109 (Lots 1, 22 & 100) Caledonian Avenue, Maylands
Proposed Scheme Amendment

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Figure 6: View north-east of the subject site and No. 117 Caledonian Avenue



Figure 7: View north-east of the subject site



Figure 8: View north-east of the subject site

Nos. 103-109 (Lots 1, 22 & 100) Caledonian Avenue, Maylands
Proposed Scheme Amendment

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Figure 9: View south-west of the 207 Guildford Road, opposite the subject site



Figure 10: View south-west of the 207 Guildford Road, opposite the subject site



Figure 11: View north-east of the 106 Caledonian Avenue, opposite the subject site

Nos. 103-109 (Lots 1, 22 & 100) Caledonian Avenue, Maylands
Proposed Scheme Amendment

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2.4 Existing Land Use

The subject site is currently developed with two buildings which are not occupied, with sparse low-lying vegetation spread throughout the site which is significantly degraded.

Access to the subject site is achieved directly from Caledonian Avenue which connects to Guildford Road and Whatley Crescent providing strong links between the subject site and the Perth Central Business District and the Midland City Centre. There is also the potential for access to be provided via Rowlands Street, which is not currently utilised.

The topography of the subject site slopes from north-west down to the south-east, towards the Guildford Road.

Nos. 103-109 (Lots 1, 22 & 100) Caledonian Avenue, Maylands
Proposed Scheme Amendment

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3.0 PROPOSAL

3.1 Scheme Amendment

It is the intention of this report to support a proposed Scheme Amendment to LPS24 remove the subject site from Special Control Area 4 and amend Special Control Area 2 to encompass the subject site.

The purpose of the amendment is to ultimately facilitate the maximum development of the subject site with a range of land uses, which will be in keeping with the expected form of development opposite the subject site at the corner of Guildford Road and Rowlands Street.

The inclusion of the subject site in Special Control Area 2 will allow for a greater future development of the site with respect to building height and the provision of a variety of land uses as detailed below in the following section (3.3). A copy of the proposed Scheme Amendment Map is contained within Appendix 1.

3.2 City of Bayswater – Local Planning Scheme No. 24

The subject site falls within the area covered by the City of Bayswater LPS24. Under the provisions of LPS24, the subject site is currently zoned 'Maylands Activity Centre Zone' whereby it is located within Special Control Area 4.

Figure 12 depicts the zoning of the subject site under LPS24.

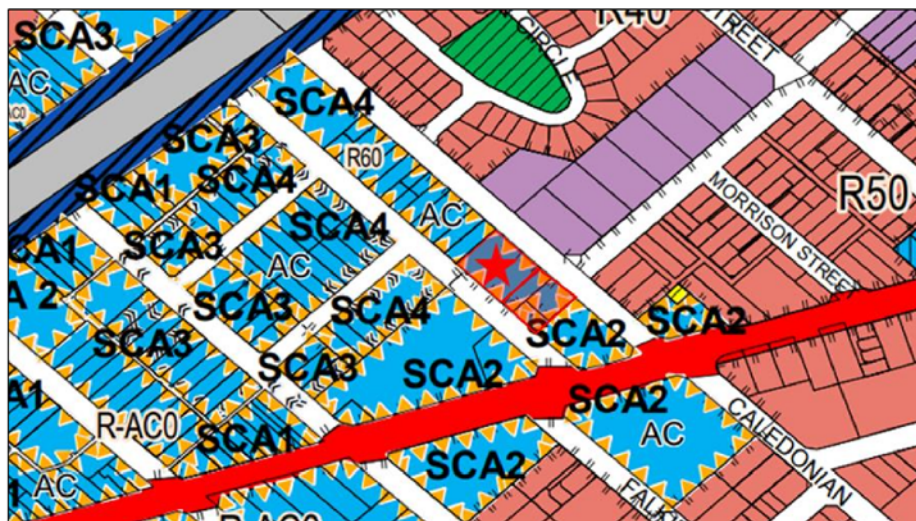


Figure 12: Extract from Local Planning Scheme No. 24

Nos. 103-109 (Lots 1, 22 & 100) Caledonian Avenue, Maylands
Proposed Scheme Amendment

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3.3 Comparison of Special Control Areas 2 and 4

It is pertinent to highlight that the inclusion of the subject site in Special Control Area 2 would facilitate the future development of such a substantial lot within the City of Bayswater.

In support of the proposal to remove the subject site from Special Control Area 4 and amend Special Control Area 2 to encompass the subject site, the following table has been prepared to highlight the key difference between the two areas:

	Special Control Area 2	Special Control Area 4
Housing Density	N/A	Housing density in accordance with the provisions of the R-60 zoning contained in the Residential Design Codes.
Building Height	<p>A minimum height of 2 storeys is required.</p> <p>A maximum height of 8 storeys is permitted to an overall height of 32 metres above natural ground level.</p>	<p>Development is permitted to a be a total height of 3 storeys as follows –</p> <ul style="list-style-type: none"> • Top of external wall (roof above)—9 metres; • Top of external wall (concealed roof)—10 metres; and • Top of pitched roof—12 metres.
Land Use Permissibility Changes		
Amusement Parlour	D	X
Bed and Breakfast	X	A
Betting Agency	P	X
Car Park	D	X
Car Wash	D	X
Child Day Care Centre	P	X
Cinema/Theatre	D	X
Club Premises	D	X
Consulting Rooms	P	A
Convenience Store	P	D
Dry Cleaning Premises	D	X
Educational Establishment	P	X
Exhibition Centre	P	X
Fast Food Outlet	P	X
Funeral Parlour	D	X
Garden Centre	A	X
Health Studio	P	X
Hire Service (Non-Industrial)	D	X
Home Store	P	D
Hospital	A	X
Hotel	D	X
Kiosk	P	X
Liquor Store - Large	A	X

Nos. 103-109 (Lots 1, 22 & 100) Caledonian Avenue, Maylands
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Liquor Store - Small	P	X
Lunch Bar	P	X
Market	P	X
Medical Centre	P	X
Office	P	A
Public Amusement	D	X
Public Worship	D	A
Reception Lodge	D	X
Recreation Facility Private	D	X
Recreation Facility Public	D	A
Restaurant	P	X
Service Industry	D	X
Shop	P	X
Serviced Apartments	P	X
Showroom	D	X
Small Bar	P	X
Tavern	D	X
Telecommunications Infrastructure	P	X
Veterinary Consulting Rooms	D	X

Table 1: Comparison of Special Control Areas 2 and 4

- P means that the use is permitted if it complies with all relevant development standards and requirements of this Scheme;*
- I means that the use is permitted if it is consequent on, or naturally attaching, appertaining or relating to, the predominant use of the land and it complies with all relevant development standards and requirements of this Scheme;*
- D means that the use is not permitted unless the local government has exercised its discretion by granting development approval;*
- A means that the use is not permitted unless the local government has exercised its discretion by granting development approval after giving notice in accordance with clause 64 the deemed provisions;*
- X means that the use is not permitted by this Scheme*

The inclusion of the subject site within Special Control Area 2 will ensure that the development contributes to a vibrant and liveable community, through the additional commercial land uses which can be considered for the site. Due to the location of the subject site, there is sufficient capacity within the existing road network to support a range of commercial and residential land uses, without having an adverse impact on the amenity of the locality.

Further to the above, a comparison of the 'Character Statement' for each Special Control Area indicated that the subject site is best suited within Special Control Area 2, due to its potential to be a landmark development. In accordance with Appendix 10 'Special Control Areas' of LPS24, the relevant 'Character Statements' and their associated 'Objectives' are outlined below:

Special Control Area 2

Character Statement

Nos. 103-109 (Lots 1, 22 & 100) Caledonian Avenue, Maylands
Proposed Scheme Amendment

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The Guildford Road Precinct provides for large format retail uses along with local services, offices and residential in a mixed-use format. The Guildford Road Precinct will be characterised by larger scaled buildings built on landmark development sites. Large format land uses such as supermarkets will be sleeved with 'fine-grained' commercial land uses to provide for active ground level facades.

Objectives

- *Encourage medium to large scale development characterised by a mix of high quality commercial and residential uses.*
- *Promote the retention of existing large format retail uses such as supermarkets in a compatible mixed use format.*
- *Encourage active land uses at the street level.*
- *Provide convenient and visible vehicle access, whilst reducing the visual dominance of car parking on the streetscape.*
- *Establish a sense of arrival to the Maylands Activity Centre through the development of landmark buildings on strategic development sites.*

Special Control Area 4

Character statement

Development within the Character Residential Precinct will principally be residential in nature. The precinct has an eclectic mix of building styles including Federation, Queen Anne, California bungalows and workers cottages. The traditional building forms are typified by pitched roof forms, dominant front verandahs and vertical emphasis to windows and openings. New developments should enhance the identity and character of the Precinct. The precinct provisions will provide opportunities to live in close proximity to the Main Street Precinct in a low-rise residential form. Whilst influenced by traditional styles and local character, the Precinct is bordered by more intensive urban precincts and so the amenity of the area will be different to that found in suburban residential areas.

Objectives

- *Retain and enhance the identity and character of the Precinct.*
- *Ensure that new development complements the character of the Precinct.*
- *Provide opportunities to live in close proximity to the Main Street Precinct in a low-rise residential form.*
- *Provide for appropriate residential development opportunities.*

Due to the location of the subject site, it is considered that the increased range of land uses which can be considered under Special Control Area 2 is appropriate to the lots due to the significant location of the site and the potential for a landmark development which this would allow to occur here. The impact of any future development would not have an adverse impact on the adjoining properties as it provides for the development to step down and transition as you move north-west along Caledonian Avenue, away from Guildford Road.

It is important to note that the City has indicated its support of the proposed Scheme Amendment, which has led to the preparation of this report and application for Scheme Amendment.

Nos. 103-109 (Lots 1, 22 & 100) Caledonian Avenue, Maylands
Proposed Scheme Amendment

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TOWN PLANNING

4.0 TOWN PLANNING CONSIDERATIONS

4.1 City of Bayswater – Scheme Amendment to Local Planning Scheme No. 24

The subject site falls within the area covered by the City of Bayswater LPS24. Under the provisions of LPS24, the subject site is currently zoned 'Maylands Activity Centre Zone' whereby it is located within Special Control Area 4.

It is submitted that the proposed Scheme Amendment is the next logical step towards processing the required planning investigations for the subject site and associated desired zoning statutory perspective in line with the strategic intentions for the subject site and surrounding area.

As detailed in the preceding sections above, the intent of the rezoning is to facilitate the development of the subject site to its maximum capacity due to the unique size and location of the site.

The objectives of the proposed 'Special Control Area 2' zone are outlined in Appendix 10 – 'Special Control Areas' under LPS24 are as follows:

- *Encourage medium to large scale development characterised by a mix of high quality commercial and residential uses.*
- *Promote the retention of existing large format retail uses such as supermarkets in a compatible mixed use format.*
- *Encourage active land uses at the street level.*
- *Provide convenient and visible vehicle access, whilst reducing the visual dominance of car parking on the streetscape.*
- *Establish a sense of arrival to the Maylands Activity Centre through the development of landmark buildings on strategic development sites.*

In addressing the objectives of 'Special Control Area 2', we provide the following commentary:

- The proposed scheme amendment to incorporate the subject site into Special Control Area 2 will provide for a more substantial development to occur with respect to the permitted building height whilst accommodating a wide range of land uses. This will lead to an increase in the range of commercial and residential land uses within the Maylands area.
- The future development will not detract from Special Control Area 4 as the property opposite the subject site at No. 207 Guildford Road is also located within Special Control Area 2. The inclusion of the subject site into Special Control Area 2 provides for a more regular boundary to the area containing Special Control Area 2. The proposal will maintain a stepping down of the development as you move west of the site, as would occur under the current provisions.
- The inclusion of the subject site in Special Control Area 2 will encourage medium to large scale development to occur on the site, which may comprise a mix of commercial and residential land uses. Any commercial uses at the ground floor will comprise active land uses to ensure that there is street activation.
- A larger development on the subject site allows for vehicle access to be visible from the street, whilst screening the actual parking area thereby reducing the impact of car parking as viewed from the street.
- The unique size of the subject site will ensure that a landmark development may occur on the subject site which will aid in providing a sense of arrival to the Maylands Activity Centre.

Nos. 103-109 (Lots 1, 22 & 100) Caledonian Avenue, Maylands
Proposed Scheme Amendment

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It is also necessary to consider the land uses outlined within Table 3 'Maylands Activity Centre Zoning Table' of LPS24. As outlined above, the Table 1 of this report outlines the land uses and their acceptability under Table 3 'Maylands Activity Centre Zoning Table' for Special Control Area 2 and Special Control Area 4 under LPS24.

It is considered that the increased range of land uses which can be considered under Special Control Area 2 are appropriate to the lots due to the significant location of the site and the potential for a landmark development to occur here. The impact of any future development would not have an adverse impact on the adjoining properties as it provides for the development to step down and transition as you move north-west along Caledonian Avenue, away from Guildford Road.

With respect to the amenity of residents within any future development and on the adjoining properties, it is noted that State Planning Policy No. 7.3 – Residential Design Codes – Volume 2 (R-Codes Volume 2) would be applicable to any residential development. The R-Codes Volume 2 aim to create a built environment that reflects the diverse characteristics of the local area, enhances the streetscape and contributes to the development of vibrant and liveable communities.

The inclusion of the subject site within Special Control Area 2 will ensure that the development contributes to a vibrant and liveable community, through the additional commercial land uses which can be considered for the site. Due to the location of the subject site, there is sufficient capacity within the existing road network to support a range of commercial and residential land uses, without having an adverse impact on the amenity of the locality.

Given that the future intended uses for the subject site can be entertained under the provisions of the Scheme, the inclusion of the subject site under Special Control Area 2 is the most appropriate for the future intended use and development of the site.

Nos. 103-109 (Lots 1, 22 & 100) Caledonian Avenue, Maylands
Proposed Scheme Amendment

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TOWN PLANNING

5.0 CONCLUSION

The proposed Scheme Amendment, for reasons outlined in the preceding sections of this report is deemed to warrant favourable consideration and support based on its planning merits. In summary, the following key reasons are reiterated:

- The proposal is consistent with the objectives and provisions of the City of Bayswater Local Planning Scheme No. 24;
- The proposal has undertaken the necessary planning investigations required under to allow for the future development of the subject site;
- The proposal has necessarily taken into consideration core infrastructure servicing and traffic principles to allow for further detailed site planning to occur at appropriate future planning phases.

On the basis of the above, it is respectfully requested that the City initiate an amendment to its Local Planning Scheme No. 24 to remove the subject site from Special Control Area 4 and amend Special Control Area 2 to encompass the subject site, which shall guide the future development of the land.

Planning and Development Act 2005

RESOLUTION TO ADOPT AMENDMENT TO LOCAL PLANNING SCHEME

CITY OF BAYSWATER

LOCAL PLANNING SCHEME NO. 24

AMENDMENT NO. ____

Resolved that the local government pursuant to section 75 of the *Planning and Development Act 2005*, amend the above Local Planning Scheme by:

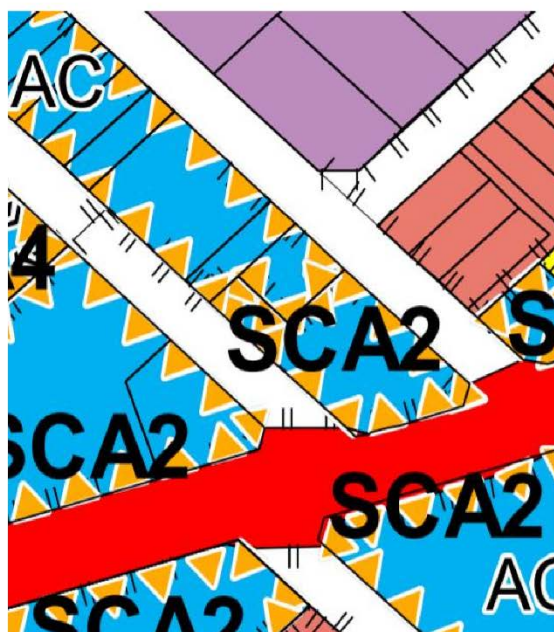
1. Rezoning Nos. Nos. 103-109 (Lots 1, 22 & 100) Caledonian Avenue in Maylands from 'Maylands Activity Centre SCA4' zone to 'Maylands Activity Centre SCA2' as shown in the Scheme Amendment map.

The Amendment is standard under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reason(s):

- (a) The amendment relates to a zone that is consistent with the objectives identified in the scheme for that zone or reserve;
- (b) The amendment is consistent with the Maylands Activity Centre Special Control Area which has been endorsed by the Commission;
- (c) The amendment to the scheme is consistent with a region planning scheme that applies to the scheme area,
- (d) The amendment to the scheme map that is consistent with the Maylands Activity Centre Special Control Area which has been approved under the scheme for the land to which the amendment relates
- (e) The amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment; and
- (f) The amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.

Dated this ____ day of _____ 2020

(Chief Executive Officer)



Existing Zoning



Proposed Zoning

PROPOSED SCHEME AMENDMENT
CITY OF BAYSWATER LOCAL PLANNING SCHEME NO. 24
NOS. 103-109 CALEDONIAN AVENUE (LOTS 1, 22 & 100), MAYLANDS

Legend

LOCAL SCHEME ZONES

- Business
- Centre
- General Industry
- Hotel
- Light Industry
- Maylands Activity Centre Zone (R-ACO) : Activity Centre
- Medium and High Density Residential

OTHER CATEGORIES

(see scheme text for additional information)

- Scheme Area Boundary
- Local Government Boundary
- R20 R Codes
- A1 Additional Uses
- Centre Precinct Boundary
- Character Protection Area
- Core Area Boundary
- SCA1 Special Control Area

10.4.3 Adoption of Final Morley Activity Centre Streetscape Plan

Responsible Branch:	Strategic Planning and Place	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required	
Attachments:	1. Community Engagement Report 2. Morley Activity Centre Streetscape Plan Implementation Plan 2020- 2021 3. Summary of Funding Options	
Refer:	Item 10.4.8: OMC 23.07.2019	

SUMMARY

The action to develop the draft Morley Activity Centre Streetscape Plan (the Plan) stems from several of the City's strategic documents, including the Morley Activity Centre Plan (MACP), the Economic Development and Business Framework and the Morley Place Activation Plan.

The Plan has two main components - a streetscape plan, including palette options, and a detailed concept plan for a section of Russell Street (between Broun Avenue and Rudloc Road), Morley.

Council resolved to advertise the draft Morley Activity Centre Streetscape Plan in July 2019. Community engagement closed on 10 September 2019 and a summary report was released in October 2019.

This report considers the community feedback and presents options on how to proceed with the implementation of the Plan, particularly the road widening position for Stage 1 (Russell Street between Broun Avenue and Rudloc Road) and the remaining nominated streets within the Plan.

OFFICER'S RECOMMENDATION

That:

1. Council adopts the final Morley Activity Centre Streetscape Plan (July 2019) as contained in the link in this report, subject to the following modifications:
 - (a) All nominated streets within the Plan are amended to reflect the modified cross section detailed in this report, which allows no road widening except at relevant intersections.
 - (b) The exact widening proposed within the relevant intersections be further investigated and may be altered subject to detailed design.
2. The City commences implementation of the Morley Activity Centre Streetscape Plan, as indicated in Table 1 in this report.
3. Council considers an allocation of \$300,000 to carry out detailed design work for the remaining streets not within the Stage 1 section within the Morley Activity Centre Streetscape Plan as part of the 2020/21 budget process.

MOTION

1. That Council adopts the final Morley Activity Centre Streetscape Plan (July 2019) as contained in the link in this report, subject to the following modifications:
 - (a) All nominated streets within the Plan are amended to reflect a modified cross section that maintains a protected bike lane of 1.5 metres wide, and allows no road widening except at relevant intersections.
 - (b) The exact widening proposed within the relevant intersections be further investigated and may be altered subject to detailed design.
 - (c) Street trees to be accommodated in the verges wherever possible, with the locations to be identified in the detailed design work.
2. The City commences implementation of the Morley Activity Centre Streetscape Plan, as indicated in Table 1 in this report.
3. Council considers an allocation of \$300,000 to carry out detailed design work for the remaining streets not within the Stage 1 section within the Morley Activity Centre Streetscape Plan as part of the 2020/21 budget process.

CR CATHERINE EHRHARDT MOVED, CR ELLI PETERSEN-PIK SECONDED

AMENDMENT

To amend Limb 1. as follows:

1. That Council, in principle adopts the final Morley Activity Centre Streetscape Plan (July 2019) as contained in the link in this report, subject to the following modifications:

To add Limb 4. as follows:

4. The Chief Executive Officer provides a further report to Council with details about the proposed road widening at relevant intersections, which also shows which private properties will be impacted, for Council's further consideration.

CR STEVEN OSTASZEWSKYJ MOVED, CR SALLY PALMER SECONDED

LOST: 3/7

For: Cr Dan Bull, Mayor, Cr Filomena Piffaretti, Deputy Mayor, and Cr Sally Palmer.

Against: Cr Barry McKenna, Cr Steven Ostaszewskyj, Cr Stephanie Gray, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Cr Elli Petersen-Pik, and Cr Georgia Johnson.

COUNCIL RESOLUTION

1. That Council adopts the final Morley Activity Centre Streetscape Plan (July 2019) as contained in the link in this report, subject to the following modifications:
- (a) All nominated streets within the Plan are amended to reflect a modified cross section that maintains a protected bike lane of 1.5 metres wide, and allows no road widening except at relevant intersections.

CR CATHERINE EHRHARDT MOVED, CR ELLI PETERSEN-PIK SECONDED

CARRIED: 8/2

*For: Cr Dan Bull, Mayor, Cr Barry McKenna, Cr Steven Ostaszewskyj,
Cr Sally Palmer, Cr Stephanie Gray, Cr Catherine Ehrhardt,
Cr Elli Petersen-Pik, and Cr Giorgia Johnson.*

Against: Cr Filomena Piffaretti, Deputy Mayor, and Cr Michelle Sutherland.

COUNCIL RESOLUTION

- (b) The exact widening proposed within the relevant intersections be further investigated and may be altered subject to detailed design.

CR CATHERINE EHRHARDT MOVED, CR ELLI PETERSEN-PIK SECONDED

CARRIED: 9/1

*For: Cr Dan Bull, Mayor, Cr Filomena Piffaretti, Deputy Mayor, Cr Barry McKenna, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Stephanie Gray,
Cr Catherine Ehrhardt, Cr Elli Petersen-Pik, and Cr Giorgia Johnson.*

Against: Cr Michelle Sutherland.

COUNCIL RESOLUTION

- (c) Street trees to be accommodated in the verges wherever possible, with the locations to be identified in the detailed design work.

CR CATHERINE EHRHARDT MOVED, CR ELLI PETERSEN-PIK SECONDED

CARRIED: 8/2

*For: Cr Dan Bull, Mayor, Cr Barry McKenna, Cr Steven Ostaszewskyj,
Cr Sally Palmer, Cr Stephanie Gray, Cr Catherine Ehrhardt,
Cr Elli Petersen-Pik, and Cr Giorgia Johnson.*

Against: Cr Filomena Piffaretti, Deputy Mayor, and Cr Michelle Sutherland.

COUNCIL RESOLUTION

2. The City commences implementation of the Morley Activity Centre Streetscape Plan, as indicated in Table 1 in this report.

CR CATHERINE EHRHARDT MOVED, CR ELLI PETERSEN-PIK SECONDED

CARRIED: 8/2

*For: Cr Dan Bull, Mayor, Cr Barry McKenna, Cr Steven Ostaszewskyj,
Cr Sally Palmer, Cr Stephanie Gray, Cr Catherine Ehrhardt,
Cr Elli Petersen-Pik, and Cr Giorgia Johnson.*

Against: Cr Filomena Piffaretti, Deputy Mayor, and Cr Michelle Sutherland.

MOTION

3. Council considers an allocation of \$300,000 to carry out detailed design work for the remaining streets not within the Stage 1 section within the Morley Activity Centre Streetscape Plan as part of the 2020/21 budget process.

CR CATHERINE EHRHARDT MOVED, CR ELLI PETERSEN-PIK SECONDED

LOST: 5/5

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

For: Cr Barry McKenna, Cr Steven Ostaszewskyj, Cr Catherine Ehrhardt, Cr Elli Petersen-Pik, and Cr Giorgia Johnson.

Against: Cr Dan Bull, Mayor, Cr Filomena Piffaretti, Deputy Mayor, Cr Sally Palmer, Cr Stephanie Gray, and Cr Michelle Sutherland.

REASON FOR CHANGE

Council changed the Officer's Recommendation because it was considered important to plan for trees in the verges for pedestrians and protected bike lanes on the streets in the Morley activity centre. In light of the current uncertainty created by the COVID-19 pandemic on the City's 2020-21 budget, it was not considered appropriate to commit to an extension of funding in the draft 2020/21 annual budget for this project at this time.

BACKGROUND

At the Planning and Development Services Committee on 21 March 2017, Council adopted the modified Morley Activity Centre Structure Plan (now the MACP). An action within the MACP is to deliver a streetscape plan for the activity centre.

The City advertised a 'Request for Quotation' to deliver the Plan and in March 2018 a consultancy team headed by EEKOS was appointed to deliver the project.

In February 2019, the City was notified that the Galleria shopping centre redevelopment is officially on hold until further notice (at least 2 years). Approval of the Plan will provide the City with a basis to require the upgrade to the standard outlined in the Plan.

City Officers and EEKOS led a 'Walkshop' with Councillors on 1 July 2019 to introduce the draft Plan, and explain the vision behind the proposed concepts.

At the Ordinary Council Meeting on 23 July 2019, Council resolved the following:

"That Council approves the draft Morley Activity Centre Streetscape Plan as contained in the link in this report to be advertised for public comment."

The purpose of the Plan is to provide direction for the City and developers on the street typology and visual amenity expected within the Morley activity centre for any future streetscape enhancement project. The draft Plan can be downloaded via this link:

<https://www.bayswater.wa.gov.au/development/strategic-planning-projects/morley-activity-centre-structure-plan>

The Plan includes two main components, detailed as below:

Part 1 - Streetscape Plan

This Plan describes and graphically illustrates the streetscape enhancements for the nominated streets in the activity centre. The Plan recommends a series of palette options, including street

furniture, lighting, bins, planting, trees, paving etc. To implement these concepts, further detailed design will be required.

Part 2 - Detailed Concept Plan

The second component of the Plan is a detailed concept plan of Russell Street (between Broun Avenue and Rudloc Road), Morley. The detailed concept plan incorporates a higher level of technical detail, such as the road horizontal geometry (based on a feature and level survey), road widening requirements, underground services and service pickups. The Plan also includes costs to develop the design to the level of detail required for tender and construction.

Project Objectives

- Improving the vibrancy and connectedness of the streets within the Morley activity centre;
- Ensuring that street trees, vegetation and landscaping deliver a high quality street character and provide shade and cooling;
- Ensuring streets are safe and promote health, enable a vibrant community and are attractive to visitors, are of a high quality and enduring design;
- Ensuring that streets are accessible and welcoming spaces to improve pedestrian amenity;
- Ensuring that streets are designed to maximise the use of alternative transport modes including bicycle parking facilities and traffic calming measures; and
- Ensuring the main streets have a consistent character and are easily distinguishable from surrounding areas.

This report considers the community feedback and presents options on how to proceed with the adoption and implementation of the Plan, including the land acquisitions proposed.

EXTERNAL CONSULTATION

The City undertook community engagement on the draft plan from 20 August 2019 to 10 September 2019. The purpose of the survey was to seek feedback from Morley residents, businesses and property owners on some of the key aspects of the draft plan, specifically comments on one or all of the following:

- The palette options (street furniture, lighting, bins, planting, trees, paving etc.);
- The road design, including the garden, cycle and pedestrian paths; and
- The detailed concept plan for Russell Street.

The City received 54 survey submissions and published the summary of feedback within the Community Engagement Report in October 2019, available via [Engage Bayswater](#) and in **Attachment 1**.

OFFICER'S COMMENTS

Analysis of Community Feedback – Community Engagement Report

The feedback gathered from the community engagement period has provided clear direction on community priorities and concerns identified within the draft Plan. Some of the key community priorities include higher maintenance of public spaces, walkability and improved integration within the built environment. The main concerns are the proposed significant land acquisition and road widening, and the feasibility of the draft Plan.

92.5% of respondents strongly agreed or agreed with the proposed plan and principles. This result suggests that the overall project objectives and intent are aligned to the community's aspirations.

The survey gathered good information regarding the design preferences for the proposed palette options (gold, silver and bronze). This feedback will support the implementation phase when prioritising palette options and materials.

The most critical feedback that has informed the proposed road widening position and streetscape design is the community priorities on the streetscape design. The rationale behind this question was to understand what is most important to the community within a streetscape. Below are the key priorities identified.

The top five priorities identified were:

1. Lots of greenery (trees, planters).
2. High quality pedestrian environment (pedestrian pathways, traffic crossings, crosswalks).
3. Active shopfronts.
4. Lots of public spaces (for public gatherings, events).
5. High quality ground and street level lighting.

The three lowest priorities identified were:

1. Custom-designed street furniture and bus shelters that were 'unique' to Morley.
2. Dedicated cycle lanes.
3. Large roads for vehicle movement.

These priorities have provided some direction to prioritise greening and a high quality pedestrian environment as opposed to bicycles and cars on the final streetscape design within the Plan.

Modifications to Draft Plan

Since the release of the community engagement report, City officers have been considering options to address the feedback and proceed with the land acquisitions proposed within the draft plan.

The road widening was originally identified in both the Morley Traffic Assessment Report (2016) developed by Uloth & Associates and the Morley Activity Centre Plan (2018). However, from a vehicular movement perspective, the widening of the intersections proposed in these plans is the key to maintaining an acceptable level of service for vehicles.

The modifications proposed (as detailed below) to the draft advertised Plan limit widening to intersections only on the six nominated streets and entryways within the Plan, being:

- Progress Street;
- Bishop Street;
- Russell Street (between Broun Avenue and Lovegrove Way) ;
- Walter Road West (between Coode Street and Crimea Street);
- Rudloc Road (between Coode Street and Russell Street); and

- Collier Road (between Walter Road West and Broun Avenue).

By limiting widening to only the intersections, the remaining section of the street would retain the existing road reserve width (generally 20m).

The consequence of keeping within the existing road reserve width is that there is less space to accommodate all of the streetscape design elements proposed in the current draft Plan. The modifications proposed detail several amendments to the streetscape design. These modifications have prioritised the community priorities ('greening' and 'high quality pedestrian environment') identified within the community engagement.

Rationale

At the project inception, it was considered appropriate to carry out extensive road widening to all the streets nominated within the Plan to meet the project objectives. The current draft Plan illustrates this position. However, this report seeks Council's consideration on a new position to implement minimal land acquisition to relevant intersections.

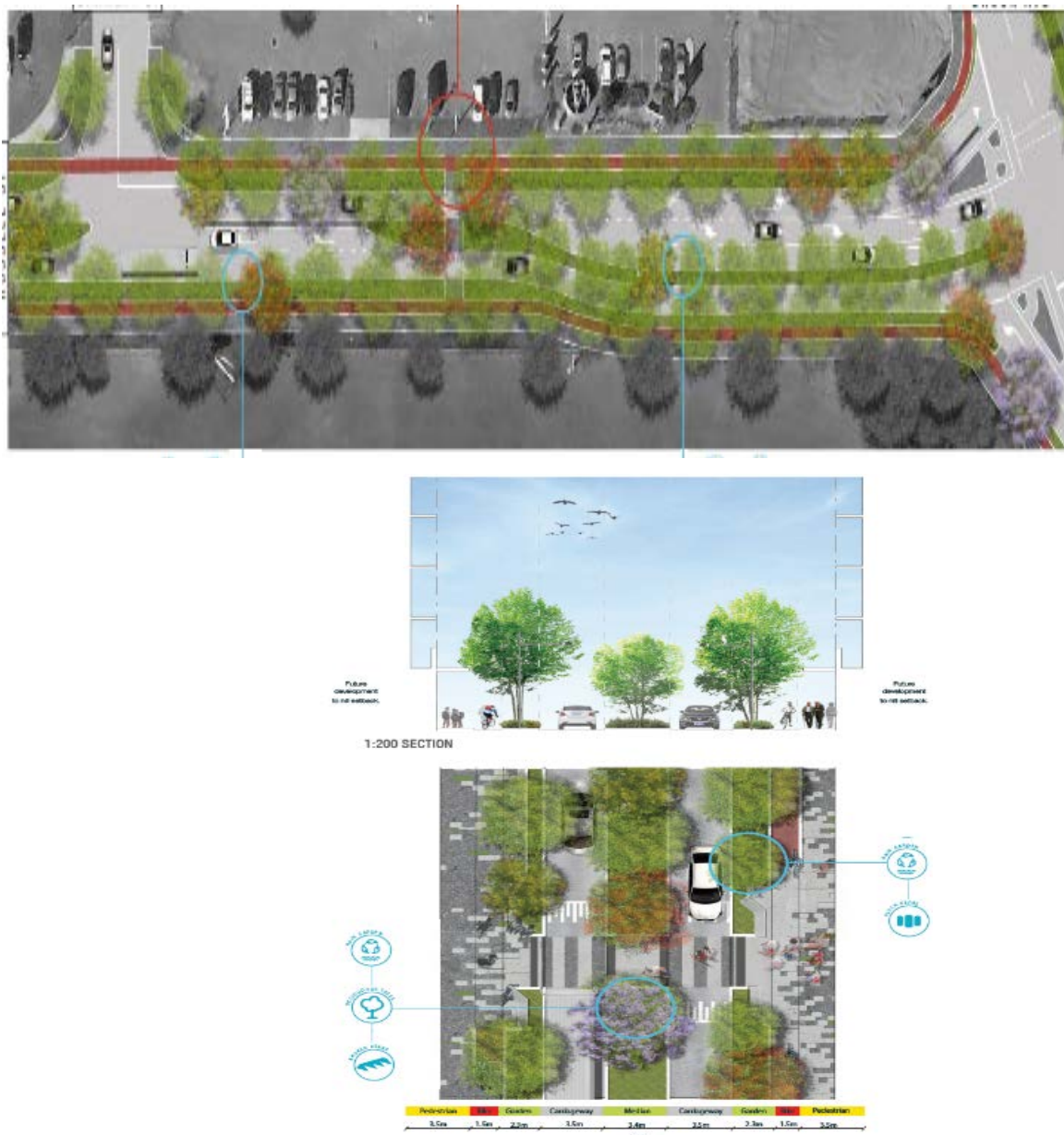
The main reasons for this change include:

1. Community feedback - Concerns raised during the community engagement regarding the land acquisition process and the rationale to meet project outcomes.
2. Impact on adjacent landowners – Acquisition of up to 2.5m of private property could impact on the use of the property. In some instances, it could result in the loss of existing parking bays.
3. Uncertainty of timeframe and cost – The process of land acquisition has an unreliable timeframe and associated cost, depending on whether the City choose to compulsorily acquire the required widening all at one time, or wait until the properties redevelop.
4. Value to project outcomes - A modified streetscape concept can be accommodated within existing road reserve with only localised widening, which is considered to have a minimal impact to project outcomes.

Reduced Road Widening

The draft Plan as advertised proposed widespread road widening in the six streets indicated within the Plan.

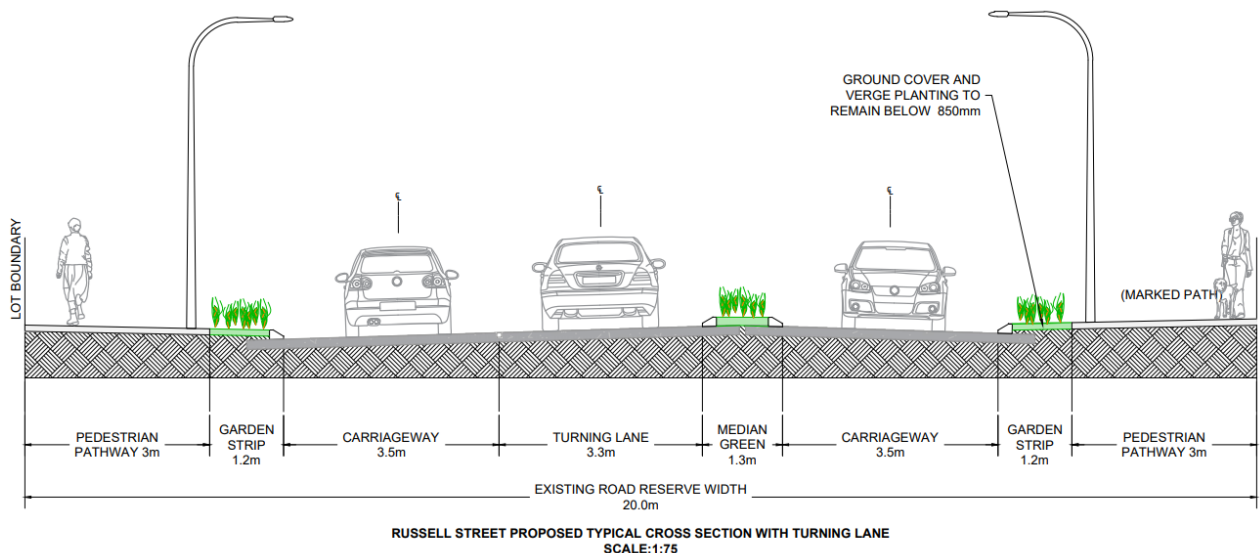
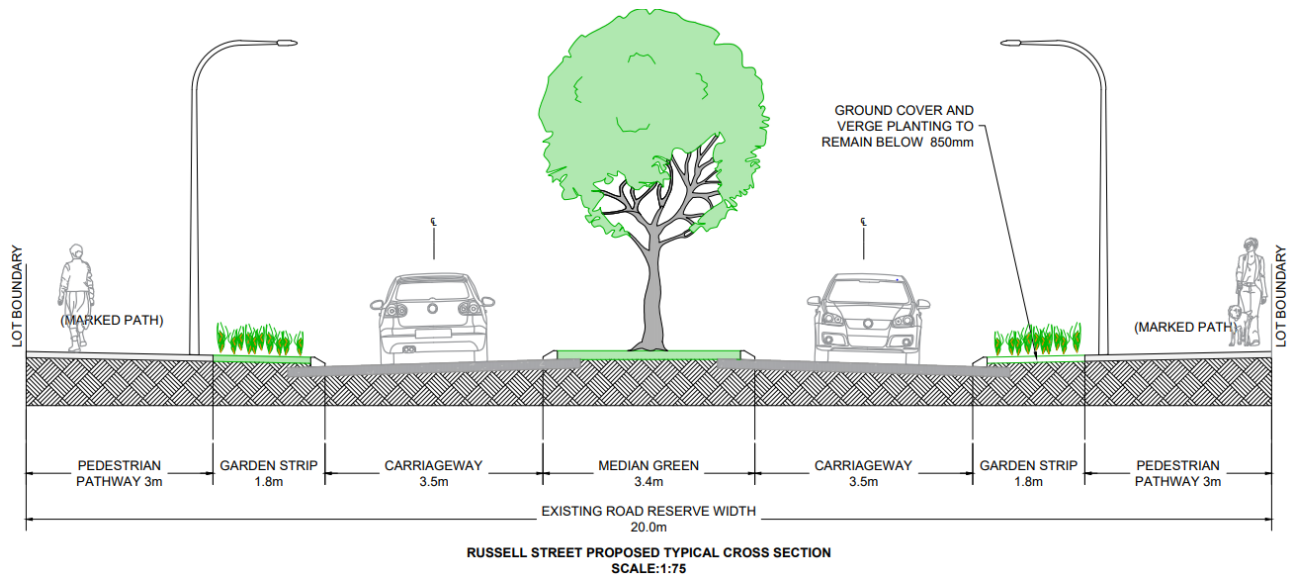
As an example, Russell Street (between Broun Avenue and Barnett Court) is shown in the plans and cross section below. The current 20m road reserve was proposed to be widened by 5m (2.5m each side) to 25m.



The below images illustrate two examples of a proposed cross-section that could be implemented across all the six nominated streets within the Plan within the existing 20m road width, that is, without any road widening to the road reserve (only the road carriage-way).

The modifications from the cross sections in the draft Plan are:

- Removal of protected bike lanes (for cyclist use only);
- 3m wide shared pedestrian/bicycle path; and
- Reduction of garden strip by 500mm on each side.



The modifications propose the removal of the protected bike lanes and prioritises a shared path for both pedestrians and cyclists. The choice of path type has considered the desired function within an activity centre, and the volumes of pedestrians and cyclists using the path, as per the Western Australian Local Government Association (WALGA) 'Shared Path Guidelines'. The shared path would cater for a high volume of pedestrians and low speed cycling. It is expected that high-speed, or more confident, cyclists will choose to be on the road with the vehicle traffic.

The City's Local Bike Plan (2014) identifies the need for a local bike route that connects the Swan River foreshore and Morley Activity Centre. However, the proposed shared path for Stage 1 within the Plan is not expected to conflict with the 'Bayswater to Morley Bike Boulevard (Stage 2)' project deliverables.

It is considered that this modification to the cross section of all of the streets covered in the Plan will enable the City to carry out implementation with less disruption to the adjacent landowners and will still achieve the objective of streets that have a higher amenity and are more walkable. The modifications proposed will reduce the number of properties along Russell Street (between Broun Avenue and Rudloc Road) that would be impacted by road widening from approximately 17 to only four. This reduction of impacted landowners is considered a more feasible option to implement the Plan.

The exact widening proposed within the relevant intersections will be determined within the updated detailed design for both Stage 1 and the remaining streets.

Implementation

The draft Plan as advertised needs to be modified to reflect the recommended changes to the cross sections. This includes changes to concept plans, cross sections and the detailed concept plans contained in the Plan. The consultant that prepared the Plan will undertake these modifications and provide a final document.

It is proposed to initiate implementation of the Plan for a section of Russell Street between Broun Avenue and Rudloc Road (Stage 1) to demonstrate value of streetscape enhancement within Morley. It is considered that this section is the best location for the City to develop as Stage 1 because the majority of the other streets within this Plan are required to be upgraded as part of Galleria shopping centre redevelopment. It is also one of the gateways to the Morley Activity centre and highly visible.

Following the completion of detailed design of Stage 1, it is proposed to commence detailed design of all of the other streets to ensure that the City has a plan that is “shovel-ready” for funding. Stage 1 works will not carry out works on any sections of streets that have applicable development approval conditions for the Galleria shopping centre redevelopment.

Any future development applications will need to adhere to the objectives and detail within the Plan and the landscaping requirements within the town planning scheme. The amount of investment required to the streetscape by a prospective developers is subject to the scale and nature of the development, and the negotiated conditions within the development approval.

Table 1 provides more detail on the Implementation Plan within **Attachment 2**.

Table 1

Time	Project milestone	Cost	Detail
24 March 2020	Council to adopt final plan subject to modifications	N/A	<p>Amendments to all cross sections within the plan to limit road widening to relevant intersections; and carry out further detailed design to determine exact road widening expected.</p> <p>Final plan adopted will include a concept level design for the six nominated streets, and a detail design for Stage 1 section.</p>
April – June 2020	Consultant(s) to update the concepts and detailed design throughout the Streetscape Plan	\$70,000	<p>Modification to align with the new road widening position for all cross sections.</p> <p>Funds are available for this work in the City's 2019/20 budget.</p>
July – August 2020	Develop advocacy paper and funding strategy for Stage 1	Within existing resources	<p>Advocacy paper and funding paper required to secure adequate funding to deliver this project. Councillors will be briefed once documents are complete.</p>
August – December 2020	Detailed design work and costings for the remaining streets within the Plan	\$300,000	<p>Full Plan 'ready' for tender, construction and prospective funding.</p> <p>The funding required for this work submitted as part of the 2020/21 budget process.</p> <p>This proposed budget may be reduced if a relevant development application is submitted in one of the six nominated streets within the Plan. This is subject to the scale and nature of the development and their requirement to carry out</p>

Time	Project milestone	Cost	Detail
			detailed design.
September 2020 and ongoing	Secure project funding for Stage 1	Within existing resources	Advocacy by the City to State and Federal government for project funding. Submission of grant applications.

Once the detailed design has been completed and funding has been secured, construction can commence. The exact timing is dependent on when funding is obtained. Given the complexity and scale of this project, an additional FTE project manager resource may be required for approximately two years (2021/22 and 2022/23 financial years) to implement the project.

Project Funding for Stage 1

The Plan proposes a higher quality streetscape and palette for Morley Activity Centre. Significant funding commitments will be required from both the City and external parties to implement this Plan.

The consultancy team has provided an estimate to carry out construction works for this section of Russell Street (between Broun Avenue and Rudloc Road), Morley of \$3.295 million (not including maintenance). This cost will be refined as detailed planning proceeds.

The City's Long Term Financial Plan has a nominal allocation of \$1.71 million to 'Morley town centre road and streetscape redevelopment' over the next seven years. This will partly implement the Plan.

There are a number of other options available to fund the streetscape upgrades, including grant funding and City reserves (**Attachment 3**).

To support the acquisition of funding, an advocacy paper and funding strategy will be developed to secure adequate funding to deliver this project, including any commitments from the City. Councillors will be briefed once this is complete. The aim is to have the Plan and ready for funding as part of the State election in March 2021.

LEGISLATIVE COMPLIANCE

The *Land Administration Act 1997* is the principal legislation for compulsory acquisition or taking of interests in land in 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.

Option 1	That: 1. Council adopts the final Morley Activity Centre Streetscape Plan (July 2019) as contained in the link in this report, subject to the following modifications: (a) All nominated streets within the Plan are amended to reflect the modified cross section detailed in this report, which allows no road
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	<p>widening except at relevant intersections.</p> <p>(b) The exact widening proposed within the relevant intersections be further investigated and may be altered subject to detailed design.</p> <p>2. The City commences implementation of the Morley Activity Centre Streetscape Plan, as indicated in Table 1 in this report.</p> <p>3. Council considers an allocation of \$300,000 to carry out detailed design work for the remaining streets not within the Stage 1 section within the Morley Activity Centre Streetscape Plan as part of the 2020/21 budget process.</p>	
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	Moderate
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	<p>This option is considered to incur a moderate financial management risk due to the City investment required to deliver Stage 1 works. There would also be moderate strategic direction and community and stakeholder risks associated with this option because of the project scale and City commitment required to proceed with this project.</p>	

Option 2	<p>1. That Council adopts the final Morley Activity Centre Streetscape Plan (July 2019) as contained in the link in this report, subject to other modification(s) as determined by Council.</p> <p>2. The City commences implementation of the Morley Activity Centre Streetscape Plan, as indicated in Table 1 in this report, subject to other modification(s) as determined by Council.</p> <p>3. Council considers an allocation of funds as determined by Council to carry out detailed design work for the remaining streets not within the Stage 1 section within the Morley Activity Centre Streetscape Plan as part of the 2020/21 budget process.</p>	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Dependent on the other modification(s) as determined by Council.
Reputation	Low	
Governance	Low	
Community and Stakeholder	Moderate	
Financial Management	Low	
Environmental Responsibility	Low	
Service Delivery	Low	
Organisational Health and Safety	Low	
Conclusion	The risks associated with this option is dependent on the other modification(s) as determined by Council.	

Option 3	<p>That Council does not adopt the final Morley Activity Centre Streetscape Plan (July 2019) and does not proceed with the implementation.</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

Conclusion	It is considered that there would be high strategic direction, reputation and community and stakeholder risks associated with this option because the City would not have a plan to improve the current low amenity of the Morley activity centre.
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FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Finalise the Plan to update the concepts and detailed design for Stage 1

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

LTFP Impacts: \$1.71million is listed in the LTFP over seven years for the project

Notes: \$300,000 is for consideration within 2020/21 budget process to carry out detailed design work for the remaining streets (not within the Stage 1 section) within the Plan.

\$70,000 is within the current adopted 2019/20 budget to finalise the detailed design for the Stage 1 section and update the cross section within the Plan.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$370,000	-	-	-	-	-	\$70,000

STRATEGIC IMPLICATIONS

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

Theme: Our Built Environment
 Aspiration: A quality and connected built environment.
 Outcome B1: Appealing streetscapes.
 Outcome B3: Quality built environment.

This Morley Activity Centre Streetscape Plan provides direction for the City and developers on the street typology and visual amenity expected within the Morley activity centre for any future streetscape enhancement project. There is also intent for the City lead on the implementation of this Plan (Stage 1). Both the adoption and implementation of the Plan will support the City's aspiration to create more 'appealing streetscapes' and a 'quality built environment' for the Morley activity centre.

CONCLUSION

Based on the consultation received and a reconsideration of the need for road widening, it is recommended that Council adopts the final Morley Activity Centre Streetscape Plan as advertised, subject to the cross section for all the streets being modified so that road widening is not required (except at relevant intersections) and further detailed design work into the exact widening proposed within the relevant intersections.

It is recommended that the City commence implementation of the Plan as indicated in Table 1, including modification of the final document and plans, detailed planning, and advocacy to obtain external grant funding. It is further recommended to consider a budget allocation of \$300,000 as part of the 2020/21 budget process to carry out detailed design work for the remaining streets within the Plan that are not included in the Stage 1 section.

Attachment 1**Draft Morley Activity Centre Streetscape Plan: Phase 1 – online survey*****Engagement Report – October 2019*****1. Context - what did the City ask and why?**

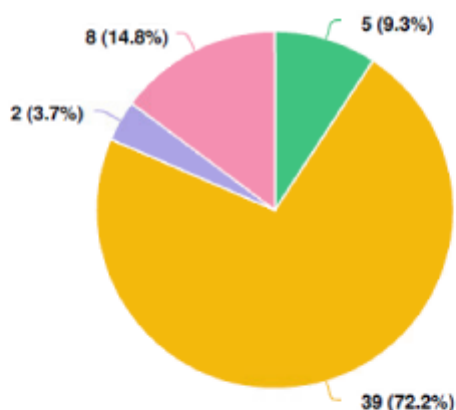
The purpose of the survey was to seek feedback from Morley residents, businesses and property owners on some of the key aspects of the draft Morley Activity Centre Streetscape Plan ('The Plan'), specifically comments on one or all of the following:

- The palette options (street furniture, lighting, bins, planting, trees, paving etc.)
- The road design, including the garden, cycle and pedestrian paths
- The detailed concept plan at Russell St

This report captures the community feedback from 54 formal survey submissions, including additional feedback via phone conversations and social media. The survey period was from 20 August to 10 September 2019.

2. Demographics - who provided feedback?

Nearly three quarters of respondents represented City of Bayswater residents with other respondents consisting of visitors, businesses and property owners, illustrated in the chart below.

**Question options**

● Visitor ● Resident ● Business ● Property owner

3. Survey findings or What we heard**Question 1:**

The draft Plan proposes a significant transformation to Morley's streetscape to make it more pedestrian focused. Do you agree with the general principles and what is proposed within the Plan?

The rationale behind this question was to gauge whether the overall objectives and vision for the Plan was in line with community expectations.

Results:

92.5% of respondents strongly agreed or agreed with the proposed plan and principles.

Other frequent comments included:

- Requests for the scope to be extended to include Broun Avenue
- Street furniture to factor in increasingly warm climate i.e. suitable for hot weather
- Sustainable design principles e.g. solar lighting should be considered
- Quality public art to complement the streetscape (including sculptures) that showcases local identity
- Integration is key – of bike lanes, of footpaths, of Galleria shopping centre development plans, to Noranda town centre, to parking (so trolleys are not dumped)
- The plan enhances pedestrian amenity, widened footpaths and pedestrian connections and crossings between places of interest and public transport; Enhances the provision of convenient on-street car parking bays; Enhances the provision of convenient bicycle parking facilities; Strengthens public transport as a viable option of travel through providing more regular bus stops; and
- Facilitates a safer and more vibrant environment for both day and night activity.

Question 2:

From a design point of view, what is your favourite palette option out of the gold, silver and bronze options for each palette?

Given each gold, silver and bronze palette option is unique in design, we wanted to understand what type of design the community preferred within each palette option (E.g. the silver design in the seating palette was more preferred than the gold design). This information will support the City to purchase appropriate palette options when the streetscape design is delivered.

Results:

Palette options – design preferences	
Seating	
Top design:	Silver
Bike Racks	
Top designs:	Gold and Silver (equal score)
Drink Fountain	
Top design:	Silver
Bin Enclosure	
Top design:	Gold
Bollards	
Top design:	Gold
Tree surrounds	
Top design:	Bronze
Street lighting	
Top design:	Silver
Pedestrian lighting	
Top design:	Silver
Paving	
Top design:	Bronze

Question 3:**Which palette option is most important to you to create a high quality public space?**

We wanted to understand what amenity is most important to community within a high quality public space. This will inform the City's decision-making when selecting and purchasing palette options, and prioritising the project budget. For example, if the budget is limited, the high priority palette options will be prioritised.

Results:

The top five priorities identified were:

1. Paving
2. Seating
3. Pedestrian Lighting
4. Bus Shelter
5. Street lighting

The three lowest priorities identified were:

8. Drinking fountain
9. Bollards
10. Bike racks

Question 4:**What are your top priorities for Morley's streetscape design?**

This question looked beyond just the 'palettes' and focused on the overall design of the street ('streetscape design'). The rationale behind this question was to understand what is most important to the community within a streetscape. (E.g. lots of trees and greenery)

Results:

The top five priorities identified were:

1. Lots of greenery (trees, planters)
2. High quality pedestrian environment (pedestrian pathways, traffic crossings, crosswalks)
3. Active shopfronts
4. Lots of public spaces (for public gatherings, events, lunch breaks)
5. High quality ground and street level lighting

The three lowest priorities identified were:

8. Custom-designed street furniture and bus shelters that were 'unique' to Morley
9. Dedicated cycle lanes
10. Large roads for vehicle movement

Additional priorities included:

- Biodiversity
- Public spaces that encourage social interaction and events
- Space for urban orchards
- Space and allowance for buskers
- Age-friendly seating and amenity
- Adequate lighting
- Accessibility and smooth pedestrian pathways (e.g. not cobblestone streets)
- Investment in more parking spaces
- Higher maintenance
- Play spaces

Question 5:

Now seeing the draft palettes and streetscape designs, could you see this within the Morley activity centre in the future?

Yes / No

Results:

90.6% of survey respondents agreed ('yes') that they could see the proposed palettes and streetscape designs within Morley.

4. Additional comments – social media:

- Ensure adequate colour is considered
- Don't take the 'cheap' option
- The City has an opportunity to 'set the bar high' and deliver something truly unique to Morley
- Coventry Village alfresco area is a good local example of the connectivity that the centre should be encouraged to have.

5. Specific areas of concern raised by respondents included:

- Safety issue and lack of pedestrian amenity on Rudloc/ Russell Street intersection
- Benches in proposed streetscape design seem too close to street
- The entrance to the bus port needs significant improvement to accessibility
- The feasibility of the proposed streetscape plan
- The removal of crossovers and introduction of a one-lane road to Russell Street and the commercial impact
- Whether the bus shelter design provides adequate shade and protection from the elements
- Galleria is perceived as an 'island' amongst a sea of car parks, and should be actively encouraged to connect to the wider community and shopping precincts

For more information, or to keep updated on the project, visit the City's Engage Bayswater website and the Draft Morley Activity Centre Streetscape Plan project [here](#).

