

Minutes

ORDINARY COUNCIL MEETING

23 MARCH 2021

By signing these minutes I certify that they were confirmed at the Ordinary Meeting of Council held on Tuesday, 27 April 2021 by resolution of Council.

**CR DAN BULL, MAYOR
CHAIRPERSON**

Meeting Procedures

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

City of Bayswater

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