10.4.4 Future Use of 472 Guildford Road, Bayswater

Owner:	City of Bayswater	
Responsible Branch:	Strategic Planning and Place	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required	
Attachments:	Nil	
Refer:	Item 14.1.1: OMC 3.9.2019 Item 14.1.1: OMC 25.6.2019	

SUMMARY

Council consideration is sought in relation to options for the interim use of Lot 20, 472 Guildford Road, Bayswater until future strategic planning for the redevelopment of the site and the wider precinct is undertaken.

Council consideration is also sought in relation to the process of progressing the development of the City owned land adjoining Lot 20, 472 Guildford Road, Bayswater.

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

That Council:

1. Approves the demolition of the dwelling and improvements at Lot 20, 472 Guildford Road, Bayswater.
2. Considers an adjustment as part of the City's 2019/20 mid-year budget review to allocate \$25,000 to demolish the dwelling and improvements at Lot 20, 472 Guildford Road, Bayswater.
3. Notes that the process in relation to progressing the development of the Guildford Road/Slade Street Precinct will be addressed in the City's Land Acquisition and Disposal Strategy.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 10/0

BACKGROUND

The representatives of the owner of Lot 20, 472 Guildford Road, Bayswater (also known as Property ID 3294 in the City's rating database) approached the City to see if the City was interested in purchasing the property.

Council at its Ordinary Meeting held 25 June 2019 considered the owner's representatives offer to sell the site to the City, and resolved:

"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."*

Council at its Ordinary Meeting held 3 September 2019 considered a negotiated purchase price, and resolved:

"That:

1. Council agrees to purchase Property ID 3294 in accordance with the signed offer and acceptance form as contained in Attachment 1 to this report.
2. Council amends the City's 2019/20 Budget as follows:

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET	REVISED BUDGET	VARIANCE
2200-80576-6381-0000	Purchase of Land	\$0	\$437,000	+\$437,000
10-9000-9000-3900-0	2018-19 Operating surplus	N/A	N/A	-\$437,000
			Balance:	\$0

3. The City presents a further report to Council to consider options for the interim use of Property ID 3294 and a process to progress the development of the City owned land adjoining the purchased lot.
4. The report to become public following the sale and subject to the confidential elements being redacted."

Subject Site

The subject site was recently purchased by the City with settlement occurring on 15 October 2019. The site is surrounded on three sides by property also owned by the City along Guildford Road and Slade Street, as shown in Figure 1.

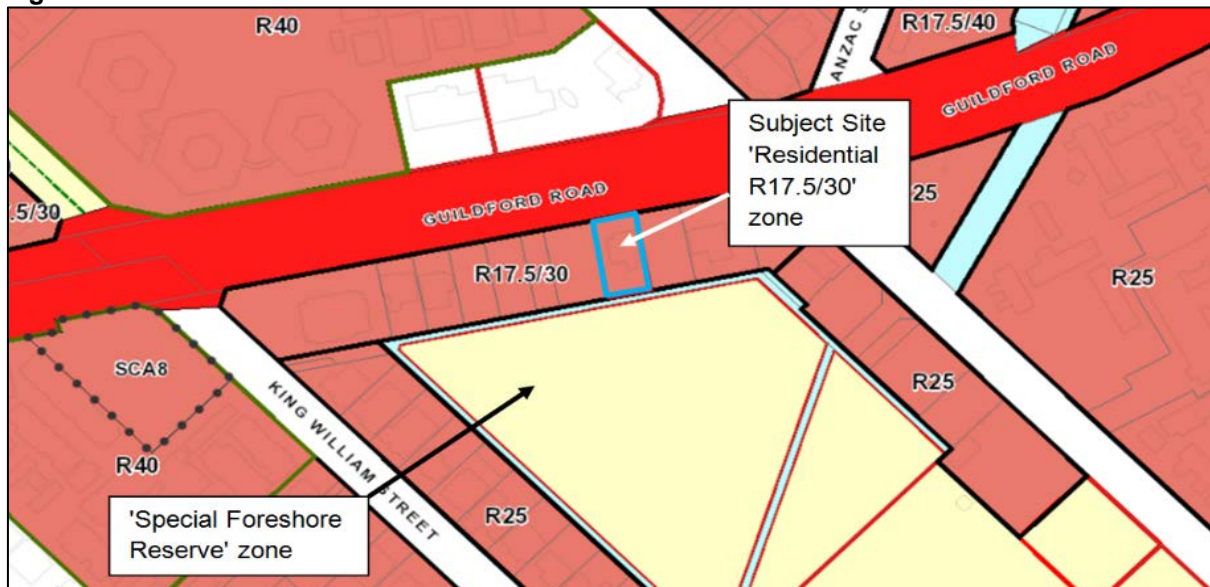
Figure 1



The site is currently zoned Residential R17.5/30 under Town Planning Scheme No. 24 (TPS 24), as shown in Figure 2. The subject site is 699m² and in accordance with clause 8.5.4.1(d) of TPS

24, has the development potential to accommodate two dwellings under the R30 density coding. However as the site fronts Guildford Road and there are no other satisfactory alternate means of vehicular access, the site has limited subdivision potential.

Figure 2

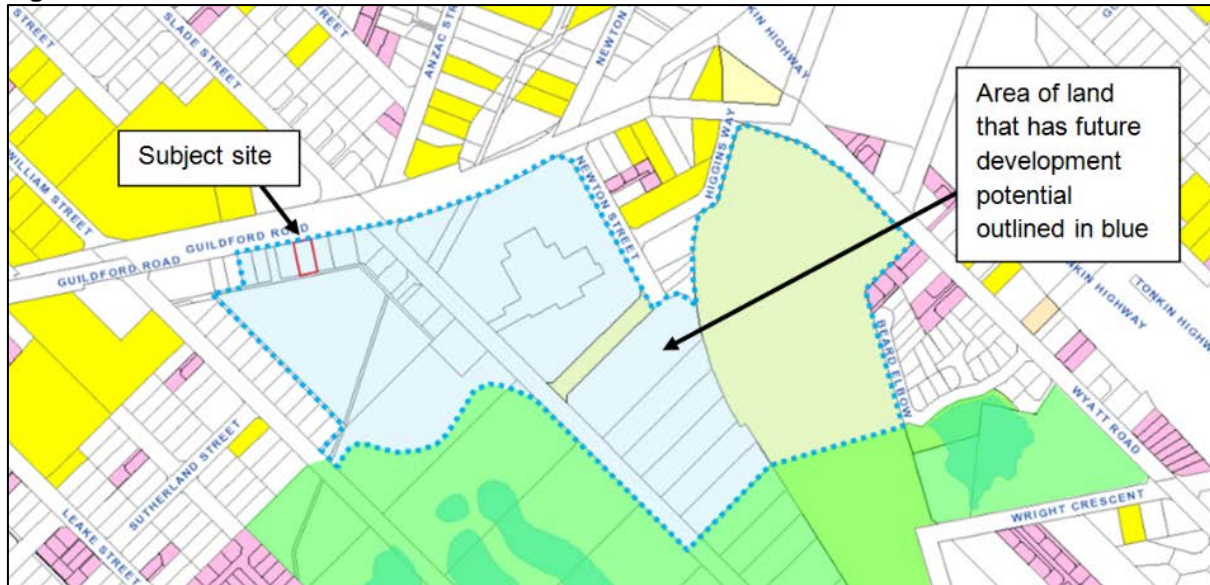


Future Strategic Use and Development of the Guildford Road/Slade Street Precinct

It is considered that there is significant potential for development in the area due to the large expanse of undeveloped and connected land in the ownership of the City, the Spine and Limb Foundation Inc. and the State of WA. Figure 3 shows the ownership of land in the area and Figure 4 shows the accumulation of that land, termed the Guildford Road/Slade Street Precinct.

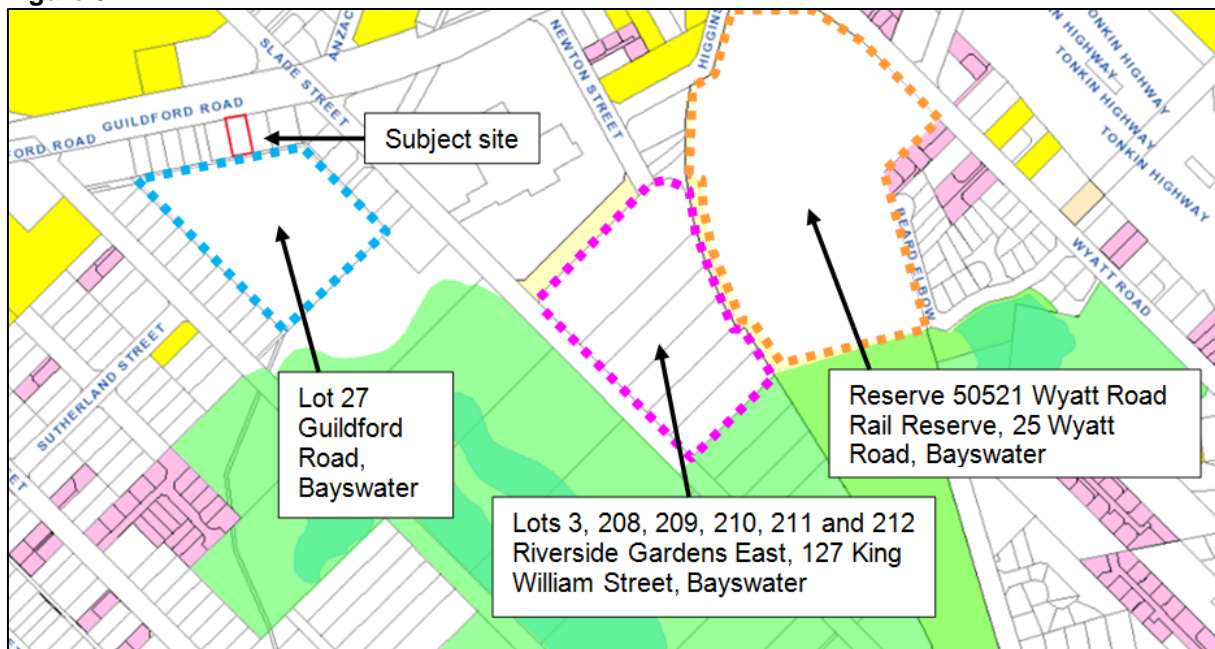
Figure 3



Figure 4 - Guildford Road/Slade Street Precinct

Development in the Guildford Road/Slade Street Precinct may be constrained as some properties were previously used as landfill, and are classified by the Department of Water and Environmental Regulation (DWER) as follows:

- Lot 27 Guildford Road, Bayswater is classified as 'Contaminated - Remediation Required'.
- Lots 3, 208, 209, 210, 211 and 212 Riverside Gardens East, 127 King William Street, Bayswater are classified as 'Possibly Contaminated - Investigation Required'.
- Reserve 50521 Wyatt Road Rail Reserve, 25 Wyatt Road, Bayswater is classified as 'Possibly Contaminated - Investigation Required'.

Figure 5

These classifications and the level of remediation may change if more sensitive land uses, such as residential are proposed in the future. Any remediation works will likely pose a significant cost to future redevelopment in the area.

There is significant potential for development in the Guildford Road/Slade Street Precinct. This could provide the basis for the creation of a plan to guide the future planning and development in the precinct. It is considered there may be opportunities to partner with the State Government and/or private developers as they will be able to offer expertise in managing different land owners, providing innovative infrastructure, land use and built form outcomes and resolving land contamination issues.

Previous Consideration of the Guildford Road/Slade Street Precinct

Planning for the Guildford Road/Slade Street Precinct has previously been considered and has also been known as the Special Foreshore Development Zone, the 'Top End' and the park area near Guildford Road.

Council at its meeting held 23 August 1988 resolved to purchase 96 Slade Street, Bayswater and the site was subsequently purchased in November 1988. Comments in the report to Council stated that:

"Council has on previous occasions deliberated over the need to secure land in this vicinity which serves as the main entrance to the Special Foreshore Development Zone."

An extract from a Council meeting report in January 1992 stated:

"The concept for development of the 'Top End' has remained open to allow council to consider various options for the development of this land. This may include residential development and/or childcare facilities... the purchase of land along these streets could provide the City with the opportunity to remove residential dwellings and increase the visibility of the Bayswater Foreshore Area from Guildford Road and Slade Street..."

The future use of the area was further considered in the City's Precinct Action Plan Final Report November 2004 which suggested:

"... the long term redevelopment of the park area near Guildford Road,...the development of these land parcels as a major entry statement, with a backdrop of landscaped gardens and parkland....to bring the river environment to a major road and assist with the promotion of the area".

In light of the above, it appears that the City has had longstanding intentions to plan and develop the precinct as an entry statement to the foreshore. It is unclear on the extent of parklands and/or other forms of development that were considered in this precinct and entry statement.

Representatives from the then Landcorp met with City officers on 29 January 2014 regarding the Guildford Road/Slade Street Precinct. At the meeting Landcorp expressed an interest in partnering with the City to explore the development potential of the area including the feasibility of providing an entry statement. Furthermore, Landcorp advised that they would be able to provide significant expertise in relation to the potential land contamination issues associated with the area.

Although Landcorp conveyed their ongoing interest in the area in a November 2018 meeting with the City, in mid-2019 Landcorp merged with the Metropolitan Redevelopment Authority to become Development WA. The recently established Development WA has not advised the City whether it has the same interest in the precinct as Landcorp had previously.

EXTERNAL CONSULTATION

No public consultation is required or recommended in relation to the interim use of the subject property.

OFFICER'S COMMENTSProcess to Progress Development of the Guildford Road/Slade Street Precinct

The City's Land Acquisition and Disposal Strategy will provide a plan to effectively manage all land under the ownership, care or control of the City. Improved management of the City's property portfolio presents a significant opportunity to improve the public value derived from these assets.

As the Guildford Road/Slade Street Precinct includes significant portions of land in the City's ownership, the process to progress the development of the precinct will be addressed in the Strategy.

Interim Use Options for the Subject Site

Three practical options for the interim use of the subject site have been identified:

- Demolish the dwelling and improvements and leave the site vacant;
- Renovate the dwelling and improvements for residential rental; and
- Renovate the dwelling and improvements for an alternative use.

The following table outlines the approximate capital costs, rental income, annual costs and time to reach a payback point for the City for each of the three options:

	Demolish dwelling and improvements and leave site vacant.	Renovate dwelling and improvements for residential rental.	Renovate dwelling and improvements for an alternative use.
Approximate Capital Cost	\$25,000*	\$46,500**	Dependent on use
Approximate Rental Income (per annum)	Nil	\$11,440***	Dependent on use
Approximate Annual Costs	\$3,417****	\$6,705*****	Dependent on use
Approximate Time to reach Payback Point	N/A	10 years	Dependent on use

*

Based on estimates provided by City officers for the demolition works and obtaining a demolition permit. The building contains asbestos and requires specialist demolition contractors, and this is reflected in the relatively high cost compared to general building demolition.

**

Based on estimates provided by City officers for the renovation works, the approximate letting fee, and an approximate fee to obtain a building permit.

Based on market comparisons provided by City officers.

Based on approximate annual costs, including rates, Emergency Services Levy and maintenance.

Based on approximate annual costs, including rates, building insurance, bins, external property management fees, Emergency Services Levy and maintenance.

While leaving the dwelling on the site in a vacant state is another option, it is not considered appropriate as it could create anti-social and environmental health issues by attracting squatters and providing harbourage for pests and rodents.

Demolish and Leave the Site Vacant

Although the option to demolish the dwelling and improvements and leave the site vacant will not receive any income, it is the least costly option and requires the least amount of ongoing maintenance.

As the site will remain vacant, it will not jeopardise any future strategic plans for the redevelopment of the site and the Guildford Road/Slade Street Precinct.

Due to the above, it is considered that this is the most appropriate option for the use of the site in the short to medium term.

Renovate for Residential Rental

The option to renovate the dwelling and improvements for residential rental is a relatively inexpensive option. However it could take a significant amount of time, approximately nine years, to realise a return on the initial investment, which could jeopardise any future strategic plans for the redevelopment of the site and the Guildford Road/Slade Street Precinct.

Despite renovation works occurring, it is considered that the age, room layout of the dwelling and location on Guildford Road may be unattractive to the rental market.

A building permit will be required, which would add time and cost to the process, as surveys and plans of the proposed renovations will need to be prepared and privately certified by a third party and then assessed and approved by the City.

Due to the above, it is not considered that this is the most appropriate option.

Renovate for an Alternative Use

If an alternative/non-residential use of the property involves works that require a building permit, the premises would be required to comply with the National Construction Code and access to premises standards including the provision of access, toilet and possibly other facilities for people with a disability, fire standards and egress for fire emergency. Compliance with these standards are likely to incur significant costs.

It is also considered that the age and layout of the building is restrictive and may not be appropriate for many non-residential uses.

Development approval will also be required to change the use of the property from residential to an appropriate non-residential use. Due to the residential zoning of the land, the range of uses that could be considered is also limited. The site may need to be rezoned before certain uses could even be contemplated, which could take approximately 12 months.

Additionally, a building permit will be required. This would add time and cost to the process, as surveys and plans of the proposed renovations will need to be prepared and privately certified by a third party and then assessed and approved by the City.

Due to the above, it is not considered that this is an appropriate option.

LEGISLATIVE COMPLIANCE

- *Building Act 2011;*
- *Planning and Development Act 2005;*
- *Planning and Development (Local Planning Schemes) Regulations 2015;*
- *City of Bayswater Town Planning Scheme No. 24; and*

- Section 3.58 of the *Local Government Act 1995* applies to land disposal (via lease).

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	That Council: <ol style="list-style-type: none"> 1. Approves the demolition of the dwelling and improvements at Lot 20, 472 Guildford Road, Bayswater. 2. Considers an adjustment as part of the City's 2019/20 mid-year budget review to allocate \$25,000 to demolish the dwelling and improvements at Lot 20, 472 Guildford Road, Bayswater. 3. Notes that the process in relation to progressing the development of the Guildford Road/Slade Street Precinct will be outlined in the City's Land Acquisition and Disposal Strategy. 	
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	Moderate
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	It is considered that this option has moderate financial management risk as the site may remain vacant for some time until it is redeveloped, where it could be developed to generate income in the interim.	

Option 2	That Council: <ol style="list-style-type: none"> 1. Approves the renovation of the property for residential rental at Lot 20, 472 Guildford Road, Bayswater. 2. Considers an allocation of \$46,500 to renovate the property for residential rental at Lot 20, 472 Guildford Road, Bayswater, as part of the 2020/21 budget process. 3. Notes that the process in relation to progressing the development of the Guildford Road/Slade Street Precinct will be addressed in the City's Land Acquisition and Disposal Strategy. 	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
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	Low
Organisational Health and Safety	Low	Low
Conclusion	<p>It is considered that this option has moderate financial management risk given the renovation costs that will need to be spent initially.</p> <p>It is also considered that there is moderate strategic direction risk as the property will need to be rented for a significant period to realise a financial return on the initial investment. This rental period could jeopardise future strategic plans for the redevelopment of the site and the Guildford Road/Slade Street Precinct.</p>	

Option 3	<p>That Council:</p> <ol style="list-style-type: none">Approves the renovation of the property for an alternative use as determined by Council at Lot 20, 472 Guildford Road, Bayswater.Considers an allocation of funds to renovate the property at Lot 20, 472 Guildford Road, Bayswater for an alternative use as determined by Council, as part of the 2020/21 budget process.Notes that the process in relation to progressing the development of the Guildford Road/Slade Street Precinct will be addressed in the City's Land Acquisition and Disposal Strategy.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Dependent on the alternative use as determined by Council.
Reputation	Low	
Governance	Low	
Community and Stakeholder	Moderate	
Financial Management	Low	
Environmental Responsibility	Low	
Service Delivery	Low	
Organisational Health and Safety	Low	
Conclusion	It is considered that the risks of this option are dependent on the alternative use as determined by Council.	

FINANCIAL IMPLICATIONS

Item 1: Demolish the dwelling and improvements at Lot 20, 472 Guildford Road, Bayswater

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

LTFP Impacts: This item has not been itemised in the LTFP

Notes:

- * The capital upfront costs consist of demolition of the dwelling and improvements and obtaining a demolition permit.
- ** The materials and contract ongoing costs consist of maintenance and the Emergency Services Levy.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$25,000*	\$1,267**	\$1,000	-	-	-	\$0

STRATEGIC IMPLICATIONS

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

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

It is considered that demolishing the dwelling and improvements on the subject site will make it easier for the City to redevelop the site and the Guildford Road/Slade Street Precinct in the future.

CONCLUSION

In light of the above, it is recommended that Council approves the demolition of the dwelling and improvements at Lot 20, 472 Guildford Road, Bayswater and leaves the site vacant in the interim until strategic planning for the redevelopment of the site and the Guildford Road/Slade Street Precinct is undertaken.

10.4.5 Bedford Shopping Precincts - Local Centres Improvement Program

Responsible Branch:	Strategic Planning and Place	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required	
Attachments:	Nil	
Refer:	Item 10.4.3: OCM 25.06.2019 Item 10.4.3: OCM 26.03.2019 Item 14.5: OCM 28.08.2018 Item 12.1.4: OCM 28.01.2014	

SUMMARY

The purpose of this report is to outline a proposed 'Local Centres Improvement Program' model for Bedford shopping precincts. This model aims to address stakeholder priorities identified through the Bedford Shopping Precinct Regeneration Survey undertaken in May 2019. The model details considerations including scope, timeframes, resourcing and process.

Council consideration is sought on the proposed approach and the recommendation to commence this approach in 2020/21 with associated budget allocation.

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

That Council:

1. Adopts the 'Local Centres Improvement Program' approach for the Bedford shopping precincts as detailed in this report.
2. Considers an allocation of \$61,000 for the implementation of the Local Centres Improvement Program as part of the 2020/21 budget process.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 10/0

BACKGROUND

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 rejuvenation of their local shopping precincts."

The survey was undertaken in May 2019, and at the Ordinary Meeting of Council on 25 June 2019, Council resolved the following:

"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 five Bedford shopping precincts, including project scope, timeframe and resourcing implications to be considered as part of the 2020/21 budget process."*

EXTERNAL CONSULTATION

During May 2019, the City conducted the 'Bedford Shopping Precinct Regeneration Survey' to ascertain community interest in place management and/or rejuvenation of the suburb's smaller shopping precincts or 'centres'. Letters were sent to Bedford residents, property owners and business owners inviting participation in the survey, which was available on Engage Bayswater. 422 responses were received, which is a good response rate (8% of the Bedford population) and which indicates the relatively high level of community interest in the regeneration of Bedford's 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 attractive and well-presented shopfronts.

Respondents' short-term priorities (years 1-5) were similar across all five shopping precincts. The top three priorities identified by respondents overall are as follows:

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

OFFICER'S COMMENTS

Community priorities identified through survey results indicate a need for both urban design and economic development interventions. As such, an approach provisionally named the 'Local Centres Improvement Program' is outlined as a proposed model for addressing these needs. The approach is detailed below.

Scope**Locational Context**

The suburb of Bedford is primarily residential, with a number of small 'local centres' interspersed around the area. Unlike most of the other suburbs in the City, there is no major 'town centre' but rather smaller commercial strips, identified as follows and on the maps below:

- Precinct 1: Corner of Grand Promenade and Craven Street;
- Precinct 2: Corner Walter Road West and Grand Promenade;
- Precinct 3: Walter Road West, corner of Shaftesbury Avenue;
- Precinct 4: Along Beaufort Street near Chisholm College; and
- Precinct 5: Along Beaufort Street, between Grand Promenade and Nelson Street.

Precinct 1.**Precinct 2.**

Precinct 3.**Precinct 4.**

Precinct 5.Proposed Approach

The proposed approach is primarily a partnership or collaborative arrangement between the City and the stakeholders directly involved with a given centre on a day-to-day basis. These will typically be business and/or landowners ('owners' collectively), and may include adjacent residents, organisations or groups where the geography of the centre establishes this context (e.g. where the centre is directly adjacent to a church or a residential property as part of a small street block).

As there is no major town centre, it has not been proposed to extend the City's Place Management Model to Bedford. This is because that model is based on a singular focus on a town centre and collaboration and partnership with community groups and businesses in this centre. As Bedford's smaller, local scale centres are disparate, interest in a single community group covering all local centres is likely to be low, as participants are generally interested in their 'own backyard'. It is considered that establishing and collaborating with a community group for each local centre (if there is sufficient interest) would be very resource intensive.

This project is a combination of urban design and economic development, and the success of these shopping precincts will rely on both physical improvements and the effectiveness of the business owners in managing and promoting their businesses. Support in both of these areas is proposed.

Timeframes

The process of assessing, scoping, developing concepts, negotiating with business and landowners and project managing the overall implementation of improvements is considered time consuming. Therefore, it is suggested that a temporary part-time resource could manage two to three of these precincts per year (each precinct is approached as a single project).

As some projects will be less complicated or smaller in scale than others, work on each precinct will have a different timeframe. Therefore, some projects may be completed within a year, others may carry over two years, and new projects may commence earlier than expected due to others finishing early. The reliance on agreement of external stakeholders in this sort of partnership project requires a high level of flexibility from the City to achieve desired outcomes.

It is likely that only two would reach a stage of agreement with all necessary stakeholders per year as factors including funding and shared access/parking arrangements can involve considerable negotiation. Therefore, it is suggested that three precincts are commenced in the first year, as all such projects have a tendency to move in 'fits and starts' as land owners' and business owners availability and interest, and so on. It is also likely that a project commenced in the first year may continue into the next year as so much is contingent on stakeholder agreement (with the City and between stakeholders), who may have differing or competing priorities.

Resourcing

Projects costs for running this program are detailed in the table below. Where additional, larger works are proposed for precincts, these will need to be proposed as capital requests for the following financial year's budget. Given the uncertainties related to working with external stakeholders (business and landowners), it is estimated that completion of all five of these projects would take 1.5 - 2 years for a temporary full time resource and 2.5-3 years for a temporary part-time resource.

While there may be delays in any project, the project manager can focus on the economic development aspects of the project, including training for businesses in marketing themselves through different (including free) media, visual merchandising, and so on.

By way of context, in 2014, minor improvements were made to the Bedford shopping precincts at the Walter Road / Salisbury Street intersection and the Grand Promenade/Walter Road intersection. These works included landscaping and furniture installation, and brick paving improvements. The total cost was \$204,645.

The estimated project costs per year for the entire 2.5 year program are as follows:

Year	Estimated Project Costs	Detail
Year One: 2020/21	<ul style="list-style-type: none"> \$30,000 for implementation. \$31,000 startup cost for a temporary part-time resource to manage projects. Total cost Year One: \$61,000. 	<ul style="list-style-type: none"> Program runs for six months in Year One, commencing in January 2021. An initial 'startup' allocation of \$30,000 allows for quick and visible results to encourage business/land owner participation.
Year Two: 2021/22	<ul style="list-style-type: none"> \$30,000 for implementation for two precincts. \$50,000 for a temporary part-time resource to manage projects. Total cost Year Two: \$80,000. 	<ul style="list-style-type: none"> Program runs for 12 months.

Year Three: 2022/22	<ul style="list-style-type: none"> • \$30,000 for implementation for two precincts. • \$50,000 for a temporary part-time resource to manage projects. • Total cost Year Three: \$80,000. 	<ul style="list-style-type: none"> • Program runs for 12 months.
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Process

The proposed process has three main stages:

- Stage One: Prioritisation of precincts;
- Stage Two: Concept development for priority precincts; and
- Stage Three: Implementation of concepts.

Stage One: Prioritisation of Precincts

Prior to commencement of work on any of the shopping precincts, an assessment of each precinct to prioritise precincts for immediate attention is recommended. Indicative assessment criteria are as follows:

1. Condition/need – including consideration of safety concerns such as condition of footpaths; quality of landscaping; and quality/adequacy of street furniture such as seating and bollards.

A proper understanding of the effectiveness of the condition of the precinct will involve discussion with all business owners to understand how the precinct works operationally (e.g. service deliveries, current public and private parking arrangements, movement of pedestrians and vehicles through the space, levels of activity at day/night/weekends), which assets should be retained and/or enhanced, and what the constraints are. This will also identify key users and their needs.

2. Interest and support of landowners and business owners – including financial and in-kind contributions.

The public realm comprises both public and private spaces, and together these create the experience of users of the space. Effective shopping precincts require high quality public and private spaces, and where the City improves public land but the private land offers a poor experience (e.g. through dirty and unkempt shopfronts, difficult access, confusing signage), the precinct cannot reach its potential. Therefore, those precincts with business and landowners willing to contribute to the project through direct or in-kind funding of improvements to their properties will be prioritised.

This is similar to a grant 'matching' arrangement, where funding is released on a basis of similar contribution from the recipient. However, it is acknowledged that in some cases considerable investment of time or money has already been made towards these properties recently, and where the condition of public land is low compared to its adjoining private premises, this will also be acknowledged and prioritised.

It is also recognised that in some cases, the general condition of the precinct may be poor, but the ability of businesses to fund improvements to their premises may be limited. In those cases, particularly where need is great, a 'shopfront improvement' grant could be trialled to enable business owners to collaborate in the improvement.

Stage Two: Concept Development for Priority Precincts

Once the precincts have been prioritised, concept development can commence. The following process is recommended:

1. Ensure that there is an adequate understanding of how the precinct is used, and is desired to be used, by all operators. In some cases the precinct will be relatively self-contained and can just include business and land owners, and in some cases adjacent residents, property owners, organisations or groups may be relevant.

An understanding of challenges or constraints is also required, and these may be a mix of physical constraints such as dangerous or confusing vehicular access or movement, or other such as antisocial behaviour or economic factors such as vacancies caused by high rents/planning constraints.
2. Based on learnings from key stakeholders, establish a preliminary concept for discussion with stakeholders.
3. Discuss this preliminary concept with all relevant internal teams to learn of any crossover of projects, opportunities or constraints.
4. Meet with key stakeholders to discuss preliminary concept.
5. Make any necessary adjustments to concept.
6. Implement concept. This is likely to involve implementation from both public (City) and private (owner) partners.

Stage Three: Implementation of Concepts

In terms of City implementation, the working budget of \$15,000 per precinct (for two precincts is a total of \$30,000 per year) can allow for some 'quick wins' to occur, which might include street furniture, maintenance or repairs, some verge/paving improvements, landscaping/tree planting, and so on. Larger changes that might be identified as necessary would need to be listed as capital budget requests for Council consideration.

In terms of private implementation, this may occur without direct involvement from the City, or some seed funding to enable improvements such as repainting of shopfronts may be needed. Any seed funding during the first year of the project would need to come from the \$15,000 allocated to the precinct and would need to maximise the potential of that budget to achieve an upgraded public and private realm.

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.

Option 1	That Council:	
	<div>1. Adopts the ‘Local Centres Improvement Program’ approach for the Bedford shopping precincts as detailed in this report.</div> <div>2. Considers an allocation of \$61,000 for the implementation of the Local Centres Improvement Program as part of the 2020/21 budget process.</div>	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
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
Conclusion	It is considered that this option has a moderate reputation and community and stakeholder risk should the outcomes of the program not be well accepted.	

Option 2	That Council: 1. Adopts the ‘Local Centres Improvement Program’ approach for the Bedford shopping precincts as detailed in this report with modification(s) as determined by Council. 2. Considers an allocation of funds, as determined by Council for the implementation of the Local Centres Improvement Program as part of the 2020/21 budget process.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Dependent on modification(s) determined by Council.
Reputation	Low	
Governance	Low	
Community and Stakeholder	Moderate	
Financial Management	Low	
Environmental Responsibility	Low	
Service Delivery	Low	
Organisational Health and Safety	Low	
Conclusion	The risk associated with this option is dependent on the modification(s) determined by Council.	

Option 3	That Council does not adopt the 'Local Centres Improvement Program' approach for the Bedford Shopping Precincts.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
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
Conclusion	It is considered that this option has a moderate strategic direction risk, as they align with several priorities in the City's Strategic Community Plan. Moderate risk is also identified in terms of reputation and community and stakeholder relationships as the survey indicated very high levels of support for improvements.	

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Implementation of 'Local Centres Improvement Program

Asset Category: New **Source of Funds:** Municipal - \$31,000
Reserve - \$30,000

LTFP Impacts: Not itemised in the LTFP.

Notes: Nil

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1a Financial Year 2020/21	\$30,000	\$31,000	-	-	-	-	\$0
1b Financial Year 2021/22	\$30,000	\$50,000	-	-	-	-	\$0
1c Financial Year 2022/23	\$30,000	\$50,000	-	-	-	-	\$0

STRATEGIC IMPLICATIONS

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

Theme: Our Built Environment
Aspiration: A quality and connected built environment.
Outcome B1: Appealing streetscapes.
Outcome B3: Quality built environment.

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

The proposed program aligns with Strategic Community Plan priorities for appealing streetscapes and a business and employment destination.

CONCLUSION

The 'Local Centres Improvement Program' is considered to be an efficient and cost-effective way of improving the Bedford shopping precincts in partnership with local stakeholders. It enables quick and visible results that reflect local needs in each precinct and broader community priorities identified in the 'Bedford Shopping Precinct Regeneration Survey'.

It is recommended that Council resolves to adopt the 'Local Centres Improvement Program' approach for Bedford and that it considers the recommended allocation of \$61,000 as part of the 2020/21 budget process to cover initial improvements and a temporary part-time resource to manage this program.

10.4.6 Major Town Centre Events - Funding Applications

Responsible Branch:	Strategic Planning and Place	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required	
Attachments:	1. Application from Perth Cabaret Collective 2. Application from Local Arts and Community Events	
Refer:	Item 10.4.13 OCM 3.09.2019 Item 10.1.1. OCM 27.11.2018 Item 11.1 OCM 24.04.2018 Item 9.1.9 PDSC 7.11.2017 Item 9.1.6 PDSC 18.4.2017 Item 10.15 OCM 6.12.2016 Item 10.8 OCM 19.4.2016	

CR CATHERINE EHRHARDT DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Catherine Ehrhardt declared an impartial interest in this item as she is a founding member, and current office bearer of L.A.C.E. Cr Catherine Ehrhardt remained in the room during voting on this item.

SUMMARY

The purpose of this report is to consider applications for the second round of the City's Town Centre Events funding for 2019/20.

In December 2019, the City advertised the Major Town Centre Events grants (Round Two of two). Two applications have been received and have been assessed according to the City's Major Town Centre Events Policy.

Approval is recommended to grant a total of \$33,000 in Round Two for the two applications: Maylands Cabaret Festival (\$15,000) led by Perth Cabaret Collective, and Maylands Street Festival 2020 (\$18,000) led by Local Arts and Community Events Inc. (LACE).

OFFICER'S RECOMMENDATION

That Council:

1. **Supports the major town centre event funding applications from Perth Cabaret Collective and Local Arts and Community Events Inc. (LACE) as detailed within funding applications, subject to the following conditions:**
 - (a) **Compliance with all relevant event and environment health approval requirements.**
 - (b) **Traffic, risk management and event applications shall be submitted at least 60 days prior to the event and be to the satisfaction of the City of Bayswater.**
 - (c) **The event organisers shall advise all local businesses and residences within a 500m radius of the event site.**
 - (d) **Acknowledgement of the City of Bayswater as a major sponsor of the event on all event promotion and marketing material.**

- (e) The City of Bayswater is to be offered a stall at the event free of charge.
2. Approves \$18,000 in funding for LACE's Maylands Street Festival 2020 from the 2019/20 budget, and the following additional in-kind support for delivery of this festival:
- (a) Provision of waste and recycle bins free of charge.
- (b) Waiver of any fees and charges associated with the organisation of the event.
3. Approves \$15,000 in funding for Perth Cabaret Collective's Maylands Cabaret Festival subject to \$15,000 for this festival being allocated in the 2020/21 budget, and the following additional in-kind support for delivery of this festival:
- (a) Provision of waste and recycle bins free of charge.
- (b) Waiver of any fees and charges associated with the organisation of the event.
4. Considers an allocation of \$60,000 for Major Town Centre Events in the 2020/21 budget, which includes \$15,000 for Perth Cabaret Collective's Maylands Cabaret Festival.

CR ELLI PETERSEN-PIK MOVED, NO SECONDER

LAPSED

BACKGROUND

The City has adopted a Place Management approach to improve its four major town centres: Bayswater, Maylands, Morley and Noranda. As part of this approach, the previous Street Festival grants program has been replaced by a Major Town Centre Events grants program, which broadens the scope from street festivals to a more diverse range of town centre events and activities to best meet community needs.

Last year, the City introduced a 'Community Event' Grants, a program not limited to just larger-scale events within the City's major town centres. To maximise reach and engagement, the City advertised both the Major Town Centre and Community Event Grants together in July 2019. Round Two for both programs was released in December 2019.

The Major Town Centre Event Grants invite incorporated not-for-profit community groups to submit an application for an event that will attract over 2,000 people to one of the City's town centres.

The City's Major Town Centre Events Policy outlines the following assessment criteria for all eligible applications:

- Supports the key directions outlined in the City's Strategic Community Plan;
- Demonstrated benefits for the local business community and the wider community;
- Is likely to be financially supported by external agencies and sponsors such as Lotterywest, Healthway or local businesses;
- Demonstrated capacity to run the event;
- Involves working in partnership with community and business organisations; and
- Not received funding in previous funding round of that financial year.

At the Ordinary Council Meeting on 3 September 2019, Council considered proposals for Round One of its major town centre events funding for 2019/20 and approved the following three grant funding applications:

ROUND ONE APPLICANTS – 2019/20 BUDGET (APPROVED 3 SEPTEMBER 2019)		
Applicant	Event	Funding Approved
Noranda Vibes	Christmas Carols Concert	\$10,000
Local Arts and Community Events (LACE)	Maylands Street Festival 2019	\$20,000
Morley Noranda Recreation Club	Noranda Community Fair	\$12,000
TOTAL: \$42,000		

EXTERNAL CONSULTATION

The Major Town Centre Events Grants were advertised from December 2019 to January 2020. Advertising occurred through the Eastern Reporter newspaper, as well as the City's e-newsletters, website and social media. The invitation was sent to the City's business and place activation groups.

OFFICER'S COMMENTS

Two applications have been received for Round Two, as follows:

ROUND TWO APPLICANTS – 2019/2020 BUDGET (SEEKING APPROVAL)		
Applicant	Event	Funding Sought
Perth Cabaret Collective	Maylands Cabaret Festival	\$23,000
Local Arts and Community Events (LACE)	Maylands Street Festival 2020	\$20,000
TOTAL: \$43,000		

An overview of each application is provided below.

Maylands Cabaret Festival – Perth Cabaret Collective

The applicant proposes to host a cabaret festival at venues and in public spaces throughout the Maylands town centre over a weekend in May 2021. The festival will feature larger events at local venues as well as smaller events in local businesses and performances in public spaces such as the area's laneways. The festival will showcase acts from a wide range of related art forms including burlesque, music, comedy, dance, street performance and drag.

All events will be free to attend, with booking available through Eventbrite for venues with maximum numbers. Although not proposed as part of the funding application, the applicant seeks to hold a number of free workshops at The RISE to provide opportunities for local community members to learn to dance or to build their brand along cabaret-related themes.

Key information:

- Proposed date: May 2021 (date to be confirmed)
- Funding requested: \$23,000.

- Total cost for event: \$23,000 (excluding in-kind contributions including volunteer hours and use of equipment).
- Expected number of attendees: 2,500 +

The full funding submission from Perth Cabaret Collective included as **Attachment 1**.

Perth Cabaret Collective proposes to partner with community group Creative Maylands due to the alignment with the group's upcoming 'Hidden Laneways' initiative, which recently received Community Event funding from the City for its first stage.

The event proposes to:

- Showcase the very high levels of local talent in the musical and performance arts in and around Maylands;
- Provide a local opportunity for residents, businesses and community groups to build stronger connections through collaboration and/or shared experience;
- Increase visitation to and custom in the Maylands town centre through entertainment and music;
- Partner with community group Creative Maylands on the laneway aspects of the festival; and
- Create a sense of unity between businesses and community groups in the town centre.

The event aligns with a number of community priorities in the adopted Place Activation Plan for the Maylands town centre, including:

- 'Art – as an event, culture, performance';
- 'Live music, local bands, venues';
- 'Attract people because of the choice of activities'; and
- '*Programming of regular events in the town centre*'.

Officer Comment

The Maylands Cabaret Festival proposal is supported for the following reasons:

- To date, the Place Activation Plan's theme of 'Building Maylands' identity through art' has focussed primarily on visual art (e.g. Art on Eighth and the SixZeroFiveOne exhibition). As Maylands also has a strong presence in the music and performance art fields (e.g. WA Youth Jazz Orchestra and WA Ballet), publicly expanding its creative identity through this festival adds considerably to the building of this identity.
- The applicant has a high level of experience delivering events of a similar nature, including working for WA Youth Jazz Orchestra (WAYJO) as event manager for six years and planning, coordinating and managing the King Street Corner Pocket Jazz Festival in the City of Perth in 2018 and 2019.
- The applicant is a Maylands resident with a strong local network.
- Due to strong local professional and personal networks, the applicant is likely to be able to provide a considerable in-kind contribution in the way of equipment and volunteers.
- By partnering with local music venues such as Henry on Eighth, Chapels and Lyric Lane, the proposal supports local economic development through introducing new potential clientele to these premises.
- Without funding, it is considered that this event would not be able to go ahead.

- There is strong intent to partner with local business and community groups.
- The application is considered to have numerous social and economic benefits as outlined in the Policy. It aligns with the City's Key Directions in the Strategic Community Plan, including *'Partner with and support communities to enhance their town/city centres'*. It also aligns with the City's Cultural Plan commitment to *'Encourage connections and networking opportunities between the City, arts and cultural workers and artists that live and work in the City of Bayswater'* and to *'Continue to deliver cultural activities in partnership with others'*.

Perth Cabaret Collective is not a 'not-for-profit' incorporated organisation. However, as this event is not for profit, and Perth Cabaret Collective has an ABN and is a legal entity, this is considered acceptable. Although the applicant has applied for \$23,000, given the expected audience size (2,500+) compared to LACE's anticipated audience (10,000-12,000), as well as previous comments from the applicant that it could work to a slightly smaller budget, an allocation of \$15,000 is considered appropriate.

Maylands Street Festival 2020 – Local Arts and Community Events (LACE)

The applicant proposes to host a one day street festival in the Maylands town centre in October/November 2020. This will be the fourth time LACE has held the event, with the festival also occurring in 2016, 2018 and 2019. The event will include music, street performers, stalls, food, children's activities and an art project. The intention is for it to be accessible, inclusive and environmentally friendly.

Key information:

- Proposed date: October/November 2020 (date to be confirmed)
- Funding requested: \$20,000
- Total cost for event: \$82,100
- Expected number of attendees: 10,000 – 12,000

The full funding submission from LACE is included as **Attachment 2**.

Unlike with previous Maylands Street Festival events, LACE proposes to engage an event manager in this instance. The intent is to minimise volunteer exhaustion, and this approach is one previously supported by the City, such as for Baysie Rollers' engagement of Upbeat Events for the Baysie Arts and Street Fest. LACE volunteers will also contribute significantly to the design and operation of the event.

The event proposes to:

- Bring the community together – including Maylands locals and the City of Bayswater community, and beyond;
- Increase patronage of local businesses, with a stronger focus on economic development in 2020;
- Be an annual event that attracts attention to Maylands and demonstrates its vibrancy, resulting in repeat visitation; and
- Creates a sense of pride and belonging for Maylands' residents and businesses.

The event aligns with a number of community priorities in the adopted Place Activation Plan for the Maylands town centre, including:

- 'Art –as an event, culture, performance';

- 'Live music, local bands, venues';
- 'Attract people because of the choice of activities'; and
- '*Programming of regular events in the town centre*'

Officer Comment

The Maylands Street Festival 2020 is supported for the following reasons:

- The event was hosted successfully in 2018 and 2019 with Major Town Centre Event funding support and received significant positive community feedback.
- LACE has experience delivering events of a similar nature.
- The event has potential to provide longer-term and newer businesses in the town centre with greater exposure and increased ongoing patronage.
- LACE has demonstrated ability to attract further external funding, illustrated by the support of Dome, the platinum sponsor.
- The application is considered to have numerous social and economic benefits as outlined in the Policy. It also aligns with the City's Key Directions in the Strategic Community Plan, including "*Partner with and support communities to enhance their town/city centres*".

Given the scale of the event (10,000-12,000 people) and the matching funding that has and will be sourced (\$40,000 plus \$15,000 vendor fees), funding of \$18,000 is supported. It is noted that LACE has communicated that \$20,000 is the minimum funding they can work with. However, as a result of the Council resolution of 3 September 2019 for Round One, which granted \$32,000 for three events, only \$18,000 is available in the budget for Round Two. The City proposes to work with LACE to identify other ways to address this funding shortfall.

It is noted that LACE is applying for this funding twice this financial year with the event held once per calendar year. However, this is a result of the City altering its advertising dates for this funding, and following this adjustment LACE proposes to apply annually in future, with an annual festival held in October/November.

Funding Availability

The proposed two events are scheduled to be held next financial year - Maylands Street Festival in October/November 2020 and Maylands Cabaret Festival in May 2021 (subject to confirmation). With only \$18,000 remaining from the total budget of \$60,000 this financial year, both applications cannot be funded from the remaining 2019/20 funds. Therefore, it is recommended that LACE is allocated the \$18,000 from the 2019/20 budget and Perth Cabaret Collective is allocated \$15,000 from the 2020/21 budget subject to sufficient funding being allocated in the adopted 2020/21 budget.

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.

Option 1	<p>1. Supports the major town centre event funding applications from Perth Cabaret Collective and Local Arts and Community Events Inc. (LACE) as detailed within funding applications, subject to the following conditions:</p> <p>(a) Compliance with all relevant event and environment health</p>
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	<p>approval requirements.</p> <p>(b) Traffic, risk management and event applications shall be submitted at least 60 days prior to the event and be to the satisfaction of the City of Bayswater.</p> <p>(c) The event organisers shall advise all local businesses and residences within a 500m radius of the event site.</p> <p>(d) Acknowledgement of the City of Bayswater as a major sponsor of the event on all event promotion and marketing material.</p> <p>(e) The City of Bayswater is to be offered a stall at the event free of charge.</p> <p>2. Approves \$18,000 in funding for LACE’s Maylands Street Festival 2020 from the 2019/20 budget, and the following additional in-kind support for delivery of this festival:</p> <p>(a) Provision of waste and recycle bins free of charge.</p> <p>(b) Waiver of any fees and charges associated with the organisation of the event.</p> <p>3. Approves \$15,000 in funding for Perth Cabaret Collective’s Maylands Cabaret Festival subject to \$15,000 for this festival being allocated in the 2020/21 budget, and the following additional in-kind support for delivery of this festival:</p> <p>(b) Provision of waste and recycle bins free of charge.</p> <p>(b) Waiver of any fees and charges associated with the organisation of the event.</p> <p>4. Considers an allocation of \$60,000 for Major Town Centre Events in the 2020/21 budget, which includes \$15,000 for Perth Cabaret Collective’s Maylands Cabaret Festival.</p>	
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	Moderate
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	It is considered that there is moderate risk in supporting Perth Cabaret Collective’s application in terms of financial management given that the company is not not-for-profit and is not incorporated by another organisation. However, given the event is not a profit making venture and that detailed budget acquittal is required, as well as the company’s ABN making it a legal entity, it is believed that this risk can be managed. The total amount recommended (\$15,000) is also less than the requested amount (\$23,000), thereby reducing this financial risk.	

Option 2	That Council modifies the officer recommendation regarding major town centre event funding applications.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Dependent on modification(s) determined by Council.
Reputation	Low	
Governance	Low	
Community and Stakeholder	Moderate	
Financial Management	Low	
Environmental Responsibility	Low	
Service Delivery	Low	
Organisational Health and Safety	Low	

Conclusion	The risks associated with this option is dependent on the modification(s) determined by Council.
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Option 3	Council does not support either or both of the major town centre event funding applications.		
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome	
Strategic Direction	Moderate	Moderate	
Reputation	Low	Moderate	
Governance	Low	Low	
Community and Stakeholder	Moderate	High	
Financial Management	Low	Low	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Moderate	
Organisational Health and Safety	Low	Low	
Conclusion	<p>It is considered that not approving one or both of the applications carries a moderate risk in terms of the City's reputation, as the City has invited applications and both are strong proposals.</p> <p>It is considered a high risk in terms of community and stakeholder relationships as active community members have invested time and effort in preparing proposals, and lack of support for these strong proposals may be perceived as lack of support for these efforts.</p> <p>It is considered a moderate risk for both strategic direction and service delivery as the City has received feedback from business and residents that the major town centre events make a significant impact towards building more active and engaging town centres.</p> <p>There is a precedent of two events from the same town centre being funded. In the previous funding round, two events in Noranda were supported. LACE's ongoing commitment to delivering a well-managed street festival is deserving of support, and Perth Cabaret Collective's use of strong local networks and partnership with community group Creative Maylands as well as local businesses builds on community capacity and capital in a new and exciting way.</p>		

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Round Two – Major Town Centre Events Grant Funding – Officer Recommendation

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

LTFP Impacts: Not itemised in the LTFP.

Notes: Refer to 'Funding Availability' section under Officer Comments for more detail in relation to the below financial implications.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$33,000	-	-	\$0	-	-	\$60,000 with \$18,000 remaining

STRATEGIC IMPLICATIONS

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

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

The Maylands Cabaret Festival and Maylands Street Festival 2020 will both activate the Maylands town centre, increase visitation, and raise the profile of the town centre and the City as a strong advocate for culture and entertainment.

CONCLUSION

The applications for major town centre event funding for Perth Cabaret Collective's Maylands Cabaret Festival and LACE's Maylands Street Festival 2020 are considered to have significant benefit for both Maylands town centre and the City through increased visitation and profile raising.

In the past 18 months, Council has allocated Major Town Centre Events funding to all major town centres, with one allocation for Bayswater (Baysie Rollers), one allocation for Maylands (LACE), one allocation for Morley (The Morley Momentum) and two allocations for Noranda (Noranda Vibes and Morley Noranda Recreation Club).

It is recommended that Council approve funding as recommended for Perth Cabaret Collective's Maylands Cabaret Festival and LACE's Maylands Street Festival 2020 as per Option 1 of this report.

Attachment 1

City of
Bayswater

Major Town Centre Event Funding application form

61 Broun Avenue, Morley WA 6062 | P: 9272 0622 | F: 9272 0665 | mail@bayswater.wa.gov.au | www.bayswater.wa.gov.au



Twice a year the City of Bayswater invites expressions of interest from interested parties seeking financial and/or in-kind support to provide major town centre events within the City.

To be considered for major town centre event funding please complete this form, an event budget and evidence that the required public liability insurance can be obtained and send it to mail@bayswater.wa.gov.au.

If you have any queries then please get in touch with the City's Place Management Team on 9272 0616 or 9270 4173.

CONTACT DETAILS	
Surname:	Given Name:
Name of Organisation: (if applicable) Perth Cabaret Collective	
Is the organisation not-for-profit? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Postal Address:	Postcode:
Phone(Work/Home):	Phone (Mobile):
Email: perthcabaretcollective@gmail.com	
EVENT DETAILS	
Name of Event:	Maylands Cabaret Festival
Proposed Location of Event:	Henry on Eighth, Lyric Lane, Chapels
Event Date:	May 2021
Expected number of people attending:	2500

Detailed description of the event including indicative type of entertainment and activities provided:

- Maylands Cabaret Festival is a boutique festival based in the heart of Maylands held over the two evenings of September 18 and 19.
- All events will be free to attend for City of Bayswater residents.
- The Festival will showcase acts from a wide range of related art forms including burlesque, music, comedy, dance, street performers and drag.
- Performance lengths are a maximum of one hour with a minimum of half an hour changeover in between acts.
- Henry on Eighth, Lyric Lane and Chapels have all agreed to participate as venues for the Festival.
- Each venue will host three performances per night, totally 18 acts over the 2 nights.
- Performances will be held between the hours of 5.30pm and 10.30pm.
- Timings of the acts will be staggered in order to allow flow of attendees in and around the Maylands hub to give local businesses opportunities to capitalise on attending audiences.
- Free workshops for City of Bayswater residence in burlesque and dance as well as industry panel discussions to be held at the Rise.

The Maylands Cabaret Festival is a curated event featuring WA performers, with a focus on performers local to Maylands. Artists will apply online to participate in the Festival and if successful will be sent contracts with the appropriate information. All individual artists, regardless of act size or amount of attendees, performing in the Maylands Cabaret Festival will be paid a flat fee of \$150 each per hour. Generally in a Festival situation, artists are offered a ticket split with the venue which doesn't guarantee any profit for the performers and in some cases can lead to a loss of income. Maylands Cabaret Festival will be an industry leader for artist care and consideration by setting a standard payment fee. This guarantee of payment of services issued will act as an enticement for a high level of engagement from performers.

Street performers/buskers will also be included in the festival line-up. This will assist in attracting general public to participate in the festival regardless of whether or not they are attending one of the main events. Street performers will be located spots on Eighth Ave and in the laneway of Lane Lyric.

In conjunction with the Maylands Cabaret Festival, a series of workshops will run at The RISE. These workshops will be free for City of Bayswater residents to attend. They will include classes in burlesque, dance and will feature a hosted open forum panel discussion from successful arts industry representatives on topics like "women in the arts" and "how to build a successful brand". I have already spoken with Karen Quigley from the City of Bayswater about this aspect of the festival and she is keen to help with the coordination of this series.

ASSESSMENT CRITERIA

How will the event benefit local businesses and the wider community?

- Tickets to all associated events for the festival are free for all City of Bayswater residents. An online registration form will be created through Eventbrite to create an easy registration process for each event.
- Ticket holders can present their tickets at participating venues and be eligible for discounts on food and drink.
- 1500 free tickets are available for main events at Henry on 8th, Chapels and Lyric Lane.
- We predict at least another 1000 residents will benefit from the free workshops series, street performances and other events planned alongside the Festival at participating venues.

- I have had discussions with the City of Bayswater about looking into creative ways in how we can promote the Festival in a new and dynamic way to attract audiences. One suggestion could be 'Facebook live' on the City of Bayswater pages to help build content for vibrancy and engagement for future City events.

As well as the three main venues, I will be working directly with several venues in the Maylands hub on how they can participate and attract the general public during the weekend. I have already spoken to Sam from Rabble Books about ideas for the festival including "Drag Queen Story Time – Adult Edition". I am also in the process of planning a meeting with the manager of Milk to discuss "Late Night High Tea". I will be approaching Swallow Bar, Seasonal Brewing and Rotana to come on as food and drink participants of the festival. These venues can be as creative as they like with their approach to this.

Maylands Cabaret Festival is a self-run endeavour, organised and implemented by myself, a Maylands local, who loves her community. I am excited to work with as many local community groups (including Creative Maylands) and businesses to make this festival as inclusive, diverse and beneficial for everyone. This is an event that is provided for the community by the community. The Maylands Cabaret Festival promotes Maylands as a creative hub and a destination for arts and culture.

I have looked into alignment of the Festival with the City of Bayswater's priorities, and am aware that this aligns with the community priority of building Maylands' "identity through art" (the Arts in general) in the Place Activation Plan for Maylands.

I am also aware of the City's Cultural Plan, and believe this proposal aligns with the Cultural Plan commitment to "Encourage connections and networking opportunities between the City, arts and cultural workers and artists that live or work in the City of Bayswater" and to "Continue to deliver cultural activities in partnership with others".

Is the event likely to be financially supported by external agencies and sponsors such as Lotterywest, Healthway or local businesses? If not, do you have the financial capacity to organise the event without other external funding?

Lotterywest may be interested in an event of this nature given its alignment with some of its priority areas. Although Lotterywest doesn't support "profit-making organisations", this project is without financial gain, and therefore may be considered. Healthway is restructuring their sponsorship programs. If you are applying for money from Healthway, you need to create content around their messaging. For an event of this nature, this option is impractical.

We are not looking to gain any sort of financial support from local business this year. Given that 2020 would be the first year of the Maylands Cabaret Festival, it's unrealistic to ask for funds from local business without yet knowing the profitability of this event. However, we are keen to work with local businesses to engage and support publicity and promotion to help them leverage their own business activities during the time of the festival. It is hoped that with an annual event such as Maylands Cabaret Festival, local businesses will grow their customer base due to new audiences as well as residents of the area coming to participate, and they will become potential sponsors.

There is a strong possibility that the WA Youth Jazz Orchestra will come on as musical equipment sponsors.

We are happy to update the City of Bayswater as more activities and potential support are confirmed.

We are also actively investigating other funding sources, including the former Department of Culture and the Arts grants.

As someone who works in the arts and for a not-for-profit, my own financial capacity is very limited. Without financial support from the City of Bayswater, this event will likely not be able to go ahead.

However, due to my experience and networks in this field, I am confident of securing considerable in-kind volunteer support from the Western Australian Academy of Performing Arts (WAAPA) and WAYJO, as well as from my own extended network of performers, musicians and arts workers.

Please demonstrate your capacity to run this event. (For example, how many staff and volunteers are helping with the organisation of the event and are available to work at the event? What sort of experience do you have running major town centre events?)

I have worked at the WA Youth Jazz Orchestra (WAYJO) as Event Manager for six years. In 2018 and 2019, I planned, coordinated and managed the King Street Corner Pocket Jazz Festival in the City of Perth. This festival ran over three nights in and around King Street attracting 3000 members of the public as well as 250 local musicians. Over the three nights, there are 54 music acts over six venues. My role was Festival Manager as well as Production Manager.

During my time at WAYJO I have also planned and tour managed six regional tours around WA, managed several overseas exchange programs on top of the general WAYJO program which consists of roughly 40 events every year. I also run my own entertainment company called Perth Cabaret Collective which I have been managing for five years.

In the budget provided I requested funds for an admin assistant to help with the organisation and implementation of the Festival. I am estimating that I will require 8 volunteers per night to help run venues and answer questions from the general public. I have a strong relationship with the Western Australian Academy of Performing Arts (WAAPA) and their Arts Management students and I am confident I can source the appropriate amount of volunteers from WAAPA, WAYJO and my own personal networks of musicians, performers and arts workers.

How are local businesses and community groups involved in the organisation of the event?

Creative Maylands and myself have decided to join forces and create an outdoor laneway element or 'Hidden Laneways' as part of the Maylands Cabaret Festival.

This collaboration enables:

- a mix of street / venue performances
- a mix of community / professional input
- joined up approach to promotions, coordination, volunteering, resources.

We are currently looking at closing Lyric Lane during the evening of the 19th of September and using it as an outdoor performance space open to street performers and local community groups. Creative Maylands have already been in discussions with Lyric Lane and Rossonero pizzeria who are both in support of the idea. Hidden Laneways will also provide a synergy between venues for the Cabaret Festival, general public who not attending shows in venues and the wider community.

We have also discussed the use of Roxy Lane as a family friendly zone on the Saturday of the festival. Groups like the Junk Pirates, Jazz for Juniors (WAYJO) and the WA Ballet will all be approached to hold workshops for kids in this space thus increasing the reach of the festival. I am yet to contact the WA Ballet to confirm their interest, but will be in contact with Deb Robertson (Access and Education Director) in the new year.

Hidden Laneways will provide a safe, welcoming and inclusive environment which provides a forum for local

community collaboration. We will dedicate a number of performance slots in the laneways exclusively to local Maylands community groups and have them perform as part of the festival.

Creative Maylands would apply separately for funding for the laneway element only and run it as their own event in collaboration with the Maylands Cabaret Festival.

ABOUT CREATIVE MAYLANDS

Creative Maylands is a flexible, independent community group; bringing people together to help Maylands flourish.

Creative Maylands have assisted several projects come to life including:

- **street art** – Yellow Brick Lane, Petals & Pollen, World Map, Maylands Monopoly, History of the Universe,
- **networking** -eg a Sundowner for community groups
- **Maylands Neighbourhood Soup** – a community 'pitch night' which facilitates community funded small grants for creative projects that benefit our local community.

There have been five successful SOUP events in the past 15 months, with amazing support from local businesses. The winning proposals include:

- Flopfest (local film festival)
- Junk Pirates (dads/kids' group performance in Maylands Street Festival)
- Creating low-tox, handmade body products
- Noongar 6 Seasons mural with kids and Aboriginal artist
- A language share-in – where people meet others from different language groups

Maylands Cabaret Festival would also be located on the premises of three significant local Maylands businesses: Henry on Eighth, Chapels and Lyric Lane. This is expected to attract new clientele (and expenditure) to these businesses, as well as to the surrounding area due to related street performances and 'Hidden Laneway' activities.

EVENT BUDGET

Have you attached the required festival / event budget? Yes ☒ No ☐

ASSISTANCE REQUIRED FROM THE CITY OF BAYSWATER

How much funding are you requesting from the City? \$ 23,000.00

Do you request in-kind support? Yes ☒ No ☐

If yes, what support are you hoping to receive:

- | | |
|--|---|
| • Provision of waste and recycle bins free of charge? | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| • Waiver of fees and charges associated with the organisation of the festival? | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |

- Use of parks and reserves (however, any severe damage of parks and reserves will be charged to the festival/event organisers via a bond prior to the event)

Yes ☐ No ☒**PUBLIC LIABILITY INSURANCE**

If your funding application is successful, the City will require a copy of your current Public Liability Insurance (Certificate of Currency) with cover of at least \$10 million for the organisation of events.

TRAINING

The City may require applicants to attend a short workshop organised by the Local Government Insurance Scheme with regards to the responsibilities and obligations that come with event organisation.

Yes

Are you willing to participate in this short workshop to ensure you are aware of your responsibilities and obligations?

X No ☐

PROMOTION & MARKETING

If the application for funding is successful the City will require acknowledgement as a sponsor on all marketing collateral, in line with the City's Style Guide. The City may also require having a stall at the event free of charge.

DECLARATION

I certify that the information provided in this application is true and correct to the best of my knowledge. I agree to notify the City of Bayswater of any changes to the information provided in this application.

Name:	Position:
Signature:	Date:

Risk Management Planning

The Maylands Cabaret Festival will utilise a Risk Register to manage risks associated with the event.

Risk levels are assessed through consistent criteria to rate the consequence and likelihood of a risk event as shown in the risk management process diagram (above).

A high level risk register is noted below:

Identified Risks	Mitigation
Community engagement and benefit: <ul style="list-style-type: none"> Community not well engaged in the delivery of the event Local businesses don't buy into the event Community benefits are not 	<ul style="list-style-type: none"> All funds go towards free performances, activities and coordination of the festival There is strong, planned engagement with local businesses as venues, supporters, and workshop providers Tickets for all performances are free Collaboration with Creative Maylands will facilitate involvement with local community groups and artists in street / laneway component.
Operational risk register/ insurance: <ul style="list-style-type: none"> An accident leads to injury of a patron or damage 	<ul style="list-style-type: none"> Project draws from extensive experience of Coordinator with WAYJO, Jazz Festival, and Perth Cabaret Collective Venues engaged as partners in planning and risk management Perth Cabaret Collective has public liability insurance for up to \$30 million
Financial Management: <ul style="list-style-type: none"> Project goes over budget 	<ul style="list-style-type: none"> Detailed budget planning undertaken Project draws from extensive experience of Coordinator with WAYJO, Jazz Festival, and Perth Cabaret Collective
Promotions: <ul style="list-style-type: none"> Insufficient public awareness of event leads to poor attendances 	<ul style="list-style-type: none"> A marketing plan underpins promotions for the event – which identifies key audiences / stakeholders and relevant promotional strategies Social media strategy engages venues and City of Bayswater to co-promote the event Marketing through Festival, Cabaret, arts channels Creative Maylands to vibrantly promote the event through Neighbourhood SOUP series, social media, and Laneways planning session.



7 January 2020

Perth Cabaret Collective

Marsh Advantage Insurance Pty Ltd
ABN 31 061 358 303

Level 13, 111 Eagle Street
Brisbane, QLD Australia 4000

1300 655 931

JLTEntertainment@ilta.com.au

Certificate of Currency

CLIENT ID	040-PERCAB
POLICY NUMBER	104687
INSURANCE CLASS	Public Liability
BUSINESS ACTIVITIES	Performance Risk and Tuition
INSURED PERFORMERS	Actors, Acrobats, Aerial Performers, Artists (craft, drawing, painting & sculpture), Balloon sculpting, Bingo callers, Burlesque artist, Caricature, Cartoons, Characters/Costume characters – includes costume & makeup. Usually roving, e.g. Santa, Easter Bunny and others., Children's party host/entertainer, Clairvoyant, Clown, Comedians, Compere, Dancers, DJ/VDJ, Escape artist, Face and body painters/make-up artist, Hula hoop, Juggling/staff/diablo/poi (no flame, non-risky items), Karaoke operators, Magicians marching/baton twirling, Marriage celebrant, Mime, Models, MC's, Murder mystery host, Musicians & singers, Pavement art, Physical theatre, Plate spinning, Poetry, Promotion girl/boy, Public speakers, Puppetry, Race callers, Spruikers, Statues, Story tellers/writers, Tarot readers/astrologer, Television/radio presenters, Trivia hosts, Theatre performers, Stilt walking, Trick rope/lasso, Unicycling/trick cycling
PERIOD OF INSURANCE	From 07/01/2020 to 07/01/2021 at 4:00 pm Local Time
SCOPE OF COVER	Worldwide excluding North America
LIMIT	<p>Public Liability - \$30,000,000 Any One Occurrence</p> <p>Products Liability - \$30,000,000 Any One Period of Insurance</p> <p>Professional Liability - \$5,000,000 Any One Period of Insurance & \$5,000,000 in the Aggregate</p> <p>Retroactive date: From inception of policy</p> <p>Molestation Cover - \$500,000 Any One Period of Insurance & \$500,000 in the Aggregate</p> <p>Retroactive date: From inception of policy</p>
SUB-LIMITS OF LIABILITY	Property in Care Custody or Control \$100,000

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Version: 1, Version Date: 08/01/2020

**EXCESS**

\$500 each & every occurrence (Public & Products Liability)
\$500 each & every claim (Professional Liability)
\$500 each & every claim (Molestation Cover)

This certificate of currency provides a summary of the policy cover and is current on the date of issue. It is not intended to amend, extend, replace or override the policy terms and conditions contained in the actual policy document. This certificate of currency is issued as a matter of information only and confers no rights upon the certificate holder. We accept no responsibility whatsoever for any inadvertent or negligent act, error or omission on our part in preparing these statements or in transmitting this certificate by email or for any loss, damage or expense thereby occasioned to any recipient of this letter.

JLT Entertainment Team

VENUE HIRE	COST	NOTES
LYRIC LANE	\$200	Cost to cover sound engineer
HENRY ON 8TH	0	Venue hire TBC
CHAPLES	0	Venue hire NO COST
PERFORMERS		
106 X ARTISTS	\$15,900	106 is the maximum amount of performers that could perform during the fest
ADMIN		
1 x FESTIVAL DIRECTOR	\$2,500	To cover the cost of time of planning and implementing the festival including
1 x ADMIN ASSISTANT	\$2,000	To assist in the planning and implementing of the festival including artist and
MARKETING		
FACEBOOK/ INSTAGRAM	\$750	
POSTER AND FLYER DE	\$500	
PRINTING COSTS	\$500	
PHOTOGRAPHERS		
Friday	\$500	
Saturday	\$500	City of Bayswater may have people from their events team to cover this cost
TOTAL		
	\$23,350	

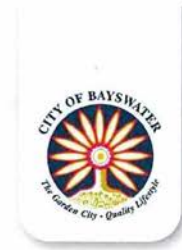
tival. This cost will vary depending on the amount of applications received.

marketing campaigns, production management and the curation process.
I volunteer liaison, marketing coordinator and social media.

t.

Document Set ID: 3577210
Version: 1, Version Date: 08/01/2020

Attachment 2



City of Bayswater

2019 / 2020

Community Events Grant

Application Form



Community Events Grant Application Form

Contents

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5. Declaration	11



Community Events Grant Application Form

1. APPLICANT'S DETAILS

Applicants must complete ALL sections. Please contact (08) 9272 0622 with any queries.

Organisation Name **Local Arts and Community Events Inc (LACE)**

Address **PO Box 345, Maylands WA**

Postal address (if different from above) **As above**

Name of Contact Person

Position of Contact Person

Telephone

Mobile

Email

Website Address **<https://www.maylandsmarkets.com/>**

Social Media (Facebook/Instagram etc.)

<https://www.facebook.com/MaylandsStreetFestival/>

<https://www.instagram.com/maylandsstreetfestival/>



Community Events Grant Application Form

Please check 'Yes' or 'No' in table below.

Goods and Services Tax (GST)

Is your organisation
currently registered for
GST?

Y ☐

N ☒

Australian Business Number (ABN)

Does your organisation
have an ABN?

Y ☒

N ☐

Please complete your ABN below:

61 304 801 452

Please ensure you have read and understood the Goods and Services Tax Information Sheet (refer to the Community Events Grant Information Form).

You will require an Auspicing body.

Please complete the form at the end of this application.

*Note: An **Auspicing body** is an incorporated group that applies for a grant on behalf of an unincorporated group. The Auspicing body is responsible the legal processes associated with delivering your project including insurances and the financial management of the grant.*

Briefly outline the aims of your group, organisation or business

LACE aims to bring the community together through affordable and accessible events and activities, primarily in Maylands. We are a not-for-profit group run by passionate local volunteers.

Community Events Grant Application Form

2. PROPOSED EVENT DETAILS

Name of Event:

Maylands Street Festival 2019 (MSF19)

Location of Event:

Maylands Town Centre – Eighth Avenue between Whatley Crescent and Guildford Road, Whatley Crescent between Seventh Avenue and Ninth Avenue, the Dome/Peninsula Tavern Precinct.

Date of Event:

Sunday 10 November 2019

Time of Event:

1:00pm - 7:00pm

Set up times of Event:

7:00am – 1:00pm

Number of expected attendees at event at any one time:

Approx. 2,500

Number of total expected attendees at event:

10-12,000

Target audience:

General public and families from Maylands, the wider City of Bayswater community, and beyond.

Description of the Event:

MSF19 will bring together the Maylands and wider community to showcase and celebrate local businesses, groups and creatives of Maylands as a uniquely Maylands event. The event will include music, street performers, stalls, food, children's activities and an art project. It will be accessible, inclusive and environmentally friendly.

We are working more closely with the local business community to ensure that the day maximises the direct and indirect benefits to the businesses. Through the encouragement of their growing support and commitment, we are now running the Street Festival as an annual event.

This year's event will also see a bigger focus on the Railway Parade side of the Town Centre, in response to feedback from and on behalf of the fabulous businesses there, and in order to create a bigger profile for the Dome who is our Platinum Sponsor. We have also partnered with the Peninsula Tavern to use their space for our major children/family zone (previously at the Rise). There will be a stage with children/youth performing and multiple free children's activities.

We are also planning to have a trackless train running between Whatley Crescent and Railway Parade (last year we had a horse and cart). The rail theme will run through the directional signage of the event.

While this application only pertains to the Street Festival, we are also planning a bigger Festival of Maylands – ten days of celebrating Maylands as a great place to live, work, play and visit from 1–10 November, culminating with the Festival. The central principle is a calendar of events, activities and promotions. LACE will encourage, coordinate and promote the calendar, which will consist of any and all items that businesses, community groups, neighbourhoods and the City want included.



Community Events Grant Application Form

Expected benefits and outcomes of event:

Bringing the community together - not just the people of Maylands, but the entire City of Bayswater (and beyond) can come together, get connected, celebrate, and enjoy themselves.

The local business community will benefit from increased patronage.

Having a successful, annual event that attracts attention to the area showing people what a vibrant area it is and drawing repeat visitors to Maylands.

A sense of pride and belonging - the residents and businesses of Maylands feel good about "their place", experience a sense of pride and belonging in Maylands.

List the activities you plan to have at this event

- Live music
- Street performers
- Children's activities
- Festival bar
- Stalls
- Food vendors
- Community art project

Will there be an entry fee at the event? If yes, please provide further details.

No.

Has this event operated or been delivered within the City of Bayswater previously?

If yes please provide details

Yes. The Maylands Street Festival has been run off and on since 2012.

LACE has successfully run this event twice - once in 2016 and again in 2018. Both events had more than 10,000 attendees.

Promotion of the project – How will this project be promoted? Where will the City's contribution be acknowledged? Example: flyers, photographs, newspaper articles, social media posts, speeches etc.

MSF19 will be promoted through:

- Social media (Facebook and Instagram)
- Local print media
- Posters and flyers
- Leaflets hand delivered to residents' mailboxes
- Various Perth event pages

City of Bayswater will be acknowledged in the above, as well as in signage and speeches on the day. The City may also elect to have a stall at MSF19, with no stall fee (marquee, furniture, equipment and materials to be provided by the City)

How will you evaluate the success and learnings from your project?

Example: Survey, anecdotal feedback, increase in membership, numbers etc.

We undertake a post-Festival online survey. This is one of our most important methods of evaluation and learning. We also monitor participation and gather anecdotal feedback from participants and volunteers on the day. Feedback from the City of Bayswater is also very valuable to us. We hold two key debriefs post-event. The first is with our team when we go through all the online and anecdotal feedback, plus our own observations and lessons learnt. The second is when we go through the event with the City of Bayswater team to hear their feedback and share our lessons.



Community Events Grant Application Form

How many crowd controllers (security) will you be providing?

As per MSF18, we will engage a security firm to provide three professional crowd controllers (one for each of the three main areas of Whatley, Eighth Ave and Railway Parade). They will be supported by our team of volunteers (at least 25 present at any one time).

How many qualified First Aiders will you be providing?

We will have a medical post in a central location with 6 qualified First Aiders, which is sufficient to also enable a foot response.

Will your event have external signage?

Y ☒ N ☐

Are you proposing to fence off your event?

Y ☐ N ☒

Will you or anyone else be selling food at your event?

Y ☒ N ☐

How many bins will you be providing to service your event?

50 – 60 bins. We will be seeking support in kind from the City for the bins, as per previous years

Would you like a quote from the City of Bayswater to provide these bins?

Y ☐ N ☒

How many toilets will you be providing at the event?

17

What arrangements are in place for vehicle parking at the event?

Attendees will be strongly encouraged to walk, ride and catch public transport to the event.

Both legitimate parking spaces and no parking areas will be well publicised. Street parking is available in the surrounding areas and public parking is available behind the shops between 8th and 9th Avenues and at The Rise. The Maylands Junction carpark will be accessible from 7th Ave. There will be a disability access drop off point.

Do you intend having fireworks at the event?

Y ☐ N ☒

Are you or any third party planning on serving alcohol at the event?

Y ☒ N ☐



Community Events Grant Application Form

Have you already received funding from any of the following funding streams within the City's Community Grants Program this financial year?

- Better Bayswater Grant
- Community Events Grant
- Capital Works Grant
- Donations

Y ☐ N ☒

If this financial year you have already received a grant/ funding from the City of Bayswater from any one of its four Community Grant Program funding streams, you are not eligible to apply for another round of funding from the Community Grants Program until next financial year. In addition, all funds must first be successfully acquitted.

The City has a Strategic Community Plan (SCP). How does your project align with the SCP?
Please list which SCP Outcomes and Strategies your project will support, and how. Refer to the Strategic Community Plan on the City's website

Outcome: 'A strong sense of community through the provision of quality services and facilities'

Strategy: Deliver community programs that encourage community interaction and participation

MSF19 Contribution: *Bringing the community together is a core principle of the Maylands Street Festival, with a convivial atmosphere encouraging sociable interaction and numerous activities to participate in. It is also an opportunity for the community organisations and groups of Maylands to promote themselves to community members who may be interested in knowing more and potentially getting involved.*

Outcome: 'Accessible services that recognise diversity'

Strategy: Ensure the City's services and facilities are accessible and inclusive

MSF19 Contribution: *The Maylands Street Festival is proudly accessible and inclusive. We include numerous disability features for attendees (particularly with respect to transport and site navigation), ensure there are no barriers for performers with disability, and also take the opportunity for community and local business awareness raising.*

Outcome: 'A resilient community that responds to sustainability challenges'

Strategy: Provide innovative waste and recycling services to reduce waste and empower the community to do the same.

MSF19 Contribution: *The Maylands Street Festival is increasingly taking on the sustainability challenge and applauds the City's leadership in this regard. We now have strong upfront prohibition on single use plastic and balloons. We also ensure the provision of clearly identified recycling bins.*

Outcome: 'Support initiatives for local businesses'

Strategy: 'Implement initiatives which support business growth'

MSF19 Contribution: *The Maylands Street Festival works with local businesses to maximise the benefit to businesses both on the day, and into the future with the promotion of Maylands as a destination of choice.*

Outcome: 'Active and engaging town and city centres'

Strategy: Partner with and support communities to enhance their town/city centres

Emerging priority: Place activation in town/city centres

MSF19 Contribution: *The Festival is focused in the Maylands Town Centre and very much reflects a partnership approach between the City and LACE*



Community Events Grant Application Form

3. EVENT CRITERIA

Do you hold current public liability to the value of \$20 million or will you be auspiced by a company/organisation who holds currently public liability to the value of \$20 million? Please attach evidence to this application.

LACE takes out public liability insurance to the value of \$20 million specifically for the Street Festival. We have attached last year's certificate and will forward the 2019 certificate on receipt. We understand the Festival will not proceed without this verification.

Have you obtained three quotes for all equipment and services that are in excess of \$1,000? Please attach evidence to this application.

LACE ensures that every dollar is well spent. We have a number of preferred suppliers who deliver reliably excellent service and work with us well. We test the market from time to time to ensure that our suppliers are competitive on cost. In some cases we are able to obtain below market rates as a not for profit with good industry connections. At this stage of our planning, it is too soon to have our requirements specified enough to get quotes for some items (eg furniture etc) but we always research the best value for money for such items within the budget that we have set. Please see below for an explanation for each item over \$1,000 in the budget.

Item	Amount	Value for money comment
Entertainment coordinator	\$1,500	Honorarium (not a market rate)
Music (1 main stage, 2 secondary stages, buskers)	\$8,250	Quotes not applicable - performers
Children's train and attendant	\$1,350	This is the train that best matches the concept we have in mind. We have researched options (style and prices on the internet) and prices are similar. We will seek a quote when we can bundle it up with other children's attractions which from experience will enable us to get a better deal across the whole package. This will mean we can get more activities from the budget we are working to.
Community Art Project	\$3,000	Quotes not applicable - community arts participants
Eastern Reporter wrap	\$4,000	Sole supplier
Traffic Management	\$5,000	Too soon to get quotes. We have a Traffic Management Plan and we seek quotes closer to the time as we have learnt the prices are more competitive.
4x generators	\$1,500	Discounted price for community event obtained through industry connections of a Committee member
17x public toilet hire + attendant	\$2,115	Preferred supplier – we have worked with this company for several years. The toilets are very competitively priced and good quality.
Medical Post/St John	\$1,500	Preferred supplier - we have worked with SJA for several years
Seating, Tables & Umbrellas throughout	\$3,000	Too soon to get quotes as we haven't done the detailed layout. We always shop around rigorously for the best deals.
LACE Lounge furniture	\$2,000	Too soon to get quotes as we haven't done the detailed layout. We always shop around rigorously for the best deals.
Sound System/PA & Staging	\$6,378	Preferred supplier - we have worked with this company for several years. They always give a good price (we tested the market last year). We work well together. They know us and what we need, including ensuring we meet our compliance with noise levels.
Accessibility adjustments and navigation	\$3,945	We are not sure exactly what we will need but this includes interpreters, access ramp/s, and stickers for the priority access lane, instead of the landscaping chalk we used last year. We have checked prices to get a ballpark figure for the latter and will ensure we get the lowest price stickers when we order closer to the time.
Public Liability Insurance	\$2,200	This is for our endorsement specifically for the Festival

Community Events Grant Application Form

Is your event based within the City and does it benefit City residents?

Yes, the Festival is based in Maylands and benefits the residents of Maylands and the wider community of the City of Bayswater, both directly for the participants and indirectly through the promotion of Maylands as a destination of choice.

Have you successfully acquitted any previous City of Bayswater funding, donation or grant allocations?

Yes, the Maylands Street Festivals of 2016 and 2018

Can you demonstrate you have capacity to successfully plan, deliver and acquit a compliant event? Please detail below:

We have formed a steering committee to organise the Festival. It consists of experienced MSF organisers as well as some new people. We have all key positions filled. On the day, the event will be staffed by our members and by volunteers. We now have a well-oiled machine for planning, delivering and acquitting a compliant and successful event.

Have you read and understood the City of Bayswater Event Guidelines?

Yes.

4. EVENT BUDGET

Project cost

What is the estimated project cost? \$63,400

Budgeting Guidelines

- Detail all anticipated expenditure;
 - All expenditure must be acquitted after the event has been delivered;
 - If money has not been spent on approved items, a refund to the City may be required; and
 - Clearly show the contributions to be made by the applicant/s and other sources of income/support
- Applicants must provide copies of 3 quotes for equipment and services in excess of \$1,000.

Budget summary	Company	Amount \$ (inc GST)
INCOME		
Applicant's contribution	LACE	\$8,000
Grant	City of Bayswater (TBC)	\$20,000
Small Business Sponsorships	Small businesses (15 x \$300)	\$4,500
Platinum Sponsor	Dome (TBC)	\$7,000
Gold Sponsor	Peninsula Tavern (Confirmed)	\$2,000
Silver Sponsor	(TBC)	\$1,500
Stallholders A (Eighth Ave, Whatley Cres)	55 commercial (\$300 unpowered; \$450 powered)	\$18,700
Stallholders B (Peninsula)	6 commercial (\$150 unpowered; \$175 powered)	\$950
Community Stallholders	15 not-for-profit (\$50 per stall)	\$750
Total income		\$63,400

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Community Events Grant Application Form

EXPENSES

Entertainment coordinator	Wendy Tait	\$1,500
Welcome to Country	TBC	\$500
Music (1 main stage, 2 secondary stages, buskers)	Program being compiled by Wendy Tait	\$8,250
Carnival rides/Bouncy Castle/Face Painting/Art Brella/ etc	Assorted companies (under \$1,000 per item)	\$5,700
Various roving entertainment	Assorted companies (under \$1,000 per item)	\$3,500
Children's train and attendant	Xtreme Bounce Party Hire	\$1,350
Community art project	TBC	\$3,000
Flyer Design & Printing	TBC (under \$1,000 per item)	\$1,750
Flyer Distribution	Community member	\$800
Banners	TBA	\$600
Posters	TBA	\$750
Newspaper wrap promotion	Eastern Reporter	\$4,000
Facebook advertising	Facebook	\$500
Traffic Management	TBA (competitive process)	\$5,000
Electrician	Force Power Pty Ltd (discount)	\$350
Generators	Force Power Pty Ltd (discount)	\$1,500
Public toilet hire + attendant	Nature Calls	\$2,115
Medical post	St John's Ambulance Event Health Services	\$1,500
Security	Accord Security	\$812
Water stand	Coles	\$300
Volunteer food vouchers	Local outlets	\$600
Seating, Tables & Umbrellas throughout	TBC (competitive process)	\$3,000
LACE Lounge furniture	TBC (competitive process)	\$2,000
Sound System/PA & Staging	Smoke and Mirrors	\$6,378
Event signage	TBC	\$900
Accessibility adjustments and navigation	TBC (competitive process)	\$3,945
Rubbish Bags, Glovers, Stationery, Misc Equipment, Entertainer Riders etc	Various	\$600
Public Liability Insurance	Ansvar Insurance Limited	\$2,200
Total Expenses		\$63,400
NET		\$0

Community Events Grant Application Form

5. DECLARATION

Executive Declaration

The application should be signed by the accountable officer of the incorporated body or business.

The Organisation acknowledges and agrees that this Application and information regarding it is subject to the *Freedom of Information Act 1992* and that the City of Bayswater may publicly disclose information in relation to this Application, including its terms and the details of the Organisation.

The City of Bayswater may wish to provide certain information to the media for promotional purposes i.e. the applicant name, location, funding purpose, project activity and funding amount.

Please tick the boxes which apply below:

- ☐ Copies of quotes for equipment and services in excess of \$1,000 attached (see table in Section 3)
- ☐ A copy of your certificate of currency for \$20,000,000 Public Liability Insurance (to be provided on receipt)

I certify that the information given in this document is true and accurate.


Name **Alison Dalziel**

Position **Chair**

Signature

A rectangular box with a thin black border, intended for a handwritten signature.

Date 30/07/19

A large yellow circle with a pattern of small white dots. Inside the circle, the following text is written in black: "Upon receipt of your application, acknowledgement will be sent to you by the City to confirm receipt."

Upon receipt of your application, acknowledgement will be sent to you by the City to confirm receipt.



10.4.7 Proposed Maylands Public Toilet - Analysis of Alternative Locations

Responsible Branch:	Strategic Planning and Place	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required	
Attachments:	Nil.	
Refer:	Item 10.4.2: OCM 25.06.2019 Item 11.1: OCM 28.05.2019 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 BARRY MCKENNA DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Barry McKenna declared an impartial interest in this item as he knows several of the ratepayers who wish to move the toilet to this location. Cr Barry McKenna remained in the room during voting on this item.

CR CATHERINE EHRHARDT DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Catherine Ehrhardt declared an impartial interest in this item as she worked with Lisa Baker MLA (volunteer) to secure funding for the Maylands public toilet. Cr Catherine Ehrhardt remained in the room during voting on this item.

SUMMARY

At the Ordinary Council Meeting on 25 June 2019, Council resolved to investigate two alternative locations, including servicing costs, for a proposed public toilet in the Maylands town centre.

The City has received the costings from the servicing agencies and has completed an analysis of the two alternative locations in comparison to the approved location. A decision is sought from Council as to the preferred location for the public toilet within the Maylands town centre.

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

That Council:

1. Approves the new location of the proposed public toilet in Maylands as Alternative Location Four, which is within the Whatley Crescent road reserve adjacent to the train replacement bus stop as indicated in the plan contained in this report.
2. Considers an adjustment as part of the City's 2019/20 mid-year budget review to increase the project budget from \$148,000 to \$179,028.

CR CATHERINE EHRHARDT MOVED, CR ELLI PETERSEN-PIK SECONDED

CARRIED UNANIMOUSLY: 10/0

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:"*

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET	INCOME	REVISED BUDGET	VARIANCE
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
Balance:					\$0

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."

That report was presented to the Ordinary Meeting of 25 June 2019 with four possible locations. The Public Transport Authority (PTA) confirmed to the City prior to the meeting that they would not support either of the locations that were on their land. This meant there were two possible alternative locations for the toilet; Location One and Location Four as shown on the below plan.

Council resolved:

- "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."*



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."

No further stakeholder or community engagement is proposed, however it is proposed to inform the surrounding businesses and landowners of Council decision.

OFFICER'S COMMENTS

The City has obtained detailed servicing and construction costings for the two alternative locations (Location One and Location Four) as per Council's resolution at the Ordinary Meeting on 25 June 2019. The City has also firmed up the costs associated with the approved location adjacent to the Seventh Avenue bridge. The estimated cost comparison is outlined in the table below.

Description	Approved Location	Alternative Location One	Alternative Location Four
Exeloo module	\$139,959	\$139,959	\$139,959
Earthworks and site fees	\$4,805	\$4,805	\$4,805
Water and sewerage connection	\$7,000	\$6,700	\$7,200
Sewer extension	\$7,000	\$25,000	\$0
Power connection	\$24,364	\$24,364	\$24,364
Professional fees	\$2,700	\$2,700	\$2,700
Relocation of sculpture	\$3,220	\$0	\$0
TOTAL	\$189,048	\$203,528	\$179,028

Primarily due to the proximity to services, Alternative Location Four is \$10,020 cheaper than the approved location. Alternative Location One is \$24,500 more expensive than Alternative Location four due to the need to extend the sewer.

All locations are more expensive than the current budget of \$148,000 for the project. A budget adjustment will be required to proceed with the installation of the toilet.

The below contains an analysis of the two alternative locations compared to the approved location.

Location	Amenity	Approvals	Access	Impacts and Safety
Approved Location	<ul style="list-style-type: none"> Visible on exit from the town centre. 	<ul style="list-style-type: none"> Development approval of the Western Australian Planning Commission required. Application on hold. 	<ul style="list-style-type: none"> No additional requirements. 150m to the station entrance. 	<ul style="list-style-type: none"> Relocation of sculpture. Community opposition. Close to an intersection. Can use existing path network.
Alternative Location One	<ul style="list-style-type: none"> Exposed site however less businesses opposite. 	<ul style="list-style-type: none"> City's development approval required. PTA approval for path connection to Principal Shared Path (PSP). 	<ul style="list-style-type: none"> Additional path required. Improved Whatley Crescent crossing point. 115m to the station entrance via PSP. 	<ul style="list-style-type: none"> Reduction in informal station parking. Close to road edge. Access would be through the PTA parking area. Pedestrian/cyclist conflict on PSP.

Alternative Location Four	<ul style="list-style-type: none"> Visible from cafes and retail opposite on Whatley Crescent In front of the heritage listed former Parcels Office. 	<ul style="list-style-type: none"> City's development approval required. 	<ul style="list-style-type: none"> No additional requirements. 50m to the station entrance. 	<ul style="list-style-type: none"> Impact on adjacent verge tree – pruning required. Close to road edge.
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In summary, Alternative Location Four is the less costly option, is the closest to the station and heart of the town centre, and the approvals are within the City's control. However, it has the greatest potential visual impact being directly opposite the cafes and retail along Whatley Crescent and close to the heritage listed former Parcels Office.



Alternative Location Four – view from opposite side of Whatley Crescent

The PTA has indicated that they do not support Alternative Location Four. However, it is proposed to be entirely located within the Whatley Crescent road reserve, which is under the care and control of the City. As such, the approval of the State Government is not required for this location.

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.

Option 1	That Council: <ol style="list-style-type: none"> Approves the new location of the proposed public toilet in Maylands as Alternative Location Four, which is within the Whatley Crescent road reserve adjacent to the train replacement bus stop as indicated in the plan contained in this report. Considers an adjustment as part of the City's 2019/20 mid-year budget review to increase the project budget from \$148,000 to \$179,028. 	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
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
Conclusion	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.	

Option 2	That: <ol style="list-style-type: none"> Council approves for the purpose of consultation the new location of the proposed public toilet in Maylands as Alternative Location Four, which is within the Whatley Crescent road reserve adjacent to the train replacement bus stop as indicated in the plan contained in this report. The City invites comments for 14 days with landowners and businesses along Whatley Crescent between Eighth and Ninth Avenues. The City prepares a report on the outcomes of the consultation for Council's consideration and final decision. Council considers an adjustment as part of the City's 2019/20 mid-year budget review to increase the project budget from \$148,000 to \$179,028. 	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
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
Conclusion	It is considered that there is a high risk to community and stakeholders in the event that consultation is undertaken because the outcome may not be conclusive and lead to further uncertainty within the community. There is also a moderate reputation risk as further changes in the location of the toilet can affect the community and there is significant community and media interest in this project.	

Option 3	That Council: <ol style="list-style-type: none"> Approves the new location of the proposed public toilet in Maylands as Alternative Location One, which is within the Whatley Crescent road reserve opposite 162 Whatley Crescent as indicated in the plan contained in this report. Considers an adjustment as part of the City's 2019/20 mid-year budget review to increase the project budget from \$148,000 to \$203,528. 	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
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
Conclusion	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 this location is the most costly option.	

Option 4	That Council: <ol style="list-style-type: none"> Affirms its approval of the existing proposed location of the public toilet in Maylands being at the intersection of Seventh Avenue and Whatley Crescent, adjacent to the Seventh Avenue bridge. Considers an adjustment as part of the City's 2019/20 mid-year budget review to increase the project budget from \$148,000 to \$189,048. 	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
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
Conclusion	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 it has now been identified that installation of the toilet at this location is not the lowest cost option.	

Option 5	That Council endorses:: <ol style="list-style-type: none"> Not to proceed with the installation of the public toilet in Maylands being at the intersection of Seventh Avenue and Whatley Crescent, adjacent to the Seventh Avenue bridge, nor at any of the alternative locations as indicated in the plan contained in this report. The 'Local Projects and Local Jobs Funding' grant of \$140,000 for this public toilet to be returned to the State Government. The Exeloo Toilet Module that has been purchased by the City be installed at an alternative location within the City of Bayswater. 	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
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
Conclusion	It is considered that there is a moderate risk to community and stakeholders as there is no public toilet within close proximity to Maylands train station other than at the rear of the former Maylands Hall. There is also a moderate reputation risk as further changes in the location of the toilet can affect the community and there is significant community and media interest in this project. It is also considered that there is a moderate reputation risk in terms of the State Government given the City has accepted grant funding and will renege on its earlier agreement.	

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Installation of Toilet Module in Alternative Location Four

Asset Category: New

Source of Funds: Grant

LTFP Impacts: Not itemised in the LTFP

Notes:

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$179,028	\$11,150 (cleaning and maintenance)	-	\$140,000 (grant)	20 years	\$262,028	\$148,000 (including \$140,000 grant)

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027 (as amended), 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

On the basis of the future investigation and costings, it is recommended that Council approves a new location for the proposed public toilet in Maylands, being Alternative Location Four, which is within the Whatley Crescent road reserve adjacent to the train replacement bus stop. This is the less costly option, is the closest to the station and heart of the town centre, and the approvals are within the City's control. Whilst the location could have an impact on the visual amenity on the opposite side of Whatley Crescent, it is considered that this is balanced by the benefits of having the toilet close to the train station and main retail strip along Eighth Avenue and Whatley Crescent. This alternative location will also mean that the sculpture under the Seventh Avenue bridge will not need to be relocated.

A budget adjustment will be required to continue with the project and it is recommended that this is considered as part of the City's mid-year budget review.

10.4.8 Telecommunications Facility Lease at Lightning Park

Responsible Branch:	Strategic Planning and Place	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required	
Attachments:	N/A	
Refer:	Item 10.4.15: OCM 3.09.2019	

SUMMARY

Council consideration is sought on a request from Telstra Corporation Limited (Telstra) to reconsider the terms of their lease of an 80m² portion of Lightning Park, Lot 500, 30 Della Road, Noranda for a telecommunication facility.

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

That Council agrees to modify the terms of the lease for a telecommunications facility at Reserve 46881 Lot 500, 30 Della Road, Noranda (Lightning Park) by private treaty, in accordance with section 3.58 of the *Local Government Act 1995* to remove "Rental is not to decrease as a result of the market review" from the Rent Reviews clause.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 10/0

BACKGROUND

Lightning Park is owned by the State of Western Australia and vested with the City of Bayswater for the purpose of 'Public Recreation'. The property is reserved "Parks and Recreation" under the Metropolitan Region Scheme (MRS).

In March 2019 the City received a development application from Telstra to construct a 30m high telecommunications tower and associated infrastructure including a 3.15m long x 2.38m wide x 2.975m high equipment shelter on an unused portion of Lightning Park. As the land is reserved under the MRS the development application was required to be determined to the WAPC. The development application was granted conditional approval by the WAPC on 28 May 2019.

At the Ordinary Council Meeting held 3 September 2019 Council considered a subsequent request from Telstra to lease an 80m² portion of Lightning Park, Lot 500, 30 Della Road, Noranda for the proposed telecommunication facility and resolved as follows:

"That:

1. *Council requests that the Department of Planning, Lands and Heritage excise a portion of Reserve 46881 Lot 500, 30 Della Road, Noranda (Lightning Park) and create a new reserve for Telecommunications purposes, with a Management Order to the City of Bayswater with the power to lease.*
2. *Council agrees to enter into a lease with Telstra Corporation Limited, subject to notice of intention to lease for a telecommunications facility at Reserve 46881 Lot 500, 30 Della Road, Noranda (Lightning Park) by private treaty being given, in accordance with section 3.58 of the Local Government Act 1995 with the following terms:*
 - (a) *The annual rent being as per the Officer Recommendation in Confidential Attachment 1;*

- (b) *Lease Term: 10 years plus two five-year options.*
 - (c) *Rent Reviews: 2.5% per annum or CPI, whichever is higher, with a market review to undertaken after 10 years. Rental is not to decrease as a result of the market review.*
 - (d) *Sub-letting: The right to sublet on the telecommunications tower to one carrier. Sub-letting to additional carriers (beyond the first additional carrier) to be approved by the City. The City retains the right to lease the ground-based infrastructure directly to the other carriers.*
 - (e) *Cessation: All obsolete telecommunications facilities must be removed and the land reinstated to the satisfaction of the City of Bayswater within three months of cessation of the use.*
 - (f) *Other terms and conditions as determined by the Chief Executive Officer.*
3. *The City internally restricts any rental income received for the telecommunications facility at Lightning Park for initiatives that improve the facilities and grounds at Lightning Park.*
4. *A further report be referred to Council to consider any submissions received during the public notice period in relation to the intention to enter a lease with Telstra Corporation Limited for a telecommunications facility at Reserve 46881 Lot 500, 30 Della Road, Noranda (Lightning Park)."*

The City advised Telstra of Council decision on 18 September 2019. In October 2019 Telstra advised the City that they could not sign the lease if it included the following clause:

"2(c) Rent Reviews: 2.5% per annum or CPI, whichever is higher, with a market review to be undertaken after 10 years. Rental is not to decrease as a result of the market review."

Telstra advised:

"Telstra cannot agree to this Ratchet provision which prevents the rental from decreasing. The purpose of a market rent review is to realign the rent with the prevailing market conditions at the time of the review. A true market review does not guarantee an increase in rent. Accordingly, the rental cannot be limited to an increase in accordance with the prevailing market conditions only, it also has to include a possible reduction ("decrease") in the prevailing market conditions as well. :

The City further advised that the matter would need to be reconsidered by Council to change the terms. In December 2019 Telstra formally requested that the City reconsider the terms of the lease, specifically relating to the inclusion of the above "ratchet" clause.

EXTERNAL CONSULTATION

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

After Council's decision at the Ordinary Council Meeting held 3 September 2019 the City contacted Telstra advising of Council's decision and requested that Telstra accept the terms prior to the City undertaking the next steps in the lease process. As Telstra have not yet agreed to the terms the lease has not be advertised in accordance with section 3.58 of the *Local Government Act 1995* and the City has not yet requested that the Department of Planning, Lands and Heritage excise the portion of Lightning Park.

OFFICER'S COMMENTS

A ratchet clause is intended to prevent rental income from decreasing due to a change in market conditions over the period of the lease and would only apply at the time of a market rent review. In the event the market value of the lease had decreased since the commencement of the lease the clause would ensure that there is no loss of rental income to the City. As detailed above Telstra do not support the inclusion of this clause as it prevents the rent from decreasing to realign with market conditions.

The ratchet clause was included in the terms of the lease by City officers to protect the City in the event the market decreased and ensure that there was no loss of income in light of a market review. In light of Telstra's request City officers undertook a detailed review of the existing telecommunication facility leases and other commercial leases within the City. It was found that the ratchet clause has not been included in any of the other telecommunication facility or commercial leases.

Terms of the Lease

Under the terms agreed by Council at the Ordinary Council Meeting held 3 September 2019 the agreed length of the lease was 10 years with two five year options with a market rent review is to occur after 10 years. Accordingly, one market rent review would occur over the total period of the lease.

Telecommunications Facility Leases

The City currently has two other leases for telecommunication towers within the City. One at Wotton Reserve, Morley with 3GIS Properties and one which the City is in the process of negotiating at Crimea Park, Morley with Vodafone. As detailed above, neither of these leases currently contains a ratchet clause.

In light of the above it is considered appropriate that the lease terms be modified to remove the following term from Clause 2 (c):

"Rental is not to decrease as a result of the market review."

Next Steps

The following steps need to be undertaken in relation to progressing the lease of the subject site.

1. Telstra agrees to the proposed terms of the lease.
2. The City writes to the Department of Planning, Lands and Heritage (DPLH) requesting the creation of a new reserve within Lightning Park for Telecommunications purposes and that it is vested to the City with the power to lease.
3. Concurrently, the City would advertise and invite comments for 14 days on its intention to enter the lease, in accordance with Section 3.58 of the *Local Government Act 1995*.
4. A report will be put to Council following the conclusion of the advertising period.
5. If the lease is finally approved by Council the lease agreement will be prepared by the City and will be executed upon the creation of the new telecommunications reserve.

LEGISLATIVE COMPLIANCE

Section 3.58 of the *Local Government Act 1995* applies to the disposal (via lease). In accordance with section 3.58 prior to the City disposing of a property it is required to give local public notice of the intent to dispose (lease) for a minimum of 14 days and must consider any submissions made during the public notice period.

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	That Council agrees to modify the terms of the lease for a telecommunications facility at Reserve 46881 Lot 500, 30 Della Road, Noranda (Lightning Park) by private treaty, in accordance with section 3.58 of the <i>Local Government Act 1995</i> to remove "Rental is not to decrease as a result of the market review" from the Rent Reviews clause.	
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	Moderate
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	It is considered that this option has a moderate financial management risk as it may result in a loss of rental income for the City if the market review after 10 years indicates a reduced rent valuation.	

Option 2	That Council does not agree to modify the terms for the lease for a telecommunications facility at Reserve 46881 Lot 500, 30 Della Road, Noranda (Lightning Park) by private treaty.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
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
Conclusion	It is considered that this option has a moderate governance and community and stakeholder risks as it is not consistent with other similar leases the City holds with telecommunications facility operators and it will not be supported by Telstra.	

FINANCIAL IMPLICATIONS

It is noted that the recommended option may result in less rental income for the City if the market review after 10 years indicates a reduced rent valuation.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027 (as amended), 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.

Theme: Leadership and Governance

Aspiration: Open, accountable and responsive services

Outcome L1: Accountable and good governance.

The lease is to facilitate a telecommunication facility which the facility would help provide quality service to the community as the mobile phone and internet coverage in the area would be improved due to this facility. Further it is considered that the proposed modification to the terms will ensure that all telecommunication facility leases within the City are treated consistently.

CONCLUSION

In light of the above it is recommended that Council agrees to modify the terms of the lease for a telecommunications facility at Reserve 46881 Lot 500, 30 Della Road, Noranda (Lightning Park) by private treaty, in accordance with section 3.58 of the *Local Government Act 1995* to remove "Rental is not to decrease as a result of the market review" from the Rent Reviews clause.

10.4.9 Economic Value of Volunteering

Responsible Branch:	Strategic Planning and Place	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required	
Attachments:	Nil	
Refer:	Item 10.1.1: OCM 9.4.2019	

SUMMARY

To provide Council with information on how volunteer hours and the economic value of volunteering.

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

That Council notes this report in relation to the options for assessing the economic value of volunteering.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 10/0

BACKGROUND

At the Ordinary Council Meeting held 9 April 2019 Council considered the new Community Facility Lease and Licence/User Agreement Policy, and resolved as follows:

"That Council:

- 1. Adopts the amended Community Facility Lease and Licence/User Agreement Policy as outlined in Attachment 3, with the substitution of Annexure 1 with Annexure 1(a) and to include that rates will not be charged by the City and the Emergency Services Levy will be charged by the City;*
- 2. Notes that the policy will apply to all new leases or existing leases as their current term expires; and*
- 3. Requests a report as to how volunteer hours could be calculated in the future."*

The following report has been prepared in response to point three of the above resolution.

EXTERNAL CONSULTATION

The City undertook a preliminary survey of seven diverse clubs and organisations which lease City facilities to get a preliminary understanding of how many volunteers they had and how often they volunteered. Of the seven clubs and organisations which were contacted only four responded.

OFFICER'S COMMENTS

A significant amount of research has been undertaken worldwide to determine the most appropriate methodology to value volunteers. There appears to be no current internationally agreed approach to how to measure the value of volunteers however two basic valuations approaches have been identified by the Australian Bureau of Statistics (ABS); the output approach and an input approach.

The ABS described these methods in a May 2014 report titled 'Spotlight on the National Accounts: Unpaid Work and the Australian Economy'. Using 2006 Census data, the report highlighted that on average Australians spent 27.84 hours undertaking unpaid work. The majority of this was work in the household (25.23 hrs), with 2.61 hours being unpaid volunteer and community work.

Output Approach

The output approach is where volunteers work is valued directly. The ABS calculates it as:

"The output of household production would be valued by multiplying the volume of household output for different activities by the market-equivalent prices for each activity."

It is noted that the ABS's report considered both unpaid volunteer hours and unpaid household work as the same type of work.

The ABS notes that often the information required to determine an output value is not readily available.

Input Approach

An input approach values volunteers at the total cost of production. The ABS considers it to be:

"Household unpaid work would be valued as the sum of all its inputs; value of labour, intermediate consumption, and capital cost. However in practice, estimates of unpaid work are typically compiled using only the labour input component, as this is more easily achievable."

The ABS notes that the input method is most frequently used, particularly where it is purely based on the labour of volunteers. The following calculation is used to measure an input approach:

Value of unpaid work = wage rate x time spent on unpaid work x population

Value of Unpaid Work

The economic value of unpaid work can be classified into two groups:

- **Market replacement costs** - estimates what it would cost an organisation to hire someone to provide the services. There are three ways to estimate a market replacement cost:
 - The individual function replacement cost - assigns values to the time spent on unpaid work by household members according to the cost of hiring a market replacement for each individual task.
 - The housekeeper replacement cost - values the time spent on unpaid household work by household members according to the cost of hiring a housekeeper to undertake the relevant tasks.
 - The replacement cost hybrid - is a combination of the above two methods. It applies the housekeeper wage rate to those tasks normally carried out by a housekeeper and values tasks not normally undertaken by a housekeeper using the wage rates applied in the individual function replacement cost approach.
- **Opportunity costs** - estimates the amount that a volunteer would have earned had they spent the same time in paid work as they did volunteering. There are two ways to estimate an opportunity cost:
 - The gross opportunity cost approach values unpaid work in terms of the earnings assumed to be foregone by individuals when they devote time to unpaid work rather

than paid employment. A gross wage rate is used (i.e. before the deduction of taxes, and the addition of employer costs).

- The net opportunity cost approach is a refinement of the gross opportunity cost approach in an attempt to reflect real wage conditions. The net opportunity cost method values unpaid work at the after-tax hourly wage rate, plus income by way of employer costs of superannuation and fringe benefits.

The most recent economic estimation of the value of volunteers was undertaken by the ABS in 2006. The costs are summarised in the table below.

Volunteer and Community Work Average Wage	
	\$/hr
Market replacement cost	
Individual function replacement cost method:	
• Male and Female wage rate	19.47
• Person wage rate	19.50
Housekeeper replacement cost method:	
• Person wage rate	19.50
Hybrid replacement method:	
• Male and Female wage rate	19.47
• Person wage rate	19.50
Opportunity cost	
Gross opportunity cost method:	
• Male and Female wage rate	24.48
• Person wage rate	25.07
Net opportunity cost method:	
• Person wage rate	21.20
Source: ABS estimates based on: Time Use Survey, Survey of Employee Earnings and Hours, Labour Force Survey, Australian System of National Accounts.	

As is evident from the table above there is a significant variation in the valuation of volunteers dependent on the method used. It is acknowledged that the above figures were calculated in 2006 and may be subject to significant increases due to inflation over time.

Research indicates that in recent years the most common reason for valuing volunteers was to apply for grants, and indicate how organisations are contributing in kind support for projects. A number of grants assign the economic value of volunteers as part of the application process, with a value between \$20 and \$25. Where no economic value is provided organisations frequently use the ABS's "Average Weekly Earnings" data set. In November 2019 the average weekly earnings for a full time adult was \$1,658.70 which accounts for \$43.65 per hour. This is almost double the amount which is allocated by grant providers. It is considered that the significantly higher figure is because it is the average of all workers in Australia not just those who provide volunteering services.

Value of Volunteers to the City of Bayswater

To get an understanding of the potential benefit of volunteers the City contacted seven diverse clubs and community groups for their details on the number volunteers and how often they volunteer. Four organisations got back to the City. Of the organisations who responded it was found that on average volunteers volunteered an average of 4.1 hours per week. The estimated number of volunteers differed significantly depending on the type and size of the club. On average sporting clubs had approximately 40 regular volunteers and community groups had approximately 34.

The table below indicates the potential values of volunteers using the above methods.

	Average Value per Volunteer per week (4.1hrs)	Average Value based on Number of Volunteers (per week)	
		Sporting Groups (40)	Community Groups (34)
Market replacement cost (\$19.50)	\$79.95	\$3,198	\$2,718.30
Opportunity cost:			
Gross opportunity cost method (\$24.48 to \$25.07)	\$100.37 to \$102.79	\$4,014.80 to \$4,110.60	\$3,412.58 to \$3,491.80
Net opportunity cost method (\$21.20)	\$86.92	\$3,476.80	\$2,955.28
Grant Allocations (\$20 to \$25)	\$82 to \$102.50	\$3,280 to \$4,100.00	\$2,788 to \$3,485.00
ABS's "Average Weekly Earnings" data (\$43.65)	\$178.96	\$7,158.40	\$6,084.64

It is considered that the above table does not accurately represent the number of hours or volunteers within the City given the small sample size.

It is also considered that the above values relate to the volunteers' value to their organisations not their value to the City and there does not appear to be a clear measurable way to determine a volunteer's value to the City. Notwithstanding, given the wide range of economic values it is considered that \$25 per hour could be used as a fair economic value for volunteering in the City of Bayswater.

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.

Option 1	That Council notes this report in relation to the options for assessing the economic value of volunteering.	
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
Conclusion	It is considered that this option has a low risk as it is noting a report with no further action.	

Option 2	That Council provides comment(s) and/or determines action(s) in relation to assessing the economic value of volunteering.		
Risk Category		Adopted Risk Appetite	Risk Assessment Outcome Dependent on the comment(s) provided and/or action(s) determined by Council.
Strategic Direction		Moderate	
Reputation		Low	
Governance		Low	
Community and Stakeholder		Moderate	
Financial Management		Low	
Environmental Responsibility		Low	
Service Delivery		Low	
Organisational Health and Safety		Low	
Conclusion	It is considered that the risk of this option is dependent on the comment(s) provided and/or action(s) determined by Council.		

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

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

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

CONCLUSION

In light of the above, it is recommended that Council notes the options for assessing the economic value of volunteering. This value is predominantly intended for use in grant applications.

10.4.10 Watervista Place Parking Survey

Applicant/Proponent:	City of Bayswater	
Owner:	City of Bayswater	
Responsible Branch:	Rangers and Security	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input checked="" type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. Watervista Place Community Survey - Responses	
Refer:	Item 11.2.4: OCM 23.06.2015	

SUMMARY

In 2015, the City undertook a review of parking in Watervista Place, Maylands following numerous parking complaints made by residents. Most complaints related to people parked in the head of the cul-de-sac and the hazards caused to people reversing from driveways due to the narrow carriageway. A report was presented to the Ordinary Council Meeting on 23 June 2015 and Council resolved to maintain current parking conditions and to continue monitoring the parking situation.

During 2019, a number of complaints were made, that were similar in nature to those of 2015, relating to unlawful parking and lawfully parked vehicles creating a hazard for people driving out of their driveways. On 16 September 2019, City officers met onsite with a group of residents who outlined their concerns that the narrow street and vehicles parked opposite driveways created a safety hazard. One resident also shared an experience that on two occasions the situation had impeded access to ambulances, and the delays could potentially be life threatening.

Following the meeting, a survey of residents was undertaken to offer all residents with an opportunity to provide feedback on the situation. The survey was conducted in November/December 2019 and the outcome is discussed below.

The carriageway in Watervista Place complies with the indicative street reserve and road pavement widths set out in the Liveable Neighbourhood Policy and the requirements of the *Road Traffic Code 2000*. Notwithstanding 50% of all survey respondents favoured the installation of parking bays within the verge due to safety concerns relating to visibility and access to driveways. This is similar to outcomes of the survey conducted in 2015 and has been an ongoing concern for residents.

OFFICER'S RECOMMENDATION

That Council:

1. Notes the outcome of community consultation regarding parking in Watervista Place, Maylands.
2. Considers an allocation of \$25,000 for the installation of three parallel parking bays within the verge opposite 17, 19 and 21 Watervista Place, Maylands as shown in Figure 3 in this report, as part of the 2020/21 budget process.

MOTION

That Council:

1. Notes the outcome of community consultation regarding parking in Watervista Place, Maylands.
2. Considers an allocation of \$25,000 for the installation of three parallel parking bays within the verge opposite 17, 19 and 21 Watervista Place, Maylands as shown in Figure 3 in this report, as part of the 2020/21 budget process.
3. The three parallel parking bays within the verge opposite 17, 19 and 21 Watervista Place, Maylands (if installed) are to be two-hour time restricted parking at 9am - 5pm, Monday to Friday.

CR CATHERINE EHRHARDT MOVED, CR STEPHANIE GRAY SECONDED

LOST: 4/6

For: Cr Barry McKenna, Cr Catherine Ehrhardt, Cr Elli Petersen-Pik, and Cr Giorgia Johnson.

Against: Cr Dan Bull, Mayor, Cr Filomena Piffaretti, Deputy Mayor, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Stephanie Gray, and Cr Michelle Sutherland.

COUNCIL RESOLUTION

That Council:

1. Notes the outcome of community consultation regarding parking in Watervista Place, Maylands.
2. Approves the removal of the “no parking” restriction within the verge opposite 17, 19 and 21 Watervista Place, Maylands.
3. The verge parking opposite 17, 19 and 21 Watervista Place, Maylands are to be two-hour time restricted parking at 9am - 5pm, Monday to Friday.

CR STEVEN OSTASZEWSKYJ MOVED, CR SALLY PALMER SECONDED

CARRIED: 8/2

For: Cr Dan Bull, Mayor, Cr Filomena Piffaretti, Deputy Mayor, Cr Barry McKenna, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Stephanie Gray, Cr Michelle Sutherland, and Cr Giorgia Johnson.

Against: Cr Catherine Ehrhardt, and Cr Elli Petersen-Pik.

REASON FOR CHANGE

Council changed the Officer's Recommendation as at this time, it was not considered appropriate to commit funding in the draft 2020/21 annual budget for this purpose due to other City priorities that are emerging and being considered as a result of the COVID-19 pandemic. The Council resolution was believed to still provide additional parking options for residents in the absence of the installation of three parallel parking bays at a cost of \$25,000.

BACKGROUND

During 2015, the City conducted a review of parking in Watervista Place, Maylands after receiving 42 complaints from five residents about a range of parking issues which included:

- Parking in the head of the cul-de-sac;
- Parking on the City owned verge adjacent to Watervista Reserve;

- Parking in the street for longer than 24 hours; and
- Parking in a manner that blocked or obstructed residential driveways.

The review highlighted that residents were particularly concerned about:

- Vehicles parking in the head of the cul-de-sac; and
- The narrow carriageway restricting the safe ingress and egress from driveways when vehicles are parked on the opposite side of the road.

A survey of residents was undertaken and attracted 12 responses. Of those residents who provided a response:

- Five favoured developing parking bays on the verge of Watervista Reserve;
- Four favoured no changes to parking conditions; and
- One respondent favoured prohibiting parking on the north eastern side of Watervista Place.

The following two alternate suggestions were also provided by respondents:

- Place parking bays and a footpath within the reserve area; and
- Widen the road to allow for the installation of parking bays.

Following the survey, Council considered a report at the Ordinary Council Meeting on 23 June 2015, and resolved as follows:

“The outcomes of a community consultation process regarding parking arrangements is noted and endorsement that no change occur to current parking conditions, but that the situation should continue to be monitored.”

15 parking complaints have been received since 23 June 2015 as outlined below.

Date	Total
23 June 2015 – 31 December 2015	1
01 January 2016 – 31 December 2016	3
01 January 2017 – 31 December 2017	5
01 January 2018 – 31 December 2018	1
01 January 2019 – 31 December 2019	5
	15

The range of issues are outlined below:

Complaint	Quantity
Parking of vehicles on Watervista Reserve or verge of the reserve	3
Vehicles parking in the street for longer than 24 hours	4
Vehicles blocking driveways	2
Vehicles causing an obstruction	6
TOTAL	15

The City has responded to all reported complaints and issued one infringement notice. Recording of written warning notices commenced on 1 January 2018 and one warning has been issued since that time. On occasions where no infringements or written warnings were issued it was determined no offence had been committed, offending vehicles had departed prior to the arrival of officers, or the matters were dealt with by other means, such as owners removing offending vehicles upon request.

Watervista Place is a cul-de-sac containing 13 developed residential properties and one undeveloped residential property on the northern side of the road and three properties on the southern side, including two on the corner of Cityview Place and Watervista Place. The south eastern end of the street is enclosed by a large hammer shaped cul de sac and Watervista Reserve is situated at the south western end of the cul-de-sac as depicted below.

Figure 1



Watervista Place is subject to the following two sets of parking restrictions as outlined in the below diagram:

1. No parking on reserve, depicted by signage at each end of the restricted zone; and
2. No stopping in the head of the cul de sac depicted by yellow road marking.

This is in addition to the general parking restrictions applicable to the area, as contained in the *City of Bayswater Parking and Parking Facilities Local Law 2016* which outline:

1. Vehicles are not permitted to park on a verge without the consent of the owner or occupier of the adjacent premises;
2. Vehicles parked in a public place where parking is allowed are deemed to cause an obstruction and may be impounded if parked for a period in excess of 24 hours; and
3. There must be at least 3m between a parked vehicle and the far side of a carriageway, or any other thing against the far side of the carriageway. This prevents situations where vehicles are blocked from using a road due to insufficient carriageway width.

No Stopping (Head of cul de sac)

No Parking on Reserve

183

170

On 22 November 2019, a survey was distributed to 20 tenants, owner/occupiers and owners of properties in Watervista Place seeking feedback on the extent of the issue and potential solutions. Conditions have not changed since 2015, so it was considered appropriate to ask the same questions as the 2015 survey and establish if attitudes have changed. The survey sought response to the following five options:

- The consultation period closed on 13 December 2019 and 11 replies were received, representing a response rate of 55%. One respondent selected two options (3 and 5) which have both been incorporated in the below table. Respondents were also provided an opportunity to offer alternate solutions and two respondents took the opportunity to do so.

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Option	Responses	Response Percentage
1	1	8%
2	1	8%
3	2	17%
4	0	0%
5	6	50%
<u>Alternate solutions nominated by respondents</u>	2	17%
<ul style="list-style-type: none"> Remove parking restrictions at end of Watervista Place (cul-de-sac area) and paint lines to allow two parking spaces. Remove 'No Parking' signs on Watervista Reserve, therefore allowing parking on the verge area of the reserve. 		

EXTERNAL CONSULTATION

Community consultation was conducted via an onsite meeting held with residents on 16 September 2019 and by a survey conducted in November/December 2019.

OFFICER'S COMMENTS

Watervista Place is a residential street that is approximately 150m in length. The cul-de-sac design means there is no through flow of traffic and the low volume of traffic is essentially confined to residents and visitors to properties in the street. Each residence in Watervista place appears to have at least two onsite parking bays.

Street Width and Ambulance Accessibility

The State's Liveable Neighbourhoods Policy 2015, requires the minimum street pavement width to be within a range of 5.5m – 6m for narrow yield or give way streets, with a typical width being 5.5m in streets which have a typical residential density of less than R30. The policy requires the minimum street pavement width to be within a range of 7m - 7.5m, with a typical width of 7.2m, in yield or give way streets where the typical residential density is up to R35.

Watervista Place has a street pavement width of 5.5m and has a typical residential density code of R30.

The width of Watervista Place is considered consistent with many streets in the City and other locations, and with regulation 176(7) of the *Road Traffic Code 2000* which states "if the carriageway does not have a continuous dividing line or a median strip, the driver of a vehicle shall position the vehicle so there is at least 3 m of the carriageway alongside the vehicle that is clear for other vehicles to pass, unless otherwise indicated by information on or with a parking control sign."

The Road Traffic Code (Vehicles) Regulations 2014 states the maximum permissible width of vehicles in Western Australia is 2.5m and non-commercial passenger vehicles are generally smaller. The width of an average sized passenger vehicle is approximately 1.8m. The bulk of the St John Ambulance fleet consists of Mercedes Sprinter vans which are 2.02m wide.

Based on these dimensions, in the event of ambulance attendance being necessary a clear width of 1.7m should exist, if an average sized vehicle is parked lawfully on the carriageway. When considering emergency vehicles are required to negotiate major intersections, traffic congestion and traffic calming devices to access the southern portion of Maylands, the time impact of vehicles parking on this street is likely to be minimal.

Parking in Head of cul-de-sac

Clause 4.5(3)(l) of the City's *Parking and Parking Facilities Local Law 2016* prohibits parking within the head of a cul de sac. This law is in place to facilitate the safe turning of vehicles, particularly larger vehicles, in enclosed streets. Rubbish trucks and other service vehicles are particularly impacted when unable to traverse the turning circle created by the head of a cul de sac.

Remove 'No Parking' Signs on Watervista Reserve, and Allow Parking within Verge Adjacent to Reserve

This option provides an opportunity for several vehicles to park off the road carriageway and enable unhindered passage of traffic, however this would damage the grass surface and reduce the visual amenity.

To mitigate the impact on the grass verge whilst facilitating additional parking, installation of parking bays in the below configurations are possible:

1. Three horizontal bays parallel to the carriageway and cut into the City verge adjacent to Watervista Reserve, as depicted below in Figure 3.
2. Nine bays positioned at 90 degrees to the carriageway and cut into the City verge adjacent to Watervista Reserve as depicted below in Figure 4.

The indicative estimated cost for Option 1 is \$25,000 and for Option 2 is \$35,000.

It will still be open for residents who prefer the convenience of parking in close proximity to their homes to continue to park on the carriageway.

Installation of parking bays adjacent to the verge may generate additional traffic volume due to motorists utilising the parking facilities to access Watervista Reserve and surrounding open space. Additional traffic volume may not reduce the risk to people accessing or leaving their driveways.

Both options will preclude vehicles from parking within the carriageway opposite the driveways at 17, 19 and 21 Watervista Place, however vehicles will be able to park opposite other properties in the street.

Notwithstanding the surveys demonstrate residents are concerned about the width of the street and have a clear preference for additional parking in the street to cater for visitors and reduce the volume of vehicles parked on the carriageway.

[illegible][illegible]

This option allows unhindered access to a vehicle on one side of the street but vehicles on the opposite side will be required to negotiate parked traffic.

Parking restrictions could be introduced to prevent parking on both sides of the street. This option was not selected by any respondents. The City believes implementing street parking restrictions are not necessary to regulate traffic and may create other parking issues as people look for alternate parking options.

LEGISLATIVE COMPLIANCE

The City's Parking and Parking Facilities Local Law 2016 applies to this matter as follows:

"Clause 1.10: Powers of the local government

The local government may, by resolution, prohibit or regulate by the use of signs or other parking control devices, the stopping or parking of any vehicle or any class of vehicles in any part of the parking region but must do so consistently with the provisions of this local law."

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	That Council: <ol style="list-style-type: none"> Notes the outcome of community consultation regarding parking in Watervista Place, Maylands. Considers an allocation of \$25,000 for the installation of three parallel parking bays within the verge opposite 17, 19 and 21 Watervista Place, Maylands as shown in Figure 3 in this report, as part of the 2020/21 budget process. 	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
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	Low
Organisational Health and Safety	Low	Low
Conclusion	It is considered that this option has a moderate strategic direction risk as it is not identified as a project in the Corporate Business Plan. A moderate financial management risk exists due to the unbudgeted cost of this option \$25,000.	

Option 2	That Council: <ol style="list-style-type: none"> Notes the outcomes of a community consultation process regarding parking in Watervista Place, Maylands. Endorses other changes as determined by Council to the car parking conditions in Watervista Place, Maylands. 	
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	Moderate
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	It is considered that this option has moderate strategic direction risk as it is not identified as a project in the Corporate Business Plan. A moderate financial management risk exists as changes to current parking	

	<p>arrangements have not been budgeted and cost is unknown, dependent on alternative options considered.</p> <p>Alternative options, such as the development of nine parking bays within the verge adjacent to the Reserve, may attract increased traffic volumes which may exacerbate parking issues. There may be other risks which is dependent on the other changes determined by Council.</p>
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Option 3	That Council makes no changes to the parking conditions in Watervista Place, Maylands	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
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
Conclusion	It is considered that this option provides a moderate risk to reputation and community and stakeholder relations, as 50% of respondents to two community surveys have indicated a preference for option one due to safety concerns. This response rate is considerably higher than the response to other options provided in the surveys.	

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Installation of three parking bays within the verge opposite 17, 19 and 21 Watervista Place, Maylands

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

LTFP Impacts: This item is not listed in the LTFP.

Notes: Nil

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$25,000	\$500 (Sweeping)	1	Nil	20	\$35,000	Nil

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027 (as amended), 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

Theme: Our Built Environment

Aspiration: A quality and connected built environment

Outcome B1: Appealing streetscapes

The intended outcome of this review will enable the community to balance parking requirements with community expectation, maintaining streetscapes and exercising financial responsibility.

CONCLUSION

Whilst the width of the carriageway is within legislative requirements and is consistent with the Liveable Neighbourhoods policy, residents are concerned the narrow street is hazardous to people reversing out of driveways and inhibits access by emergency vehicles.

Current and prior community consultation demonstrates local residents have a preference for parking bays to be installed adjacent to Watervista Reserve.

In light of the above it is recommended that Council considers an allocation of funds to install three parking bays within the verge opposite 17, 19 and 21 Watervista Place, Maylands.

Attachment 1

Respondent Choice	Owner / Occupier	Had Parking Issues	Types of Issues	Vehicles that can be parked on property	Other comments
5	Owner Occupier	Yes	Parking very limited for visitors to property	2	Nil
5	Owner Occupier	No	No provisions for visitors to park in front of house. All the houses (6) have access to the one visitor parking space.	4	Nil
Alternate Option	Owner	Yes	Residents putting notes on cars when parked on road and not on own verge. People parking opposite side of road to house makes it difficult to get vehicle out. One resident gets angry if anyone parks in front of that house on the roadway	2	Mark lines/bays along the street indicating where parking is allowed. Extra parking is needed.
1	Owner Occupier	Yes	Parking on street next to solid white line at street entry is dangerous. Illegal parking on the reserve	2 in garage 1-2 in driveway 1 for visitors on road	No Parking in Watervista Park. Install bollards on the edge of the reserve. Residents to park within their properties (garages and driveways) Do not allow residents from other streets to park on road in Watervista Place.
2	Owner	Yes	Vehicles parking opposite driveway making it impossible to reverse out of the driveway.	2 in garage 1 in driveway	Nil
5	Owner	Yes	Parking adjacent to driveway preventing entering/exit and cars parked for more than two days at a time.	3	Nil
Alternate Option	Owner	Yes	Multiple cars park causing difficulty to reverse out of driveway	2 in garage 2 in driveway	Remove no parking from end of Watervista Place Paint lines to allow 2 parking spaces Remove No Parking signs on Watervista Reserve
5	Not identified	Yes	Unable to park along the street without being requested to relocate from other residents claiming that they aren't able to access their driveway	2	Best outcome but supports any comparable solution for additional non-obstructive parking.
3 and 5	Owner	Yes	Most vehicles are visiting residents. Noticed people are parking vehicles for up to a week or so. Alternate arrangements required to be made for third vehicle so as to no upset residents	2	Nil
5	Owner	Yes	Insufficient parking in street and street is very	2	Nil

			narrow		
3	Owner Occupier	Yes	People park in front of house instead of in their driveways and parking on road makes it difficult to reserve out	4	Nil

10.4.11 Final Draft City of Bayswater Access and Inclusion Plan 2020 - 2024

Responsible Branch:	Community Development	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required	
Attachments:	1. Final Draft City of Bayswater Access and Inclusion Plan 2020-2024 2. Draft Access and Inclusion Plan 2020 - 2024 – Public Comment Analysis	
Refer:	Item 10.5.2.2 OCM 11.02.2020	

CR ELLI PETERSEN-PIK DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Elli Petersen-Pik declared an impartial interest in this item as he works for the Department of Communities, which is mentioned in the report, but not in the area that deals with disability matters. Cr Elli Petersen-Pik remained in the room during voting on this item.

SUMMARY

For Council to approve the final City of Bayswater Access and Inclusion Plan 2020-2024 following a period of public comment and feedback received from the Department of Communities, prior to final submission to the Department of Communities, in early April 2020.

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

That Council adopts the final draft City of Bayswater Access and Inclusion Plan 2020 – 2024, as contained in Attachment 1 to this report.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 10/0

BACKGROUND

The City's current Disability Access and Inclusion Plan 2016-2020 expires in early April 2020.

At the Ordinary Council Meeting held on 11 February 2020, Council considered the Access, Inclusion and Walkability Advisory Committee recommendation relating to the development of the Access and Inclusion Plan 2020 -2024, and resolved as follows:

"That Council:

Approves the Draft City of Bayswater Access and Inclusion Plan 2020-2024 as contained in Attachment 1 to this report for compliance review by the Department of Communities and public comment subject to the following amendments being made to the Plan:

- 1. On page 10 under the heading "Outcome 2: Buildings and Facilities", the first sentence of the second bullet point to read: "Improve access on pathways and crossings".*
- 2. On page 15, Strategy 2.4, Action (a) to read "Define and audit pedestrian network accessibility within the City's town centre precincts of Morley, Maylands and Noranda (Bayswater pending) e.g. Kerb ramps, tactile ground surface indicators and creation of safe crossings."*

Following the Council resolution of 11 February 2020, the draft Access and Inclusion Plan 2020 – 2024 was forwarded to the Department of Communities for a required compliance review and made available for public comment for a two week period (14-28 February 2020).

The *Disability Services Act 1993* (amended 2004) (the *Act*) requires public authorities to ensure that its owned and managed services, events, buildings, facilities and information are accessible to people with disability. Strategies and actions relating to access are required to be managed through an Access and Inclusion Plan (AIP).

The City is required to include seven desired outcome areas in its AIP, in accordance with the Disability Services Regulations 2004 Schedule 3 (r8) that are as follows:

- People with disability have the same opportunities as other people to access the services of, and any event by, a public authority;
- People with disability have the same opportunities as other people to access the buildings and other facilities of a public authority;
- People with disability receive information from a public authority in a format that will enable them to access the information as readily as other people are able to access it;
- People with disability receive the same level and quality of service from the staff of a public authority as other people receive from the staff of that public authority;
- People with disability have the same opportunities as other people to make complaints to a public authority;
- People with disability have the same opportunities as other people to participate in any public consultation by a public authority; and
- People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.

In accordance with the requirements of the *Act*, public authorities are to review their Disability Access and Inclusion Plans at least every five years.

EXTERNAL CONSULTATION

The draft Access and Inclusion Plan 2020-2024 was released for public comment for a two week period commencing 14 February 2020 and closing 28 February 2020; and was promoted through:

- Engage Bayswater;
- Civic Centre;
- Library displays (Bayswater, Morley and Maylands);
- Community Centres (Bayswater, Morley);
- City of Bayswater website; and
- Direct email to staff, networks and community groups.

During the public comment phase, a total of 16 community members visited the Engage Bayswater site to read the draft Access and Inclusion Plan 2020 - 2024. Of those visitors, four made submissions. Three of the four submissions support the draft Access and Inclusion Plan 2020-2024. One submission did not support the draft Plan and provided feedback on two separate matters. A summary of these submissions is provided in **Attachment 2**, which also includes staff comments to feedback provided.

OFFICER'S COMMENTS

The final draft Access and Inclusion Plan 2020-2024 is being presented to Council rather than first being presented to the Access, Inclusion and Walkability Advisory Committee due to the short timeframe to have the final adopted Plan back to the Department of Communities in early April 2020, as legislated. The City's Access, Inclusion and Walkability Advisory Committee (AIWAC) were made aware of this at their meeting held on 5 February 2020, as the next scheduled meeting for AIWAC is not until 6 May 2020.

Department of Communities – Compliance Review

As part of the formal process for developing an Access and Inclusion Plan, the City's draft Access and Inclusion Plan 2020-2024 was presented to the Department of Communities for a compliance review on 14 February 2020. The Department provided the following feedback on the draft Plan:

- *“Comprehensive but concise and reflects a successful and transparent engagement with community. It's quite easy to read as well;*
- *Notice of the final City of Bayswater AIP will need to be published (at least) in the local newspaper when endorsed by Council ;*
- *Consider the potential of noting the context of the AIP's in the order of your Strategic Community Plan and the range of other plans impacting on groups of people in the community.”*

Upon Council adoption of the final draft Access and Inclusion Plan 2020-2024, the City will ensure that a public notice is released in the local newspaper, website and Engage Bayswater on the final approved Plan.

In relation to the third point above, a flowchart will be added to the designed version of the document, as detailed and highlighted in page four of the draft Plan.

Change of Title of the draft Access and Inclusion Plan 2020-2024

Within the public sector, many local governments have chosen to remove the word “Disability” from the title of their Plan with preference to refer to the publication as an Access and Inclusion Plan.

The overarching goal of an AIP is to provide equity of access and inclusion to all Council services, facilities and functions, information, consultations and complaints mechanisms by identifying and redressing barriers that either restrict or prevent the full participation of people with disability.

To this, the City's former DAIP recognised that diverse members of the community experience access and inclusion issues. These members may include people with disability, their families and carers, people from diverse backgrounds and cultures; seniors; and people who may experience other access and inclusion issues, such as parents with prams.

The City sought clarification and confirmation from the Department of Communities at the time of the draft Access and Inclusion Plan compliance review on their view to change the title of the City's Plan (formerly referred to as a Disability Access and Inclusion Plan [DAIP] to an Access and Inclusion Plan (AIP).

On 21 February 2020, the City received feedback from the Department of Communities in relation to removing the word “Disability” in the name of the Plan:

“The Disability Services Act 1993 requires authorities to develop a plan for people with disability, but we don’t interpret this to specifically require the use of the word ‘Disability’ in its title, noting that it is the traditional practice.

We share the view that activities which enhance Access and Inclusion, while they tend to be targeted for people with disability, benefit everyone.”

In keeping with the sentiment from the Department of Communities and the general local government sector, the proposed change of title for the Plan aligns with the City’s Strategic Community Plan Outcomes C2. “Accessible services that recognise diversity” and Strategy C2.1 “Ensure services and facilities are accessible and inclusive”. The City’s Strategic Community Plan implies access and inclusion for all. Therefore, the word ‘Disability’ has been removed from the title of the City’s final draft Plan.

Draft Access and Inclusion Plan 2020 – 2024 Public Comment Analysis

Following the analysis of the four submissions received, and given that three out of four submissions received indicated general support for the draft Access and Inclusion Plan 2020-2024, no amendments are proposed to the City’s draft Access and Inclusion Plan 2020 – 2024 table of actions within each of the Outcome areas.

LEGISLATIVE COMPLIANCE

- *Disability Services Act 1993 (amended 2004);*
- *Equal Opportunity Act (WA) 1984;*
- *Disability Discrimination Act 1992 (Commonwealth).*
- *Carers Recognition Act 2004; and*
- *Access to Premises Standards (2010).*

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	That Council adopts the final draft City of Bayswater Access and Inclusion Plan 2020 – 2024, as contained in Attachment 1 to this 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
Conclusion	It is considered that this option meets the legislative requirement under the <i>Disability Services Act 1993 (amended 2004)</i> and therefore poses a low risk to the City.	

Option 2	That Council adopts the draft City of Bayswater Access and Inclusion Plan 2020-2024 as contained in Attachment 1 to this report with other amendments as determined by Council.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
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
Conclusion	It is considered this option has a moderate reputational and community and stakeholder risk, as the draft plan has been through a phase of public comment and a formal review by the Department of Communities. It is currently unknown if any further amendments, in particular to actions listed in the draft Plan would pose other risks for the City.	

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Estimated costs associated with the implementation of the City's final draft Access and Inclusion Plan in its first year (2020/21); second year (2021/22); third year (2022/23); and fourth year (2023/24).

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

LTFP Impacts: Item not listed in the City's Long Term Financial Plan

Notes: The anticipated budget amounts listed in the table below are indicative only and are subject to further investigation, as the implementation plan is progressed. Each year, the anticipated budget will be reviewed and considered as part of the City's standard annual budget process.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$35,800 (year 2020/21)	N/A	N/A	N/A	N/A	N/A	\$0
	\$130,800 (year 2021/22)						
	\$196,400 (year 2022/23)						
	\$197,800 (year 2023/24)						

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027 (as amended), 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

Outcome C2: Accessible services that recognise diversity.

The City, through implementation of the seven outcome areas within the Access and Inclusion Plan 2020 - 2024 encourages an active and engaged community whilst continuously building on the provision of accessible services and facilities that recognise diversity.

CONCLUSION

This report provides Council with the feedback received on its draft City of Bayswater Access and Inclusion Plan 2020-2024 through a period of public comment and feedback received from the Department of Communities through its document compliance review.

Following the analysis of community and stakeholder feedback received, the final draft City of Bayswater Access and Inclusion Plan 2020-2024 is presented to Council for adoption with the final Access and Inclusion Plan 2020 -2024 to be formerly lodged with the Department of Communities by 3 April 2020, as legislated.

Attachment 1

Draft City of Bayswater Access and Inclusion Plan 2020 - 2024

Acknowledgement

Message from the Mayor

Message from the Chief Executive Officer

About the City of Bayswater

People with disability living in the City of Bayswater

State Disability Strategy

National Disability Insurance Scheme

Planning for better access and inclusion

Progress since Disability Access and Inclusion Plan 2016 - 2020

Development of the Access and Inclusion Plan

Consultation process

Findings of the consultation

Responsibility for implementation

Review, monitoring and reporting of the DAIP

Alternative formats

Strategies to improve Access and Inclusion 2020 - 2024

Implementation plan

Acknowledgment

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

The City of Bayswater acknowledges the Traditional Custodians of the land, the Whadjuk people of the Noongar Nation, and pays its respects to elders past, present and emerging.

DRAFT

Message from the Mayor

As a Council, we have a firm belief that the very fabric of our community lies with the respect we show each other. This is why we are dedicated to creating a welcoming, accessible and inclusive City in the heart of the inner east.

We are determined the City of Bayswater be a home for people of all abilities; where everyone can enjoy the same experiences and opportunities, and have equal access to all the City has to offer.

We want a community and workforce diverse in culture, age, ability and life experience, and our Access and Inclusion Plan 2020 - 2024 will help us achieve this goal.

I would like to extend my gratitude to everyone involved in the development of this plan - our community, local organisations, my fellow Councillors, and City staff for their valuable contribution.

By working together, we can remove barriers and achieve a more accessible and inclusive community, creating a place where we see people aspiring to reach their human potential.

Message from the Chief Executive Officer

The City of Bayswater is committed to demonstrating best practice in access and inclusion planning, and we are proud to present our Access and Inclusion Plan 2020 - 2024.

We acknowledge that it is not the disability that limits a person's ability to fully participate; it is the barriers that exist in our community. As a local government, we have an important role to play in creating equal access for all, and this plan is testament to our determination to do so.

Extensive consultation with internal and external stakeholders was carried out to assist in the development of this plan. Their feedback, views and aspirations have been incorporated and are reflected throughout.

Additionally, the process has been overseen by the City's Advisory Committee, comprising Councillors and community representatives - including people with disability, carers, and disability service providers; and we believe our plan is stronger as a result.

As an organisation, we look forward to sharing the achievements of this plan with you. I encourage all staff, customers and the community to embrace and participate in the implementation and further development of our City's access and inclusion journey.

INSERT IMAGE

About the City of Bayswater

The City of Bayswater spans an area of 34.6km² on the banks of the Swan River (the Derbal Yerrigan) and at its closest boundary is only 4 kilometres from the Perth Central Business District. The City of Bayswater is bounded by the City of Swan in the north, the Town of Bassendean in the east, the Swan River and the City of Belmont in the south, and the Cities of Stirling and Vincent in the west.

The City of Bayswater maintains approximately 380 hectares of public open space, with 24 sporting parks and 145 reserves. This, together with the diverse range of facilities and major landmarks within the suburbs, provides many opportunities for community participation.

People with disability living in the City of Bayswater

The Australian Bureau of Statistics survey of Disability, Ageing and Carers (2015), estimates that 18.3% of Australians identify as having some form of disability.

According to the Australian Bureau of Statistics 2016 Census, it was estimated 2,888 people living within the City of Bayswater reported a need for assistance due to a disability.

INSERT CITY OF BAYSWATER STRATEGIC COMMUNITY PLAN (SCP) 2017 - 2027 FLOWCART HERE TO ILLUSTRATE HOW THE CITY'S AIP BRINGS A STRENGTH AND CONNECTION TO THE CITY'S SCP. ALSO RECOMMENDED BY DEPARTMENT OF COMMUNITIES - DISABILITY SERVICES.

State Disability Strategy

The Department of Communities is in the process of developing a 10 year State Disability Strategy, co-designed by people living with disability. The City will refer to the State Disability Strategy to develop its Access and Inclusion Plan strategies, to help build an inclusive community that supports and empowers people with disability.

National Disability Insurance Scheme

The National Disability Insurance Scheme (NDIS) was introduced in the Perth North East Metropolitan area in 2019. The policy framework includes '*Information, Linkages and Capacity Building*' (ILC), which promotes collaboration and partnership with local communities to create greater inclusivity of people with disability.

NDIS funding aims to give people with disability access to a range of mainstream, community and government initiatives, ensuring they have the same fundamental rights and opportunities as all members of the community.

The City welcomes partnerships with disability service providers to support ILC initiatives that align with this plan. Working together, we will connect the local community with resources and positively impact those who live, work and visit the City.

DRAFT

Planning for Better Access and Inclusion

The City's Access and Inclusion Plan 2020-2024 builds on the progress and success achieved since the first plan was implemented by the City in 1996.

This plan meets the requirements of the *Disability Services Act 1993*. It is underpinned by the Western Australian *Equal Opportunity Act 1984*, and the Commonwealth *Disability Discrimination Act 1992*.

The City of Bayswater is committed to achieving the seven desired outcomes of the Disability Services Regulations 2004 Schedule 3 (r 8).

These outcomes are that:

1. People with disability have the same opportunities as other people to access the services of, and any event by, the City of Bayswater.
2. People with disability have the same opportunities as other people to access the buildings and other facilities by the City of Bayswater.
3. People with disability receive information from the City of Bayswater in a format that will enable them to access the information as readily as other people are able to access it.
4. People with disability receive the same level and quality of service from the employees of the City of Bayswater as other people.
5. People with disability have the same opportunities as other people to make complaints to the City of Bayswater.
6. People with disability have the same opportunities as other people to participate in any public consultation by the City of Bayswater.
7. People with disability have the same opportunities as other people to obtain and maintain employment with the City of Bayswater.

Progress since Disability Access and Inclusion Plan 2016 - 2020

Since the implementation of the City's Disability Access and Inclusion Plan 2016 -2020, a number of initiatives have improved access and inclusion.

This includes:

Outcome 1: Services and Events

- Additional temporary, accessible parking spaces are provided at events run by the City.
- Accessible matting was purchased to create a continuous pathway at outdoor events where grass may be a barrier for people with disability.
- The Community Grants Program ensures successful applicants design and host events that are accessible for all.
- A presentation was held for employees at the City to learn how to use the City's accessible events information checklist.
- Contractors engaged for City events are given a copy of the Disability Service Commission 'A Guide to Disability Access and Inclusion Plans for Local Government Contractors'; and a copy of the DAIP.
- Less people are invited to attend Citizenship ceremonies to ensure there is space for people with a physical disability.

Outcome 2: Buildings and Facilities

- An access audit of the City of Bayswater Civic Centre was carried out to increase accessibility for employees. This resulted in automatic doors being installed.
- The new grandstand at Bayswater Waves is compliant with Australian standards and includes tactile ground surface indicators.
- An accessible change room was built at the Bayswater Waves hydrotherapy facilities.
- Access compliant customer service pods were installed at the Bayswater Library.
- Automated entry doors were installed at the Bayswater and Morley Libraries.
- Hampton Square in Morley was upgraded, with works including improved lighting; a continuous, accessible pathway to picnic benches; and accessible parking bays.
- Proactive intervention by Rangers to address footpath obstructions.

Outcome 3: Information

- A corporate Brand Style Guide was developed with consideration given to fonts, contrasting colours and minimum font sizes.
- A self-service loan station with radio frequency identification technology was installed at each of the City's libraries. These have accessible features including large screens for people with low vision, touch screens, content in simple language, height adjustable tables, and information displayed in 16 languages.

- The City's website was redeveloped and further improvements are planned in the City's Access and Inclusion Plan 2020-2024.
- A captioned video was produced to promote the City's 2019 Have a Go Day event.

Outcome 4: Customer Service

- An accessible community initiative - Little Libraries - was launched in Noranda, providing all-hours access to books at no charge.
- In 2019, employees participated in a team wheelchair challenge to raise funds for Rebound WA and to raise awareness of the challenges that people with physical disability experience in everyday life.

Outcome 5: Complaint Mechanisms

- The community is encouraged to report access issues with the reply paid Creating Accessible and Inclusive Communities feedback postcard.
- Promotion of the feedback postcards was done through advertorials, the local newspaper, social media posts, direct mail to health care providers, and articles in City of Bayswater publications.
- Feedback and complaints can be lodged using a number of methods including email, on paper, and through the National Relay Service for people with speech or hearing impairment.

Outcome 6: Consultation Processes

- Providing a range of accessible opportunities to give people more than one way to participate, being conscious of different accessibility needs, offering multiple opportunities for in-person events, and providing documents in Word and PDF.
- The City's inaugural Participatory Budgeting project included pop up sessions at the City's libraries to educate people about the project and provide access to an online budget allocator tool.
- Community groups and service providers are regularly provided with information on City projects to help get information about consultation opportunities out to the community.
- The City promotes opportunities for public participation through access and inclusion networks, including Mission Australia NDIS.

Outcome 7: Employment

- New employees attend the City's corporate induction program, staff disability awareness training, dementia awareness training, and mental health workshops.
- Improved workplace flexibility to ensure people with disability are included in the workforce, and by supporting work experience opportunities.

- The City continues to meet and establish partnerships with Disability Employment Service providers.
- The City applies for grants to build a disability confident workplace.

INSERT PHOTOS FOR EACH OF THE OUTCOME AREAS - REFER TO BANNER SERIES

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Development of the Access and Inclusion PlanConsultation Process

The external consultation period started on Tuesday, 1 November and closed on Tuesday, 3 December 2019.

The external consultation was designed to educate the community and invite comment from people with disability, their families and carers, City staff, disability service providers and community groups in order to support the review of the Access and Inclusion Plan.

The external consultation process was advertised through:

- Public notice in "The Eastern Reporter" newspaper;
- Engage Bayswater;
- Library displays (Bayswater, Morley and Maylands);
- The City's website;
- The City's social media platforms;
- City of Bayswater Club Connections e-newsletter;
- Bayswater Beat quarterly newsletter;
- Eventbrite; and
- Direct email to networks and community groups.

Feedback could be provided in electronic or hard copy surveys, over the telephone, by attending one of two Access and Inclusion Community Forums; or at the interactive engagement event held at the Galleria shopping centre on 3 December. This event coincided with the International Day of People with Disability.

Internal consultation was also held through the delivery of an access and inclusion workshop and staff survey to assist the City to improve employment practices and training.

The feedback has been analysed and used to develop the strategies and actions detailed in this Plan.

Findings of the consultation

Feedback from the Access and Inclusion Plan 2020-2024 consultation indicates progress has been made by the City to increase access and inclusion in the community. In particular, people who provided feedback were generally satisfied with the quality of customer service for people with disability, and staff were generally satisfied with disability awareness training.

Opportunities for Improvements include:

Outcome 1: Services and Events

- Provide more information about the accessibility of events and access to services, including pathways, locations, timing and opening hours, parking, and access for Companion Card holders.
- Provide information about services and events in a variety of formats.
- Investigate providing easy English classes for people with low literacy.

Outcome 2: Buildings and facilities

- Improve access to and around public transport in precinct areas.
- Improve access on pathways and crossings. This may include wider paths, pruning vegetation, and eliminating parking on pedestrian footpaths.
- Improve access to facilities and natural environments with input from users.
- Increase the inclusion of accessible equipment in public spaces and at community hubs, including BBQs, play equipment, recharge points, a Changing Places toilet, and seating.
- Improve accessible parking facilities and identify opportunities for shelter at community centres.
- Share a map of accessible parking in a range of formats.
- Provide facilities for people with hearing impairment, such as audio loops.

Outcome 3: Information

- The City's website is not user friendly or accessible to all (there are too many clicks and it is not intuitive).
- Ensure consistency between social media and the website.
- Offer a greater variety of communication formats using plain English, including visuals, graphics, interpreters, newsletters, Facebook, email, and postal mail.
- Provide information at highly trafficked services and facilities, such as shopping centres, and disability or culturally and linguistically diverse service providers.
- Include alternative communication methods in staff training (National Relay Service, and Translating and Interpreting Service).

Outcome 4: Customer service

- Provide better information about what the City can offer, such as an annual information forum.
- Provide increased or ongoing training for staff on topics including mental health, and effective communication. Consider involving specialist providers and people with lived experience of disability

Outcome 5: Complaints

- Make it easier for people to make a complaint by offering a variety of feedback methods.
- Focus on feedback, not complaints, to encourage positive feedback.
- Consistent processes for handling complaints.
- Invite people who provide feedback to be part of consultation projects.
- Create opportunities for people to provide feedback at commonly used services or facilities, rather than City venues.

Outcome 6: Consultation

- Increase awareness of consultation opportunities.
- Link with disability service providers or networks to reach more people.
- Avoid jargon when promoting consultation.
- Ensure consultation is accessible for all.

Outcome 7: Employment

- More inclusive and flexible recruitment processes and work practices.
- Improve accessibility of work facilities (universal design, ergonomics).
- Provide education and training to raise awareness about the benefits of employing people with disability.
- Foster an inclusive leadership style and organisational culture so staff feel confident sharing information about a disability or mental health issue.
- Employ more people with disability.
- Conduct work experience in partnership with Disability Employment Services.

Responsibility for implementation

The implementation of the Access and Inclusion Plan is the responsibility of all City of Bayswater staff, volunteers, agents and contractors.

The *Disability Services Act 1993* requires City staff, agents and contractors take the needs of people with disability into account, in a manner consistent with this Plan.

Information to support agents and contractors is available on the City's website.

Review, monitoring and reporting of the Access and Inclusion Plan

The City will review the Access and Inclusion Plan at a minimum of every five years, as legislated by the *Disability Services Act 1993*.

The City's Access and Inclusion Plan will be monitored through:

- Quarterly reports to the City's Advisory Committee.
- Statutory reporting to the Department of Communities on the performance of the Access and Inclusion Plan 2020-2024, and strategies used to inform its agents and contractors by 30 June each year.
- A summary of Access and Inclusion Plan activities will be included in the City's Annual Report.

Over the term of the Access and Inclusion Plan 2020- 2024, the City will communicate achievements and seek feedback from staff, people with disability, carers, community members and disability service providers.

Strategies to improve access and inclusion at the City of Bayswater 2020 - 2024

These strategies and actions have been developed following consultation with community stakeholders to increase access and inclusion in the City, across the seven legislated areas.

Implementation Plan 2020 - 2024

Outcome 1:							
People with disability have the same opportunities as other people to access the services of, and any event organised by, the City of Bayswater.							
Strategy	Actions	Who Responsible	Timeline				Anticipated Budget*
			2020/21	2021/22	2022/23	2023/24	
1.1 Increase access and inclusion awareness with City engaged agents, contractors, local businesses and service providers.	(a) Develop and share an information package for agents and contractors, including information on how to make services and events more accessible.	Manager Community Development Manager Environmental Health		●			Operational
	(b) Promote and maintain the City's assisted waste collection service to support the independence of eligible residents in their own homes.	Manager Environmental Health Manager Engineering Services Manager Communications and Marketing	●	●	●	●	Operational
1.2 Build partnerships to support people with disability to participate in their community.	(a) Embed information to improve access and inclusion into City documentation, including grants, donations, sponsorships and events. This includes providing accessible parking, public transport and alternative print.	Manager Community Development Manager Project Services Manager Governance Manager Strategic Planning and Place Manager Library and Customer Services Manager Communications and Marketing	●	●	●	●	Operational
	(b) Investigate hosting Easy English sessions for people with low literacy.	Manager Library and Customer Services	●				Operational
	(c) Investigate and source funding for a business awareness program to improve access and inclusion, such as how to attract more customers by providing better access to businesses.	Manager Community Development Manager Strategic Planning and Place	●	●	●	●	Operational
	(d) Provide and promote information to sporting clubs and community groups to assist with the inclusion of people with disability.	Manager Community Development	●	●	●	●	Operational
	(e) Raise public awareness and understanding of people with disability by celebrating local achievements on 'International Day of People with Disability'.	Manager Community Development Manager Communications and Marketing	●	●	●	●	\$4,000 (\$1,000 p/a)

Outcome 2:							
People with disability have the same opportunities as other people to access buildings and other facilities of the City of Bayswater.							
Strategy	Actions	Who Responsible	Timeline				Anticipated Budget
			2020/21	2021/22	2022/23	2023/24	
2.1 Improve building accessibility in the planning, design and construction phases.	(a) Embed universal access considerations into the Project Management Framework, including procurement, approvals, and construction.	Manager Project Services Manager Governance Manager Building Works Manager Development Approvals	●				Operational
	(b) Review and update City documentation to ensure agents and contractors are aware of their access and inclusion responsibility when providing goods and services to the public on behalf of the City. This will include contracts, service agreements, tenders, and decision-making frameworks.	Manager Governance Manager Community Development	●				Operational
	(c) Engage accredited access consultants to conduct audits and prepare remedial action plans for upgrades to City buildings, including the pedestrian movement network to the nearest public transport infrastructure.	Manager Building Works Manager Engineering Services Manager Engineering Works		●			Operational <i>N.B. Consultancy is already budgeted</i>
	(d) Allocate funds into the draft annual budget to address access barriers from audits to improve City owned buildings and facilities.	Manager Building Works			●	●	Operational
	(e) Advocate for sheltered parking over accessible bay facilities, in close proximity to Bayswater and Morley Community Centres.	Manager Community Development		●			Operational
	(f) Develop a resource to ensure the community, builders and relevant stakeholders are informed of their rights and responsibilities to provide an accessible pedestrian environment.	Manager Community Development Manager Development Approvals		●	●	●	Operational
	(g) Engage a consultant to design a customer service area at the Civic Centre that meets the needs of all employees and customers	Manager Library and Customer Services		●			\$10,000 (one-off)
2.2 Improve the range of accessible restroom facilities.	(a) Consult people with disability and relevant service providers to identify community need and location for a Changing Place facility within the City of Bayswater.	Manager Community Development Manager Project Services Community Engagement Advisor		●			Operational
	(b) Investigate the feasibility of purchasing, hiring or building a Changing Place facility; and funding opportunities.	Manager Building Works		●			Operational
	(c) Investigate installing a supine change table (for an adult person laying face upwards) at the Bayswater Waves, in consultation with service providers and users.	Manager Building Works Manager Recreation		●			Operational
2.3 Improve and promote accessible parking infrastructure.	(a) Audit all City owned and managed accessible parking infrastructure to ensure compliance with Australian Standards.	Manager Engineering Works Manager Engineering Services		●			\$60,000 (one-off)
	(b) Prioritise a capital works program to upgrade City owned and managed designated accessible parking bays to Australian Standards.	Manager Engineering Works Manager Engineering Services			●	●	\$100,000 (\$50,000 p/a)
	(c) City owned and managed accessible parking bays are promoted and identified on City Spatial.	Manager Assets and Mapping Services			●	●	Operational
	(d) Develop and promote an accessible parking resource, including information on use of bays, ACROD permits, and the reporting of access issues.	Manager Community Development Manager Rangers and Security				●	Operational

Outcome 2 (continued...)							
People with disability have the same opportunities as other people to access buildings and other facilities of the City of Bayswater.							
Strategy	Actions	Who Responsible	Timeline				Anticipated Budget
			2020/21	2021/22	2022/23	2023/24	
2.4 Improve the pedestrian network accessibility within town centres.	(a) Define and audit pedestrian network accessibility within the City's town centre precincts of Morley, Maylands and Noranda (Bayswater pending) e.g. Kerb ramps, tactile ground surface indicators and creation of safe crossings.	Manager Strategic Planning and Place Manager Community Development		●	●	●	\$150,000 (\$50,000 p/a)
	(b) Implement a priority capital works program to improve the pedestrian network within the defined town centre precincts of Morley, Maylands and Noranda (Bayswater pending).	Manager Engineering Services Manager Engineering Works			●	●	\$100,000 (\$50,000 p/a)
	(c) Investigate and source funding to develop and promote a 'City of Bayswater Access and Mobility Map' focusing on the Maylands, Morley and Noranda town centre precincts (Bayswater pending).	Manager Assets and Mapping Services Manager Engineering Works				●	\$7,000 (one-off)
2.5 Improve accessibility in natural recreational environments.	(a) Audit and prioritise high demand natural recreational environments to improve accessibility and wayfinding, including <i>Lightning</i> Swamp, Lightning Park, Claughton Reserve, Maylands Lakes, Baigup Wetlands, Bardon Park, Peninsula Farm, Berringa Park, and Eric Singleton Bird Sanctuary.	Manager Sustainability and Environment			●		\$25,000 (one-off)
	(b) Prioritise remedial action plans to improve accessibility and wayfinding in natural recreational environments.	Manager Sustainability and Environment Manager Communications and Marketing				●	\$25,000 p/a
2.6 Develop accessible design and inclusive play spaces to support social development for people with a range of disability.	(a) Design and develop play spaces in line with the City's <i>Parks and Play Space Classification Hierarchy</i> , providing accessible infrastructure and play equipment in parks, including continuous accessible pathways, fountains, shelter, shade, and seating. Where possible and appropriate, engage education and disability service providers in the design of play spaces across the City.	Manager Project Services	●	●	●	●	Operational
2.7 Support people with hearing impairment to enhance engagement and participation.	(a) Purchase portable hearing loops to support community consultations and meetings.	Manager Community Development	●				\$10,000 (one-off)
	(b) Consult with people with disability on the best locations for the hearing loops - Civic Centre, Council Chamber, recreation facilities, or libraries.	Manager Building Works Manager Community Development Community Engagement Advisor		●	●		Operational
	(c) Investigate the feasibility of installing hearing audio loops at frontline customer service desks.						

Outcome 3:							
People with disability receive information from the City of Bayswater in a format that will enable them to access the information as readily as other people are able to access it.							
Strategy	Actions	Who Responsible	Timeline				Anticipated Budget
			2020/21	2021/22	2022/23	2023/24	
3.1 Diversify accessible information and communication methods.	(a) Provide the City's Access and Inclusion Plan in Easy English to encourage the participation of people with low literacy.	Manager Community Development Manager Communications and Marketing	●				\$3,000 (one-off)
	(b) Provide information in accessible formats on request for people with disability.	Manager Community Development Manager Communications and Marketing	●	●	●	●	\$4,000 (\$1,000 p/a)
	(c) Showcase the City's Access and Inclusion Plan achievements using a range of communication methods, including video, graphics, large print and hard copy formats.	Manager Communications and Marketing	●	●	●	●	\$4,000 (\$1,000 p/a)
	(d) Educate the community on the importance of keeping footpaths and pedestrian pathways clear from obstruction.	Manager Rangers and Security Manager Communications and Marketing Manager Community Development	●	●	●	●	Operational
	(e) Adopt an internal Written Style Guide that encourages staff to use plain English in all communications.	Manager Communications and Marketing	●				Operational
3.2 Review the accessibility of information in digital formats.	(a) Review the City's website in line with W3C Web Accessibility Guidelines and make improvements.	Manager Communications and Marketing			●	●	\$4,600 (one-off in 2022/23) \$5,000 (one-off in 2023/24)

Outcome 4:							
People with disability receive the same level and quality of service from the staff of the City of Bayswater as other people receive from the staff of the City of Bayswater.							
Strategy	Actions	Who Responsible	Timeline				Anticipated Budget
			2020/21	2021/22	2022/23	2023/24	
4.1 Promote the City's commitment to access and inclusion in the Customer Service Charter.	(a) Provide and promote a range of options for community members to connect and communicate with the City.	Manager Library and Customer Service Manager Communications and Marketing	●	●			Operational
4.2 Build disability confidence to enhance staff and community capacity.	(a) Host an internal staff 'Access and Inclusion Upskiller Session' to increase staff awareness on how the City undertakes access appraisals for streetscapes, parks, and events.	Manager Community Development Manager Engineering Works Manager Project Services Manager Strategic Planning and Place Manager Parks and Gardens	●	●	●	●	\$3,200 (\$800 p/a)
	(b) Provide disability awareness and mental health training for staff, using specialist providers and people with lived experience.	Manager Community Development Manager People, Culture and Safety	●		●		\$12,000 (\$6,000 p/a)
	(c) Develop and implement an online City of Bayswater access and inclusion induction training program for staff and Councillors.	Manager Community Development Manager People, Culture and Safety	●				\$5,000 (one-off)
	(d) Support and partner with disability service providers to facilitate workshops aligned with the City's access and inclusion outcomes.	Manager Community Development	●	●	●	●	Operational
	(e) Hold Customer Service Charter staff training, focusing on how to use the National Relay Service, the Translating and Interpreting Service, and ways to support people with disability to provide feedback.	Manager Library and Customer Services Manager Community Development	●				\$1,000 (one-off)

Outcome 5:							
People with disability have the same opportunities as others to make complaints to the City of Bayswater.							
Strategy	Actions	Who Responsible	Timeline				Anticipated Budget
			2020/21	2021/22	2022/23	2023/24	
5.1 Review and improve the City's processes to improve feedback mechanisms.	(a) Invite people with disability to be part of consultations to help the City improve customer service satisfaction levels.	Manager Library and Customer Services Community Engagement Advisory	●	●	●	●	Operational
	(b) Establish an online database, such as the Customer Relation Management System, to streamline the City's complaint and feedback processes to support consistent reporting of access and inclusion matters e.g. ECM, social media, phone, and feedback cards.	Manager Information Services Manager Community Development			●		Operational

Outcome 6:							
People with disability have the same opportunities as other people to participate in any public consultation by the City of Bayswater.							
Strategy	Actions	Who Responsible	Timeline				Anticipated Budget
			2020/21	2021/22	2022/23	2023/24	
6.1 Consider access and inclusion in the planning, design and delivery of public consultation.	(a) Embed access and inclusion in community engagement planning process.	Community Engagement Advisor	●				Operational
	(b) Provide guidance and resources to support internal staff and external agents and contractors to facilitate accessible and inclusive consultations e.g. portable hearing loops, portable ramps and AUSLAN interpreters.	Manager Community Development	●	●	●	●	Operational
6.2 Expand the variety of consultation methods offered by the City.	(a) Review the Community Engagement Framework and consider how to improve online engagements to better inform people with disability and improve public participation.	Community Engagement Advisor	●				Operational
	(b) Monitor the diversity of people, including people with disability, engaging in public consultations by including questions to gauge the diversity of contributors.	Community Engagement Advisor	●	●	●	●	Operational

Outcome 7:							
People with disability have the same opportunities as other people to obtain and maintain employment with the City of Bayswater.							
Strategy	Actions	Who Responsible	Timeline				Anticipated Budget
			2020/21	2021/22	2022/23	2023/24	
7.1 Advance employment practices to increase the employment of people with disability.	(a) Join the Australian Network on Disability and take the Access and Inclusion Index Self-Assessment to maximise employment impact and contribute to a national benchmark.	Manager People, Culture and Safety	●	●	●	●	\$28,000 (\$7,000 p/a)
	(b) Formalise a roadmap for improvement based on the annual Access and Inclusion Index Self-Assessment Comprehensive Report.	Manager People, Culture and Safety	●				Operational
	(c) Investigate and source funding to develop a mentoring program in partnership with a disability employment provider.	Manager Community Development		●	●	●	Revenue
	(d) Participate in employment expos that showcase how the City of Bayswater is a disability friendly and inclusive workplace.	Manager People, Culture and Safety			●		Operational
7.2 Continue to invest in building and promoting an inclusive workplace culture.	(a) Review recruitment, employment practices and processes in consultation with a reference group, including staff with disability and employment providers, to increase representation and reduce unconscious bias.	Manager People, Culture and Safety		●			Operational
	(b) In consultation with staff, review workplace design and ergonomics to enable reasonable adjustments for staff with disability.	Manager Building Works		●	●	●	Operational

*The anticipated budget amounts listed in the table above are indicative only and are subject to further investigation, as the implementation plan is progressed. Each year, the anticipated budget will be reviewed and considered as part of the City's standard annual budget process.

Contact Community Development

City of Bayswater
61 Broun Avenue, Morley WA 6062
PO Box 467, Morley WA 6943

Telephone: 9272 0658

Email: mail@bayswater.wa.gov.au

Website: www.bayswater.wa.gov.au

National Relay Service

Contact the City of Bayswater at no charge:

- Voice Relay - 1300 555 727
TTY - 13 36 77
- SMS relay - 0423 677 767
- Visit: www.communications.gov.au

Translating and Interpreting Service

- 131 450
- Visit: <https://www.tisnational.gov.au/en/Non-English-speakers>

Alternative Formats

This publication is available in alternative formats, including hard copy in large or standard print, electronic format, audio, and Braille.

This publication can be found on the City's website and can be made available in languages other than English upon request.

Feedback

The City of Bayswater welcomes and encourages feedback on this plan.

Attachment 2

Draft City of Bayswater Access and Inclusion Plan 2020 - 2024 - Public Comment Analysis				
Are you completing this survey on behalf of an organisation?	Which best describes you?	Do you support the draft Access and Inclusion Plan? Y/N?	Please provide feedback why you support or do not support the draft Access and Inclusion Plan	City of Bayswater Comment
No	A person with a disability	Yes	Please fix the accessibility at Lightening Swamp. I cannot get my mobility scooter through the swing gates.	This matter will be considered in accordance with the City's draft Access and Inclusion Plan 20220- 2024, as detailed in Outcome 2: <i>"People with disability have the same opportunities as other people to access buildings and other facilities of the City of Bayswater."</i> and <i>"2.5 Improve accessibility in natural recreational environments"</i> .
No	A person with a disability	Yes	Further to my comment yesterday maybe a good idea would be to allow the disabled people to have a key to the main gate, for a fee, of course, after producing a valid ACROD sticker or some form stating disability. It is such a shame we cannot utilise this area, which is rich in birdlife and wild flowers. Please consider this for us.	The City believes that providing access to the main gate at Lightening Swamp for a fee or verification of disability would create further barriers for people with disability. Improved accessibility in general to the City's natural and recreational environments has therefore been detailed as an action in the draft Access and Inclusion Plan 20220- 2024 in accordance with Outcome 2: <i>"People with disability have the same opportunities as other people to access buildings and other facilities of the City of Bayswater."</i> and <i>"2.5 Improve accessibility in natural recreational environments"</i> .
No	Other (A ratepayer)	No	1. It's too wordy. 2. I find that the bumps in place for blind people at each footpath intersection are impossible to traverse with a suitcase. Considering the future of Australia's reliance on tourism as a primary source of income, I feel that these impediments do not allow tourists to use public transport and will ultimately become a hindrance to pedestrians with suitcases. Also I noticed there was no focus on the use of endemic plants & trees to increase walkability. Endemic native plant species offer pedestrians shade and rest areas , and reduce the heat radiating from concrete paths and road surfaces. People in wheelchairs are closer to the road surface and the heat is closer to their body. Introduced plant species are not a suitable alternative as they are offensive to local indigenous people and also do not support endemic fauna and insect cultures.	1. The draft Plan has yet to be designed, so in its current format, it can visually seem wordy. Once designed and broken up with photographs and infographics, it may appear less wordy to the reader. In addition, the City will be releasing an easy language version of the Plan once it is adopted, which will be a summarised version of the key points of the Plan with a significant amount of visual prompts. 2. The feedback made in point two has been noted by staff. The tactile surfaces on footpaths are designed for people with disability. The resident was contacted and informed that their feedback would be considered in accordance with Outcome 2: <i>People with disability have the same opportunities as other people to access buildings and other facilities of the City of Bayswater</i> , in particular <i>2.4 Improve the pedestrian network accessibility within town centres</i> .
No	Other (A person who is getting older and increasingly aware of hazards confronting the elderly)	Yes	Actually, I can't find the Plan under that name on your website. I can find details of an annual report and various committees. But any plan is a good plan I'm sure! Perhaps it's already been withdrawn from comment?	City staff contacted resident and assisted with accessing the document library on the City's Engage Bayswater web page. Resident was reassured their comment was indeed captured.
No	A carer of someone who has a disability	Yes	"Supporting in principle because I cannot open the draft, but have read the previous DIAP which indicates the commitment of the City to being inclusive of disability. I did not know about the consultation period in Nov 19 (now closed) but have a suggestion for project which would fall under Outcome Area #2. Briefly, this is to improve wheelchair accessibility at Lawrence Reserve, Essex St, Bayswater. This Reserve is utilized by wheelchair bound residents of St Georges Care Facility (Amana) which is located adjacent. The park is safely paved for wheelchair access but there is minimal seating (1 old bench). Can you please advise if, and how, I can submit this suggestion formally. Regards, Milada "	City staff contacted the resident to inform that their feedback was indeed received. Customer was also informed that the matter relating to accessibility at Lawrence Reserve would be considered in accordance with the draft Access and Inclusion Plan 2020-2024, as detailed in Outcome 2: <i>"People with disability have the same opportunities as other people to access buildings and other facilities of the City of Bayswater."</i> and <i>"2.5 Improve accessibility in natural recreational environments"</i> .

10.4.12 Proposed Local Homelessness Advisory Committee

Responsible Branch:	Community Development	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<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
Voting Requirement:	<i>ABSOLUTE MAJORITY REQUIRED</i>	
Attachments:	1. Local Homelessness Advisory Committee - Draft Terms of Reference	
Refer:	Item 11.1 OCM 28.01.2020 Item 11.2 OCM 20.08.2019 Item 11.1 OCM 26.03.2019	

SUMMARY

That Council considers the establishment of a Local Homelessness Advisory Committee, as requested via a Notice of Motion at the Ordinary Council Meeting of 28 January 2020, the draft Terms of Reference for the proposed Committee, and additional staff resources for the administration of the Committee.

An alternate recommendation is also presented to Council by staff. Option two, as detailed within the Options section of this report is the alternate recommendation proposed to Council. This option would serve a similar purpose as the proposed Committee.

OFFICER'S RECOMMENDATION

That Council:

1. Approves the establishment of a Local Homelessness Advisory Committee from July 2020.
2. Approves the Terms of Reference for the proposed Local Homelessness Advisory Committee, as contained in Attachment 1 to this report.
3. Appoints the following members to the Local Homelessness Advisory Committee for the term set out in the Terms of Reference:
 - (a) _____
 - (b) _____
 - (c) _____
 - (d) _____
 - (e) _____
4. Appoints all Councillors who are not Members of the Local Homelessness Advisory Committee as Deputy Members to that Committee for the required term. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:
 - (a) Councillor of the same Ward as the Member of the Committee; and
 - (b) Length of service.
5. Authorises the Chief Executive Officer to seek expressions of interest for five community representatives to become Access and Inclusion Plan Advisory Committee Members.
6. Approves the appointment of 0.2 FTE position to assist with the administration of the Local Homelessness Committee equalling an amount of \$17,000 (per annum or part thereof) and for this amount to be included in the 2020/21 Budget.

7. Disbands the current Homelessness and Social Housing Working Group by 30 June 2020.

ADDITIONAL INFORMATION

Further to the proposed Local Homelessness Advisory Committee report being presented to Council on 24 March 2020, City staff requests Council consideration to expand the timeframes associated with the planned consultation and completion of the City's draft Local Homelessness Strategy.

At the Ordinary Council Meeting of 20 August 2019, Council, through a Notice of Motion, resolved the following:

"That:

1. *Council requests that the Chief Executive Officer of the City of Bayswater develop a Local Homelessness Strategy, with:*
 - *discussion regarding a draft strategy to occur at a Councillor Workshop by March 2020;*
 - *a draft strategy to be prepared by the City and considered by Council no later than 31 August 2020;*
 - *the draft strategy to be released for public comment for a minimum of 28 days; and*
 - *the final strategy, incorporating public consultation and stakeholder views, to be presented to Council no later than November 2020.*
2. *The Local Homelessness Strategy and its implementation be incorporated into the City's Corporate Business Plan when the document is next reviewed in 2021/22 and actions from the Strategy be considered in Council's budget processes."*

In relation to the above Council resolution, staff suggest that the timeframe to prepare a draft strategy is extended by six months due to the current COVID-19 pandemic. In the current situation, meaningful consultation that was planned (as detailed in the report) including focus groups with people who have a lived experience of homelessness can no longer be undertaken.

Whilst it is acknowledged that consultation in other forms could still take place e.g. through Engage Bayswater, staff consider this to be a limited option to engage in meaningful consultation and research, which is also still being undertaken. To that end, it is recommended that amending the timeframes for preparation of a draft strategy is considered necessary. This would include the activation of the proposed Local Homelessness Advisory Committee or Homelessness Project Reference Group to be established in December 2020 rather than July 2020. In addition, the activities detailed in the table within the report under the heading "*Development of the City's Local Homelessness Strategy – Timeline and Proposed Involvement of a Local Homelessness Advisory Committee or a Local Homelessness Project Reference Group*" would need to be pushed back by six months accordingly. This would result in a draft Local Homelessness Strategy being presented to Council in February 2021 with adoption of a final strategy, following a period of public comment in May 2021.

Over the course of the next six months, staff would continue to liaise with local providers and other local governments to continue to gather information which will ultimately inform the draft strategy. The overall results of the recent Rough Sleeper Count are also still to be analysed and shared among the participating local governments.

RECOMMENDATION IMPLICATIONS

In light of the above, the Officer's recommendation has changed to:

That Council:

1. Approves the establishment of a Local Homelessness Advisory Committee from December 2020.
2. Approves the Terms of Reference for the proposed Local Homelessness Advisory Committee, as contained in Attachment 1 to this report.
3. Appoints the following members to the Local Homelessness Advisory Committee for the term set out in the Terms of Reference:
 - (f) _____
 - (g) _____
 - (h) _____
 - (i) _____
 - (j) _____
4. Appoints all Councillors who are not Members of the Local Homelessness Advisory Committee as Deputy Members to that Committee for the required term. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:
 - (c) Councillor of the same Ward as the Member of the Committee; and
 - (d) Length of service.
5. Authorises the Chief Executive Officer to seek expressions of interest for five community representatives to become Access and Inclusion Plan Advisory Committee Members.
6. Endorses the timeframe for the completion of the City's Local Homelessness Strategy to be amended to:
 - (a) a draft strategy to be prepared by the City and considered by Council no later than 28 February 2021; and
 - (b) the final strategy, incorporating public consultation and stakeholder views, to be presented to Council no later than May 2021.

ATTACHMENTS: Nil.

COUNCIL RESOLUTION

That Item 10.4.12 – Proposed Local Homelessness Advisory Committee be recommitted.

CR SALLY PALMER MOVED, CR CATHERINE EHRHARDT SECONDED

CARRIED UNANIMOUSLY: 10/0

At 8:30pm, Item 10.4.12 was recommitted in consideration of the Absolute Majority voting requirement.

MOTION**That Council:**

1. Approves the establishment of a Local Homelessness Advisory Committee from December 2020.
2. Approves the Terms of Reference for the proposed Local Homelessness Advisory Committee, as contained in Attachment 1 to this report.
3. Appoints the following members to the Local Homelessness Advisory Committee for the term set out in the Terms of Reference:
 - (a) Cr Sally Palmer
 - (b) Cr Stephanie Gray
 - (c) Cr Giorgia Johnson
 - (d) Cr Lorna Clarke
4. Appoints all Councillors who are not Members of the Local Homelessness Advisory Committee as Deputy Members to that Committee for the required term. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:
 - (e) Councillor of the same Ward as the Member of the Committee; and
 - (f) Length of service.
5. Authorises the Chief Executive Officer to seek expressions of interest for five community representatives to become Local Homelessness Advisory Committee Members.
6. Endorses the timeframe for the completion of the City's Local Homelessness Strategy to be amended to:
 - (c) a draft strategy to be prepared by the City and considered by Council no later than 28 February 2021; and
 - (d) the final strategy, incorporating public consultation and stakeholder views, to be presented to Council no later than May 2021.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

AMENDMENT

To add the following limbs from the original Officer's Recommendation to the Substantive Motion:

7. Approves the appointment of 0.2 FTE position to assist with the administration of the Local Homelessness Committee equalling an amount of \$17,000 (per annum or part thereof) and for this amount to be included in the 2020/21 Budget.
8. Disbands the current Homelessness and Social Housing Working Group by 30 June 2020.

CR DAN BULL, MAYOR MOVED, CR GIORGIA JOHNSON SECONDED

The Amendment was put and

CARRIED: 5/5

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

For: *Cr Dan Bull, Mayor, Cr Barry McKenna, Cr Sally Palmer, Cr Stephanie Gray, and Cr Giorgia Johnson.*

Against: *Cr Filomena Piffaretti, Deputy Mayor, Cr Steven Ostaszewskyj, Cr Michelle Sutherland, Cr Catherine Ehrhardt, and Cr Elli Petersen-Pik.*

The Amendment became part of the Substantive Motion.

COUNCIL RESOLUTION

That Council:

1. Approves the establishment of a Local Homelessness Advisory Committee from December 2020.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED BY AN ABSOLUTE MAJORITY: 9/1

For: *Cr Dan Bull, Mayor, Cr Filomena Piffaretti, Deputy Mayor, Cr Barry McKenna, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Stephanie Gray, Cr Catherine Ehrhardt, Cr Elli Petersen-Pik, and Cr Giorgia Johnson.*

Against: *Cr Michelle Sutherland.*

COUNCIL RESOLUTION

2. Approves the Terms of Reference for the proposed Local Homelessness Advisory Committee, as contained in Attachment 1 to this report.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED BY AN ABSOLUTE MAJORITY: 9/1

For: *Cr Dan Bull, Mayor, Cr Filomena Piffaretti, Deputy Mayor, Cr Barry McKenna, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Stephanie Gray, Cr Catherine Ehrhardt, Cr Elli Petersen-Pik, and Cr Giorgia Johnson.*

Against: *Cr Michelle Sutherland.*

COUNCIL RESOLUTION

3. Appoints the following members to the Local Homelessness Advisory Committee for the term set out in the Terms of Reference:

- (a) Cr Sally Palmer
- (b) Cr Stephanie Gray
- (c) Cr Giorgia Johnson
- (d) Cr Lorna Clarke

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED BY AN ABSOLUTE MAJORITY: 9/1

For: *Cr Dan Bull, Mayor, Cr Filomena Piffaretti, Deputy Mayor, Cr Barry McKenna, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Stephanie Gray, Cr Catherine Ehrhardt, Cr Elli Petersen-Pik, and Cr Giorgia Johnson.*

Against: *Cr Michelle Sutherland.*

COUNCIL RESOLUTION

4. Appoints all Councillors who are not Members of the Local Homelessness Advisory Committee as Deputy Members to that Committee for the required term. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:
- (a) Councillor of the same Ward as the Member of the Committee; and
 - (b) Length of service.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED BY AN ABSOLUTE MAJORITY: 7/3

For: Cr Dan Bull, Mayor, Cr Barry McKenna, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Stephanie Gray, Cr Elli Petersen-Pik, and Cr Giorgia Johnson.

Against: Cr Filomena Piffaretti, Deputy Mayor, Cr Michelle Sutherland, and Cr Catherine Ehrhardt.

COUNCIL RESOLUTION

5. Authorises the Chief Executive Officer to seek expressions of interest for five community representatives to become Local Homelessness Advisory Committee Members.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED BY AN ABSOLUTE MAJORITY: 7/3

For: Cr Dan Bull, Mayor, Cr Filomena Piffaretti, Deputy Mayor, Cr Barry McKenna, Cr Sally Palmer, Cr Stephanie Gray, Cr Elli Petersen-Pik, and Cr Giorgia Johnson.

Against: Cr Steven Ostaszewskyj, Cr Michelle Sutherland, and Cr Catherine Ehrhardt.

COUNCIL RESOLUTION

6. Endorses the timeframe for the completion of the City's Local Homelessness Strategy to be amended to:
- (e) a draft strategy to be prepared by the City and considered by Council no later than 28 February 2021; and
 - (f) the final strategy, incorporating public consultation and stakeholder views, to be presented to Council no later than May 2021.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED BY AN ABSOLUTE MAJORITY: 8/2

For: Cr Dan Bull, Mayor, Cr Filomena Piffaretti, Deputy Mayor, Cr Barry McKenna, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Stephanie Gray, Cr Elli Petersen-Pik, and Cr Giorgia Johnson.

Against: Cr Michelle Sutherland, and Cr Catherine Ehrhardt.

COUNCIL RESOLUTION

7. Approves the appointment of 0.2 FTE position to assist with the administration of the Local Homelessness Committee equalling an amount of \$17,000 (per annum or part thereof) and for this amount to be included in the 2020/21 Budget.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED BY AN ABSOLUTE MAJORITY: 7/3

For: Cr Dan Bull, Mayor, Cr Barry McKenna, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Stephanie Gray, Cr Elli Petersen-Pik, and Cr Giorgia Johnson.

Against: Cr Filomena Piffaretti, Deputy Mayor, Cr Catherine Ehrhardt, and Cr Michelle Sutherland.

COUNCIL RESOLUTION

8. Disbands the current Homelessness and Social Housing Working Group by 30 June 2020.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY BY AN ABSOLUTE MAJORITY: 10/0

REASON FOR CHANGE

It was noted that there were three typographical errors within the Addendum of the report which impacted the officer's final recommendation. Taking this into account, the following changes were made by Council to the final Officer's Recommendation:

- 1. The reference to the "Access and Inclusion Plan Advisory Committee" in Limb 5 of the Officer's Recommendation was replaced with "Local Homelessness Advisory Committee Members".*
- 2. Limbs 6 and 7 in the officer's original recommendation, which were omitted in error from the officer's final recommendation within the Addendum to the original report, were added as Limbs 7 and 8.*

BACKGROUND

At the Ordinary Council Meeting of 26 March 2019, Council, through a Notice of Motion resolved the following:

"That Council:

- 1. Forms a working group, represented by five Councillors being Councillors Cr Lorna Clarke, Cr Giorgia Johnson, Cr Catherine Ehrhardt Cr Sally Palmer and Cr Stephanie Gray to investigate:*
 - (a) local and state government policies, services, funding, planning laws and national and international best practice in relation to social housing and homelessness;*
 - (b) strategic town planning relating to social housing;*
 - (c) the complex causes of homelessness; and*
 - (d) how the City of Bayswater may improve its response to homelessness and related issues.*

2. *Notes that the working group will meet at least quarterly and request administrative support from the City where necessary, but keep any financial costs of administrative support to the City to a minimum.*
3. *Reviews whether the working group should continue and its outcomes in November 2021."*

Furthermore, at the Ordinary Council Meeting of 20 August 2019, Council, through a Notice of Motion, resolved the following:

"That:

1. *Council requests that the Chief Executive Officer of the City of Bayswater develop a Local Homelessness Strategy, with:*
 - *discussion regarding a draft strategy to occur at a Councillor Workshop by March 2020;*
 - *a draft strategy to be prepared by the City and considered by Council no later than 31 August 2020;*
 - *the draft strategy to be released for public comment for a minimum of 28 days; and*
 - *the final strategy, incorporating public consultation and stakeholder views, to be presented to Council no later than November 2020.*
2. *The Local Homelessness Strategy and its implementation be incorporated into the City's Corporate Business Plan when the document is next reviewed in 2021/22 and actions from the Strategy be considered in Council's budget processes."*

At the Ordinary Council Meeting of 28 January 2020, Council, through a Procedural Motion resolved to defer the following Notice of Motion:

"That the City of Bayswater establish a Homelessness Committee to consider on an ongoing basis how the City can best meet the needs of those who may experience homelessness and actions that Council can take to prevent homelessness in the District.

The Committee will:

- *meet quarterly or at the request of Councillors;*
- *operate under Terms of Reference and the Local Government Act 1995 (WA); and*
- *all Councillors will be able to attend all meetings and access information of the Committee."*

The matter was deferred to an Ordinary Council Meeting in March 2020 to give time for the organisation to develop draft Terms of Reference for consideration by Council at that meeting.

In December 2019, the Department of Communities released its 10 year Strategy on Homelessness 2020-2030 entitled *All Paths Lead to a Home*. The Strategy aims to be a whole-of-community plan to address homelessness in WA. Its intent is to find better ways to prevent homelessness and support those who are experiencing it.

The Strategy on Homelessness 2020-2030 highlights priority actions within four focus areas:

1. Improving Aboriginal wellbeing.
2. Providing safe, secure and stable homes.
3. Preventing homelessness.
4. Strengthening and coordinating our responses and impact.

The Strategy on Homelessness 2020-2030 further details the way in which local governments can contribute to the vision of the Strategy:

- Making information on local services and supports available and accessible;
- Ensuring Rangers and front-line staff are informed and supported to interact with people experiencing homelessness and, where appropriate, refer them to local services;
- Working with Police to support and refer people experiencing homelessness to local services and supports;
- Coordinating volunteer and charity groups through a place-based approach that better meets the needs of people experiencing homelessness; and
- Utilising land and assets to create places that are inclusive and can support vulnerable people.

Following the release of the Department of Communities 10-year Strategy on Homelessness 2020- 2030, the City will be working on developing its own Local Homelessness Strategy by November 2020.

EXTERNAL CONSULTATION

No external consultation was required in relation to this report.

OFFICER'S COMMENTS

The complex issue of homelessness and responding to the needs of people experiencing homelessness in WA is considered to be a State responsibility. The management of homelessness issues is not considered a core business of local government. However, local government does have a responsibility to advocate; ensure the community is educated; make referrals to appropriate agencies and work in collaboration with agencies to help end homelessness.

The Australian Bureau of Statistics 2016 Census, estimated there were 210 persons in the City of Bayswater experiencing homelessness, this equates to 0.3% of the City's total population.

Homelessness and Social Housing Working Group

The City's Homelessness and Social Housing Working Group, formed in March 2019 has since that time, met at an average of quarterly. Whilst the Council resolution of 26 March 2019 stated that the working group administrative support would "*keep any financial costs of administrative support to the City to a minimum*", to date, administrative support by way of sporadic staff attendance has been provided, as well as coordination of guest speakers, meeting venue and calendar invitations/ communication.

Should a Local Homelessness Advisory Committee or the alternative of a proposed Homelessness Project Working Group be established by Council, it is recommended that the current Homelessness and Social Housing Working Group be disbanded accordingly.

Draft Terms of Reference for Proposed Local Homelessness Advisory Committee

The proposed draft Terms of Reference should a new Local Homelessness Advisory Committee be established, are detailed in **Attachment 1**.

Essentially, the purpose of the Local Homelessness Advisory Committee would be to:

- Provide appropriate and considered strategic advice and feedback relating to homelessness matters within the City of Bayswater that can be dealt with at a local government level to inform the development of the City's draft Local Homelessness Strategy;

- Provide advice and recommendations on how the City of Bayswater Local Homelessness Strategy and cascading actions can align to the Department of Communities' 10 year Strategy on Homelessness 2020-2030; and
- Receive reports on the City's Local Homelessness Strategy development progress.

It is recommended that up to five community representatives are invited to be part of the proposed Committee, as detailed in the attached Terms of Reference.

Alternate Proposal – Establishment of a Homelessness Project Reference Group

The officer's recommendation listed within this report is based on the deferred Notice of Motion from the OCM held on 28 January 2020. However, an alternate recommendation is proposed for Council's consideration, as outlined under option two within the Options section of this report. The option relates to the establishment of a Local Homelessness Project Reference Group (reference group). This reference group would serve a similar purpose as the proposed Local Homelessness Advisory Committee without the financial and administrative implications. The proposed reference group could be facilitated within existing resources, without the need to engage additional staff, as it would not require formal agendas and minutes nor expressions of interest of community members and other associated administrative tasks. Participation from local service providers, community members or people with lived experience of homelessness would be invited to participate in the reference group as required and upon request of reference group members.

The establishment of a reference group, would require the disbandment of the current Homelessness and Social Housing Working Group, as it would be similar in nature in regards to the administration of it. The purpose of the group could be aligned to the purpose already detailed in **Attachment 1**. Local service providers could be invited upon request and as required, as the City should be aiming to co-design its Local Homelessness Strategy with local service providers and this would be an appropriate forum along with other workshops/consultation planned by staff.

Establishment of New Local Homelessness Advisory Committee - Considerations

The City could establish and facilitate a new Homelessness Committee of Council, as specified in the deferred Notice of Motion of 28 January 2020, however, additional staff resources would be required to assist with the administration of it, which includes, but is not limited to:

- Research;
- Writing of Committee reports;
- Following up on requests, issues and other matters;
- Developing the Terms of Reference;
- Completing an expression of interest process and reports to Council, should community members be invited to join the Committee;
- Developing agendas;
- Taking of minutes;
- Formalising the minutes and placing them on the City's website for public viewing;
- Coordinating catering;
- Coordinating guest speakers/ venue/ stakeholders to attend meetings as required;
- Coordinating various City staff to attend meetings at the request of the Committee;
- Answering to community enquiries about the Committee; and
- Communication between Committee members and stakeholders.

The Community Development resources and staff currently allocated to already formed minor committees of Council (including the Access Inclusion and Walkability Advisory Committee and Reconciliation Advisory Committee) cannot be further stretched to administratively support a new Committee of Council without the addition of human resources. It is envisaged that a temporary 0.2 additional FTE at a Band 4 level would be required to administratively support another Committee of Council, for the term of the Committee.

Should a new Committee be established, it is recommended to be established from July 2020, to coincide with the proposed appointment of additional FTE in July 2020, to assist with the administration requirements aligned to establishing a new Committee of Council.

Council consideration would also be required in regard to commencement and finishing times of a new Homelessness Committee, as Committees of Council are generally held outside of general business hours. Committee meetings held outside of general business hours that require staff attendance need to consider staff overtime costs.

Development of the City's Local Homelessness Strategy – Timeline and Proposed Involvement of a Local Homelessness Advisory Committee or a Local Homelessness Project Reference Group

The City's Local Homelessness Strategy, which is being developed in 2020, will address the matters raised in the deferred Notice of Motion of 28 January 2020. The intention is to ensure the Strategy addresses how on an ongoing basis, the City can best meet the needs of those who may experience homelessness and detail actions that the City can implement to prevent homelessness in the district. Additionally, the City Strategy will consider the priority areas listed within the Department of Communities 10-year Strategy on Homelessness 2020- 2030 to ensure a well-rounded approach.

The draft scope for the development of the City's Local Homelessness Strategy, which also highlights potential input from either a Local Homelessness Advisory Committee or a Homelessness Project Reference Group during key milestones of its development, is as follows:

Activity	Comment	Date and Activity Status
Various meetings with City of Perth and other local governments in Perth metropolitan area.	To discuss sector issues and the coordination of a synchronized Rough Sleeper Count.	December 2019 – 31 March 2020 In progress
Meeting with key stakeholders at Shelter WA to discuss local government sector matters and a collective approach to the State's 10-Year Homelessness Strategy.	Key stakeholders at Shelter WA, including Western Australia Local Government Association (WALGA) and other local governments were present. City of Perth and WALGA to work together to develop consistent messaging about the role of local government in the homelessness space, as aligned to the State's 10 Year Homelessness Strategy. A campaign to inform community of the role of local government is also being considered.	17 February 2020 Completed End of April 2020 In progress
First 'meet and greet' with local homelessness service providers, facilitated by the City of Bayswater at the Civic Centre.	To discuss relocation of The Shopfront from Maylands and openly communicate about current service provision, gaps in service and demand.	21 February 2020 Completed

Councillor briefing	To discuss the draft project scope for the development of the City's Local Homelessness Strategy and work done to date.	25 February 2020 Completed
Rough Sleeper Count	Facilitate a Rough Sleeper Count induction for volunteers on 3 March 2020. Facilitate a Rough Sleeper Count in the City of Bayswater from 1am to 3am on 17 March 2020. Approximately six other local governments are participating in a count of their own districts. The information collected will assist to inform the City's Local Homelessness Strategy.	17 March 2020 In progress
Release of WALGA and City of Perth's consistent messaging to inform the local government sector	Release of messaging to the sector will include plans to collectively respond to the Department of Communities 10 – Year Strategy on Homelessness.	30 April 2020 In progress
Facilitate two workshops with local homelessness service providers, peak bodies, funding bodies, churches and businesses.	Facilitate and deliver consultative workshops to attain support to co-design the development of initiatives, which will progress outcomes for key cohorts in the City's draft Local Homelessness Strategy.	May 2020 and June 2020 Not yet started
Establish a focus group of local people experiencing homelessness.	A focus group would be established with the assistance and support of local homelessness service providers to attain their thoughts on proposed initiatives to support recovery and integration into community life.	June 2020 Not yet started
First meeting with the proposed Local Homelessness Advisory Committee or Homelessness Project Reference Group.	Key milestone in the development of the City's Strategy: Discuss the findings to date, including gaps in service, demand and service provider feedback. An opportunity to also discuss the impact of The Shopfront relocation, which is anticipated to have occurred around this time.	July 2020 Not yet started
Second meeting with the proposed Local Homelessness Advisory Committee or Homelessness Project Reference Group.	Key milestone in the development of the City's Strategy: Present first draft of the Local Homelessness Strategy, incorporating feedback from first meeting held. Final review from group before the draft strategy is presented to Council.	August 2020 Not yet started
A draft Local Homelessness Strategy to be prepared and presented to Council.	Draft strategy to be presented to Council no later than 31 August 2020.	31 August 2020 Not yet started
The draft strategy to be released for public comment.	To be released for public comment for a minimum of 28 days.	September 2020 Not yet started
Deliver a general community	Provide an opportunity for the	September 2020

information session.	community to hear about the work being completed to inform the overall intent of the Local Homelessness Strategy concurrent with the public comment phase.	Not yet started
Third meeting with the proposed Local Homelessness Advisory Committee or Homelessness Project Reference Group.	Key milestone in the development of the City's Strategy: Present feedback received during public comment phase and make amendments to the draft strategy as needed before the final is presented to Council for adoption.	October 2020 Not yet started
The final draft Local Homelessness Strategy to be presented to council for adoption.	The final strategy, incorporating public consultation and stakeholder views, to be presented to Council no later than November 2020.	30 November 2020 Not yet started
Fourth and final meeting with the proposed Local Homelessness Advisory Committee or Homelessness Project Reference Group.	Key milestone in the finalisation of the City's Strategy: Discuss launch of the adopted Local Homelessness Strategy.	December 2020 Not yet started

LEGISLATIVE COMPLIANCE

Section 5.8 of the *Local Government Act 1995* states:

"A Local Government may establish Committees of 3 or more persons to assist the Council and to exercise the powers and discharge the duties of the Local Government that can be delegated to Committee.*

** By Absolute Majority"*

In accordance with Sections 5.23 (1) (b) and 7.1B of the *Local Government Act 1995*, the proposed Local Homelessness Advisory Committee would be established without Delegated Authority by Council, unless otherwise resolved.

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	<p>That Council:</p> <ol style="list-style-type: none"> Approves the establishment of a Local Homelessness Advisory Committee from July 2020. Approves the Terms of Reference for the proposed Local Homelessness Advisory Committee, as contained in <u>Attachment 1</u> to this report. Appoints the following members to the Local Homelessness Advisory Committee for the term set out in the Terms of Reference: <ol style="list-style-type: none"> _____ _____ _____ _____ _____ Appoints all Councillors who are not Members of the Local
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	<p>Homelessness Advisory Committee as Deputy Members to that Committee for the required term. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:</p> <p>(a) Councillor of the same Ward as the Member of the Committee; and</p> <p>(b) Length of service.</p> <p>5. Authorises the Chief Executive Officer to seek expressions of interest for five community representatives to become Access and Inclusion Plan Advisory Committee Members.</p> <p>6. Approves the appointment of 0.2 FTE position to assist with the administration of the Local Homelessness Committee equalling an amount of \$17,000 (per annum or part thereof) and for this amount to be included in the 2020/21 Budget.</p> <p>7. Disbands the current Homelessness and Social Housing Working Group by 30 June 2020.</p>	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
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	Low
Organisational Health and Safety	Low	Low
Conclusion	<p>It is considered that the establishment of a Local Homelessness Advisory Committee would pose moderate risks to the City's strategic direction and financial management, as the City does not currently have a focus or priority area aligned to homelessness in its Strategic Community Plan (as revised). The long term financial implications that may arise from the Committee's feedback and suggestions and recommendations into the City's Local Homelessness Strategy are yet unknown.</p>	

Option 2	<p>That Council:</p> <p>1. Approves the establishment of a Local Homelessness Project Reference Group from July 2020 aligned to the following purpose:</p> <p>(a) Provide appropriate and considered strategic advice and feedback relating to homelessness matters within the City of Bayswater that can be dealt with at a local government level to inform the development of the City's draft Local Homelessness Strategy.</p> <p>(b) Provide advice and recommendations on how the City of Bayswater Local Homelessness Strategy and cascading actions can align to the Department of Communities' 10 year Strategy on Homelessness 2020-2030.</p> <p>(c) Receive reports on the City's Local Homelessness Strategy development progress.</p> <p>2. Appoints the following members to the Local Homelessness Project Reference Group for the required term:</p> <p>(a) _____</p> <p>(b) _____</p> <p>(c) _____</p> <p>(d) _____</p> <p>(e) _____</p>
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	<p>3. Appoints all Councillors who are not Members of the Local Homelessness Project Reference Group as Deputy Members to that reference group for the required term.</p> <p>4. Disbands the current Homelessness and Social Housing Working Group by 30 June 2020.</p>	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
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
Conclusion	It is considered that this option would pose the lowest financial management risk to the City. However, it is considered to still pose a moderate strategic direction risk, as the City does not currently have a focus or priority area aligned to homelessness in its Strategic Community Plan (as revised). The long term financial implications that may arise from the Local Homelessness Project Reference Group providing feedback and suggestions into the City's Local Homelessness Strategy are yet unknown.	

Option 3	<p>That Council:</p> <ol style="list-style-type: none"> Approves the establishment of a Local Homelessness Advisory Committee from July 2020. Approves to the Terms of Reference for the proposed Local Homelessness Advisory Committee, as contained in <u>Attachment 1</u> to this report with amendments as determined by Council. Appoints the following members to the Local Homelessness Advisory Committee for the term set out in the amended Terms of Reference: <ol style="list-style-type: none"> _____ _____ _____ _____ _____ Appoints all Councillors who are not Members of the Local Homelessness Advisory Committee as Deputy Members to that Committee for the required term. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on: <ol style="list-style-type: none"> Councillor of the same Ward as the Member of the Committee; and Length of service. Authorises the Chief Executive Officer to seek expressions of interest for five community representatives to become Access and Inclusion Plan Advisory Committee Members. Approves the appointment of 0.2 FTE position to assist with the administration of the Local Homelessness Committee equalling an amount of \$17,000 (per annum or part thereof) and for this amount to be included in the 2020/21 Budget. Disbands the current Homelessness and Social Housing Working Group by 30 June 2020.
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Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
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	Low
Organisational Health and Safety	Low	Low
Conclusion	It is considered that the establishment of a Local Homelessness Advisory Committee would pose moderate risks to the City's strategic direction and financial management, as the City does not currently have a focus or priority area aligned to homelessness in its Strategic Community Plan (as revised). The long term financial implications that may arise from the Committee's feedback and suggestions and recommendations into the City's Local Homelessness Strategy are yet unknown. Any risks associated with amendments made to the draft Terms of Reference detailed in Attachment 1 are also unknown at this stage.	

Option 4	That Council: 1. Does not establish a Local Homelessness Advisory Committee. 2. Receives updates on the progress of the City's Local Homelessness Strategy development via a bi-monthly memorandum reports to Councillors.	
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
Conclusion	It is considered to be of low risk to the City to not establish a Local Homelessness Advisory Committee, as City staff are already involved in several working groups and forums aligned to homelessness, which will help to inform the upcoming Local Homelessness Strategy. In addition, staff are in regular contact with local homelessness service providers to determine gaps in service provision, duplication of service provision and service demand. The City currently has nine Committees of Council, which require a considerable amount of administrative support. Councillors could still assist to inform the upcoming Local Homelessness Strategy and receive progress reports on its development without having to establish a formal committee. There is no evidence to suggest that there is community expectation that a new committee of Council be formed.	

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Additional staff to assist with the administration of a new Committee of Council.

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

LTFP Impacts: Item is not listed on the City's Long Term Financial Plan.

Notes: Employee costs reflect a Band 4 administrative position at 0.2 FTE equivalent. Costs also reflect recruitment and on-boarding costs. This cost would be per annum or part thereof, as aligned to the term of the proposed Committee.

Item 2: Appointment of community representatives and catering of a new Committee of Council for

consideration in the draft 2020/21 annual budget.

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

LTFP Impacts: Item is not listed on the City's Long Term Financial Plan.

Notes: Nil

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$0	\$0	\$15,000 FTE at a Band 4 salary) \$2,000 (Initial cost - recruitment and on-boarding)	N/A	N/A	N/A	\$0
2	\$0	\$1,500	N/A	N/A	N/A	N/A	\$0

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027 (as amended), 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

Outcome C2: Accessible services that recognise diversity

The City's Strategic Community Plan 2017 - 2027 does not list homelessness as a priority in any of its outcomes or strategies. However, the establishment of a new committee or project reference group may result in a stronger sense of community by the outcomes that may eventuate for people experiencing homelessness. In addition, any outcomes reached could lead to a more accessible and inclusive community.

CONCLUSION

The proposed draft Terms of Reference details a concise and local government appropriate purpose for a new Local Homelessness Advisory Committee, should it be established by Council.

It is envisaged that a temporary 0.2 additional FTE at a Band 4 (\$17,000 in 2020/21 and \$15,000 per annum thereafter or part thereof), would be required to administratively support a new Homelessness Committee, as the City does not currently have the staff resources to adequately administer a further Committee of Council.

As aligned to the motion moved by Council on 28 January 2020, option one from the above Options table is recommended. However, Option two and four from the above Options table has the lowest risk assessment outcome. To that end, it is recommended that Council consider the alternate proposal of establishing a Homelessness Strategy Project Reference Group instead of another minor Committee of Council or consider receiving bi-monthly updates via memorandum on the City's local Homelessness Strategy development, as detailed in option four above.

Attachment 1

City of
Bayswater

Terms of Reference – Local Homelessness Advisory Committee

61 Broun Avenue, Morley WA 6062 | P: 9272 0622 | F: 9272 0665 | mail@bayswater.wa.gov.au | www.bayswater.wa.gov.au



Definition of Homelessness	<p>The City of Bayswater refers to homelessness as defined by the Bureau of Statistics (ABS), which is</p> <p><i>"when a person does not have suitable accommodation alternatives they are considered homeless if their current living arrangement:</i></p> <ul style="list-style-type: none"> <i>• Is in a dwelling that is inadequate; or</i> <i>• has no tenure, or if their initial tenure is short and not extendable; or</i> <i>• does not allow them to have control of, and access to space for social relations."</i> (ABS, 2012)'.
Meeting occurrence:	Quarterly, or as required.
Day of Meeting:	When suitable
Time of Meeting:	When suitable
Location of Meeting:	City of Bayswater, Civic Centre, 61 Broun Avenue Morley WA 6062
Liaison Officer:	Director Community and Development or nominated officer
Purpose of Committee:	<p>The Local Homelessness Advisory Committee:</p> <ul style="list-style-type: none"> • Provides appropriate and considered strategic advice and feedback relating to homelessness matters within the City of Bayswater that can be dealt with at a local government level to inform the development of the City's draft Local Homelessness Strategy; • Provide advice and recommendations on how the City of Bayswater Local Homelessness Strategy and cascading actions can align to the Department of Communities' 10 year Strategy on Homelessness 2020-2030; and • Receives reports on the City's Local Homelessness Strategy development progress.
Role of Representatives	<p>The roles and responsibilities of the City of Bayswater representatives on this Committee are:</p> <ul style="list-style-type: none"> • Member in own right; and • Spokesperson for City of Bayswater.
Elected Members:	<ul style="list-style-type: none"> • Five Councillors • All other Councillors are deputies

Terms of Reference – Local Homelessness Advisory Committee



61 Broun Avenue, Morley WA 6062 | P: 9272 0622 | F: 9272 0665 | mail@bayswater.wa.gov.au | www.bayswater.wa.gov.au

Non-Council Members:	<p>Up to five community representatives who satisfy one or more of the following criteria:</p> <ul style="list-style-type: none"> • Individuals who work with or for homelessness service providers with their main operations based within the City of Bayswater; • Individuals who advocate on behalf of people experiencing homelessness on a professional level; or • Individuals with a lived experience of homelessness.
Non-Voting Members:	<ul style="list-style-type: none"> • Director Community and Development; • Manager Community Development; and • Other officers as required.
Terms of Membership	<ul style="list-style-type: none"> • Councillors – from date of Committee establishment until final Council endorsement of the Local Homelessness Strategy. • Non-Council members - from the date of appointment by Council until final Council endorsement of the Local Homelessness Strategy.
Delegated Authority	Nil.
Sitting Fees	Nil (included as part of the annual Sitting Fees paid to Councillors).

10.4.13 Tender for Catering Services

Responsible Branch:	Community Development	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required	
Attachments:	Confidential Attachment(s) 1. Catering Services Pricing Evaluation 2. Qualitative Assessment	
Refer:	Item 5.3 OCM 30.01 2018 Item 16.4 OCM 16.12.2016	

Confidential Attachment in accordance with Section 5.32(2) of the Local Government Act 1995 - a matter that if disclosed, would reveal -

- (i) a trade secret;
- (ii) information that has a commercial value to a person; or
- (iii) information about the business, professional, commercial or financial affairs of a person.

SUMMARY

For Council to assess and award Tender No.14-2019 catering for Council and Committee meals and related services in accordance with the tender specification.

OFFICER'S RECOMMENDATION

That Council awards Tender No. 14-2019 Catering for Council and Committee Meals and Related Services in the following three categories, for a three year period with two options for extension of one year each, in accordance with the relevant specifications:

1. Category A - Council and Committee Meals: Epic Catering.
2. Category B - Civic Functions: Acclaimed Catering.
3. Category C – Platters for Meetings: Epic Catering.

COUNCIL RESOLUTION
(PROCEDURAL MOTION)

That this item be deferred to the next Ordinary Council Meeting on 7 April 2020.

CR GIORGIA JOHNSON MOVED, CR CATHERINE EHRHARDT SECONDED
CARRIED UNANIMOUSLY: 10/0

REASON FOR CHANGE

Council would like to receive further information about timeframes associated with appointing a contract to tenderers and the possible implications of not appointing a contract to tenderers, as detailed in the Request for Tender document.

BACKGROUND

In November 2019, the City advertised Tender 14-2019 Catering for Council and Committee Meals and Related Services on Tenderlink and in The West Australian newspaper.

The tender was in three separable portions (categories):

1. Category A - Council and Committee Meals, which are buffet style hot meals with most preparation done on site in the Civic Centre kitchen area, which is adjacent to the Councillor's lounge. A key requirement for this category is the ability to commit to the meeting schedule for the year.
2. Category B - Civic Functions 'finger food' for citizenship ceremonies and other City business / internal functions and events from time to time. A key requirement for this category is the provision of suitably trained wait staff.
3. Category C – Platters of sandwiches, fruit and muffins which are delivered to the Civic Centre and occasionally other centres in the City for training sessions and other such activities, briefings or meetings.

Tenders closed on 20 December 2019, and six submissions were received as follows:

Category A - Council and Committee Meals

1. Acclaimed Catering;
2. Epic Catering;
3. Fresh Convenience Catering; and
4. Temptations Catering.

Category B - Civic Functions

1. Acclaimed Catering
2. Epic Catering
3. Impressions Catering
4. Fresh Convenience Catering
5. Temptations Catering

Category C – Platters for meetings

1. Acclaimed Catering
2. Epic Catering
3. Fresh Convenience Catering
4. Temptations Catering
5. Workpower Incorporated*

*Workpower is a registered Australian Disability Enterprise

OFFICER'S COMMENTS

In December 2016, Council considered a motion to replace full meals with light snacks when the catering contract of the time ended. In considering the motion, it was resolved that Council considers the inclusion of funding in the 2017/18 budget development to upgrade the civic centre kitchen and employ a permanent caterer/cook for any Council meetings.

The costs associated with employing a permanent caterer/cook, including associated equipment upgrades, was duly explored by staff and in January 2018, Council resolved to continue the outsourcing of catering for Council meetings and workshops.

The City has had successive contracts in place with Acclaimed Catering for the Council and Committee meals since the 2014/15 financial year and the most recent contract ran until

December 2019. An interim arrangement was made with Acclaimed Catering for the continuation of the provision of Council Meeting meals pending the awarding of the new contract, which resulted in an extension of their services until 31 March 2020. Quotations have been obtained on an 'as required' basis for the other catering requirements, pending a more formal arrangement.

The tender called in November 2019 was for a three-year contract period, with two options for extension of one year each, to give a total potential contract period of five years subject to satisfactory performance and the City's requirements at the time.

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

The tender evaluation panel consisted of the Coordinator of Events, Manager Community Development and Manager Governance.

The panel noted that the price review mechanism for Acclaimed Catering is CPI, whereas Epic Catering would seek a 3% increase per year. The annual adjustment mechanism would not have any significant bearing on the overall contract costs. The price review mechanisms for all tender submissions are detailed in **Attachment 1**. The qualitative assessment including comments for all tender submissions within each category are detailed in **Attachment 2**.

The tenders were evaluated in accordance with the following criteria:

ITEM	DESCRIPTION	WEIGHTING
1	Menu quality with seasonal changes	15%
2	Skills and methodology (including training, certification and compliance with the City's 'single use plastic' policy.	15%
3	Price	70%

Each category was evaluated separately to reflect the specific requirements. Major events such as the Early Settlers function are outside the scope of the tender as they are quoted as the need arises. Each category was based on large and small functions and the pricing scoring was based on the weighted average price per head. Category B was also split into two parts for the purpose of costing, due to the slightly different nature of civic functions to other City business/ internal functions. The catering services evaluation is detailed in **Attachment 2**.

The conforming submissions received were all considered professional, and satisfied the City's Occupational Health and Safety requirements, addressed the qualitative criteria and demonstrated the ability to provide the City with the required services.

It is considered practicable to award the contract to several companies, as each category represents a specific type of catering.

Category A: Council and Committee Meals

This category is for the scheduled Council and Committee meetings for the year.

TENDERER	Prices (ex GST) 70%	Menu quality with seasonal changes 15%	Skills and methodology (including training, certification and compliance with the City's 'single use plastic' policy. 15%	TOTAL SCORE (100%)
Epic Catering	70%	15%	9%	94%
Acclaimed Catering	60%	15%	15%	90%
Temptations Catering	58%	15%	15%	88%
Fresh Convenience	51%	12%	6%	69%

Acclaimed Catering has been the City's contractor for Council and Committee meals since the 2014/2015 financial year. However, Epic Catering achieved the highest overall score in this category, mainly due to the price per head which is \$50.50 per head on average, compared to Acclaimed Caterings' price of \$59.00 per head for comparable menu offerings. While the 'per head' comparison basis is not significant, it would make a difference over the term of the contract due to the frequency of meetings. For example, if an average of 16 attendees per meeting was applied, the cost difference per annum would be in the order of \$3,500 per annum.

Epic Catering has a similar contract with the City of Wanneroo, also services the City of Subiaco, has demonstrated a good understanding of the contract requirements, and has extensive commercial catering experience including large functions.

It is noted that Epic Catering has only been in operation for some twelve months, however the business owner has approximately 20 years' experience in the industry. Due diligence checks have not revealed any concerns regarding the company's financial capacity to meet the requirements.

Category B: Civic FunctionsPart One – Civic Functions (Citizenship ceremonies and the like)

This category comprises two parts, but is assessed as one category. Part One is for civic functions and Part Two is for other City business/ internal functions, as per the City policy on recognising long-term employees. The price per head includes the wait staff.

TENDERER	Prices 70%	Menu quality with seasonal changes 15%	Skills and methodology (including training, certification and compliance with the City's 'single use plastic' policy. 15%	TOTAL SCORE (100%)
Acclaimed Catering	70%	15%	15%	90%
Epic Catering	46%	9%	9%	64%

Temptations Catering	30%	12%	15%	57%
Impressions Catering	18%	15%	9%	42%
Fresh Convenience	23%	9%	6%	38%

There is no current contract for functions of this nature, and quotes for civic functions are sourced according to the specific requirements of each event. Acclaimed Catering achieved the highest overall score in this category by a significant margin, and its cost of head of \$9.90 is considered to be sustainable over the term of the contract. For comparison, the current price provided by Acclaimed Catering is approximately \$9.00 per head for Citizenship ceremonies.

Part Two – Other City Business/ Internal Functions

TENDERER	Prices 70%	Menu quality with seasonal changes 15%	Skills and methodology (including training, certification and compliance with the City's 'single use plastic' policy. 15%	TOTAL SCORE (100%)
Epic Catering	70%	9%	9%	88%
Acclaimed Catering	57%	15%	15%	87%
Temptations Catering	36%	12%	15%	63%
Fresh Convenience	35%	9%	6%	50%
Impressions Catering	18%	15%	9%	42%

Once again, there is no current contract for functions of this nature, and quotes for other City business/ internal functions are sourced according to the specific requirements of each event. Epic Catering's average price of \$15.00 per head is less than that of Acclaimed Catering. The wait staff requirements have all been met and Epic Catering has demonstrated extensive experience in this category of catering.

Acclaimed Catering's price is \$18.50 per head, however the number of such functions per year is not significant and while it is acknowledged that Epic Catering achieved the highest overall score for Part Two, the sum of the scores for both Part One and Part Two result in Acclaimed Catering's submission scoring higher overall for Category B.

Category B: Civic Functions and Other City Business/ Internal Functions - Combined

The table below details the combined score for Category B for each submitting catering company.

The combined score is made up of the overall scores received for Category B - part one (civic functions) and Category B - part two (other City business/ Internal functions). This table demonstrates Acclaimed Catering's submission scoring higher, as a combined score for this category.

TENDERER	Prices 70%	Menu quality with seasonal changes 15%	Skills and methodology (including training, certification and compliance with the City's 'single use plastic' policy. 15%	TOTAL SCORE (100%)
Acclaimed Catering	64%	15%	15%	94%
Epic Catering	58%	9%	9%	76%
Temptations Catering	33%	12%	15%	60%
Impressions Catering	18%	15%	9%	42%
Fresh Convenience	29%	9%	6%	44%

Category C: Platters for Meetings

This category is for management meetings, in-service training, group workshops and other similar activities.

TENDERER	Prices 70%	Menu quality with seasonal changes 15%	Skills and methodology (including training, certification and compliance with the City's 'single use plastic' policy. 15%	TOTAL SCORE (100%)
Epic Catering	70%	9%	9%	88%
Acclaimed Catering	29%	12%	15%	56%
Temptations Catering	30%	9%	15%	54%
Workpower Incorporated	36%	9%	6%	51%
Fresh Convenience	30%	6%	6%	42%

Of the submissions received, Epic Catering scored significantly higher than the other tenders, mainly due to the price difference. Epic Catering's average price per head is \$7.75, and the next price range is \$15.00 per head from Workpower Incorporated. The business owner of Epic Catering has previously provided catering to the City of Bayswater under a previous business (Revolution Catering) and the quality and variety has been satisfactory.

Council may wish to note that Workpower Incorporated is a registered Australian Disability Enterprise (ADE), and the City's Procurement Policy provides for ADE's to be provided with fair opportunity to tender for the City's work. On balance, the cost difference would be too significant. However, the City will continue to work with the ADE's to identify other tendering opportunities.

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.

Option 1	That Council awards Tender No. 14-2019 Catering for Council and Committee Meals and Related Services in the following three categories, for a three year period with two options for extension of one year each, in accordance with the relevant specifications: <ol style="list-style-type: none"> Category A - Council and Committee Meals: Epic Catering. Category B - Civic Functions: Acclaimed Catering. Category C – Platters for Meetings: Epic Catering. 	
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	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	As all tenderers are assessed according to set criteria, this option is considered to pose the lowest risk to the City. As the City has engaged Acclaimed Catering for its Council and Committee meals since the 2014/15 financial year, there is a moderate risk that they will feel disappointed with the outcome as recommended above.	

Option 2	That Council awards Tender No. 14-2019 for Catering of Council and Committee Meals and Related Services in the following three categories, for a three year period with two options for extension of one year each, in accordance with the relevant specifications: <ol style="list-style-type: none"> Category A - Council and Committee Meals: Other tenderer(s) as determined by Council. Category B - Civic Functions: Other tenderer(s) as determined by Council. Category C – Platters for meetings: Other tenderer(s) as determined by Council. 	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Moderate
Governance	Low	High
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Moderate
Organisational Health and Safety	Low	Low
Conclusion	The City has assessed the tender submissions according to the set criteria and also completed appropriate due diligence. To that end, this option is considered to be of high governance risk, as Council could potentially appoint the contract to a tenderer who scored lower than the ones recommended upon assessment of the set criteria. This is not considered best practice and may pose a moderate reputational,	

	community and stakeholder and service delivery risk to the City.
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FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Catering for Council and Committee meetings, Civic functions, meetings and the like.

Asset Category: N/A

Source of Funds: Municipal

LTFP Impacts: Item is not listed on the City's Long Term Financial Plan.

Notes: Nil

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$0	\$137,700	Staffing requirements vary according to each catered event/function. Cost is absorbed through staff annual wages.	N/A	N/A	N/A	\$137,700

STRATEGIC IMPLICATIONS

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

Theme: Leadership and Governance

Aspiration: Open, accountable and responsive service

Outcome L1: Accountable and good governance

Appointing the catering services tender as per the completed assessment against the set criteria would ensure that accountable and good governance is undertaken.

CONCLUSION

The submissions made by Acclaimed Catering and Epic Catering have demonstrated the best overall value for delivering on the City's requirements under contract. Acclaimed catering has been the City's caterer since the 2014/15 financial year. Epic Catering is a relatively new company and appropriate due diligence has been undertaken. Their contract with the City of Wanneroo and services to the City of Subiaco have operated successfully and they have extensive experience in commercial catering.

The other submissions do not offer any cost or quality advantages, however it is acknowledged that Workpower Incorporated is a registered Australian Disability Enterprise (ADE) and the City will continue to work with the ADE's to identify future business opportunities.

It is recommended that Tender No. 14-2019 for Catering for Council and Committee Meals be awarded to Epic Catering for Categories A and C, and Acclaimed Catering for Category B.

10.5 Sub Committee Reports**10.5.1 Aged Care Divestment Committee - 25 February 2020****10.5.1.1 Terms of Reference - Aged Care Asset Divestment Committee**

Responsible Branch:	Governance	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required.	
Attachments:	1. Current Terms of Reference 2. Current Terms of Reference with proposed changes 3. Proposed new Terms of Reference	
Refer:	Terms of Reference	

SUMMARY

The Aged Care Asset Divestment Committee's current Terms of Reference were drafted in light of an anticipated future ownership transaction and included date parameters that have since expired. The updated Terms of Reference addresses this restricted scope.

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

Council adopts the updated Aged Care Asset Divestment Committee's Terms of Reference (Attachment 3).

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 10/0

BACKGROUND

The Aged Care Asset Divestment Committee was formed to manage the process of divestment of the City's Aged Care Assets. To guide the Committee, Terms of Reference were developed (Attachment 1), but these have since become out-of-date. Accordingly an updated version has been drafted with marked changes (Attachment 2) and the unmarked (proposed) version is attached (Attachment 3) for Council's consideration.

EXTERNAL CONSULTATION

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

OFFICER'S COMMENTS

The Draft Aged Care Asset Divestment Committee Terms of Reference build upon the existing Terms of Reference and ensure they remain relevant and contemporary.

LEGISLATIVE COMPLIANCE

Section 5.8 of the *Local Government Act 1995*.

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	Council endorses the updated Aged Care Asset Divestment Committee's Terms of Reference.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	N/A
Service Delivery	Low	Low
Organisational Health and Safety	Low	N/A
Conclusion	The update to the Terms of Reference is to ensure these are relevant and contemporary.	

Option 2	Council endorses the amended Aged Care Asset Divestment Committee's Terms of Reference.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	N/A
Service Delivery	Low	Low
Organisational Health and Safety	Low	N/A
Conclusion	Council may wish to make additional amendments to the draft Terms of Reference.	

FINANCIAL IMPLICATIONS

There are no costs in amending the Terms of Reference.

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 corporate governance

CONCLUSION

The Terms of Reference have been updated to ensure the scope of responsibilities of the Aged Care Asset Divestment Committee are clear and current.

Attachment 1

TERMS OF REFERENCE Aged Care Asset Divestment Committee	
Purpose:	To review and monitor all actions in relation to the divestment of Aged Care Assets as outlined in the proposed confidential Memorandum of Understanding and to make recommendations to Council on any actions required to progress the divestment of aged care assets.
Membership:	<p>Membership of the Committee comprises :</p> <ul style="list-style-type: none"> • 3 x City of Bayswater representatives; and • Chief Executive Officer; and • Director Corporate and Strategy <p>In accordance with section 5.11A of the <i>Local Government Act 1995</i>, all other Councillors are appointed as Deputy Members of the Aged Care Governance Committee for the term 31 October 2017 to 12 October 2019 in the following order:</p> <p>If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:</p> <ol style="list-style-type: none"> i) Councillor of the same Ward as the Member of the Committee; and ii) Length of service
Meetings:	<ul style="list-style-type: none"> • Committee meetings are to be in accordance with the City of Bayswater Standing Orders Local law. • The Chairperson is responsible for the proper conduct of the Committee. • The Committee has no delegated power or duty to implement its recommendations without approval of Council.
Meeting Frequency:	Monthly or as required.
Meeting Date and Time:	When suitable.
Location:	City of Bayswater Civic Centre.
Liaison Officer:	Director Corporate and Strategy or nominated officer.

Attachment 2

TERMS OF REFERENCE Aged Care Asset Divestment Committee	
Purpose:	To review and monitor all actions in relation to the divestment of Aged Care Assets as outlined in the proposed confidential Memorandum of Understanding and to make recommendations to Council on any actions required to progress the divestment of aged care assets.
Membership:	<p>Membership of the Committee comprises :</p> <ul style="list-style-type: none"> • 3 x City of Bayswater representatives; and • Chief Executive Officer; and • Director Corporate and Strategy • Three Councillors including the Chair and Deputy Chair. <p>All Members shall have full voting rights.</p> <p>In accordance with section 5.11A of the <i>Local Government Act 1995</i>, all other Councillors are appointed as Deputy Members of the Aged Care Governance Asset Divestment Committee for the term 31 October 2017 to 12 October 2019 in the following order:</p> <p>If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:</p> <ol style="list-style-type: none"> i) Councillor of the same Ward as the Member of the Committee; and ii) Length of service <p>The Chief Executive Officer, or their nominee, is to be available together with the Director Corporate and Strategy or their nominee to attend all meetings to provide advice and guidance to the Committee. Other City Officers may attend meetings as and when required.</p>
Meetings:	<ul style="list-style-type: none"> • Committee meetings are to be in accordance with the City of Bayswater Standing Orders Local law. • The Chairperson is responsible for the proper conduct of the Committee. • The Committee has no delegated power or duty to implement its recommendations without approval of Council.
Meeting Frequency:	Monthly or as required.
Meeting Date and Time:	When suitable.
Location:	City of Bayswater Civic Centre.
Liaison Officer:	Director Corporate and Strategy or nominated officer.

Attachment 3

TERMS OF REFERENCE Aged Care Asset Divestment Committee	
Purpose:	To review and monitor all actions in relation to the divestment of Aged Care Assets and to make recommendations to Council on any actions required to progress the divestment of aged care assets.
Membership:	<p>Membership of the Committee comprises :</p> <ul style="list-style-type: none"> • Three Councillors including the Chair and Deputy Chair. <p>All Members shall have full voting rights.</p> <p>In accordance with section 5.11A of the <i>Local Government Act 1995</i>, all other Councillors are appointed as Deputy Members of the Aged Care Asset Divestment Committee.</p> <p>If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:</p> <ol style="list-style-type: none"> i) Councillor of the same Ward as the Member of the Committee; and ii) Length of service <p>The Chief Executive Officer, or their nominee, is to be available together with the Director Corporate and Strategy or their nominee to attend all meetings to provide advice and guidance to the Committee. Other City Officers may attend meetings as and when required.</p>
Meetings:	<ul style="list-style-type: none"> • Committee meetings are to be in accordance with the City of Bayswater Standing Orders Local law. • The Chairperson is responsible for the proper conduct of the Committee. • The Committee has no delegated power or duty to implement its recommendations without approval of Council.
Meeting Frequency:	Monthly or as required.
Meeting Date and Time:	When suitable.
Location:	City of Bayswater Civic Centre.
Liaison Officer:	Director Corporate and Strategy or nominated officer.

10.5.2 CEO Review Committee - 25 February 2020**10.5.2.1 Quarterly KPI Report**

Applicant/Proponent:	City of Bayswater	
Owner:	City of Bayswater	
Responsible Directorate:	Office of the Chief Executive Officer	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required	
Attachments:	1. Draft Key Performance Indicators Deliverables Summary Report 2. Organisational Progress Report 3. Progress Update on KPI 2 (Key Projects) and KPI 3 (Individual Performance)	
Refer:	Nil.	

SUMMARY

For Council to receive and note the quarterly progress report in relation to the CEO performance against the adopted Key Performance Indicators.

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

That Council:

1. Notes the progress and development of the Key Performance Indicators Deliverables Summary Report for KPI 1 (Organisational Development) as outlined in Attachment 1;
2. Notes the organisational progress report as presented to the Audit and Risk Management Committee on 11 February 2020 and as outlined in Attachment 2; and
3. Notes the progress updates on KPI 2 (Key Projects) and KPI 3 (Individual Performance) as outlined in Attachment 3.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 10/0

BACKGROUND

At the Chief Executive Officer Review Committee Meeting on 9 December 2019, the Committee adopted the CEO KPI's for the 2019/20 year.

At the Chief Executive Officer Annual Review held on 24 July 2018, the Committee recommended that meeting frequency be changed from monthly to quarterly. A summary report is provided to each meeting of the Committee as the basis of reporting progress. In addition, the Committee will continue to seek updates on other relevant strategic issues as they arise and these will be included in subsequent reports to the Committee.

EXTERNAL CONSULTATION

Nil.

OFFICER'S COMMENTS

The draft 2019/20 key performance indicators were considered by the Chief Executive Officer Review Committee on 9 December 2019 and endorsed by Council on 28 January 2020. Specific quarterly deliverables are currently being developed against KPI 1 (Organisational Performance) and the current draft has been provided at **Attachment 1**.

It is noted that the Audit and Risk Management Committee considered the Quarterly Corporate Business Plan Update on 11 February 2020 and the status report is provided at **Attachment 2**.

Updates in relation to the progress of KPI 2 (Key Projects) and KPI 3 (Individual Performance) are provided in **Attachment 3**.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

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

Theme: Leadership and Governance
Aspiration: Open, accountable and response service
Outcome L3: Strong stewardship and leadership

The CEO KPI Report identifies initiatives being undertaken to deliver against the City's Corporate Business Plan actions, key projects and individual performance of the CEO, highlighting strong stewardship and leadership within the City.

CONCLUSION

The CEO KPI report is presented to keep Council informed of the initiatives being undertaken to deliver the City's Corporate Business Plan actions, key projects and individual performance of the CEO and it is therefore recommended that Council receive and note the report.

Attachment 1

Key Performance Indicator One – Organisational Performance

DRAFT DELIVERABLES SUMMARY REPORT

REF	STRATEGIC COMMUNITY PLAN 2017-2020 OUTCOMES	STRATEGIC COMMUNITY PLAN 2017-2020 STRATEGIES	CORPORATE BUSINESS PLAN ACTION 2019- 2023	OFFICER	DELIVERABLES 2019-20			
					JUL - SEPT 2019	OCT - DEC 2019	JAN - MAR 2020	APR - JUN 2020
1.1	C1 A strong sense of community through the provision of quality services and facilities.	C1.1 Plan and provide a range of community facilities to meet current and future needs.	C1.1.1 Implement the approved future option for Maylands Waterland site.	MPS		<ul style="list-style-type: none"> Site closed and secure Oct 2019 Prelim Design Options Dec 19 	<ul style="list-style-type: none"> Feedback / Review of Design Options March 20 	<ul style="list-style-type: none"> Detailed Design and Costing May 20
			C1.1.2 Implement a library services strategy.	MLCS		<ul style="list-style-type: none"> October-November review of consultant's report undertaken. December 2019 - Report to ELT detailing key findings of the Strategic Review and actions being undertaken to satisfy key recommendations. 		
			C1.1.3 Investigate possible locations for permanent event stage structures within the City's Regional reserves.	MPS		<ul style="list-style-type: none"> Options to Council December 19 	<ul style="list-style-type: none"> Refined Options being prepared for Concept Briefing review April 2020. 	
		C1.2 Deliver community programs that encourage community interaction and participation.	C1.2.1 Develop and implement a Community Recreation Plan.	MPS		<ul style="list-style-type: none"> Project Plan Nov 19 	<ul style="list-style-type: none"> Desktop Review Jan 20 Scope to be discussed at Concept Forum on 4 February 2020 Asset Audit March 2020 	<ul style="list-style-type: none"> Community Comment on Findings to date June 2020
			C1.2.2 Deliver and implement a youth plan.	MCD	<ul style="list-style-type: none"> The City's Youth Action Plan- The Platform was approved by Council on 3 September 2019. The document will be graphically designed by mid October 2019 and then placed on the City's website and launched to key stakeholders. City staff attended the East Metropolitan Regional Council (EMRC) Regional Youth Officer Group Meeting on 7 August 2019. 	<ul style="list-style-type: none"> To date, some of the key highlights of The Platform's implementation include: <ul style="list-style-type: none"> Launch of The Platform Youth Action Plan with key external stakeholders on 4 December 2019 at The RISE. Event was well received by attendees. The launch was led by the City's YAC. Delivery of 8 <i>How to Adult Workshops</i> - Winter and Spring 2019 editions held in different venues across the City with a satisfaction rating from participants ranging from 60 to 80%; The YAC were actively involved in assisting with the planning for the Summer 2020 Series of <i>How to Adult Workshops</i>; and Several organisations were visited by staff this quarter, with the aim to strengthen connections and establish potential future partnerships. 	<ul style="list-style-type: none"> Deliver the Summer Series of <i>How to Adult Workshops</i> in alignment with priority areas listed in the Youth Action Plan- The Platform. Launch and deliver the YAC Leadership Training Program to upskill members. City staff to attend the East Metropolitan Regional Council (EMRC) Regional Youth Officer Group Meeting scheduled for February 2020. Continue to build networks with key stakeholders, with the aim to strengthen connections and establish partnerships to jointly deliver initiatives that will benefit young people with a focus on employment opportunities and mental health. Explore opportunities for young people to participate in actions that arise from a range of City strategies and plans i.e. Reflect Reconciliation Action Plan and Cultural Plan. Explore City event opportunities for the YAC and young local people in general to become involved in. Continue to deliver the YAC Leadership Training 	

REF	STRATEGIC COMMUNITY PLAN 2017-2020 OUTCOMES	STRATEGIC COMMUNITY PLAN 2017-2020 STRATEGIES	CORPORATE BUSINESS PLAN ACTION 2019- 2023	OFFICER	DELIVERABLES 2019-20			
					JUL - SEPT 2019	OCT - DEC 2019	JAN - MAR 2020	APR - JUN 2020
						<ul style="list-style-type: none"> including: Therapy Focus, Foodbank, YouthCARE, Mentoring 2 Work, Multicultural Services WA, Blue Sky, Morley Noranda Recreation Centre and local high schools. To support the YAC in their leadership role, planning is underway to deliver a training program over the next quarter. The program is planned to be launched as part of a full day of leadership development on 31/1/2020 	<ul style="list-style-type: none"> Reflect Reconciliation Action Plan and Cultural Plan. Explore City event opportunities for the YAC and young local people in general to become involved in. 	<ul style="list-style-type: none"> Program to upskill members. City staff to attend the East Metropolitan Regional Council (EMRC) Regional Youth Officer Group Meeting scheduled this quarter.
			C1.2.3 Develop and implement a Public Health Plan.	MEH	<ul style="list-style-type: none"> Rollout new FoodSafe online food handler training. Seek grant funding for a health promotion program (from Injury Matters – Stay on Your Feet campaign). 	<ul style="list-style-type: none"> Commence Stay on Your Feet campaign at The RISE. 6 week program (23 October to 29 November 2019) aimed at increasing physical activity in over 55s. A food safety workshop will be delivered for food businesses. Home Composting Workshops have been scheduled for: 19/10/19, 27/10/19, 2/11/19, 6/11/19, 9/11/19. Audit of the City's general waste bins will be undertaken in collaboration with the EMRC. Waste education to be provided at the Bayswater Primary School Fete on 24/11/19. Host a workshop in collaboration with WorkSafe on 28 November 2019, regarding safety of amusement rides/ devices at events. 	<ul style="list-style-type: none"> Second round of home composting workshops scheduled for March & April 2020 (dates to be confirmed). 	<ul style="list-style-type: none"> Review Public Health and Wellbeing Plan and update where necessary. A second food safety workshop will be delivered for food businesses. The Fit 4 Life Program for over 55s will be delivered at the Community Centres.
			C1.2.4 Develop and implement a Culture Plan	MCD	<ul style="list-style-type: none"> The Cultural Plan 2019-2024 was adopted by Council on 23 July 2019 and has since been published on the City's website and distributed to stakeholders. An implementation plan was developed in August 2019 to record progress against the Plan's listed deliverables and opportunities, across 	<ul style="list-style-type: none"> With wide promotion, the City delivered its annual Art Awards Exhibition (visual arts) over a two week period in November 2019. The City financially supported Town Centre teams to deliver events that incorporate cultural activities (performing arts) i.e. Maylands Festival and the Noranda 	<ul style="list-style-type: none"> Deliver free community events, as scheduled in the City's annual events calendar including, Perth Symphony Orchestra Concert, Jazz in the Park, Evening in the Park. In partnership with Noranda Hawaiian, deliver a Valentine's Day event incorporating performing arts (WAYJO performance) to raise awareness of local talent 	<ul style="list-style-type: none"> Deliver the City's Discover.Explore.Connect Carnival as a free community event in April 2020, incorporating culture and the arts experiences where possible. Through the City's second round of Better Bayswater Grant funds allocations, the City may provide support to

REF	STRATEGIC COMMUNITY PLAN 2017-2020 OUTCOMES	STRATEGIC COMMUNITY PLAN 2017-2020 STRATEGIES	CORPORATE BUSINESS PLAN ACTION 2019- 2023	OFFICER	DELIVERABLES 2019-20			
					JUL - SEPT 2019	OCT - DEC 2019	JAN - MAR 2020	APR - JUN 2020
					<p>the five year timeframe of the Plan.</p> <ul style="list-style-type: none"> The City sponsored the WA Symphonic Wind Ensemble (WASWE) to utilise the City's Morley Sport and Recreation venue for rehearsal sessions in 2019/2020. Partnership with Cine Vivo was confirmed in August 2019 to bring a Latino film Festival (2 day event) to the City of Bayswater in March 2020. Between July and December 2019, the City is delivering six Community Upskiller sessions some of these support local cultural groups such as: Event Planning, Grant Writing and Planning for Success. Over the next quarter the City will be delivering various events, which will incorporate cultural activities, predominantly through performing arts. 	<p>Christmas Concert in November 2019.</p> <ul style="list-style-type: none"> This quarter, staff visited key local Culture and the Arts organisations to actively establish or strengthen connections and open opportunities for future partnerships, such as: WA Ballet; WAYJO; Multicultural Services Centre; Perth Cabaret Collective; and Chisholm College. The City delivered free community events, as scheduled in the City's annual events calendar i.e. Carols by Candlelight (included performing arts by WASWE). The City's second round of Community Events Grants and Major Town Centre Event Funding opened in December 2019. Once applications are assessed in late January 2020, the grant recipients will provide the community an opportunity to attend free and inclusive events, some of which will include arts and culture. Between July and December 2019, the City delivered six Community Upskiller sessions some of these supported local cultural groups such as: Event Planning, Grant Writing and Planning for Success. 	<p>and locally based organisation.</p> <ul style="list-style-type: none"> The City will provide community groups an opportunity to deliver inclusive events that the whole community can participate in through its Community Events Grants and Major Town Centre Event Funding allocations. Funding will be allocated in February/ March 2020. Open the City's second round of Better Bayswater Grant on 1 March 2020, which will provide an opportunity for community groups to potentially apply for funding to deliver culture and the arts initiatives. Between January and June 2020, the City is delivering various Community Upskiller sessions some of these support local cultural groups. City staff are meeting with Centre for Stories in February 2020 to discuss/ confirm a Café Residency program (a writer-in-residence program, supporting local businesses and local writers in the City of Bayswater. It is envisaged the Program would be delivered next quarter. City staff will be in communication with WA Ballet in February 2020 to discuss partnership opportunities that can be delivered before 30 June 2020. Budget and resource permitting, implement further actions from the Cultural Plan as opportunities arise. 	<p>community groups to deliver culture and the arts initiatives.</p> <ul style="list-style-type: none"> Budget and resource permitting, implement further actions from the Cultural Plan as opportunities arise.

REF	STRATEGIC COMMUNITY PLAN 2017-2020 OUTCOMES	STRATEGIC COMMUNITY PLAN 2017-2020 STRATEGIES	CORPORATE BUSINESS PLAN ACTION 2019- 2023	OFFICER	DELIVERABLES 2019-20			
					JUL - SEPT 2019	OCT - DEC 2019	JAN - MAR 2020	APR - JUN 2020
		C1.3 Deliver a safety service which builds a strong sense of community safety.	C1.3.1 Apply Crime Prevention Through Environmental Design principles in Town Centre developments.	MSPP	<ul style="list-style-type: none"> Scoping of the Lyric Lane activation project to improve CPTED in Maylands 	<ul style="list-style-type: none"> Community and business engagement on the Lyric Lane activation project 		<ul style="list-style-type: none"> Delivery of the Lyric Lane activation outcomes
1.2	C2 Accessible services that recognise diversity.	C2.1 Ensure the City's services and facilities are accessible and inclusive.	C2.1.1 Review of Aged Care assets.	CS			<ul style="list-style-type: none"> Continue to respond to resident access issues at each of the City's aged care sites while they remain under the City's control 	<ul style="list-style-type: none"> Council has resolved to divest its aged care assets, and that process will continue through the reporting period. However the City will maintain services at current levels in the interim.
1.3	N1 Natural environment and biodiversity which are conserved and protected.	N1.1 Develop and implement management strategies to strengthen the resilience of the environment.	N1.1.1 Develop and implement a City of Bayswater Environmental liveability framework including biodiversity, climate change, and urban forest.	MSE	<ul style="list-style-type: none"> Council workshop 	<ul style="list-style-type: none"> Finalise ELF community and engagement process and seek ELT approval 	<ul style="list-style-type: none"> On-board experts and begin methodology 	<ul style="list-style-type: none"> Complete ELF community engagement and development methodology
1.4	N2 A resilient community that responds to sustainability challenges.	N2.1 Provide innovative waste and recycling services to reduce waste and empower the community to do the same.	N2.1.1 Review waste collection practices, investigate and implement alternative waste treatment technologies, including Food Organics and Garden Organics (FOGO).	DWI MEH MES	<ul style="list-style-type: none"> Audit undertaken of additional waste services (recycling & green waste) and education campaign at Multi-Unit Development (81 King William Street). Results will inform rollout of similar services to other MUD's. 	<ul style="list-style-type: none"> Audit of the City's general waste bins will be undertaken in collaboration with the EMRC. EOI to be submitted for WALGA bin tagging program. Review rollout options for FOGO. Develop FOGO PAAS for Council consideration and undertake community consultation. Commence FOGO education campaign with EMRC. Further negotiate FOGO collection and disposal arrangements and costings with Cleanaway. Consider options for alternate uses for 271 Collier Road Bayswater. 	<ul style="list-style-type: none"> Continue FOGO education campaign with EMRC. Seek feedback from the community on the City's Waste Management PAAS - FOGO Participate in WALGA bin tagging program. Continue to investigate alternate waste technologies to reduce waste to landfill. Continue to investigate the rollout of additional waste services (recycling and green waste) to MUD's. Commence development of the City's Waste Plan. 	<ul style="list-style-type: none"> Continue FOGO education campaign with EMRC. Continue with WALGA bin tagging program. Continue to investigate alternate waste technologies to reduce waste to landfill. If necessary, commence modifying waste services in certain MUD's to facilitate FOGO. Submit draft Waste Plan to DWER for review (final due 30 September 2020)
			N2.1.2 Deliver waste education to the community in partnership with other stakeholders.	DWI MEH	<ul style="list-style-type: none"> Waste education undertaken through local schools via Cleanaway. The City has been working with Environment House on the development of the new Home composting Program. The City has been working with Boomerang Alliance to reduce single use plastics within the community (via local businesses and the growers markets) 	<ul style="list-style-type: none"> Home Composting Workshops have been scheduled for: 19/10/19, 27/10/19, 2/11/19, 6/11/19, 9/11/19 Cleanaway to continue waste education through local schools. Commence FOGO education campaign with EMRC (subject to Council approval). The City will continue to work with Boomerang Alliance on reducing single-use plastics within the community (the extent of their work is reliant upon a Waste Authority grant application which is to be determined in December 2019). 	<ul style="list-style-type: none"> Second round of home composting workshops scheduled for March & April 2020 (dates to be confirmed). To be run in partnership with Environment House. Cleanaway to continue waste education through local schools. Continue FOGO education campaign with EMRC. The City will continue to liaise with Boomerang Alliance on initiatives to reduce single-use plastics within the community. 	<ul style="list-style-type: none"> Second round of home composting workshops scheduled for March & April 2020 (dates to be confirmed) to be run in partnership with Environment House. Cleanaway to continue waste education through local schools. Continue FOGO education campaign with EMRC. The City will continue to liaise with Boomerang Alliance on initiatives to reduce single-use plastics within the community.

REF	STRATEGIC COMMUNITY PLAN 2017-2020 OUTCOMES	STRATEGIC COMMUNITY PLAN 2017-2020 STRATEGIES	CORPORATE BUSINESS PLAN ACTION 2019- 2023	OFFICER	DELIVERABLES 2019-20			
					JUL - SEPT 2019	OCT - DEC 2019	JAN - MAR 2020	APR - JUN 2020
1.5	B1 Appealing streetscapes.	B1.1 Develop and maintain streetscapes.	B1.1.1 Develop and implement a streetscape upgrade plan for Morley and Bayswater.	MSPP	• Advertising of the Morley Streetscape Plan for public comment	• Analysis of the submissions received	• Report to Council for the adoption of the final streetscape and associated implementation plan	• Action to be determined in the implementation plan.
			B1.1.1 Develop and implement a streetscape upgrade plan for Noranda	MSPP	N/A – not commencing until 2021			
1.6	B2 A connected community with sustainable and well maintained transport.	B2.1 Advocate for safe and accessible public transport.	B2.1.1 Partner with the Department of Transport to deliver strategic bicycle routes.	MEW	• Meeting arranged with DOT for 25/10/19 to discuss LTCP	• Meeting held with DOT 25/10 19 in regard to LTCP. Initial comments on draft LTCP forwarded to DOT on the 11 November 2019.	• DOT to finalise LTCP	• Draft LTCP to be presented to Council for comment
			B2.1.2 Complete and implement a City wide Local Area Traffic Management Study.	MES	• Study completed in April 2018 • Implementation Plan finalised March 2019	• Undertake traffic investigations and designs for nominated projects	• Commence installation of 19/20 projects	• Finalise 19/20 projects and develop 20/21 program
			B2.1.3 Develop remaining Parking Management Strategies for town centres.	MSPP	• Adoption of the Bayswater Town Centre Short-term Car Parking Plan.	• Implementation of new parking restrictions in the core areas of the town centre, including Olfe and Murray Streets.	• Implementation of the remaining actions in the plan to coincide with the opening of new parking at Ashfield and Meltham Stations.	• Nil - complete
			B2.1.4 Investigate a pedestrian friendly shared place in the Bayswater Town Centre.	MSPP			• Establishment of Technical Officers group with DevelopmentWA and PTA for the Bayswater town centre to influence the road design.	• Future actions to be determined in consultation with the Technical Officers group.
1.7	B3 Quality Built Environment	B3.1 Develop plans, policies and guidelines for quality built form.	B3.1.1 Prepare a Structure Plan and built form policies for each town centre – Maylands, Morley, Noranda and Bayswater.	MSPP	N/A – Morley Activity Centre Plan has been adopted. Bayswater Town Centre Structure Plan is with the WAPC for approval. Noranda Activity Centre Plan is proposed for 2020/21 (subject to budget funding). Maylands was completed in 2010.			
			B3.1.2 Develop and implement a Local Planning Strategy and develop a new town planning scheme.	MSPP				• Preparation of new scheme text for internal review.
			B3.1.3 Review and implement the Municipal Heritage Inventory and associated processes.	MSPP	• Analyse submissions received on the Municipal Inventory of Heritage Places (MI).	• Receive feedback from the consultants on the submissions received.	• Report the outcome of the submissions and recommendations for the final strategy to the Heritage Advisory Committee and Council.	• Report to the Heritage Advisory Committee and Council on recommended changes to the existing Heritage Policies. • Report to the Heritage Advisory Committee and Council on the draft Heritage Areas and associated design guidelines.
		B3.2 Facilitate the development of activity nodes.	B3.2.1 Facilitate the development of shopping precincts.	MSPP		• Research and costing of Local Centres approach for Bedford.	• Report to Council on the approach and resourcing implications for Bedford.	• Nil - complete
1.8	E1 Support initiatives for local business	E1.1 Implement initiatives which support business growth.	E1.1.1 Create precinct marketing plans that itemise the qualities of the town centres and transmits them to the public.	MSPP		• Scope the approach to town centre marketing plans for Bayswater, Maylands and Morley.	• Engagement of consultants.	• Delivery of the marketing plans or similar.
1.9	E2 Active and engaging town and city centre.	E2.1 Increase public amenity in town/city centres to enhance community interaction and public safety.	E2.1.1 Strengthen the Morley City Centre as a pedestrian friendly environment to meet the requirements of a Strategic Metropolitan Centre.	MSPP	• Advertising of the Morley Streetscape Plan for public comment.	• Analysis of the submissions received.	• Report to Council for the adoption of the final streetscape and associated implementation plan.	• Action to be determined in the implementation plan.
			E2.1.2 Implement Town Centre Activation Plans.	MSPP	Implement various actions from the Activation Plans			

REF	STRATEGIC COMMUNITY PLAN 2017-2020 OUTCOMES	STRATEGIC COMMUNITY PLAN 2017-2020 STRATEGIES	CORPORATE BUSINESS PLAN ACTION 2019- 2023	OFFICER	DELIVERABLES 2019-20			
					JUL - SEPT 2019	OCT - DEC 2019	JAN - MAR 2020	APR - JUN 2020
			E2.1.3 Develop and implement a Public Art Strategic Plan.	MSPP	N/A – not funded in 2019/20			
1.10	L1 Accountable and Good Governance	L1.1 Ensure policies, procedures and practices are effective.	L1.1.1 Investigate opportunities to simplify processes and reduce red tape in all areas of the City's business.	ALL	<ul style="list-style-type: none"> Council adoption of draft modification to Temporary and Minor Development local planning policy to permit businesses to operate for 6 months without planning approval. 	<ul style="list-style-type: none"> The Environmental Health Branch will undertake a review of temporary food business applications to help streamline the approval process. Advertise draft modification to Temporary and Minor Development local planning policy to permit businesses to operate for 6 months without planning approval. 	<ul style="list-style-type: none"> Policy Committee and Council final approval of modification to Temporary and Minor Development local planning policy to permit businesses to operate for 6 months without planning approval. 	<ul style="list-style-type: none"> A review has commenced of all management guidelines and that includes identifying opportunities to streamline processes and decision making.
		L1.2 Deliver long term financial planning.	L1.2.1 Develop a land asset disposal and acquisition strategy and program, including review of use.	MSPP	<ul style="list-style-type: none"> Appoint temporary officer to complete strategy. 	<ul style="list-style-type: none"> Determination of land and building audit methodology Presentation of first draft of strategy to Manager. 	<ul style="list-style-type: none"> Strategy to be presented to a Councillor Workshop for discussion. Council adoption of draft strategy. 	<ul style="list-style-type: none"> Consultation on the draft strategy.
1.11	L2 Proactively communicates and consults.	L2.1 Communicate and engage with the community.	L2.1.1 Develop a public relations and marketing strategy, including online and social media.	MCM		<ul style="list-style-type: none"> November 2019 – outline to ELT to seek feedback on direction. 	<ul style="list-style-type: none"> November to March 2020 - preparation of draft Communications and Marketing Strategy (internally). Development of Social Media Strategy with consultant – internal workshops held with managers. End of March draft Marketing and Communications Strategy and Social Media Strategy presented to ELT. 	
			L2.1.2 Undertake a community perception survey every two years.	CEA			Project plan approved – March 2020.	RFQ approved – April 2020. Identify providers – June 2020.
		L2.2 Provide quality customer services to the community.	L2.2.1 Develop, review and implement processes and corporate systems to be more responsive to community needs and contemporary customer interaction.	MLCS		<ul style="list-style-type: none"> Develop new draft Customer Service Charter (for consideration by ELT). Investigate procurement of Knowledge Management System. 	<ul style="list-style-type: none"> Procure and plan implementation of the Knowledge Management System. Refer to ELT for adoption for new draft Customer Service Charter. 	<ul style="list-style-type: none"> Develop priority content for the Knowledge Management System Commence training staff in the use of the Knowledge Management System
1.12	L3 Strong stewardship and leadership.	L3.1 Provide Council with information and support to enable informed decision making.	L3.1.1 Co-ordinate ongoing training programs for elected members.	CEO		<ul style="list-style-type: none"> Conduct Councillor Induction Training with new Elected Members 	<ul style="list-style-type: none"> Identify potential training opportunities, conferences and seminars for Elected Members 	<ul style="list-style-type: none"> Identify potential training opportunities, conferences and seminars for Elected Members
			L3.1.2 Undertake annual staff satisfaction surveys.	MPCS		<ul style="list-style-type: none"> Complete staff engagement survey. 		
			L3.1.3 Provide an annual report on the implementation of approved strategies.	ALL			Report provided to A&R providing an annual report for SP&P strategies.	Report to be provided to A&R for Sustainable Environment Reports.
			<ul style="list-style-type: none"> Advocacy Strategy 	CEO			<ul style="list-style-type: none"> Identifying major projects and priorities as an outcome of the Strategic Planning Workshop 	<ul style="list-style-type: none"> Meetings with State and Federal government ministers to lobby

REF	STRATEGIC COMMUNITY PLAN 2017-2020 OUTCOMES	STRATEGIC COMMUNITY PLAN 2017-2020 STRATEGIES	CORPORATE BUSINESS PLAN ACTION 2019- 2023	OFFICER	DELIVERABLES 2019-20			
					JUL - SEPT 2019	OCT - DEC 2019	JAN - MAR 2020	APR - JUN 2020
							<ul style="list-style-type: none"> Meetings with State and Federal government ministers to lobby for relevant projects 	for relevant projects with a specific focus on Federal Government meetings whilst attending the ALGA Conference.
			<ul style="list-style-type: none"> Age Friendly Strategy 2017 - 2021 	MCD	<ul style="list-style-type: none"> Age Friendly Strategy actions are 60% complete two years into its four year document lifespan. Next quarter, Councillors will be provided with a two year review of document detailing specific achievements to date. 	<ul style="list-style-type: none"> A memorandum was circulated to Councillors detailing key achievements and actions implemented from the Age Friendly Strategy to date. Various activities were programmed to celebrate Seniors Week 2019 and were well attended by older adults. The City's Age Friendly Ambassadors assisted with most activities with an aim to raise their profile in the community. 	<ul style="list-style-type: none"> The City to continue to implement actions of the Age Friendly Strategy and look for partnership opportunities where possible. This quarter the City will deliver two of three seniors' pilot events to be held at the Civic Centre (Notice of Motion outcome) from 1 January to- 30 January 2020. 	<ul style="list-style-type: none"> The City to continue to implement actions of the Age Friendly Strategy and look for partnership opportunities where possible. This quarter City staff will deliver the third seniors' pilot event at the Civic Centre (Notice of Motion outcome) from 1 January to 30 January 2020.
			<ul style="list-style-type: none"> Bayswater Brook Action Plan 	MSE	<ul style="list-style-type: none"> Develop BBAP review methodology, renamed Water-wise Bayswater 	<ul style="list-style-type: none"> Complete Water-wise Bayswater engagement methodology 	<ul style="list-style-type: none"> Develop and Review Water-wise Bayswater Strategy 	<ul style="list-style-type: none"> Item to request council consideration of the Water-wise Bayswater Strategy
			<ul style="list-style-type: none"> Bayswater Town Centre Activation Plan 	MSPP	Implement various actions from the Activation Plan.			
			<ul style="list-style-type: none"> Bayswater Town Centre Structure Plan 	MSPP	Finalise Structure Plan when a decision is made by the WAPC.			
			<ul style="list-style-type: none"> CCTV Strategy 	MRS			<ul style="list-style-type: none"> Finalise CCTV installation project at AP Hinds Reserve. Install CCTV camera system to Rangers and Security vehicles. Finalise CCTV Management Practice 	<ul style="list-style-type: none"> Investigate viability of body camera's for Rangers and Security staff.
			<ul style="list-style-type: none"> Citywide Traffic Management Plan 	MES	<ul style="list-style-type: none"> Completion of children's crossing at Beechboro Road North and Hamersley Avenue 	<ul style="list-style-type: none"> CWTS Implementation Plan projects for 2019-20 have been developed. Traffic modelling of Walter Road West and Coode Street Detailed design of roundabout at East Street and Eighth Avenue Pedestrian traffic study at Kelvin Street (Maylands Primary School) 	<ul style="list-style-type: none"> Traffic calming measure installation at Crawford Road and Harrow Street. Project Plan reports for all CWTS Implementation projects for 2019-20 are being developed. 	
			<ul style="list-style-type: none"> Community Safety and Crime Prevention Plan 	MRS		<ul style="list-style-type: none"> Develop Rangers and Security Communications Plan to promote services. Implement Morley Anti-Social Behaviour Working Group. Finalise letter box drops to residents in vicinity of 	<ul style="list-style-type: none"> Finalise Information Sharing MOU with WA Police. 	

REF	STRATEGIC COMMUNITY PLAN 2017-2020 OUTCOMES	STRATEGIC COMMUNITY PLAN 2017-2020 STRATEGIES	CORPORATE BUSINESS PLAN ACTION 2019- 2023	OFFICER	DELIVERABLES 2019-20			
					JUL - SEPT 2019	OCT - DEC 2019	JAN - MAR 2020	APR - JUN 2020
						property offences to promote services and reduce crime. • Assist Police to conduct joint patrols of hotspot areas.		
			<ul style="list-style-type: none"> Access and Inclusion Plan 2020-2024 	MCD	<ul style="list-style-type: none"> The City's Disability Access and Inclusion Plan 2016 - 2020 (DAIP) expires in April 2020. Strategies continue to be implemented until the document's expiry date, as presented to the Community Access and Inclusion Advisory Committee at its last meeting held in August 2019. Concurrent to the continued implementation of the DAIP, the City will commence development of its subsequent Access and Inclusion Plan 2020 - 2024 following Council's Caretaker Period. 	<ul style="list-style-type: none"> The City's DAIP 2016 - 2020 expires in April 2020. Strategies continue to be implemented until the document's expiry date. Concurrent to the continued implementation of the DAIP, the City is now developing its subsequent Access and Inclusion Plan 2020 - 2024. Key milestone include: <ul style="list-style-type: none"> Public consultation from 1 November - 3 December 2019 through an online survey and other formats. Facilitation of two community workshops on 21 November 2019. Facilitation of a staff workshop on 25 November 2019. Facilitation of a Councillor workshop 26 November 2019. Information and interactive stall at the Galleria Shopping Centre on 3 December 2019. Following the consultation period, the City in collaboration with E-Equal Disability Consultants will analyse the information to inform the draft Access and Inclusion Plan 2020 - 2024. Expressions of interest for community members to join the City's new Access, Inclusion and Walkability Advisory Committee opened in November and will close 11 December 2019. A report will be presented to Council on 28 January 2020 	<ul style="list-style-type: none"> The City's DAIP 2016 - 2020 expires in April 2020. Strategies continue to be implemented until the document's expiry date. Concurrent to the continued implementation of the DAIP, the City is now developing its subsequent Access and Inclusion Plan (AIP) 2020 - 2024. Key milestone include: <ul style="list-style-type: none"> Draft document presented to the new Access, Inclusion and Walkability Advisory Committee in Early February 2020 (TBC). Draft AIP presented to Department of Communities, and available for public comment: 4 – 28 Feb 2020. Draft AIP presented to Council for endorsement at 24 March 2020 OCM. Council endorsed AIP sent to Department of Communities for approval. 	<ul style="list-style-type: none"> The City's new Access and Inclusion Plan is approved by the Department of Communities early April The new AIP is launched and promoted in the community and with key stakeholders. Implementation of new AIP commences.

REF	STRATEGIC COMMUNITY PLAN 2017-2020 OUTCOMES	STRATEGIC COMMUNITY PLAN 2017-2020 STRATEGIES	CORPORATE BUSINESS PLAN ACTION 2019- 2023	OFFICER	DELIVERABLES 2019-20			
					JUL - SEPT 2019	OCT - DEC 2019	JAN - MAR 2020	APR - JUN 2020
						for selection of new members.		
			<ul style="list-style-type: none"> Economic/Business Framework 	MSPP	<ul style="list-style-type: none"> Adoption of the Bayswater Town Centre Short-term Car Parking Plan. Scoping of the Lyric Lane activation project to improve CPTED in Maylands. 	<ul style="list-style-type: none"> Implementation of new parking restrictions in the core areas of the town centre, including Olfe and Murray Streets. Scope the approach to town centre marketing plans for Bayswater, Maylands and Morley. Scope the approach to the shopfront guidelines and grant program project for Bayswater, Maylands and Morley. Community and business engagement on the Lyric Lane activation project. 	<ul style="list-style-type: none"> Implementation of the remaining actions in the plan to coincide with the opening of new parking at Ashfield and Meltham Stations. Engagement of consultants for the marketing plans for Bayswater, Maylands and Morley. Engagement of consultants for the shopfront guidelines and grant program project for Bayswater, Maylands and Morley. 	<ul style="list-style-type: none"> Delivery of the marketing plans or similar for Bayswater, Maylands and Morley. Delivery of the shopfront guidelines and grant program project for Bayswater, Maylands and Morley. Delivery of the Lyric Lane activation outcomes. Review of Procurement Policy to encourage support for local businesses (report to go to Council in April 2020)
			<ul style="list-style-type: none"> Footpath Program 	MEW	<ul style="list-style-type: none"> Have Council approve proposed 19/20 Footpath program .Approval received 13 August 2019.Initial letters forwarded to residents for adopted 19/20 Footpath program in September 2019. 	<ul style="list-style-type: none"> Assess any objections/comments and deal with them accordingly 	<ul style="list-style-type: none"> Send notifications to residents two weeks prior to proposed construction. And commence construction. 	<ul style="list-style-type: none"> Send notifications to residents two weeks prior to proposed construction. And commence construction.
			<ul style="list-style-type: none"> Local Bike Plan 	MEW	<ul style="list-style-type: none"> Have Council approve the 19/20 list of recommendations to be addressed as part of 19/20 program. Approval received 13 August 2019 for recommendations 2, 7, 10, 12 and 24. 	<ul style="list-style-type: none"> Recommendations 6, 7 and 10 completed during October 2019. Design for recommendation 2, 12 and 34 in progress. 	<ul style="list-style-type: none"> Carry out works for installation of recommendations 2, 12 and 34. 	<ul style="list-style-type: none"> Annual program to be completed by end of May 2020
			<ul style="list-style-type: none"> Local Planning Strategy 	MSPP	Advertise Strategy when a decision is made by the WAPC.			
			<ul style="list-style-type: none"> Maylands Town Centre Activation Plan 		Implement various actions from the Activation Plan.			
			<ul style="list-style-type: none"> Maylands Town Centre Parking Management Plan 	MSPP		<ul style="list-style-type: none"> Survey of businesses for feedback on the parking actions implemented to date. 	<ul style="list-style-type: none"> Linemark parking bays on Whatley Crescent and Railway Parade. 	<ul style="list-style-type: none"> Time restrictions implemented for Ninth Avenue and around The RISE.
			<ul style="list-style-type: none"> Morley Activity Centre Plan 	MSPP	<ul style="list-style-type: none"> Advertising of the Morley Streetscape Plan for public comment. 	<ul style="list-style-type: none"> Analysis of the submissions received. 	<ul style="list-style-type: none"> Report to Council for the adoption of the final streetscape and associated implementation plan. 	<ul style="list-style-type: none"> Action to be determined in the implementation plan.
			<ul style="list-style-type: none"> Morley City Centre Parking Management Plan 	MSPP	<ul style="list-style-type: none"> Parking restrictions on Boag Street standardised. 			<ul style="list-style-type: none"> Linemark parking bays on Rudloc Street south of Russell Street.
			<ul style="list-style-type: none"> Morley Town Centre Activation Plan 	MSPP	Implement various actions from the Activation Plan.			
			<ul style="list-style-type: none"> Noranda Town Centre Activation Plan 	MSPP	Implement various actions from the Activation Plan.			
			<ul style="list-style-type: none"> Play Space Strategy 	MPS			<ul style="list-style-type: none"> Engagement on 19/20 redevelopments March 20 	<ul style="list-style-type: none"> 19/20 Installations Procured by Jun 20.

REF	STRATEGIC COMMUNITY PLAN 2017-2020 OUTCOMES	STRATEGIC COMMUNITY PLAN 2017-2020 STRATEGIES	CORPORATE BUSINESS PLAN ACTION 2019- 2023	OFFICER	DELIVERABLES 2019-20			
					JUL - SEPT 2019	OCT - DEC 2019	JAN - MAR 2020	APR - JUN 2020
								<ul style="list-style-type: none"> Redevelopment considerations for 20/21 budget Apr 20
			<ul style="list-style-type: none"> Public Health and Wellbeing Plan 	MEH				<ul style="list-style-type: none"> The City's Public Health and Wellbeing Plan will be reviewed and the implementation of approved strategies will be reported on.
			<ul style="list-style-type: none"> Public Open Space Strategy 	MSPP				<ul style="list-style-type: none"> Advertising of the draft Strategy in conjunction with the draft LPS once it is approved by the WAPC. Discussion with Water Corporation on joint re-design of the drainage to create new open space at 35 Grand Promenade and RA Cook Reserve.
			<ul style="list-style-type: none"> Urban Forest Strategy 	MSE	<ul style="list-style-type: none"> Planting of 1500 trees and 68,000 native plants 	<ul style="list-style-type: none"> Ordering of trees and plants for winter 2020 planting season 	<ul style="list-style-type: none"> Complete stage 1 of AUDRC Urban forest mapping exercise. 	<ul style="list-style-type: none"> Present outcomes of stage 1 to Council workshop for discussion. Review of UFS priorities for 2020/21

Attachment 2

Following is an update for the actions set out in the City of Bayswater Corporate Business Plan 2019-2023 for the period of 1 October 2019 to 31 December 2019

At a glance...**OUR COMMUNITY**

Aspiration: An active and engaged community.

Strategies: C1 A strong sense of community through the provision of quality services and facilities.

C2 Accessible services that recognise



On track (6)
Off track (0)
Not started (0)
Complete (3)

**OUR NATURAL ENVIRONMENT**

Aspiration: A quality and connected built environment.

Strategies: N1 Natural environment and biodiversity that are conserved and protected.

N2 A resilient community that responds to sustainability challenges.



On track (3)
Off track (0)
Not started (0)
Complete (0)

**OUR BUILT ENVIRONMENT**

Aspiration: An active and engaged community.

Strategies: B1 Appealing streetscapes.

B2 A connected community with sustainable and well maintained transport.

B3 Quality built environment.



On track (8)
Off track (0)
Not started (1)
Complete (1)

**OUR LOCAL ECONOMY**

Aspiration: An active and engaged community.

Strategies: E1 Support initiatives for local business.

E2 Active and engaging town and city centres.



On track (3)
Off track (0)
Not started (1)
Complete (0)

**LEADERSHIP & GOVERNANCE**

Aspiration: An active and engaged community.

Strategies: L1 Accountable and good governance.

L2 Proactively communicates and consults.

L3 Strong stewardship and leadership.



On track (6)
Off track (1)
Not started (1)
Complete (0)



OUR COMMUNITY

Aspiration: An active and engaged community.

1 October 2019 to 31 December 2019

Outcomes	Strategies	Actions	Timeframes				Status	Comments
			18/20	20/21	21/22	22/23		
C1 A strong sense of community through the provision of quality services and facilities.	C1.1 Plan and provide a range of community facilities and services to meet current and future needs.	C1.1.1 Implement the approved future option for the Maylands Waterland site.	●	●	●	●	On Track	Draft concepts developed. The next working group is scheduled for February 2020.
		C1.1.2 Implement a library services strategy.					On Track	Recommendations made by the consultant in the library services strategy have been implemented as business as usual or the annual Branch Business Plan. Implementation is progressing. The issues and recommendations that involve capital funding and additional staffing resources are being worked through and will be the focus of a report to ELT in mid to late Feb 2020.
		C1.1.3 Investigate possible locations for permanent event stage structures within the City's Regional reserves.	●	●			On Track	Draft report prepared for OCM 3 December 2019. Council voted for further investigation into a location for a permanent event stage. Report will be provided to a Councillor workshop in April 2020.
	C1.2 Deliver community programs that encourage community interaction and participation.	C1.2.1 Develop and implement a Community Recreation Plan.	●	●	●	●	On Track	Desktop review progressing.
		C1.2.2 Deliver and implement a youth plan.					Complete	The City's Youth Action Plan- The Platform was adopted by Council on 3 September 2019. The Plan is available the City's website and was successfully launched to key external stakeholders on 4 December 2019 at The RISE. Actions will be implemented as part of ongoing business as usual operations. Outcomes of the plan's implementation will be reported annually as described by action 'L3.1.3 Provide an annual report on the implementation of approved strategies' in the City's Corporate Business Plan 2019-2023.
		C1.2.3 Develop and implement a Public Health Plan.					Complete	Public Health and Wellbeing Plan has been completed and was endorsed by Council on 11 June 2019.
			●	●	●	●		Outcomes of the plan's implementation will be reported annually as described by action 'L3.1.3 Provide an annual report on the implementation of approved strategies' in the City's Corporate Business Plan 2019-2023.

**OUR COMMUNITY**

Aspiration: An active and engaged community.

1 October 2019 to 31 December 2019

Outcomes	Strategies	Actions	Timeframes				Status	Comments
			18/20	20/21	21/22	22/23		
		C1.2.4 Develop and implement a Culture Plan.					Complete	The City's inaugural Cultural Plan 2019 - 2024 was adopted by Council at the OCM of 23 July 2019. Following adoption, an implementation plan was developed and implementation commenced. Outcomes of the plan's implementation will be reported annually as described by action 'L3.1.3 Provide an annual report on the implementation of approved strategies' in the City's Corporate Business Plan 2019-2023.
	C1.3 Deliver a safety service which builds a strong sense of community safety.	C1.3.1 Apply Crime Prevention Through Environmental Design principles in Town Centre developments.					On Track	The Morley Activity Centre Plan includes a number of provisions to encourage CPTED principles. The scheme now includes provisions to locate large parking areas behind buildings and have visual permeability for ground floor shops to allow eyes on the street.
C2 Accessible services that recognise diversity	C2.1 Ensure the City's services and facilities are accessible and inclusive.	C2.1.1 Review of Aged Care assets.					On Track	Report recommending the next steps is going to the January Aged Care Divestment Committee meeting.



OUR NATURAL ENVIRONMENT

Aspiration: A green and sustainable environment.

1 October 2019 to 31 December 2019

Outcomes	Strategies	Actions	Timeframes				Status	Comments
			18/20	20/21	21/22	22/23		
N1 Natural environment and biodiversity that are conserved and protected.	N1.1 Develop and implement management strategies to strengthen the resilience of the environment.	N1.1.1 Develop and implement a City of Bayswater Environmental liveability framework including biodiversity, climate change, and urban forest.	●	●	●	●	On Track	The Environmental Liveability Framework community engagement process has been finalised and was approved by ELT. Community engagement is scheduled to commence in February.
N2 A resilient community that responds to sustainability challenges.	N2.1 Provide innovative waste and recycling services to reduce waste and empower the community to do the same.	N2.1.1 Review waste collection practices, investigate and implement alternative waste treatment technologies, including Food Organics and Garden Organics (FOGO).	●	●	●	●	On Track	An audit of the City's general waste bins is being undertaken in conjunction with the East Metropolitan Regional Council (EMRC). The City was successful with its submission of an EOI to WALGA for a bin tagging program which is due to commence in March 2020. The City is continuing to progress the rollout of FOGO and is currently liaising with the EMRC in regards to options for the future use of the Transfer Station and former Material Recovery Facility.
		N2.1.2 Deliver waste education to the community in partnership with other stakeholders.					On Track	Waste Education for the community is continuing via Cleanaway and the EMRC. The City has been working closely with the EMRC to develop a communication plan for the rollout of FOGO from 1 July 2020. The City is currently looking into an opportunity to partner with an organisation to help facilitate a community led waste and sustainability initiative.
			●	●	●	●		



OUR BUILT ENVIRONMENT

Aspiration: A quality and connected built environment.

1 October 2019 to 31 December 2019

Outcomes	Strategies	Actions	Timeframes				Status	Comments
			18/20	20/21	21/22	22/23		
B1. Appealing streetscapes.	B1.1. Develop and maintain streetscapes.	B1.1.1. Develop and implement a streetscape upgrade plan for Morley and Bayswater.	•	•			On Track	The Morley Streetscape plan was adopted by Council for advertising on 23 July 2019. Advertising of the plan has been completed and the outcome of the consultation will be reported to Council by February 2020. The Bayswater Streetscape plan will not be prepared by the City now that DevelopmentWA are involved in the Bayswater town centre. The City will work with DevelopmentWA and PTA.
		B1.1.2. Develop and implement a streetscape upgrade plan for Noranda.			•		Not Started	Not due to commence until 2020-21.
B2. A connected community with sustainable and well maintained transport.	B2.1. Advocate for safe and accessible public transport.	B2.1.1. Partner with the Department of Transport to deliver strategic bicycle routes.	•	•	•	•	On Track	Costings for the installation of the signalised pedestrian crossing have been obtained. The City has forwarded a letter to the Department of Transport on behalf of the Mayor expressing concerns. The City's preference is to have the signalised pedestrian crossing installed as soon as possible and not wait until the station works. Awaiting response from Department of Transport.
		B2.1.2. Complete and implement a City-wide Local Area Traffic Management Study.	•	•	•	•	Complete	The study was complete and endorsed by council in 2018. Recommendation for an implementation plan to be created based on the findings from the study was requested. This plan was complete and was proposed to council with recommendation for endorsement in March 2019. The Implementation Plan was approved on the 26 March 2019 Council Meeting.
		B2.1.3. Develop remaining Parking Management Strategies for Town Centres.	•	•	•	•	On Track	Parking Management Strategies for Morley and Maylands have been adopted and implementation is underway. A short-term parking improvement plan for Bayswater town centre was adopted by Council on 3 September 2019. Implementation is currently underway. New time restriction signs have been installed along Murray Street, with more to follow. Plans are being prepared for line marking of new bays along King William Street, and it is anticipated work will commence in early 2020 (before train station parking is removed).



OUR BUILT ENVIRONMENT

Aspiration: A quality and connected built environment.

1 October 2019 to 31 December 2019

Outcomes	Strategies	Actions	Timeframes				Status	Comments
			18/20	20/21	21/22	22/23		
B3 Quality built environment.	B3.1 Develop plans, policies and guidelines for quality built form.	B2.1.4 Investigate a pedestrian friendly shared place in the Bayswater Town Centre.	●	●	●	●	On Track	Will be implemented with the Metropolitan Redevelopment Authority and Public Transport Authority in the redevelopment of the Bayswater Station and the surrounding precinct. The City will seek to influence the detailed road and public realm design of these two agencies.
		B3.1.1 Prepare a Structure Plan and built form policies for each town centre - Maylands, Morley, Noranda and Bayswater.	●	●	●	●	On Track	The Morley Activity Centre Plan has been approved by the Western Australian Planning Commission (WAPC) and is currently being implemented. Funding of a plan for Walter Road West has been included in the 2019-20 budget and work is scheduled to commence in February 2020. The Meltham Station Precinct Structure Plan has been approved by the WAPC and new zoning has been implemented. The Bayswater Town Centre Structure Plan is with the WAPC for approval and it is anticipated that it will be determined in February/March 2020.
		B3.1.2 Develop and implement a Local Planning Strategy and develop a new town planning scheme.	●	●	●	●	On Track	The draft Local Planning Strategy was approved for advertising at the 30 April 2019 OCM. It is now with the WAPC for their consent to advertise. Preparation of a new scheme has commenced and will be completed in 2021.
		B3.1.3 Review and implement the Municipal Heritage Inventory and associated processes.	●	●	●	●	On Track	The draft inventory advertising period closed 29 August 2019. Officers and the consultants are reviewing the submissions and a report on the comments received will be put to the Heritage Advisory Committee meeting scheduled for 12 February 2020.
	B3.2 Facilitate the development of activity nodes.	B3.2.1 Facilitate the development of shopping precincts.	●	●	●	●	On Track	A report on the options for the Bedford shopping precincts will be presented to Council in early 2020.



OUR LOCAL ECONOMY

Aspiration: A business and employment destination.

1 October 2019 to 31 December 2019

Outcomes	Strategies	Actions	Timeframes				Status	Comments
			19/20	20/21	21/22	22/23		
E1 Support initiatives for local business.	E1.1 Implement initiatives that support business growth.	E1.1.1 Create precinct marketing plans that itemise the qualities of the town centres and transmits them to the public.	●	●			On Track	The precinct marketing plans are still being scoped but remain on track for completion and presentation to Council by June 2020.
E2 Active and engaging town and city centres.	E2.1 Increase public amenity in town and city centres to enhance community interaction and public safety.	E2.1.1 Strengthen the Morley City Centre as a pedestrian friendly environment to meet the requirements of a Strategic Metropolitan Centre.	●	●	●	●	On Track	The draft Morley Streetscape plan was adopted by Council for advertising at the 23 July 2019 OCM. Advertising has now been completed and the outcomes of the consultation will be reported to Council by February 2020.
		E2.1.2 Implement Town Centre Activation Plans.					On Track	In Bayswater town centre the City supplied 20 businesses with fairy lights to decorate windows and shopfronts. The project was a collaboration with the Baysie Rollers and the Town Team Movement. Holiday season event calendars have also been installed on planters, and plantings replenished. Three new planters were also installed along the Whalley Crescent footpath in collaboration with the Baysie Rollers. In Maylands town centre, the first e-newsletter has been distributed, featuring a mix of recent news, engagement opportunities, upcoming events, and contacts. Through the newsletter, the community has been invited to provide input on a number of projects occurring in the town centre, including the activation of Lync Lane, the sculpture at the corner of Whalley Crescent and Ninth Avenue, and car parking in the town centre. In the Morley city centre, the Progress Street Pocket Park (Stage 1) is now complete and was launched on Thursday 5 December 2019. The space was activated with a live band, lighting, food and a mix of business and community members. In Noranda town centre, the City partnered with the shopping centre owner to extend the crosswalk behind the Noranda shopping centre to connect to a newly created space, called The Nook. New asphalt was laid and line marked and works towards an action from the Noranda Place Activation Plan to improve walkability and connections within the town centre.

**OUR LOCAL ECONOMY***Aspiration:* A business and employment destination.

1 October 2019 to 31 December 2019

Outcomes	Strategies	Actions	Timeframes				Status	Comments
			19/20	20/21	21/22	22/23		
		E2.1.3 Develop and implement a Public Art Strategic Plan.	●	●			Not Started	Project was not funded in FY2019-20. Anticipated to commence in FY2020-21.



LEADERSHIP & GOVERNANCE

Aspiration: Open, accountable and responsive service.

1 October 2019 to 31 December 2019

Outcomes	Strategies	Actions	Timeframes				Status	Comments
			10/20	20/21	21/22	22/23		
L1 Accountable and good governance.	L1.1 Ensure policies, procedures and practices are effective.	L1.1.1 Investigate opportunities to simplify processes and reduce red tape in all areas of the City's business.	●	●	●	●	On Track	As changes are progressively rolled out as a result of the Local Government Act review, the City will continue to review processes to ensure consistency and reduce red tape where possible.
	L1.2 Deliver long term financial planning.	L1.2.1 Develop a land asset disposal and acquisition strategy and program, including review of use.	●	●			Off Track	The draft strategy is scheduled to be presented to a Councillor Workshop in February 2020.
L2 Proactively communicates and consults.	L2.1 Communicate and engage with the community.	L2.1.1 Develop a public relations and marketing strategy, including online and social media	●	●			On Track	A Communications and Marketing Strategy, and Social Media Strategy are currently being developed.
		L2.1.2 Undertake a community perception survey every two years.		●		●	Not Started	The next Community Perceptions Survey is scheduled for 2020-21 and work will commence closer to the date.
	L2.2 Provide quality customer services to the community.	L2.2.1 Develop, review and implement processes and corporate systems to be more responsive to community needs and contemporary customer interaction.	●	●	●	●	On Track	The scope and design specifications for re-engineering building services workflow has been finalised and development commenced. This will provide: <ul style="list-style-type: none"> • Improved system workflows to assist in the assessment of Building applications through the various stages of payment/referral/Request for information/assessment and determination. • Improved tracking information via the City's website for customers regarding the processing of building applications as they progress through the various stages to determination.
L3 Strong stewardship and leadership	L3.1 Provide Council with information and support to enable informed decision making.	L3.1.1 Co-ordinate ongoing training programs for elected members.	●	●	●	●	On Track	The City is assisting newly Elected Members or those who were returned at the recent Council election in arranging completion of the required training under the new requirements of the Local Government Act. City staff continue to keep all Councillors updated on new training opportunities and assist in booking these as required.
		L3.1.2 Undertake annual staff satisfaction surveys.	●	●	●	●	On Track	2020 survey was completed in December 2019.
		L3.1.3 Provide an annual report on the implementation of approved strategies.	●	●	●	●	On Track	Strategies have been grouped into four themes in order to provide four reports annually, one in each quarter. The first report will be delivered to the February 2020 Audit and Risk Meeting. In preparation for that meeting, a template is being prepared so information can be easily gathered and shared in the report.

Attachment 3**Key Performance Indicator Two – Key Projects**

The specific projects have been identified as key focus areas and will be assessed based on meeting the deliverables as outlined in the following table:

Ref	Project Title	Description	Specific Actions/Deliverables for 2019/20	Update – February 2020
2.1	Strategic Planning Workshop	In order to refocus the direction of the Council following the 2019 elections, a strategic planning workshop will be held with Councillors and Executive staff to review/set the Council priorities for the next two years.	<ol style="list-style-type: none"> 1. Workshop format and discussion paper to be developed and presented to Council for consideration by 30 November 2019. 2. Subject to Council approval, workshop to be conducted by 28 February 2020 3. Workshop outcomes to be documented and provide direction for the major review of the Strategic Community Plan 	Councillor Strategic Workshop was held 31 January – 1 February. Outcomes of the workshop are currently being documented to assist in the review of the Strategic Community Plan.
2.2	Council Advocacy Strategy	Council advocacy strategy to be updated in line with the outcomes of the Strategic Planning Workshop	<ol style="list-style-type: none"> 1. Advocacy strategy and major projects/initiatives papers to be developed prior to 30 April 2020 in lines with the outcomes of the Strategic Planning workshop 2. In conjunction with the Mayor, arrange and attend meetings with State and Federal Ministers and where appropriate government agencies and private sector on relevant projects and reports on meetings provided to all elected members 	<p>Advocacy and major project papers will shortly be developed in line with the outcomes of the Strategic Planning Workshop.</p> <p>The CEO has provided the Mayor and Deputy Mayor updates on a number of initiatives in line with Council's key strategic projects. As the contents of some of these are still confidential, updates can be provided to Councillors upon request.</p> <p>The CEO has continued to meet with relevant State Government departments and agencies including DevelopmentWA, Department of Local Government, Sport and Cultural Industries, Department of Planning, Lands and Heritage and the Minister for Planning.</p>
2.3	SEED Project Progress Reports	Reports to be provided on actions identified in the SEED Project Reports.	<p>Close out reports to be provided for:</p> <ul style="list-style-type: none"> • Parks and Gardens • Community Development • Community Events • ELT • OSH • Training, Development and Staff Wellbeing. 	No update this quarter.
2.4	Financial Management	To ensure effective and prudent financial management, reporting to Council will require an increased focus on carry forward projects.	<ol style="list-style-type: none"> 1. A reduction in the level of carry forward expenditure with a focus on operating projects and activities. 2. A strategy to be presented to Council prior to the adoption of the 20/21 budget to help reduce the amount of operating carry forwards. 	<p>Council adopted a Strategic Budget Policy in January 2020 which will assist in development of the 2020/21 budget.</p> <p>The City has started the 2020/21 budget process following Strategic Planning Workshop as this will inform what priority projects need to be included in the next budget.</p>
2.5	Service Reviews	To ensure effective delivery and improvements in customer service, further service reviews are to be undertaken with reports provided to Council at the end of each review.	<ol style="list-style-type: none"> 1. Reports on service reviews initiated by the CEO to be provided upon completion of each review 2. Service Reviews of areas identified and approved by Council to be reported upon completion. 	The Planning Branch undertook an independent customer service survey and has developed a draft action plan reflecting the outcomes of the survey. One of the recommendations is to trial a satisfaction survey with each Development

				<p>Application issued. A further update will be provided once sufficient data has been collected to enable efficient reporting.</p> <p>A revised Customer Service Charter has been developed and an implementation program will begin over the next few months.</p>
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Key Performance Indicator Three – Individual Performance

The following specific focus areas were identified either by the Chief Executive Officer Review Committee or the CEO as areas for professional development.

Ref	Focus area	Specific Actions/Deliverables for 2019/20	Update – February 2020
3.1	Professional Development	<ol style="list-style-type: none"> Attendance at relevant state and national forums related to local government with report on outcomes provided to Council Ongoing involvement and participation in the Local Government Chief Officers Group Represent the Council at the Annual ALGA and WALGA events 	<p>The CEO attended the Homelessness Masterclass in December 2019 and a report was noted by Council in January 2020.</p> <p>Ongoing involvement and participation in the Local Government Chief Officers Group has continued with the CEO attending the November meeting in Hervey Bay, Queensland.</p> <p>The CEO continues to advocate on behalf of local government in the public sector through his membership on the State Records Advisory Board and as a State Councillor for the Institute of Public Administration Australia WA.</p>
3.2	Engagement and Communication	<ol style="list-style-type: none"> Facilitation of Councillor workshops and briefings Effective consultation with portfolio councillors on relevant subject matter through either distribution of information or attendance at relevant conferences, seminars and events Attendance at significant Council events and activities. 	<p>A trial is being undertaken on a new format for Councillor workshops in the form of an Agenda Briefing Forum and Concept Forum following feedback received by Councillors. At the end of the three month trial, a report will be presented back to Council to consider whether the make the change permanent.</p> <p>Council deferred establishment of Councillor Portfolios pending the outcome of the Strategic Planning Workshop.</p> <p>The CEO has invited Elected Members regular one on one catch ups. A number of Councillors have requested regular meetings with the CEO.</p> <p>A new format was introduced for the Annual General Meeting of Electors to encourage greater participation for electors. Feedback received from the public has been positive regarding the changes.</p> <p>At the request of the Select Committee Inquiry into Local Government, the CEO appeared before the Select Committee in October 2019 to provide evidence on the inquiry.</p>

10.5.2.2 Progress Report - Outcomes of Strategic Planning Workshop

Applicant/Proponent:	City of Bayswater	
Owner:	City of Bayswater	
Responsible Directorate:	Office of the Chief Executive Officer	
Authority/Discretion:	<input checked="" 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
Voting Requirement:	Simple Majority Required	
Attachments:	Confidential Attachment(s) 1. Discussion Paper – Outcomes of Strategic Planning Workshop	
Refer:	OCM 29.10.2019 Item 10.1.2	

Confidential Attachment – in accordance with section 5.23(2)(e) of the Local Government Act 1995 (WA) – a matter that if disclosed, would reveal:

- (i) **a trade secret;**
- (ii) **information that has a commercial value to a person; or**
- (iii) **information about the business, professional, commercial or financial affairs of a person.**

SUMMARY

For Council to consider the outcomes of the strategic planning workshop and the progression of the key projects identified through the workshop process.

COMMITTEE RECOMMENDATION

That Council:

- Notes the outcomes of the Strategic Planning Workshop as outlined in Attachment 1 with the addition of a comment relating to opportunities for redevelopment of the Bayswater Library/Community Centre; and
- Requests the Chief Executive Officer to progress with the development of capital works and advocacy works related to the key projects as outlined in the report.

COUNCIL RESOLUTION

That Council:

- Notes the outcomes of the Strategic Planning Workshop as outlined in Attachment 1 with the addition of a comment relating to opportunities for redevelopment of the Bayswater Library/Community Centre; and**
- Requests the Chief Executive Officer to progress with the development of capital works and advocacy works related to the key projects as outlined in the report that are capital works projects that are “shovel ready” and identify other capital projects that are also “shovel ready”.**

CR DAN BULL, MAYOR MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY: 10/0

REASON FOR CHANGE

Council changed the Officer's Recommendation as it considered 'shovel ready' capital works projects need to be progressed to assist in reducing the impact of the COVID-19 pandemic on the local economy and the community, such as facilitating employment and investment opportunities.

BACKGROUND

At the Ordinary Council Meeting of 29 October 2019, Council resolved as follows:

"That Council:

- 1. Commits to holding a strategic planning forum in the first quarter of 2020;*
- 2. Authorises the Chief Executive Officer in consultation with the Mayor to engage a facilitator to strategic planning forum during the first quarter of 2020;*
- 3. Request the Chief Executive Officer and Mayor in consultation with the appointed facilitator to develop a workshop format and discussion paper;*
- 4. Request the Chief Executive to consult with elected members to seek any additional strategic issues or priorities for consideration and present a summary report to Council for consideration at the Council Meeting of 3 December 2019; and*
- 5. Approves funding for the engagement of a facilitator and this is to be reflected in the next budget review."*

In accordance with the above resolution, AIM WA were engaged to facilitate the Strategic Workshop which was held on 31 January – 1 February 2020.

EXTERNAL CONSULTATION

Nil.

OFFICER'S COMMENTS

The Strategic Workshop was held on 31 January – 1 February and a discussion paper outlining the outcomes of the workshop is included at **Confidential Attachment 1**.

Given that the Mayor, Cr Ehrhardt and the Chief Executive Officer will be attending the ALGA National General Assembly in Canberra in June 2020 and meeting with relevant Federal ministers while in Canberra, finalisation of the outcomes of the workshop and confirmation of the next steps are important to allow sufficient time to prepare advocacy documentation to present to Federal ministers in June and allow Council representatives to advocacy and lobby effectively on behalf of the community.

In accordance with the key performance indicators of the Chief Executive Officer, there is a requirement to arrange a Strategic Planning Workshop with Councillors and the discussion paper provided in **Attachment 1** presents the findings of that workshop

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

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

Theme: Our Built Environment

Aspiration: A quality and connected built environment.

Outcome L3: Strong stewardship and leadership

CONCLUSION

The finalisation of the report on the Strategic Planning Workshop will enable the City to prepare advocacy documentation for Council representatives who will be travelling to Canberra in July to advocate and lobby on behalf of the community and will allow for further planning of the key projects identified.

10.5.3 Reconciliation Advisory Committee - 4 March 2020**10.5.3.1 Progress of Reflect RAP Implementation**

Responsible Branch:	Community Development	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required	
Attachments:	1. Reflect Reconciliation Action 2. Consultative Yarning Session Summary 7 September 2019	
Refer:	Item 10.5.2.1: OCM 3.09.2019	

SUMMARY

For Council to note the City's Reflect Reconciliation Action Plan 2019 – 2020 (RAP) implementation progress from November 2019 to February 2020 and also consider feedback received from the City's Reconciliation Advisory Committee (RAC) on the implementation progress of the City's RAP.

OFFICER'S RECOMMENDATION

That Council:

1. Notes the City's Reflect Reconciliation Action Plan 2019 – 2020 implementation progress from November 2019 to February 2020.
2. Notes the following feedback from the City's Reconciliation Advisory Committee in relation to the implementation progress of the City's Reflect Reconciliation Action Plan 2019-2020:
 - (a) _____
 - (b) _____
 - (c) _____.

COUNCIL RESOLUTION**(ADVISORY COMMITTEE RECOMMENDATION)**

That Council:

1. **Notes the City's Reflect Reconciliation Action Plan 2019 – 2020 implementation progress from November 2019 to February 2020.**
2. **Notes nil feedback from the City's Reconciliation Advisory Committee in relation to the implementation progress of the City's Reflect Reconciliation Action Plan 2019-2020.**

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 10/0

BACKGROUND

At the Ordinary Council Meeting held on 3 September 2019, Council adopted the further revised draft City of Bayswater Reflect Reconciliation Action Plan 2019 –2020, and resolved as follows:

“That Council:

- 1. Notes the feedback received from Reconciliation Australia with regards to the draft City of Bayswater Reconciliation Action Plan Reflect July 2019 - June 2021.*
- 2. Adopts the further revised draft City of Bayswater Reconciliation Action Plan Reflect November 2019 – November 2020 as contained in Attachment 1 to this report.*
- 3. Approves the further revised draft Reconciliation Action Plan Reflect November 2019 – November 2020 to be forwarded to Reconciliation Australia for final endorsement.”*

The draft Reflect Reconciliation Action Plan November 2019 – November 2020 ("Plan") was then forwarded to Reconciliation Australia for endorsement, and was subsequently approved on 1 November 2019.

The Reconciliation Advisory Committee (RAC) Terms of Reference, outlines one of the responsibilities of the Committee is to consider and make recommendations on the implementation of the Plan.

Attachment 1 details individualised progress reports from various City branches for consideration by the RAC, regarding the implementation of The Plan from November 2019 to February 2020.

There are four pillars supporting reconciliation within the Plan, as follows:

- Pillar 1 – Relationships;
- Pillar 2 – Respect;
- Pillar 3 – Opportunities; and
- Pillar 4 – Governance.

Within the Pillars, there are four themes which arose from community consultation during the development of The Plan. These themes are embedded under each of the Pillars and are noted as being; Rituals and Protocols; Cultural; Employment and Training; and Sharing, Learning and Building Connections.

EXTERNAL CONSULTATION

Community consultation was not required in relation to this report.

OFFICER'S COMMENTS

There are 2 attachments to this report, which focus on the City's progress in working towards achieving deliverables, as listed in the Plan.

Various City branches, whose core business relates to progressing deliverables within the Plan from November 2019 to February 2020 have been consulted to inform the information update reports in **Attachment 1**.

The 19 information update reports in **Attachment 1** are presented under the relevant themes and actions that have been progressed since the adoption of The Plan, in November 2019, as tabled below:

Pillar 1 - Relationships

Theme	Action	Information Update Report
Rituals and Protocols	<ul style="list-style-type: none"> Re-establish the Aboriginal Advisory Committee (AAC) with the name Reconciliation Advisory Committee (RAC). Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations. 	1 2
Employment and Training	<ul style="list-style-type: none"> Promote positive race relations through anti-discrimination strategies. 	3
Sharing, Learning and Building Connections	<ul style="list-style-type: none"> Promote reconciliation through our sphere of influence. 	4, 5, 20

Pillar 2 – Respect

Theme	Action	Information Update Report
Rituals and Protocols	<ul style="list-style-type: none"> Display the Aboriginal and Torres Strait Islander flags at City buildings where staff are located. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols. 	6,7,8,9,10
Employment and Training	<ul style="list-style-type: none"> Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning. 	11,12,13
Sharing, Learning and Building Connections	<ul style="list-style-type: none"> Share local (City of Bayswater) Aboriginal and Torres Strait Islander people's cultural history with the community. 	14

Pillar 3 – Opportunities

Theme	Action	Information Update Report
Cultural	<ul style="list-style-type: none"> Strengthen the natural environment and focus on the importance of native flora and fauna. 	15
Employment and Training	<ul style="list-style-type: none"> Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development. 	16
Sharing, Learning and Building Connections	<ul style="list-style-type: none"> Actively seek the involvement of Aboriginal and Torres Strait Islander peoples in projects and 	17

	events.	
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Pillar 4 – Governance

Theme	Action	Information Update Report
Not applicable	<ul style="list-style-type: none"> Establish and maintain an effective internal RAP Working Group (RWG) to drive governance of the RAP. 	18
Not applicable	<ul style="list-style-type: none"> Provide appropriate support for effective implementation of RAP commitments. 	19

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.

Option 1	That Council: <ol style="list-style-type: none"> Notes the City's Reflect Reconciliation Action Plan 2019 – 2020 implementation progress from November 2019 to February 2020. Notes the following feedback from the City's Reconciliation Advisory Committee in relation to the implementation progress of the City's Reflect Reconciliation Action Plan 2019-2020: <ol style="list-style-type: none"> _____ _____ _____. 	
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
Conclusion	It is considered that there are low risks associated with the information provided in this report, as it meets the objectives of the City's Reflect RAP 2019 – 2020 and the information will be used to inform the City's annual report to Reconciliation Australia in September 2020. The risks associated with any feedback or suggestion provided by the City's RAC are unknown at this stage.	

Option 2	That Council provides additional feedback and suggestions in relation to the City's Reflect Reconciliation Action Plan 2019 – 2020 implementation progress from November 2019 to February 2020.	
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	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	It is considered that this option has a moderate risk to community and stakeholder relationships should Council choose to provide additional feedback/suggestions into the City's Reflect RAP implementation process without first having consulted the City's RAC. One of the main purposes of the RAC is to advise and assist in the development, implementation and monitoring of a RAP for the City, as listed in its Terms of Reference. Any other risks associated with additional feedback or suggestions provided by Council are unknown at this stage.	

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

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

Theme: Our Community.

Aspiration: An active and engaged community.

Outcome C2: Accessible services that recognise diversity.

Pillar 1 Relationships- the City seeks to establish its sphere of influence by establishing mutually beneficial relationships within the local area.

Pillar 2 Respect- the City seeks to increase its understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories knowledge and rights through cultural learning.

Pillar 3 Opportunities- the City seeks to improve outcomes relating to Aboriginal and Torres Strait Islander supplier diversity to improve economic and social outcomes.

Pillar 4 Governance- the City seeks to maintain and progress the effective governance of the RAP through reporting RAP achievements, challenges and learnings both internally and externally.

CONCLUSION

In light of the above, it is recommended that Council notes the information provided within the attached Reflect RAP 2019 –2020 implementation progress reports from November 2019 to February 2020 and notes any feedback or suggestions received by the City's RAC.

Attachment 1

City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT 1	
AUTHOR	Manager Community Development
BRANCH	Community Development
STRATEGY	Relationships – Rituals and Protocols
ACTION	Re-establish the Aboriginal Advisory Committee (AAC) with the name Reconciliation Advisory Committee (RAC)
DELIVERABLE	<p>Reconciliation Advisory Committee will meet quarterly to manage and monitor the activities and deliverables detailed In this 'Reflect' RAP and report on its implementation.</p> <p>Launch our first 'Reflect' RAP.</p> <p>Continue to encourage Aboriginal and Torres Strait Islander community representation on the RAC.</p>
INFORMATION	<p>The City consulted with the former Aboriginal Advisory Committee at its meeting on 19 August 2019 to obtain ideas on the delivery of the inaugural launch of the 'Reflect' RAP. Refer to Images 1, 2 and 3. Due to local government elections in October, the re-establishment of the RAC was delayed. Expressions of Interest from five community members were sought in November/December 2019. On 28 January 2020 Council resolved to appoint six community members to the new RAC.</p>
OUTCOMES	<p>The following outcomes are identified as achievements aligned to Rituals and Protocols:</p> <p><u>Reconciliation Advisory Committee</u></p> <ul style="list-style-type: none"> • In December 2019 Council resolved to re-establish its Aboriginal Advisory Committee under the new name of Reconciliation Advisory Committee. • On 28 January 2020 Council resolved to appoint six community members to the new RAC. • The first meeting of the new RAC is being held 4 March 2020. <p><u>Launch of Reflect RAP</u></p> <ul style="list-style-type: none"> • Members of the City's former Aboriginal Advisory Committee (AAC) were in attendance at the Reflect RAP launch. • Staff and guests experienced protocol of Welcome to Country and ritual of Smoking Ceremony. • Official launch strengthened relationships with Whadjuk Elders. • The Reflect RAP was promoted with a display stand at the City's Morley, Bayswater and Maylands libraries, enabling community members access to the hard copy of the publication.

- Reflect RAP published on the City's website.
- Reflect RAP endorsed by Reconciliation Australia and published on their website.

Continue to Encourage Aboriginal and Torres Strait Islander Community Representation on RAC

- Four RAC community members identified as being from Aboriginal and/or Torres Strait Islander descent.
- The first meeting of the new RAC is being held 4 March 2020.

City of Bayswater's first Reconciliation Action Plan in the works

March 6th, 2019, 04:00PM | Written by Kristie Lim | Eastern Reporter NEWS



📷 L-R: Danni Cameron (Committee member, AAC), Stacy Maxted (Committee member, AAC) and Cr Stephanie Gray (City of Bayswater), Photo: David Baylis



THE voices of the Aboriginal community have been reflected in the City of Bayswater's first Reconciliation Action Plan.



Part one of the draft plan, titled Reflect, is currently being reviewed by Reconciliation Australia where recommendations will be made to the City before formal implementation.



It was formed by the Aboriginal Advisory Committee, which



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Image 1 City consulted with the former Aboriginal Advisory Committee to develop the City's first Reflect Reconciliation Action Plan.

CITY CELEBRATES NATIONAL RECONCILIATION WEEK

Read more as the City of Bayswater prepares to celebrate National Reconciliation Week 2019.



GENERAL NEWS

Fostering positive relationships between the broader community and Aboriginal and Torres Strait Islander peoples is at the heart of the City of Bayswater's 2019 National Reconciliation Week celebrations.

Working with this year's theme 'grounded in truth', the City will be reflecting on its Reconciliation journey so far, and encouraging the community to broaden their knowledge of Noongar culture.

City of Bayswater Mayor Dan Bull said that the City is working to create an inclusive and respectful community in which the cultures of its first peoples are acknowledged, shared and celebrated.

"Over the past year we have achieved two important milestones in our Reconciliation journey under the guidance of our Aboriginal Advisory Committee. In 2018 Council fully

supported the 'Uluru Statement from the Heart' by officially endorsing it. Our draft Reflect: Reconciliation Action Plan is now with Reconciliation Australia undergoing its final review.

"Reconciliation is not a simple journey or one to be taken lightly, but we are committed to fostering positive relationships with Aboriginal and Torres Strait Islander community and will continue to look for ways to support them.

The City will be hosting a special edition of its free Noongar Language and Culture sessions at Maylands Library on Saturday June 1 to celebrate the week. Led by local Aboriginal and Islander Education Officer and Noongar language teacher Carol Foley, the workshop will explore Reconciliation and teach participants colours, numbers and greetings in Noongar language.

"I really encourage everyone in the community to come along, these sessions are an incredible opportunity to learn about our City through the eyes of its first people."

National Reconciliation Week runs annually from 27 May to 3 June. For more information or full event details, [click here](#).

Image 2 *City consulted with the former Aboriginal Advisory Committee for National Reconciliation Week 2019.*



Image 3 *Bollard cover signage outside the entrance to the Civic Centre.*

City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT 2	
AUTHOR	Manager Community Development
BRANCH	Community Development
STRATEGY	Relationships – Rituals and Protocols
ACTION	Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.
DELIVERABLE	Continue annual membership of Reconciliation Western Australia.
INFORMATION	The journey of building enduring partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations has commenced. The City welcomes these new partnerships as together we commit to building the RAP pillars for positive change.
OUTCOMES	<p>The following outcomes are identified as achievements aligned to Rituals and Protocols:</p> <ul style="list-style-type: none"> • The City is a member of Reconciliation Western Australia from February 2020 to February 2021 and is scheduled to meet with staff from Reconciliation WA on Thursday 20 February to learn about projects and initiatives currently being progressed. • The City has internally developed and maintains a new RAP - 'Relationships' database that includes Reconciliation Western Australia.

City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT 3	
AUTHOR	Manager People, Culture and Safety
BRANCH	People, Culture and Safety
STRATEGY	Relationships – Employment and Training
ACTION	Promote positive race relations through anti-discrimination strategies.
DELIVERABLE	Review human resources policies and procedures to identify existing anti-discrimination provisions, and future needs.
INFORMATION	<p>The City has reviewed existing documentation to take into account requirements of Reflect RAP. The consultation/engagement process is to be defined and actioned by May 2020. This deliverable forms part of the City's People, Culture and Safety Business Plan (Quarter 3) that states:</p> <p><i>“Research leading practices/policies and identify existing anti-discrimination provisions & future needs.”</i></p>
OUTCOMES	<p>The following outcomes are identified as achievements aligned to Employment and Training:</p> <ul style="list-style-type: none"> • A baseline foundation has been established and is being used to inform and help understand where there may be gaps and/or amendments to be actioned with regards to the City's human resource policies and procedures. • A draft Employment Equity and Workplace Diversity Management Practice has been completed and is currently being reviewed.

City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT 4	
AUTHOR	Manager Community Development
BRANCH	Community Development
STRATEGY	Relationships – Sharing, Learning and Building Connections
ACTION	Promote reconciliation through our sphere of influence
DELIVERABLE	<p>Meet with adjoining local governments to discuss matters relating to reconciliation.</p> <p>Continue working with the East Metropolitan Perth Reconciliation Group to inform the City's Reconciliation Advisory Committee (RAC).</p> <p>Build relationships with local schools through their Aboriginal and Islander Education Officers and Chaplains.</p>
INFORMATION	The City recognises that nurturing and increasing our sphere of influence will strengthen the City's capacity to achieve reconciliation. Together all sectors of society have a role to play and the City is making progress in this pillar.
OUTCOMES	<p>The following outcomes are identified as achievements aligned to Sharing, Learning and Building Connections:</p> <ul style="list-style-type: none"> • The City directly meets with neighbouring local governments (Bassendean, Swan, Stirling, Vincent and Belmont) on an as needs basis. In particular, the City partnered with the Town of Bassendean to deliver the NAIDOC Family Day 2019 event and is scheduled to meet 12 February 2020 to commence planning for NAIDOC Week 2020. • The City liaises with neighbouring local governments with respect to reconciliation via the WA Local Government Association (WALGA) Aboriginal Engagement Network Meetings/sessions. The City participated in the following sessions since the implementation of the Plan: <ul style="list-style-type: none"> ○ 15 November 2019 - Key Challenges and Successes in pursuing reconciliations and partnerships with Aboriginal and Torres Strait Islander people. ○ 21 January 2020 - Aboriginal Empowerment Strategy. The WA Department of the Premier and Cabinet - A Path Forward: Developing the Western Australian Government's Aboriginal Empowerment Strategy. • The City has representation from the East Metropolitan Perth Reconciliation Group on the RAC. • The City plans to meet with local schools over the next few months through their Aboriginal and Islander Education Officers and Chaplains when students and teachers have settled into a new school year to identify ways we can work together to progress Reconciliation forward. • To progress the City's sphere of influence, the City has created a new RAP Collective database of government and non-government organisations that have a RAP or would like to develop a RAP in the City of Bayswater. Currently 30 organisations have been identified. This includes but is not limited to sport,

art and cultural organisations located within the City.

City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT 5	
AUTHOR	Manager Sustainability and Environment
BRANCH	Sustainability and Environment
STRATEGY	Relationships - Sharing, Learning and Building Connections
ACTION	Promote reconciliation through our sphere of influence.
DELIVERABLE	Build relationships with local Aboriginal and Torres Strait Islander Elders to increase educational opportunities for staff.
INFORMATION	<p>On 7 September 2019, a 'Consultative Yarning' activity was organised by the City. It involved participants going on a day tour of four significant Aboriginal heritage sites/places identified by the Department of Aboriginal Affairs located in the City of Bayswater. Sites visited were:</p> <ol style="list-style-type: none"> 1. Bardon Park, Maylands; 2. Tranby Reserve, Maylands; 3. Hillcrest Primary School (bushland); and 4. Bayswater and Maylands Scarred Tree, Bayswater. <p>50 local community members including representatives from the former Aboriginal Advisory Committee and East Metropolitan Perth Reconciliation Group joined Wadjuk Noongar Elder May McGuire and Vaughn McGuire marmum (man).</p> <p>Elder May McGuire and Vaughn McGuire shared cultural knowledge and raised awareness about the sites of significance. This included a Welcoming Ceremony and Smoking Ceremony before embarking on the day tour, as well as a Smoking Ceremony at the Scarred Tree.</p>
OUTCOMES	The Consultative Yarning Session resulted in a collation of ideas to consider when formally acknowledging the significant heritage sites in the future (<i>Refer Attachment 2 – Consultative Yarning Session Summary_7 September 2019</i>).

City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT 6	
AUTHOR	Manager Building Works Manager Community Development
BRANCH	Building Works Community Development
STRATEGY	Respect - Rituals and Protocols
ACTION	Display the Aboriginal and Torres Strait Islander flags at City buildings where staff are located.
DELIVERABLE	Develop a plan of action for installing Aboriginal and Torres Strait Islander flagpoles at locations other than the City of Bayswater Civic Centre.
INFORMATION	The City is committed to installing new flagpoles at City Civic locations other than the Civic Centre. This works and infrastructure project will need to be scoped and budgeted before construction and installation can take place. Both the Community Development and Building Works branches are collaborating on this deliverable.
OUTCOMES	The following outcomes are identified as achievements aligned to Rituals and Protocols: <ul style="list-style-type: none"> • Currently there are flag poles installed at the Civic Centre where the Aboriginal and Torres Strait Islander flags are flown. • A project scope is currently being developed to identify suitable City-owned and operated sites for the installation of flag poles. • Quotations for the purchase and installation of flag poles and flags will be progressed following site investigations.

City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT 7	
AUTHOR	Manager Library and Customer Services Assistant Manager Recreation
BRANCH	Library and Customer Services Recreation
STRATEGY	Respect - Rituals and Protocols
ACTION	Display the Aboriginal and Torres Strait Islander flags at City buildings where staff are located.
DELIVERABLE	Display desk flags in Administration where no flags poles are available
INFORMATION	<p>The City's public libraries are inclusive places for community to use and are guided by the philosophy of Life Long Learning. Similarly the City's Recreation facilities (Bayswater Waves, The RISE, Maylands Water Playground and Morley Sport and Recreation Centre) are welcoming recreational places for community to use. Consequently, implementing the City's Reflect RAP has been an instinctive process for both City branches.</p> <p>The City's Recreation branch is currently investigating the feasibility of including the City's Acknowledgement of Country at all City owned and operated recreational facilities including:</p> <ul style="list-style-type: none"> • Internal LED screens; • External LED screens; and • External fixed signage. <p>'Acknowledgement of Country' would be in both Noongar language and English language interpretation.</p>
OUTCOMES	<p>The following outcomes are identified as achievements:</p> <ul style="list-style-type: none"> • The desk flag sets continue to be displayed at the customer service counters at the three Libraries and the Civic Centre. • Additional desk flag sets were ordered 7 February 2020.

City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT 8	
AUTHOR	Manager Community Development Manager Sustainability and Environment
BRANCH	Community Development Sustainability and Environment
STRATEGY	Respect - Rituals and Protocols
ACTION	Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.
DELIVERABLE	Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within the City's operational area.
INFORMATION	<ul style="list-style-type: none"> The City shows an appreciation of the Noongar seasons through a visual installation in Bardon Park, Maylands, which is in close proximity to the Derbal Yerrigan (Swan River). Over the past 18 months, City staff have worked closely with the Aboriginal families grieving the death of their sons, who drowned in the Derbal Yerrigan (Maylands site) in September 2018. Memorials have been created and are currently respectfully stored until restoration to the site is completed in 2020. The City will continue to work with the families and plans to hold another Smoking Ceremony once the restoration of the site is completed and the memorial stones can be set down permanently.
OUTCOMES	<p>The following outcomes are identified as achievements:</p> <ul style="list-style-type: none"> Bardon Park Riverside playground in Maylands, features a rock garden installation depicting the six Noongar seasons of Birak, for the community to gain increased awareness of the Traditional Owners and Custodians of the lands and waters within City of Bayswater. The six seasons depicted are: <ul style="list-style-type: none"> Birak – first summer Bunuru – second summer Djeran – autumn Makaru – winter Djilba – first spring Kambarang – second spring. A private Smoking Ceremony took place by the Swan River in November 2019 for the two Aboriginal families grieving the death of their sons, who drowned in the Derbal Yerrigan in September 2018. Two City staff were invited to participate in

	the ceremony (Manager Community Development and Manager Sustainability and Environment). The purpose of the ceremony was to initiate the healing process for the grieving families and re-establish connection to the river and cleanse the land.
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City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT 9	
AUTHOR	Manager Community Development
BRANCH	Community Development
STRATEGY	Respect - Rituals and Protocols
ACTION	Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.
DELIVERABLE	Increase staff and Elected members understanding of the purpose and significance behind cultural protocols, including 'Acknowledgement of Country' and 'Welcome to Country' protocols.
INFORMATION	The Reflect RAP journey has been invaluable paving the way for staff and Elected Members and increasing their awareness about Aboriginal and Torres Strait Islander rituals and protocols. The City will continue to build this pillar for positive change.
OUTCOMES	<p>The following outcomes are identified as achievements aligned to Rituals and Protocols:</p> <ul style="list-style-type: none"> • 'Welcome to Country' performed at four of the City's events in 2018/2019. • 'Acknowledgement of Country' at Ordinary Council meetings and at workshops, events and forums open to the public. • City staff utilising the 'Acknowledgement of Country' in internal meeting agenda templates and PowerPoint Presentations.

City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT 10	
AUTHOR	Manager Communications and Marketing
BRANCH	Communications and Marketing
STRATEGY	Respect - Rituals and Protocols
ACTION	Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.
DELIVERABLE	Incorporate Acknowledgement of Country in corporate documents i.e. Annual Report
INFORMATION	The City's Communications and Marketing branch have embraced the Reflect RAP journey and are exploring mediums of promotion and advertising (online and print) to educate, promote and connect with community about the City's Reflect RAP.
OUTCOMES	<p>The following outcomes are identified as achievements aligned to Rituals and Protocols:</p> <ul style="list-style-type: none"> • The Acknowledgement of Country, written in Noongar language and English interpretation, is inserted on the inside cover of the new Reflect RAP and City of Bayswater Annual Report 2018/2019. Refer Image 1. • Acknowledgement of Country, written in Noongar language and English interpretation, is inserted into a new City of Bayswater Powerpoint presentation template. This new template is included in the City of Bayswater Brand Style Guide 2019. Refer Images 2, 3 and 4.

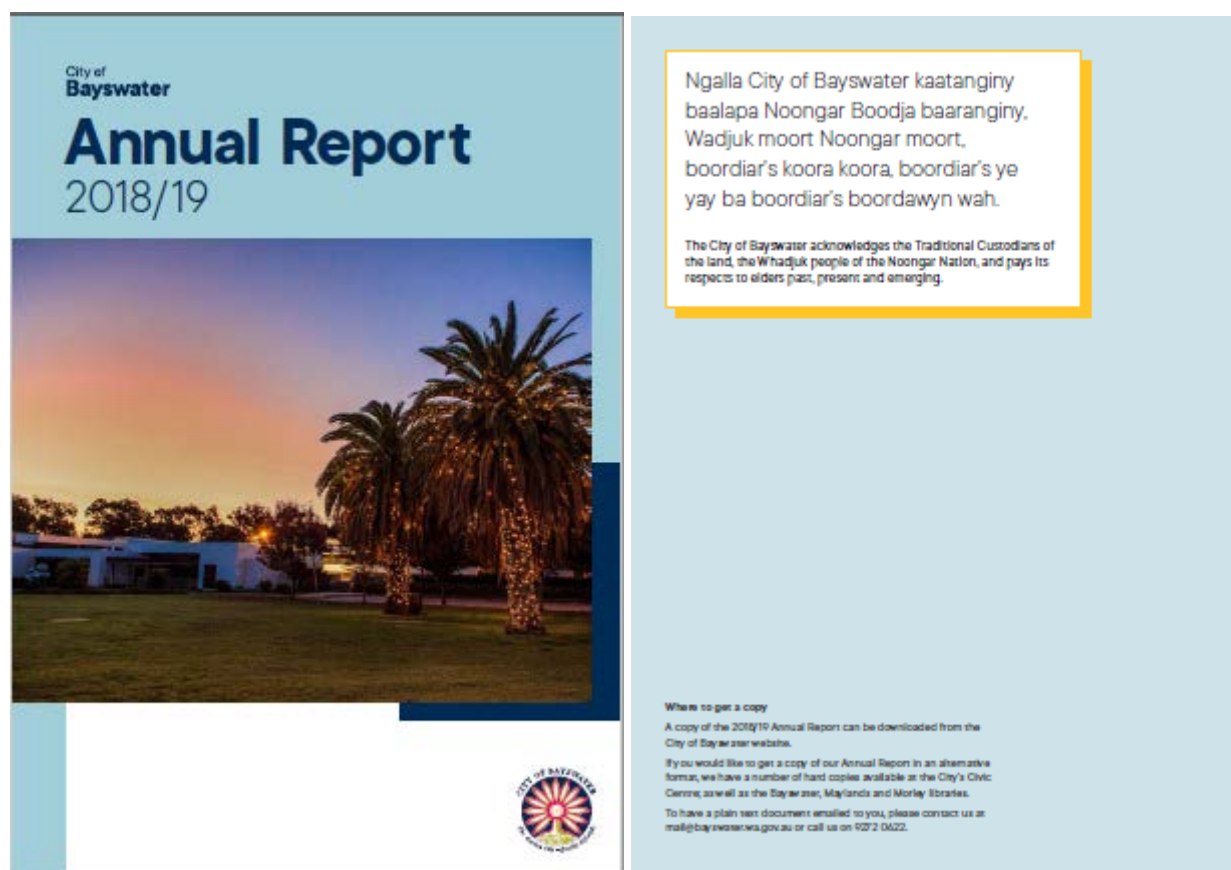


Image 1 New RAP 'Reflect' Acknowledgement of Country, written in Noongar language and English interpretation.

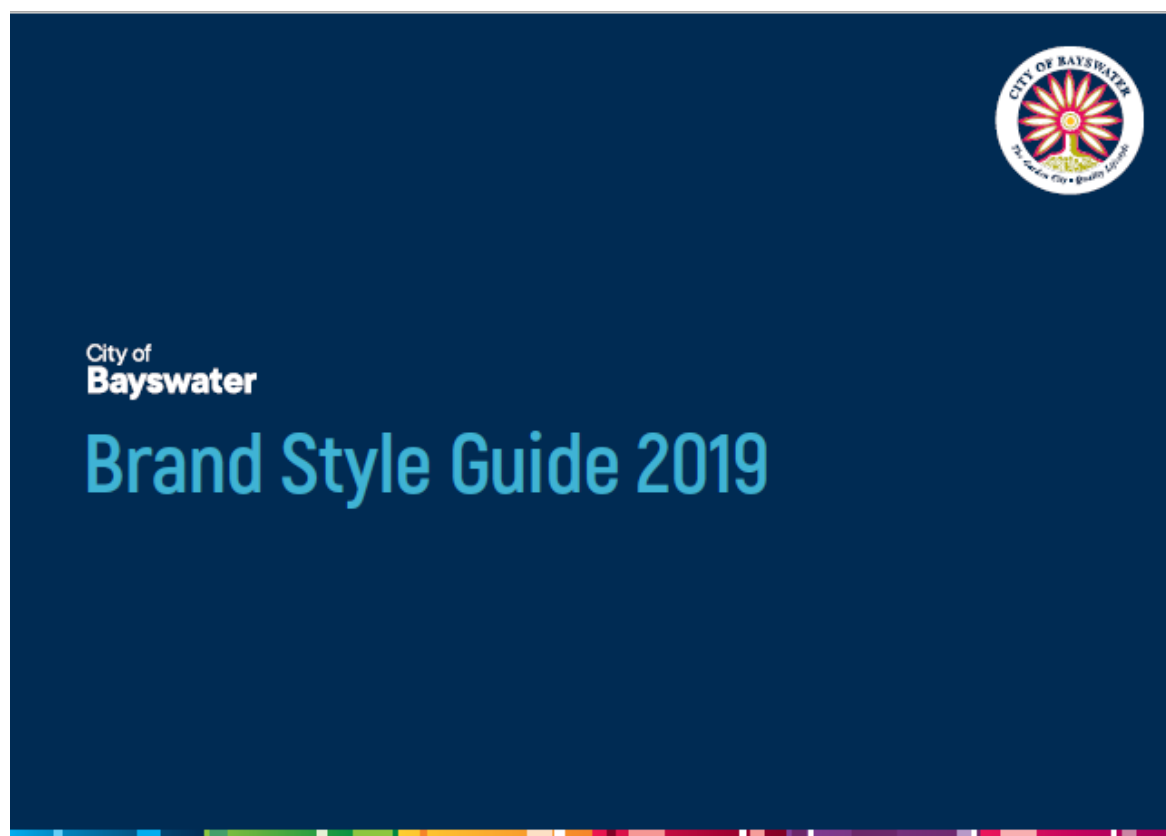


Image 2 New RAP 'Reflect' Acknowledgement of Country, written in Noongar language and English interpretation, is included in the City of Bayswater Brand Style Guide 2019.

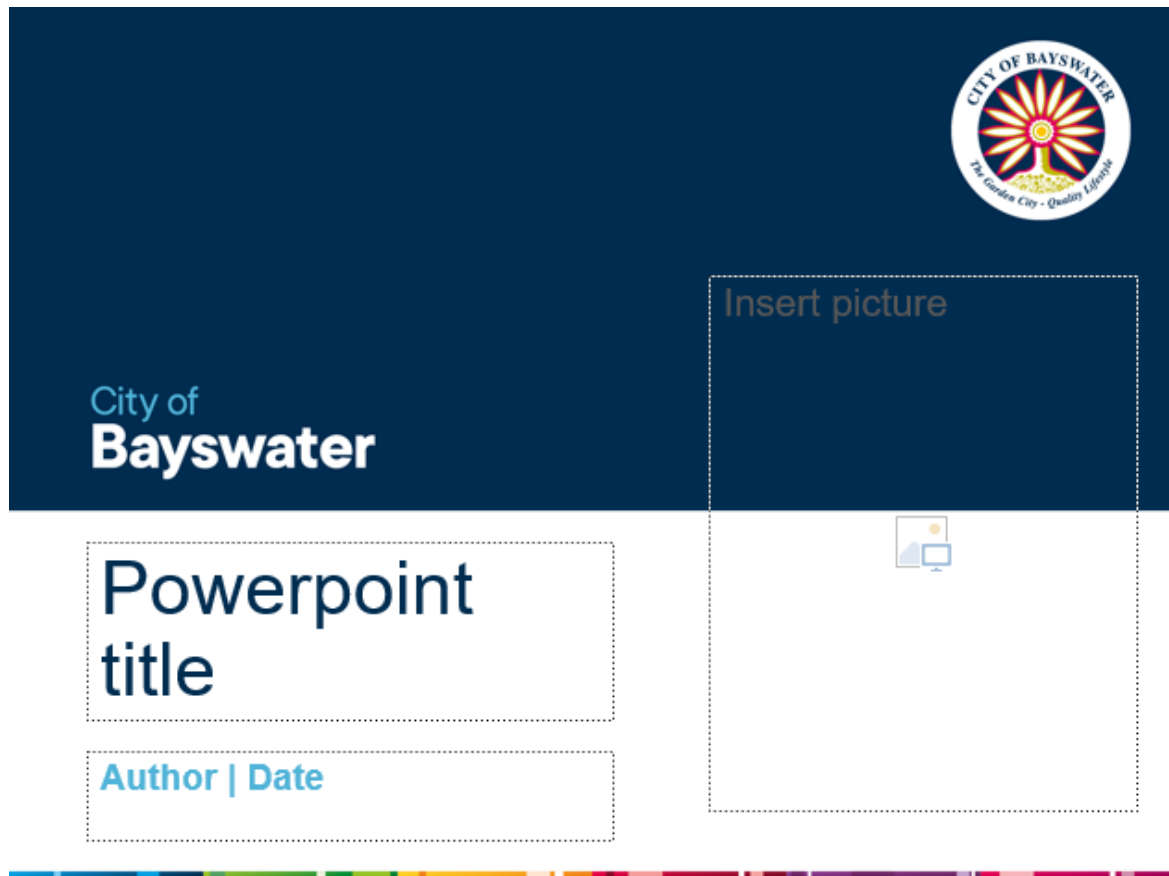


Image 3 *New RAP 'Reflect' Acknowledgement of Country, written in Noongar language and English interpretation, is included in a new City of Bayswater PowerPoint presentation template.*

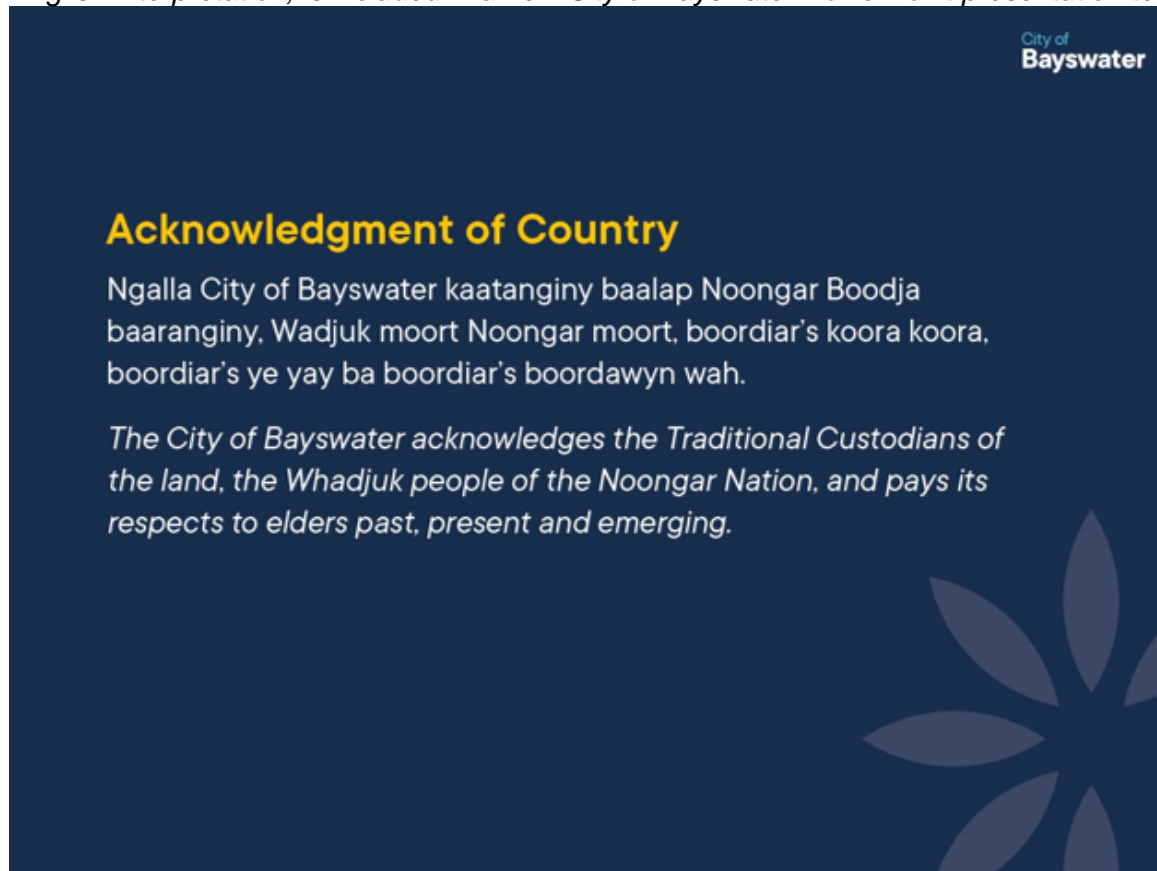


Image 4 *New RAP 'Reflect' Acknowledgement of Country, written in Noongar language and English interpretation, is included in a new City of Bayswater PowerPoint presentation template.*

City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT 11	
AUTHOR	Manager People, Culture and Safety
BRANCH	People, Culture and Safety
STRATEGY	Respect - Employment and Training
ACTION	Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.
DELIVERABLE	Conduct a review of cultural learning needs within our organisation.
INFORMATION	The City will soon deliver an online 'Diversity Questionnaire' to be first rolled out to all frontline staff.
OUTCOMES	<p>The following outcomes are identified as achievements aligned to Employment and Training:</p> <ul style="list-style-type: none">• The City will roll out the new Diversity Questionnaire from late February 2020 that will inform the City's Equal Opportunity Plan. Refer to Image 1.



Diversity Questionnaire

Thank you for taking the time to complete this questionnaire.
It should only take a few minutes.

Why do we need this information?

We need a diverse workforce in this organisation so that we can:

- meet the diverse needs of the community that we serve, and
- provide equal opportunity for all people in public employment.

This questionnaire provides us with important information on the diversity of our workforce that helps us assess how well we are achieving these outcomes. It will be used to inform and develop organisation and government policies and programs relating to employment and service delivery.

Confidentiality

Maintaining the confidentiality of your personal information is of utmost concern to us. This information will be held in confidence on our personnel system and will only be used for the purpose of developing equal employment opportunity and diversity policies and programs for the organisation and for government.

It is not compulsory for you to disclose your diversity status.

Should you have any questions, please contact *Human Resources* on 0272 0601.

Instructions

The questionnaire will take approximately five minutes to complete.

Information about your cultural background, gender identity and disability status is important to us. Please answer all questions. If you have a particular reason for not wanting to answer a question, leave that question blank, but please answer the other questions and return the form.

Once you have completed the questionnaire please return it to Human Resources.

<i>Diversity Questionnaire</i>	
Last name: <input style="width: 100%;" type="text"/>	Employee Identifier: <input style="width: 100%;" type="text"/>
First name: <input style="width: 100%;" type="text"/>	
<p>1 Do you identify as male, female or indeterminate/ intersex/ unspecified?</p> <p>Male <input type="checkbox"/></p> <p>Female <input type="checkbox"/></p> <p>Indeterminate/ intersex/ unspecified <input type="checkbox"/></p> <p>2 What is your date of birth?</p> <p> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> day month year </p> <p>3 In which country were you born?</p> <p>Australia <input type="checkbox"/></p> <p>Canada <input type="checkbox"/></p> <p>England <input type="checkbox"/></p> <p>Ireland <input type="checkbox"/></p> <p>New Zealand <input type="checkbox"/></p> <p>Northern Ireland <input type="checkbox"/></p> <p>Scotland <input type="checkbox"/></p> <p>South Africa <input type="checkbox"/></p> <p>United States of America <input type="checkbox"/></p> <p>Wales <input type="checkbox"/></p> <p>Other (please specify) <input style="width: 100%;" type="text"/></p> <p>4 Are you of Aboriginal and/or Torres Strait Islander origin?</p> <p>No <input type="checkbox"/></p> <p>Yes, Aboriginal <input type="checkbox"/></p> <p>Yes, Torres Strait Islander <input type="checkbox"/></p>	<p>5 Do you speak a language other than English at home?</p> <p><i>Note: If more than one language is spoken, indicate the one spoken most often.</i></p> <p>No, English only <input type="checkbox"/></p> <p>Yes, Arabic <input type="checkbox"/></p> <p>Yes, Afrikaans <input type="checkbox"/></p> <p>Yes, Cantonese <input type="checkbox"/></p> <p>Yes, Filipino <input type="checkbox"/></p> <p>Yes, French <input type="checkbox"/></p> <p>Yes, German <input type="checkbox"/></p> <p>Yes, Hindi <input type="checkbox"/></p> <p>Yes, Indigenous Australian language <input type="checkbox"/></p> <p>Yes, Indonesian <input type="checkbox"/></p> <p>Yes, Italian <input type="checkbox"/></p> <p>Yes, Malay <input type="checkbox"/></p> <p>Yes, Mandarin <input type="checkbox"/></p> <p>Yes, Polish <input type="checkbox"/></p> <p>Yes, Spanish <input type="checkbox"/></p> <p>Yes, Tagalog <input type="checkbox"/></p> <p>Yes, Vietnamese <input type="checkbox"/></p> <p>Yes, other (please specify) <input style="width: 100%;" type="text"/></p>

<p>6 Do you have any of the following ongoing disabilities?</p> <p><i>Note: This includes anyone with an ongoing disability who has an employment restriction due to their disability that requires any of the following:</i></p> <ul style="list-style-type: none"> • restriction in the type of work they can do • modified hours of work or time schedules • adaptations to the workplace or work area • specialised equipment • extra time for mobility or for some tasks • ongoing assistance or supervision to carry out their duties. <p>No <input type="checkbox"/> <i>You do not need to answer any further questions</i></p> <p>Sight <input type="checkbox"/> <i>Use Braille, low vision aids or other special technology such as appropriate computers or screens (Note: Does not include glasses or contact lenses).</i></p> <p>Speech <input type="checkbox"/> <i>Use aids such as word processors or communication boards in order to be understood or need extra time to be understood.</i></p> <p>Hearing <input type="checkbox"/> <i>Use aids such as a hearing help card or volume control telephone in order to hear or TTY (telephone typewriter), Auslan Interpreter, or note taker in order to communicate.</i></p> <p>Learning <input type="checkbox"/> <i>Use specific support and training to perform the job, need more than average time to learn some parts of a job or have difficulty reading or writing e.g. have an intellectual disability, acquired brain injury or dyslexia.</i></p> <p>Use of arms or hands <input type="checkbox"/> <i>Use specific equipment e.g. modified keyboard, hands-free telephone or need extra time for handling objects.</i></p> <p>Use of legs <input type="checkbox"/> <i>Use aids or need extra time for mobility e.g. wheelchair, crutches.</i></p> <p>Long term medical, physical, mental or psychiatric condition <input type="checkbox"/> <i>Any long-term health or medical condition which regularly restricts or limits activities e.g. requires regular absences due to illness or time to be provided at work for medication or treatment or restricts some functions due to health and safety considerations.</i></p> <p>Other <input type="text"/> <i>(please specify)</i></p>	<p>7 Does your disability require adjustments in the workplace by us?</p> <p><i>Note: Examples include modifications to:</i></p> <ul style="list-style-type: none"> • the tasks of the job or the working hours • the workplace, work area or equipment • provide extra time for some tasks • provide extra assistance or supervision. <p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/> <i>You do not need to answer any further questions</i></p> <p>8 Please describe the adjustments we need to make to your workplace and indicate which of these have been provided:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr> <th style="width: 70%;">Adjustments needed</th> <th style="width: 30%;">Provided (Yes/No)</th> </tr> </thead> <tbody> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table> <p>9 If you provided an answer at Q8, would you like this information to be made available to appropriate staff so any adjustments can be put in place and maintained?</p> <p><i>Note: Your answers to other questions will remain confidential.</i></p> <p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/></p> <p style="text-align: center; margin-top: 20px;">Thank you for your participation in this questionnaire.</p>	Adjustments needed	Provided (Yes/No)										
Adjustments needed	Provided (Yes/No)												


Image 1

New City of Bayswater staff diversity questionnaire.

City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT 12	
AUTHOR	Manager People, Culture and Safety
BRANCH	People, Culture and Safety
STRATEGY	Respect - Employment and Training
ACTION	Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.
DELIVERABLE	Deliver cultural awareness training for staff and Elected members to improve understanding of Aboriginal and Torres Strait Islander cultures, histories and achievements.
INFORMATION	<p>The Organisational Development team reviewed a number of online training modules as part of the introduction of e-learning via the suite available in the Learning Management System with a view to have compulsory training allocated to all employees to complete an introduction to Cultural learning.</p> <p>In collaboration with the City's Community Development branch it is intended for a representative from Community Development come and present Reflect RAP initiatives on a quarterly basis. To commence from April 2020.</p>
OUTCOMES	<p>The following outcomes are identified as achievements aligned to Employment and Training:</p> <ul style="list-style-type: none"> The City has delivered its first online compulsory corporate training for its workforce titled: "Aboriginal and Torres Strait Islander Inclusion and Cultural Safety 1.0".

City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT 13	
AUTHOR	Manager People, Culture and Safety
BRANCH	People, Culture and Safety
STRATEGY	Respect - Employment and Training
ACTION	Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.
DELIVERABLE	Develop a business case for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within our organisation.
INFORMATION	At the time the Reflect RAP was being developed and the deliverables for the Plan were set, City staff had limited exposure to Cultural Awareness training. However, by the time the City's Reflect RAP was endorsed by Reconciliation Australia, the City had already investigated options for compulsory staff training that would help to progress the organisation toward meeting the deliverable listed above. To that end, the additional development of a business case to inform the options for staff training was deemed to no longer be required.
OUTCOMES	The City has conducted initial research into its workforce and training needs. Compulsory Cultural Awareness training was rolled out in December 2019. To date, 170 employees have completed the City's compulsory Cultural Awareness Training and numbers are progressively growing.

City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT 14	
AUTHOR	Manager Library and Customer Services
BRANCH	Library and Customer Services
STRATEGY	Respect - Sharing, Learning and Building Connections
ACTION	Share local (City of Bayswater) Aboriginal and Torres Strait Islander people's cultural history with the community.
DELIVERABLE	Develop relationships with Aboriginal and Torres Strait Islander facilitators to share culture, history and achievements at City events i.e. art, dance, language, storytelling, sport.
INFORMATION	<p>After a period of focusing on technology, the City's libraries have been re-engaging in literacy and language. This resulted in the development of English Language Conversation programmes for those new to English. These programs attract people from a wide range of cultures.</p> <p>The positive outcomes of these programs encouraged the City's libraries to look for more opportunities in the area of language. The focus on Noongar language was influenced by the development of the Reflect RAP and 2019 being the International Year of Indigenous Languages.</p>
OUTCOMES	<p>The following outcomes are identified as achievements:</p> <ul style="list-style-type: none"> • Two Noongar language and cultural sessions for adults were held at the Maylands Library in November and December 2019. Refer Images 1 and 2. • Future planned action: <ul style="list-style-type: none"> ○ Maylands Library hosted five Noongar language and cultural sessions for adults between 1 February 2019 and 30 June 2019 and are now hosting these language lessons on a monthly basis. ○ Musicians Gina Williams and Guy Ghouse will present three Noongar cultural and language session using music in June 2020. A fourth session is planned for July 2020. • Musicians, Gina Williams and Guy Ghouse will deliver a Noongar song writing workshop to students from the Morley Primary School at the Morley Library during March 2020. A short concert for the general public featuring music and songs learnt by the students is being considered.



FEB.
08

Noongar Cultural and Language Workshop

by City of Bayswater Libraries

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Free

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A Noongar Cultural and Language learning workshop

About this Event

A Noongar cultural and language workshop focusing on animals, greetings, and the Noongar seasons, especially the Boonaroo (Feb-Mar) season.

This Noongar cultural and language workshop is suitable for the absolute beginner through to anyone wishing to practice and/or polish up on the Noongar skills.

Facilitated by local Aboriginal and Islander Education Officer and Noongar language teacher Carol Foley.

Date And Time

Sat., 8 February 2020
10:00 am - 11:00 am AWST
[Add to Calendar](#)

Location

Maylands Public Library
28 Eighth Avenue
Maylands, WA 6051
[View Map](#)

Tags

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[Things To Do In Maylands, Australia](#) [Maylands Other](#)
[Maylands Community Other](#)

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[City Of Bayswater Libraries](#)
Organiser of Noongar Cultural and Language Workshop

[Following](#) [Contact](#)

Image 1 *Maylands Library Noongar language and cultural sessions for adults between 01 February 2019 and 30 June 2019.*

Noongar Language and Cultural Session			
Interactive workshops on Noongar language, culture and storytelling open to all adults and children aged over 12.			
DATE	TIME	LIBRARY	REGISTRATIONS
Saturday, 14 December 2019	10am - 11am	Maylands	Click here
Saturday, 2 February 2020	10am - 11am	Maylands	Click here
Saturday, 7 March 2020	10am - 11am	Maylands	Click here

Image 2 *Maylands Library Noongar language and cultural sessions for adults from December 2019 onwards.*

City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT 15	
AUTHOR	Manager Sustainability and Environment
BRANCH	Sustainability and Environment
STRATEGY	Opportunities - Cultural
ACTION	Strengthen the natural environment and focus on the importance of native flora and fauna.
DELIVERABLE	Engage and work with Aboriginal and Torres Strait Islander peoples who have knowledge in the area of native flora and fauna history in order to better inform practices.
INFORMATION	<p>Three significant outcomes were initiated prior to the development and implementation of the City's first Reflect RAP and took place in 2017. The first is a short 5 minute video with Aboriginal Elders Dr Noel Nannup and Marie Taylor. The video was published on 3 July 2017 and was made in collaboration with the City of Bayswater, Department of Parks and Wildlife and the Baigup Wetland Interest Group. At the same time a geotourist tour guide named Baigup Bididi was produced. There are 10 different audio recordings with respective photographs for each tour point. On 23 September 2017, Dr Noel Nannup delivered Dreamtime Stories in Bardon Park.</p> <p>This body of work will support future culturally appropriate initiatives that focus on the importance of native flora and fauna.</p>
OUTCOMES	<p>The following outcomes are identified as achievements:</p> <ul style="list-style-type: none"> • The <i>Baigup Bidet- Path to Place of Rushes</i> video is a preliminary introduction of a place of significance within the City of Bayswater. The purpose of the video is to strengthen collective knowledge of what the City recently initiated prior to the development and implementation of its first RAP- Reflect. It serves to create awareness through the City's Reconciliation Advisory Committee and the City's workforce. Baigup Bidet - Path to Place of Rushes 3 July 2017 Youtube video. • Geotourist Baigup Bididi 10 Tour Points • Aboriginal Elder Dr Noel Nannup delivered Noongar Dreamtime Storytelling at Malgamongup (Bardon Park) Wetland area, 23 September 2017. This event took place during the Noongar season of Djilba. Photographs of attendees with Dr Noel Nannup are illustrated below.

SEP.
23**Nyoongar Storytelling at
Bardon Park with Noel Nannup**by Bardon Park Friends Group and City of
Bayswater[Follow](#)

\$6.22



Sales Ended

[Details](#)**Ticket Sales Have Ended**

Apologies but we have stopped selling tickets. This could be because the event has sold out, or has passed. If you wish to be on our mailing list for future events contact jaime@raft.com.au

Date And Time

Sat., 23 September 2017
10:00 am - 12:00 pm AWST
[Add to Calendar](#)

Description

Join us for a magical morning of Aboriginal Culture, Language and Spirituality through the storytelling of local Aboriginal Elder Noel Nannup.

Bring your own chair and take a seat for some wonderful stories around the fire followed by soup and damper.

Connect to an ancient culture as relevant today as it's always been and discover what's so special about the Park and surrounding areas.

Upon arrival at the car park at the end of Bardon Place you will need to walk into the Wetland area. It's expected to be a little wet, so we won't be able to walk too far into the wetlands however wear appropriate footwear and we'll explore a little of the area.

Tickets are limited so jump in quickly as this event is sure to book out. Tickets are subsidised and the event is being supported by Bardon Park Friends Group and The City of Bayswater.

For more information please call David on 0407493494

Location

Bardon Park Car Park
Bardon Place
Maylands, WA 6051
[View Map](#)

Refund Policy

No Refunds





City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT 16	
AUTHOR	Manager People, Culture and Safety
BRANCH	People, Culture and Safety
STRATEGY	Opportunities - Employment and Training
ACTION	Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.
DELIVERABLE	Incorporate diversity objectives into the City's workforce plan, including Aboriginal and Torres Strait Islander employment targets and measure progress.
INFORMATION	<p>The People, Culture and Safety branch have held a number of meetings with external stakeholders to ascertain services available and continues to build relations with external parties with the intent to develop an appropriate and sustainable employment model to attract and retain Aboriginal and Torres Strait Islander candidates to the City.</p> <p>The School Based Trainee model is a first for the City. People, Culture and Safety is exploring opportunities to expand this model across all other City branches.</p>
OUTCOMES	<p>The following outcomes are identified as achievements aligned to Employment and Training:</p> <ul style="list-style-type: none"> • External stakeholders engaged with include: <ul style="list-style-type: none"> ○ Paul Redhead from Apprenticeship Community; ○ Zoe Manifis/Laura Russo/Brendon Ah Chee from Programmed; ○ Linda Soteriou from iHELP; and ○ Cassy Eaton from Matera Foundation. • The City's first School Based Trainee was welcomed. Refer to Image 1. Elouise Isaacs a year 11 student from John Forrest High School is currently working at Bayswater Waves gaining experience as part of her studies in Certificate II Sport and Recreation.



Image 1 *Elouise Isaacs, The City's first School Based Trainee is welcomed at Bayswater Waves.*

City of Bayswater Reflect Reconciliation Action INFORMATION UPDATE REPORT 17	
AUTHOR	Manager Community Development
BRANCH	Community Development
STRATEGY	Opportunities - Sharing, Learning and Building Connections
ACTION	Actively seek the involvement of Aboriginal and Torres Strait Islander peoples in projects and events
DELIVERABLE	Invite Aboriginal and Torres Strait Islander stallholders, performers and businesses to be a part of existing/established City led public events.
INFORMATION	<p>The City consulted with the following organisations with knowledge of Aboriginal customs and traditions to assist in finalising the City's inaugural Reflect RAP:</p> <ul style="list-style-type: none"> • Reconciliation Australia; • Reconciliation WA; and • South West Aboriginal Land and Sea Council. <p>To assist with the launch of the City's Reflect RAP on 15 November 2019, the City engaged the following four Aboriginal businesses to deliver components of the City led event:</p> <ul style="list-style-type: none"> • Welcome to Country - May McGuire; • Smoking Ceremony - Vaughn McGuire; • Bush tucker catering - Kuditj; and • Cultural sand mural - Acacia Designs. <p>The City continues to actively seek involvement with Aboriginal and Torres Strait Islander peoples and has secured two new organisations for the City of Bayswater events - Australia Day and the Perth Symphony Orchestra Concert 1 February 2020.</p>
OUTCOMES	<p>The following outcomes are identified as achievements that align to Sharing, Learning and Building Connections:</p> <ul style="list-style-type: none"> • The Welcome to Country ritual performed by Aboriginal Elder - May McGuire highlighted cultural significance of land within City of Bayswater. • Guests and staff were able to experience the Aboriginal custom by partaking in the Smoking Ceremony. • The catering consisting of kangaroo stew and damper provided guests with culinary experience of Noongar peoples' connection to the land. • Four Aboriginal business suppliers were sourced to deliver the Reflect RAP. • The City also contracted two organisations with knowledge of

	Aboriginal customs and traditions to assist in the City of Bayswater Australia Day Civic Event, 26 January 2020 (Koolangka's Kreate) and the City of Bayswater Perth Symphony Orchestra Concert, 1 February 2020 (RooForce Facility Services).
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City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT 18	
AUTHOR	Manager Community Development
BRANCH	Community Development
STRATEGY	Governance
ACTION	Establish and maintain an effective internal RAP Working Group (RWG) to drive governance of the RAP.
DELIVERABLE	<p>Form an internal Reconciliation Working Group to govern RAP implementation with Aboriginal and Torres Strait Islander representation.</p> <p>Draft terms of Reference for the RWG.</p> <p>Encourage Aboriginal and Torres Strait Islander representation on the Reconciliation Working Group.</p>
INFORMATION	<p>The City consulted with the former Aboriginal Advisory Committee at its meeting on 19 August 2019. This committee was represented by Aboriginal and non-Aboriginal members and its term expired in September 2019.</p> <p>Due to Local Government elections in October 2019, the reestablishment of the Reconciliation Advisory Committee was delayed. The draft terms of reference were developed and Expressions of Interest from five community members were sought via public notice in the Eastern Reporter.</p>
OUTCOMES	<p>The following outcomes were achieved:</p> <p><u>Form an internal Reconciliation Working Group (renamed Reconciliation Advisory Committee)</u></p> <ul style="list-style-type: none"> • In December 2019 Council resolved to re-establish its Aboriginal Advisory Committee under the new name of Reconciliation Advisory Committee. • Expressions of Interest were opened to the public to join the committee, as community representatives in November 2019 and closed 11 December 2019. • On 28 January 2020 Council appointed six community members to the new Reconciliation Advisory Committee (RAC). • Three RAC community members identified as being from Aboriginal and/or Torres Strait Islander descent. • The first meeting for the new RAC is being held 4 March 2020.

	<p><u>Draft Terms of Reference for the Reconciliation Advisory Committee</u></p> <ul style="list-style-type: none">• On 28 January 2020 Council resolved to appoint six community members to the new Reconciliation Advisory Committee (RAC) including the respective Terms of Reference.• The Agenda for the first RAC meeting, to be held 4 March 2020, incorporates the Council endorsed Terms of Reference. <p><u>Encourage Aboriginal and Torres Strait Islander representation on the Reconciliation Advisory Committee</u></p> <ul style="list-style-type: none">• Aboriginal and Torres Strait Islander representation on the Reconciliation Advisory Committee was encouraged and outlined in the City of Bayswater Call For Nominations - Community representatives to the Reconciliation Advisory Committee (RAC). Refer image 1.• Members of the City's former Aboriginal Advisory Committee (AAC) were invited to nominate for the new RAC.• 67% of community representatives on the RAC identify as being from Aboriginal and/or Torres Strait Islander descent.
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Attachment 2
Community Yarning Session & Bus Tour – 7 September 2019
Collation of ideas / feedback

Site 1 – Bardon Park	Site 2 – Tranby Reserve	Site 3 – Hillcrest Primary School	Site 4 – Maylands Scarred Tree
Sculpture along the river near the lower Bardon Park – depicting the Wagul	Plaques on the sculptures to acknowledge the artist who created the hunting party family. Keep the maintenance up on the sculptures. One is in need of repair.	Co-name streets and rename Lower Hillcrest Reserve to acknowledge the significant site at Hillcrest. Research original Noongar names for the 4 site areas.	Interpretive signage informational board explaining how a Scarred Tree was made by the local Noongars. Include reference to Coolamons.
Install a bench near the river near the lower Bardon Park for people to use to contemplate the history. Include a short story for people to read – significance of the location. This could be a voice recorded or an interpretive sign.	Explanatory walks connecting the different significant sites so people can follow the path of the culture. Link them together.	Link the school and the history to acknowledgement of the significant site – schools are involved in making, creating and learning.	At the site explain how the Scarred Tree was significant to our local Noongars. Consider cordoning off the tree with a Perspex or glass walls to avoid damage and also inappropriate access from those that do not understand the significance and protocols. This will need consultation or advice from local families as to whether this would be the best thing to do.
Interpretive signage - Co-signed – English with Noongar words – use a natural icon symbols.	Child focussed adventure trail – statues or rocks that point to the next site; local bush tucker foods; etc)	Create and install a spear-shaped sculpture to acknowledge the Noongar spear heads/tools found at the school site when the school was being built.	
	Display of the six Noongar seasons. Plant bush tucker.		
Acknowledge the traditional campfires that May McGuire spoke of on the tour. How to acknowledge? A sculpture or?? Interpretive signage.	A sign at the Tranby building, giving info about traditional indigenous land use. Could the building at Tranby be used to run school holiday activities, eg bush tucker, painting, etc? CoB has a lot of young families and programs in school holidays could be popular.	Acknowledge the significant site through words written on the footpath (interesting plaque) or on a wall. Statues of men harvesting bark and shaping with fier and a mother rocking a baby in a Coolamon.	Voice, Treaty, Truth – The Scarred Tree site could become a Treaty site. This could be a partnership between the City of Bayswater and the Town of Bassendean, given the location of this site to the Town of Bassendean.
Mia Mia huts were traditionally used by local Noongars. Install Mia Mia	Recognition of this a truth-telling site/ a Sorry Site to commemorate the massacres and atrocities	Increase the local native planting program at Lower/ Hillcrest Reserve.	Recognise this as a sacred place.

sculptures and interpretive signage.	that occurred in Maylands. Incorporate significance of the Derbarl Yerrigan: source of food, water, natural resources, culturally and spiritually significant.	Co-name or rename street names. Include interpretive signage in Noongar language and English to acknowledge the site.	Use of tools; geology Recognise the site but not with signage as there is a risk of vandalism.
Interpretive signage explaining the use of the location by local Noongars pre-European times and also into the 20 th Century. Restore and protect the natural springs that were located at upper Bardon Park and along the Swan River. Emphasise who detailed traditional knowledge was. The Whadjuk Noongars actively managed and conserved their resources; not just hunted and gathered.	Explain the story about how the local Noongars traditionally lived along the river. Also acknowledge truth telling. The local people were pushed off their land in this area shortly after 1829 so that the settlers could have the best areas. On the tour, Vaughn McGuire spoke of the British soldiers kicking the heads off babies with their horses. Suggest you speak to the McGuire family about these historical stories.	Excellent to hear that Hillcrest School has acknowledge the historical site and have named their buildings with Noongar names. This site information should be made available to the general public too.	A sign nearby and information about how the Coolamon and other artefacts are made from the Scarred Tree. Cross reference with other local families to verify the McGuire's information.
		Use work done by Hillcrest Primary School in recognition and naming. Restore/ plant original trees/plants and restore the native area. Co-naming and signage. Interpretive signage on the retaining wall about the site.	Interpretive signage – cordon off (with a barrier) this site of significance. It has traditional significance and reverence and protocols should be observed.
Place of voice – acknowledge role of Noongar Elders/old people through interpretive signage written in Noongar and the English interpretive signage.	Commemorate the Maylands massacre in some way – flame of remembrance or similar commemoration at different “sorry” sites. Maylands site nearby – some men stole wheat from the settlers and 40 Noongars were massacred as retribution. There is more information on this. (Pearl Chaloupka is looking for the information).	Include signage with the original Noongar names and the English translation if applicable.	Ask the local Noongar families about how best to acknowledge the Scarred tree as historically it was men's business to harvest the wood from the Scarred Tree. Protect all of the mature significant trees as significant trees.
Acknowledge history. Include interpretive signage. Council recognition. Written history booklet, Trails and maps.		The school is doing well with acknowledgement. Work with them and ask them about their acknowledgement. Don't work in silos or replicate their work too much.	Through a Council motion officially recognise the site officially. Include interpretive signage. Heritage booklet and trails and maps. Work with history centre.

Interpretive signage at lower Bardon Park with distinctive Aboriginal design to tell the story. Record stories from local Noongar families as a live reference.	More interpretive signage in the park. Place names and history officially recognised by the Council. Heritage booklet for all the sites. Trails and maps.	Sculptures of the artefacts. Interpretive signage. Traditional place names acknowledged. Written history trails in the area plus an information booklet at the historical centres.	An integrated package of acknowledgement across sites. Highlighting the day-to-day living for local Noongars – smells, sounds, birth, death etc. Consider working with local Bayswater schools and their AIEO's and Aboriginal Curriculum resources.
Interpretive signage – telling the story of how the place was used by the local Noongars and where the quartz artefacts came from. Spears made of Gidgegannup quartz at Wylunga where Waugl left his skin.	Additional signage acknowledging unique Noongar / Aboriginal sense of place. E.g. an example is the maze at Kojonup – about loss, lore, reconciliation, massacres noted and brought to awareness.	1. Statues of men making spearheads and looking south. Locate this on the hill slant below the school. 2. Group of statues of family traveling to the site location. Locate this at the southern end of the oval.	A sign next to the 'big' tree, naming the men's tree as it has special significance. Signs to indicate this is an indigenous area.
Manager Project Services: The play space at Upper Bardon Park was developed with an indigenous theme reflecting the six seasons and incorporating an element of water play. Some benches and signage at that site was crafted by indigenous youth engaged in outreach projects within the City and the facility remains popular within the community.	Acknowledge the truth telling about the local Noongar history of "Bayswater" in a factual way – create a museum which features the history (good and bad). Link up with the local history groups. E.g. Noongars were moved off their camping areas so that the settlers could have the best land for themselves etc.	Include Mia Mia (Noongar huts) sculptures on top of the hill or near the bushland.	Plaque in front of the tree with info and story about men's business, waiting chores etc.
	Planting of bush tucker plants e.g. quandong. Include signage relevant to the existing artwork. A rock embedded with engraved plaque of information about the site.	Story of family meeting place described. Working with all schools in the City could provide innovative ideas from the school communities.	

Lower Bardon Park near the river - Create and install sculptures – mother standing and child gathering eggs on the shoreline to replicate the traditional hunting activities. Child looking at mother excited to have found an egg. Another statue of a man creating a spearhead and binding it, then using a campfire showing charcoal, kangaroo dung and Balga tree.	Few photos of how local Noongars use the area. Bush tucker garden. Acknowledge the massacre.	Signage on the park below the school.	More native plants.
	Co-naming & signage; bush foods garden to coexist with European orchard and recognising heritage of the site. Sorry site: Research the massacre.	Street names, plaques around the oval area indicating it is a significant indigenous area.	Tree needs rails and mulch, protection from mowers etc. Consult arborists to ensure long life of tree.
	Larger discussion of Noongar stories. Memorial for Noongar boy that drowned.	Give Noongar names to some of the streets in the area.	
Traditional camping ground and safe place; fires were lit. The young and old were left here when the men went hunting. This is our place to walk and talk and the place by the water is peaceful. It makes me feel us feel good. Acknowledge the leaders/Elders/old people at this site. A site for Voice – A speaker's corner.	Better signage and a recognition of the importance of the river.	Acknowledge site through the Town Planning Schemes/Heritage List – Category Z.	A statue of somebody carving out the wood from the tree. Fence off tree and explain why.
	Ground sculpture/playground fountain. River map/playground. Build a viewing tower with compass indication sites.	<ol style="list-style-type: none"> 1. Map signage art 2. More planting, including within Lower Hillcrest Reserve (and renaming of Lower Hillcrest Reserve) 	A plaque – several metres from the tree to avoid any direct vandalism. A water vessel shaped as a container, as a drinking fountain (bronze, with information on it)
The natural springs at upper Bardon Park are special. Provide knowledge to the community so that people with help protect this special place. Restore the springs and protect the area.	Signage to indicate that it is a significant indigenous area.	Heritage list within Town Planning Scheme, Category 7. Annotate bibliography – map – seat – signage artwork telling the site's current known history.	Heritage list within Town Planning Scheme, Category 7. Annotate bibliography – map – seat – signage artwork telling the site's current known history.
	Information on statues to explain what they are.		Formally acknowledge in an oral history way. Anything on site would attract vandalism.

Near Garratt Road Bridge – Include information about how the Waugl's scared were deposited on the Ascot site.	Play indigenous music (didgeridoo) at the structure. Fruit trees – arborist to regenerate trees to potential.	Plaques integrated into a trail through the bushland with history, themed play elements. Story-telling, partnerships with school festivals.	
Information about the way the site was used (fish traps etc.) and/or a visual representation of turtle's ash etc.			
1. Signage. 2. Naming of the 'hidden cove' below the lakes. Recognition of the springs in the park.	Heritage list within Town Planning Scheme, Category 7. Annotate bibliography – map – seat – signage artwork telling the site's current known history.	Statue of people sitting around a campfire telling dreamtime stories with a sign that explains to the children what Aboriginal people did.	A statue of a person hugging the tree.
Drawings of indigenous nature around the footpath area. Signage telling people it is an area of indigenous significance.			
Ground level artwork showing relationship of river sites. Signage "Do not remove objects, shells, stones" etc. Could be used to view fireworks on Australia Day – could there be a Welcome to Country, water ceremony, and a barge on the river?	Stories, history to accompany European history. Bush foods garden, amphitheatre/performance space for storytelling, cultural knowledge exchange, music.		
Public art. Life-size sculpture? Nest of Wargle eggs laid; mythical creatures public art, journey ways, pathways.	We don't want to destroy the land with too many statues; there are already enough.		
Build a big rainbow serpent with a sign that tells the dreamtime story.			

Sculpture of Wargle. A big poster explaining the significance of this site.			
Seating with site info near the bank -- 'seating is a place of contemplation', and laser cut images on one side of bench of animals re: hunting			
Heritage list within Town Planning Scheme, Category 7. Annotate bibliography – map – seat – signage artwork telling the site's current known history.			

COUNCIL RESOLUTION - ADOPTION BY EXCEPTION

That the recommendations relating to items: 10.2.1, 10.2.4, 10.3.1, 10.3.2, 10.4.4, 10.4.5, 10.4.8, 10.4.9, 10.4.11, 10.5.1.1, 10.5.2.1, and 10.5.3.1 contained in the agenda be adopted by exception as per section 5.5 of the *City of Bayswater Standing Orders Local Law 2018*.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY: 10/0

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

12. QUESTIONS FROM MEMBERS WITHOUT NOTICE

	Councillor / Question	Response / Action
1	Cr Barry McKenna	Ms Cassandra Flanigan, Executive Support/Research Officer
	<i>It's most likely this will be our last Council meeting for a while, even as there's been new things announced by the Prime Minister while we've been at this meeting, such as banning funerals – only a maximum of ten people allowed and such. I'm just going to the question – you mentioned at the start of the meeting we may be going to online, again, a process that you said within the next two weeks possibly, and just an update of what's happening?</i>	The Department of Local Government released a circular today that the regulations have been fast tracked, so they will be gazetted tomorrow, and then they will be in effect from Thursday. So from Thursday, Council meetings will be able to be held electronically. That will also be the same for Committee meetings as well. So the City is looking how we're going to do that logistically with what platforms are available. But the intention is that Council meetings will be held electronically going forward.
2	Cr Steven Ostaszewskyj	Mr Des Abel, Acting Chief Executive Officer
	<i>With us closing down leisure centres, other things closing down, and us moving to these online platforms, my question is, what opportunities is the City currently seeking to continue to bring revenue in using online platforms? With things like yoga classes online, workshops online, gym sessions online, basically the services that we have at our facilities, are we looking at options to currently offer those services online, where people can pay and then access a video channel to still be able to do those things, still bringing revenue into the City?</i>	My understanding is that the City is looking at that. In terms of the recreation side of things, it is becoming quite common amongst other local governments doing the same thing, and other private enterprises doing the same thing, too, in terms of the online sessions, in terms of yoga et cetera. So the City is looking at those opportunities as part of a whole spectrum of things that we are looking at the moment.
3	Cr Sally Palmer	Mr Des Abel, Acting Chief Executive Officer
	<i>Just in this COVID-19 crisis period, to see and to thank the City for the online information that they have for our community. I wondered how quick we are actually going to put a hard copy out to a good, well we say, 30 per cent of our community is over 60, minimum, and therefore half of that don't have computers. So we need to get hard copy out as well, and how quick would that be, please?</i>	The question will be taken on notice, and an update will be given to Councillors.

COUNCIL RESOLUTION

That items 13.1, 13.2 and 13.3 be dealt with as urgent business.

CR BARRY MCKENNA MOVED, CR CATHERINE EHRHARDT SECONDED

CARRIED UNANIMOUSLY: 10/0

13. NEW BUSINESS OF AN URGENT NATURE

13.1 Terms of Reference - COVID-19 Advisory Committee

Responsible Branch:	Governance and Organisational Strategy	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<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 type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. Terms of Reference	
Refer:	Item 8.1: SPC 18.3.2020	

SUMMARY

For Council to consider terms of reference for the COVID-19 Advisory Committee.

OFFICER'S RECOMMENDATION

That Council adopts the draft COVID-19 Advisory Committee Terms of Reference outlined in Attachment 1 to this report.

MOTION

That Council:

1. Adopts the draft COVID-19 Advisory Committee Terms of Reference outlined in Attachment 1 to this report.
2. Delegates authority to the COVID-19 Advisory Committee to make decisions regarding urgent measures that would usually require Council direction in relation to the COVID-19 Coronavirus pandemic.

CR CATHERINE EHRHARDT MOVED, CR FILOMENA PIFFARETTI, DEPUTY MAYOR SECONDED

AMENDMENT

That Limb 1 be amended as follows:

Adopts the draft COVID-19 Advisory Committee Terms of Reference outlined in Attachment 1 to this report, with the modification to include the Chief Executive Officer as a voting member on the Committee.

CR GIORGIA JOHNSON MOVED, CR STEPHANIE GRAY SECONDED

The Amendment was put and

CARRIED: 8/2

For: *Cr Dan Bull, Mayor, Cr Filomena Piffaretti, Deputy Mayor, Cr Barry McKenna, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Stephanie Gray, Cr Catherine Ehrhardt, and Cr Giorgia Johnson.*
Against: *Cr Michelle Sutherland, and Cr Elli Petersen-Pik.*

The Amendment became part of the Substantive Motion.

COUNCIL RESOLUTION

That Council:

1. **Adopts the draft COVID-19 Advisory Committee Terms of Reference outlined in Attachment 1 to this report, with the modification to include the Chief Executive Officer as a voting member on the Committee.**
2. **Delegates authority to the COVID-19 Advisory Committee to make decisions regarding urgent measures that would usually require Council direction in relation to the COVID-19 Coronavirus pandemic.**

**CR CATHERINE EHRHARDT MOVED, CR FILOMENA PIFFARETTI, DEPUTY MAYOR
SECONDED**

CARRIED: 9/1

For: *Cr Dan Bull, Mayor, Cr Filomena Piffaretti, Deputy Mayor, Cr Barry McKenna, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Stephanie Gray, Cr Michelle Sutherland, Cr Catherine Ehrhardt, and Cr Giorgia Johnson.*
Against: *Cr Elli Petersen-Pik.*

REASON FOR CHANGE

Council changed the Officer's Recommendation as it considered appropriate for the Chief Executive Officer to be a voting member of the Committee given the impact of measures on the organisation, and the delegated authority allows decisions to be made promptly in light of the rapidly changing impact associated with the COVID-19 pandemic.

BACKGROUND

The *Local Government Act 1995* (Subdivision 2), allows a Local Government to establish a committee of three or more persons to assist the Council in relation to specific matters.

At the Special Council Meeting on 18 March 2020 which considered measures in connection with the COVID-19 pandemic, Council adopted a number of measures including:

‘...’

8. ***Approves the establishment of the COVID-19 Advisory Committee to respond to the current COVID-19 pandemic as follows:***
 - (a) ***The Terms of Reference for this Committee to be prepared by the Chief Executive Officer and presented to Council for approval.***
 - (b) ***The appointment of the following members to the Committee:***
 - (i) *Cr Dan Bull, Mayor;*
 - (ii) *Cr Filomena Piffaretti, Deputy Mayor;*
 - (iii) *Cr Catherine Ehrhardt;*
 - (iv) *Cr Sally Palmer; and*
 - (v) *Cr Steven Ostaszewskyj.*

- (c) *The appointment of all Councillors who are not Members of this Committee as Deputy Members to the Committee. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:*
- (i) *Councillor of the same Ward as the Member of the Committee; and*
 - (ii) *Length of service*
- (d) *The Chief Executive Officer and his nominated delegates.'*

The urgent establishment of this committee is seen as crucial to enable a forum for consistent updates to Elected Members on the evolving COVID-19 coronavirus situation.

EXTERNAL CONSULTATION

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

OFFICER'S COMMENTS

The draft COVID-19 Advisory Committee Terms of Reference are included at Attachment 1 for Council's consideration. The Terms of Reference address the requirement of Council to have the ability to initiate urgent actions by the City to support the community in dealing with the global pandemic associated with COVID-19. In this regard, Council may wish to consider granting delegated authority to the Committee. Should delegation be considered necessary, an absolute majority is required.

In light of the time critical nature of the issue and noting that the situation is changing on a rapid basis, it is envisaged that the Committee will meet regularly and at short notice. Given these tight time frames and potential urgency of meetings, agendas and minutes will be produced in accordance with the requirements of the Local Government Act 1995 (WA), officer reports will be presented as items of urgent business with brief reports. Relevant City officers will be in attendance at the meetings to speak to the items and elaborate as required.

LEGISLATIVE COMPLIANCE

- *Local Government Act 1995 (WA) – Sections 5.8 – 5.11, 5.15, 5.19, 5.20 – 5.22 – Establishment of Minor Committee*

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	That Council adopts the draft COVID-19 Advisory Committee Terms of Reference outlined in Attachment 1 to this report.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
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	Moderate
Conclusion	As outlined in the report, the Draft Terms of Reference are required as part of the Council resolution to establish the COVID-19 Advisory Committee. It is noted that a moderate service delivery and financial risk also exists, as resources may need to be diverted from other projects to respond to COVID-19. A moderate Organisational Health and Safety risk has been identified given the current and emerging restrictions	

regarding gatherings from the Federal Government.		
Option 2	Council adopts the draft COVID-19 Advisory Committee Terms of Reference as outlined in Attachment 1 to this report with amendment(s) as determined by Council.	
Risk Category	Adopted Risk Appetite	Risk Category
Strategic Direction	Moderate	Risks will be dependent on the amendment(s) determined by Council.
Reputation	Low	
Governance	Low	
Community and Stakeholder	Moderate	
Financial Management	Low	
Environmental Responsibility	Low	
Service Delivery	Low	
Organisational Health and Safety	Low	
Conclusion	The risks associated with this option are dependent on the amendment(s) determined by Council.	

FINANCIAL IMPLICATIONS

Council should note that the establishment of a committee comes at a cost to the City, primarily comprising officer time in preparing reports and agendas, attending meetings and taking and preparing minutes. Council should balance these costs against the additional responsiveness and flexibility in meeting frequency that a Committee can provide.

STRATEGIC IMPLICATIONS

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

Theme: Leadership and Governance
 Aspiration: Open, accountable and responsive service.
 Outcome L1: Accountable and good governance.
 Outcome L2: Proactively communicates and consults.
 Outcome L3: Strong stewardship and leadership.

CONCLUSION

A Committee is established by Council to consider particular matters and provide advice and recommendations to Council. It is considered an important governance function for Council to adopt a Terms of Reference for any Committee formed to ensure the Committee is operating and considering matters intended by Council. Adopting the Terms of Reference provides this governance function.

Terms of Reference – COVID-19 Advisory Committee

61 Broun Avenue, Morley WA 6062 | P: 9272 0622 | F: 9272 0665 | mail@bayswater.wa.gov.au | www.bayswater.wa.gov.au



Meeting occurrence:	As required
Day of Meeting:	As required
Time of Meeting:	As required
Location of Meeting:	City of Bayswater, Civic Centre, 61 Broun Avenue Morley WA 6062
Liaison Officer:	Chief Executive Officer
Purpose of Committee:	To consider urgent measures that require Council direction in relation to the COVID-19 Coronavirus pandemic.
Role of Representatives	The roles and responsibilities of the City of Bayswater representatives on this Committee are: <ul style="list-style-type: none"> • Member in own right; and • Spokesperson for City of Bayswater.
Elected Members:	<ul style="list-style-type: none"> • Cr Dan Bull, Mayor; • Cr Filomena Piffaretti, Deputy Mayor; • Cr Catherine Ehrhardt; • Cr Sally Palmer; and • Cr Steven Ostaszewskyj <p>The appointment of all Councillors who are not Members of this Committee as Deputy Members to the Committee. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:</p> <ul style="list-style-type: none"> (i) Councillor of the same Ward as the Member of the Committee; and (ii) Length of service
Non-Voting Members:	<ul style="list-style-type: none"> • Chief Executive Officer • Director Community and Development • Director Works and Infrastructure • Director Corporate and Strategy
Terms of Membership	The term of the Committee is from the date the Committee was established until COVID-19 Coronavirus is not a direct threat to the City of Bayswater community.
Delegated Authority	Nil.
Sitting Fees	Nil (included as part of the annual Sitting Fees paid to Councillors).

Attachment 1

13.2 Local Emergency Management Arrangements

Responsible Branch:	Environmental Health	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<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 type="checkbox"/> Information Purposes
Voting Requirement:	ABSOLUTE MAJORITY REQUIRED	
Attachments:	Confidential Attachment(s) 1. City of Bayswater Local Emergency Management Arrangements.	
Refer:	Item 12.3.2.1: OCM 25.06.2013	

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

SUMMARY

For Council to endorse the updated City of Bayswater Local Emergency Management Arrangements (LEMA) as endorsed by the City of Bayswater Local Emergency Management Committee (LEMC) on 3 March 2020.

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

That:

1. Council endorses the City of Bayswater Local Emergency Management Arrangements (LEMA), as detailed in Attachment 1 to this report.
2. The City submits the endorsed LEMA to both the District and State Emergency Management Committees to be "noted" as per the Western Australian State Guidelines.

CR CATHERINE EHRHARDT MOVED, CR DAN BULL, MAYOR SECONDED

CARRIED UNANIMOUSLY: 10/0

BACKGROUND**Local Emergency Management Arrangements (LEMA)**

Under the *Emergency Management Act 2005*, local governments are required to have local emergency management arrangements. Effective local government emergency management arrangements enhance the community's resilience and preparedness for emergencies through strategies that apply prevention/mitigation, preparedness, response and recovery measures.

In addition to ensuring that an effective LEMA is in place, each local government is required to establish and maintain a Local Emergency Management Committee (LEMC). The LEMC is to provide advice and guidance to the local government relating to the development, maintenance and testing of their local emergency management arrangements (LEMA).

The term *Local Emergency Management Arrangements (LEMA)* refers to the collection of all of the emergency management documentation, systems, processes, agreements and memorandums of understanding which affect the local government district. The LEMA is the overarching document and associated sub-plans which the local government is responsible for developing, maintaining and testing.

Local Governments via their LEMC are required to formally review their LEMA every 5 years or at any other time local government considers it necessary. The approval process requires local government to have their LEMA "Noted" by both the District Emergency Management Committee (DEMC) and the State Emergency Management Committee (SEMC).

Review and Update Process

The existing LEMA was approved by Council in 2013 and was structured on guidelines provided by the State Emergency Management Committee (SEMC) at that time. A full review of the LEMA commenced in 2018, however, the review was subsequently postponed by agreement with the Department of Fire and Emergency Services (DFES) District Emergency Management Advisor to allow local government to focus on the State Risk Project Local (i.e. Emergency Risk Management Assessments).

Notwithstanding the delay, much of the existing LEMA was converted to a more modular design with 'take-away' sections (i.e. Annexures) for use in certain situations and requiring more regular review and update. This was consistent with the SEMC's revised *Local Emergency Management Arrangements Guide and Model* document. (Version 4, 2016)

The new updated 2020 LEMA has been prepared by the City's Emergency Management Officer with support from the LEMC and supporting agencies. The community of the City of Bayswater were also consulted and given the opportunity (via Engage Bayswater) to provide comment and input into the arrangements.

The result is a set of LEMA's that are compliant, effective and contemporary and based on best practice principles.

New 2020 LEMA

The City of Bayswater's LEMA has now been reviewed and updated in accordance with SEMC LEMA Guidelines and Model document. It has been designed with modular components as suggested in the SEMC document.

The new updated LEMA comprises seven parts. Parts one to six primarily contain City of Bayswater's overarching strategic and policy arrangements. Part seven comprises four appendices and five annexures. The annexures are the modular component as each are stand-alone plans and/or documents in their own right and are subject to either quarterly or annual review and update. In summary the new LEMA 2020 comprises the following contents:

Local Emergency Management Arrangements

Part One	Introduction
Part Two	Managing Risks
Part Three	Coordination of Emergency Operations
Part Four	Evacuation and Welfare
Part Five	Recovery
Part Six	Exercising, Reviewing and Reporting
Part Seven	Appendices and Annexures

Appendices

Appendix 1	Geographical Map
Appendix 2	Resources Register
Appendix 3	Risk Register
Appendix 4	Local Public Warning and Communication Systems

Annexures

Annexure 1	Local EM Plan - Provision of Welfare (DC)
Annexure 2	Emergency Welfare and Evacuation Centre Plan

- Annexure 3 Local Recovery Plan
- Annexure 4 Emergency Response Guide
- Annexure 5 Emergency Contact Directory

EXTERNAL CONSULTATION

The LEMA was developed through consultation with members of the LEMC and also the community (via Engage Bayswater).

OFFICER'S COMMENTS

The City of Bayswater LEMA 2020 complies with the *Emergency Management Act 2005*, State Emergency Management policies, plans, procedures and other guidelines. It has been developed on best practise principles and at the same time addresses the specific needs of the City of Bayswater.

It has been endorsed by the City of Bayswater LEMC and will be forwarded to DEMC and SEMC for "notation", following endorsement by Council.

Given that a State of Emergency has recently been declared within Western Australia and that the State government has activated its Pandemic Plan (which requires that local government authorities have effective local emergency management arrangements that are prepared and maintained for their districts); Council endorsement of the new and updated LEMA 2020 is considered an urgent matter.

LEGISLATIVE COMPLIANCE

A compliant, effective and contemporary LEMA is a requirement under the *Emergency Management Act 2005*, State Emergency Management policies and plans.

The City of Bayswater LEMA 2020 meets this requirement.

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	That: 1. Council endorses the City of Bayswater Local Emergency Management Arrangements (LEMA), as detailed in <u>Attachment 1</u> to this report. 2. The City submits the endorsed LEMA to both the District and State Emergency Management Committees to be "noted" as per the Western Australian State Guidelines.	
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
Conclusion	This option is considered a low risk to the City as it has undergone community consultation and been approved by the City's LEMC. In addition, State legislation and Emergency Plans require local governments have a compliant and current LEMA. The LEMA is required to be activated under State Emergency Plans (e.g. State Pandemic Plan)	

Option 2	That Council endorses the City of Bayswater Local Emergency Management Arrangements (LEMA), as detailed in <u>Attachment 1</u> to this report with other amendments as determined by Council.	
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	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Moderate
Organisational Health and Safety	Low	Low
Conclusion	It is considered this option has a moderate strategic, governance, reputational, community and stakeholder and service delivery risk, as the draft LEMA has already undergone community consultation and been approved by the City's LEMC. It is currently unknown if any further amendments to the draft LEMA would pose other risks for the City as they would be dependent upon the amendments made. Any significant amendments may require the document to be reconsidered by the City's Local Emergency Management Committee and may restrict the City's ability to formally activate these arrangements in the meantime.	

FINANCIAL IMPLICATIONS

No financial implications are applicable:

STRATEGIC IMPLICATIONS

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

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

The City's Local Emergency Management Arrangements are a legislative requirement under the *Emergency Management Act 2005* and are important in regards to enhancing resilience and preparedness for emergencies.

CONCLUSION

Option 1 is recommended as the preferred option, as the City's LEMA has been reviewed, updated and endorsed by the City's LEMC. To activate these arrangements in the event of an emergency, they need to be endorsed by Council.

The new LEMA 2020 complies with all State legislative requirements and is a critical resource in the event the city experiences a significant emergency or disaster.

13.3 Appointment of Acting Chief Executive Officer

Applicant/Proponent:	City of Bayswater	
Responsible Directorate:	Office of the CEO	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required	
Attachments:	Nil.	
Refer:	Item 10.5.1.2: OCM 9.4.2019	

THE ACTING CHIEF EXECUTIVE OFFICER, MR DES ABEL DECLARED A FINANCIAL INTEREST

In accordance with section 5.60A of the Local Government Act 1995, the Acting Chief Executive Officer, Mr Des Abel declared a financial interest in this item as it relates to his employment at the City of Bayswater. At 8:14pm, the Acting Chief Executive Officer, Mr Des Abel, withdrew from the meeting.

SUMMARY

Following the announcement by the Prime Minister, the Hon. Scott Morrison on 15 March 2020 that all international arrivals to Australia will be required to self-isolate for 14 days due to the coronavirus (COVID-19) pandemic, Council will be required to appoint an Acting Chief Executive Officer (CEO) for a two week period.

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

That Council appoints Mr Des Abel as Acting Chief Executive Officer for a period starting 6 April 2020 and ending when the Chief Executive Officer returns to the City.

CR DAN BULL, MAYOR MOVED, CR FILOMENA PIFFARETTI, DEPUTY MAYOR SECONDED

CARRIED UNANIMOUSLY: 10/0

At 8:15pm, the Acting Chief Executive Officer, Mr Des Abel, returned to the meeting.

BACKGROUND

At the Ordinary Council Meeting held 9 April 2019, Council adopted the recommendation made by the Chief Executive Officer Review Committee on 26 March 2019, and approved the CEO annual leave from 13 March to 3 April 2020 (inclusive) and the Director Community and Development (Mr Des Abel) being the Acting CEO during this period. Early leave approval was sought to enable appropriate planning for overseas travel.

In December 2019, a pneumonia of unknown cause was detected in Wuhan, China.

On 30 January 2020, the outbreak was declared a Public Health Emergency of International Concern by the World Health Organisation. The virus was found to originate from the coronavirus family of viruses.

On 11 February 2020, the World Health Organisation announced that the new coronavirus would be called 'COVID-19'.

On 11 March 2020, the World Health Organisation declared the COVID-19 outbreak a 'pandemic'.

On 15 March 2020, the Prime Minister of Australia, the Hon. Scott Morrison announced that all international arrivals to Australia will be required to self-isolate for 14 days upon arrival.

EXTERNAL CONSULTATION

Nil.

OFFICER'S COMMENTS

The City's CEO is currently overseas, scheduled to return to Australia on 31 March 2020. In accordance with the restrictions announced by the Prime Minister, the CEO will be required to self-isolate and will not be able to return to the City until, at the earliest, 14 April 2020.

In accordance with the Temporary Employment or Appointment of a CEO Policy, adopted by Council on 29 October 2019, the following provisions apply in relation to the appointment of an Acting CEO:

'...

4. ... the CEO shall have discretion to appoint an Acting CEO, subject to availability and operational requirements, for a period not exceeding four weeks. All such appointments are to be advised to Council.
5. For CEO leave exceeding four weeks, whether planned or unplanned, Council approval shall be required for appointment of an Acting CEO.'

As the CEO's leave will be extended to a period exceeding four weeks due to unplanned self-isolation, Council approval is sought for the appointment of an Acting CEO.

LEGISLATIVE COMPLIANCE

Temporary Employment or Appointment of a CEO 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	That Council appoints Mr Des Abel as Acting Chief Executive Officer for a period starting 6 April 2020 and ending when the Chief Executive Officer returns to the City.		
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	
Conclusion	This option is considered to be low risk as Mr Abel is a director within the City and has been Acting CEO since 13 March 2020. Mr Abel has experience acting in the role of Chief Executive Officer and can continue to provide leadership to the City.		

Option 2	That Council appoints _____ as Acting Chief Executive Officer for a period starting 6 April 2020 and ending when the Chief Executive Officer returns to the City.	
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
Conclusion	This option is considered to be low risk as the City's other directors also have Acting CEO experience and would be able to provide appropriate leadership to the City during this period.	

Option 3	That Council does not appoint an Acting Chief Executive Officer for a period starting 6 April 2020 and ending when the Chief Executive Officer returns to the City.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	High
Reputation	Low	High
Governance	Low	High
Community and Stakeholder	Moderate	High
Financial Management	Low	High
Environmental Responsibility	Low	High
Service Delivery	Low	High
Organisational Health and Safety	Low	High
Conclusion	This option is considered to be high in risk. It is considered essential for the City to have active leadership, particularly during this time when the City needs to be responsive to changing community needs caused by the COVID-19 virus.	

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

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

Theme: Leadership and Governance
 Aspiration: Open, accountable and responsive service
 Outcome L3: Strong stewardship and leadership

CONCLUSION

Council approval is sought for the appointment of an Acting CEO due to the requirement for the CEO to self-isolate upon his return to Australia for a period of 14 days, which exceeds four weeks of leave and requires Council approval.

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: 10/0

At 8:16pm, 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 Aged Care Divestment Committee - 25 February 2020****14.1.1.1 Aged Care Asset Divestment Update**

Responsible Branch:	Financial Services	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority Required	
Attachments:	1. Juniper letter dated 8 January 2020	
Refer:	Item 14.1.2: OMC 3.09.2019	

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:

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

where the trade secret or information is held by, or is about, a person other than the local government.

COUNCIL RESOLUTION**(COMMITTEE RECOMMENDATION)**

That Council notes the updated report and authorises the Chief Executive Officer to proceed to open market expressions of interest and subsequent tender for acquiring the City's aged care assets, with further progress reports to be provided to the Aged Care Asset Divestment Committee at each meeting.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY: 10/0

14.1.1.2 Lease - 271 Collier Road, Bayswater

Responsible Directorate:	Works and Infrastructure	
Authority/Discretion:	<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
Voting Requirement:	Simple Majority	
Refer:	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 Item 10.3.2 OCM 25.06.19 Item 14.1.1 OCM 05.11.19 Item 10.3.4 OCM 03.12.19	

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:

- (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*
- (e) *a matter that if disclosed, would reveal —*
 - (i) *a trade secret; or*
 - (ii) *information that has a commercial value to a person; or*
 - (iii) *information about the business, professional, commercial or financial affairs of 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. **Continues negotiations with the Eastern Metropolitan Regional Council (EMRC) in relation to future use of the facility at 271 Collier Road, Bayswater.**

CR GIORGIA JOHNSON MOVED, CR STEPHANIE GRAY SECONDED

CARRIED: 9/1

For: *Cr Dan Bull, Mayor, Cr Filomena Piffaretti, Deputy Mayor, Cr Barry McKenna, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Stephanie Gray, Cr Catherine Ehrhardt, Cr Elli Petersen-Pik, and Cr Giorgia Johnson.*

Against: *Cr Michelle Sutherland.*

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

That Council:

- 2. Notes that alternate sites will be made available if needed in the interim.**

CR GIORGIA JOHNSON MOVED, CR STEPHANIE GRAY SECONDED

CARRIED: 8/2

For: *Cr Dan Bull, Mayor, Cr Filomena Piffaretti, Deputy Mayor, Cr Barry McKenna, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Stephanie Gray, Cr Catherine Ehrhardt, and Cr Giorgia Johnson.*

Against: *Cr Michelle Sutherland, and Cr Elli Petersen-Pik.*

COUNCIL RESOLUTION

That the meeting be re-opened to the public and the doors re-opened.

CR ELLI PETERSEN-PIK MOVED, CR SALLY PALMER SECONDED

CARRIED UNANIMOUSLY: 10/0

At 8:30pm, the doors were re-opened to the public and any members of the public gallery were invited to return to the meeting (however no members of the public returned).

14.2 Public Reading of Resolutions That May be Made Public

Nil.

COUNCIL RESOLUTION

That Item 10.4.12 – Proposed Local Homelessness Advisory Committee be recommitted.

CR SALLY PALMER MOVED, CR CATHERINE EHRHARDT SECONDED

CARRIED UNANIMOUSLY: 10/0

At 8:30pm, Item 10.4.12 was recommitted in consideration of the Absolute Majority voting requirement.

15. CLOSURE

There being no further business to discuss, the Chairperson, Cr Dan Bull, Mayor, declared the meeting closed at 8:47pm.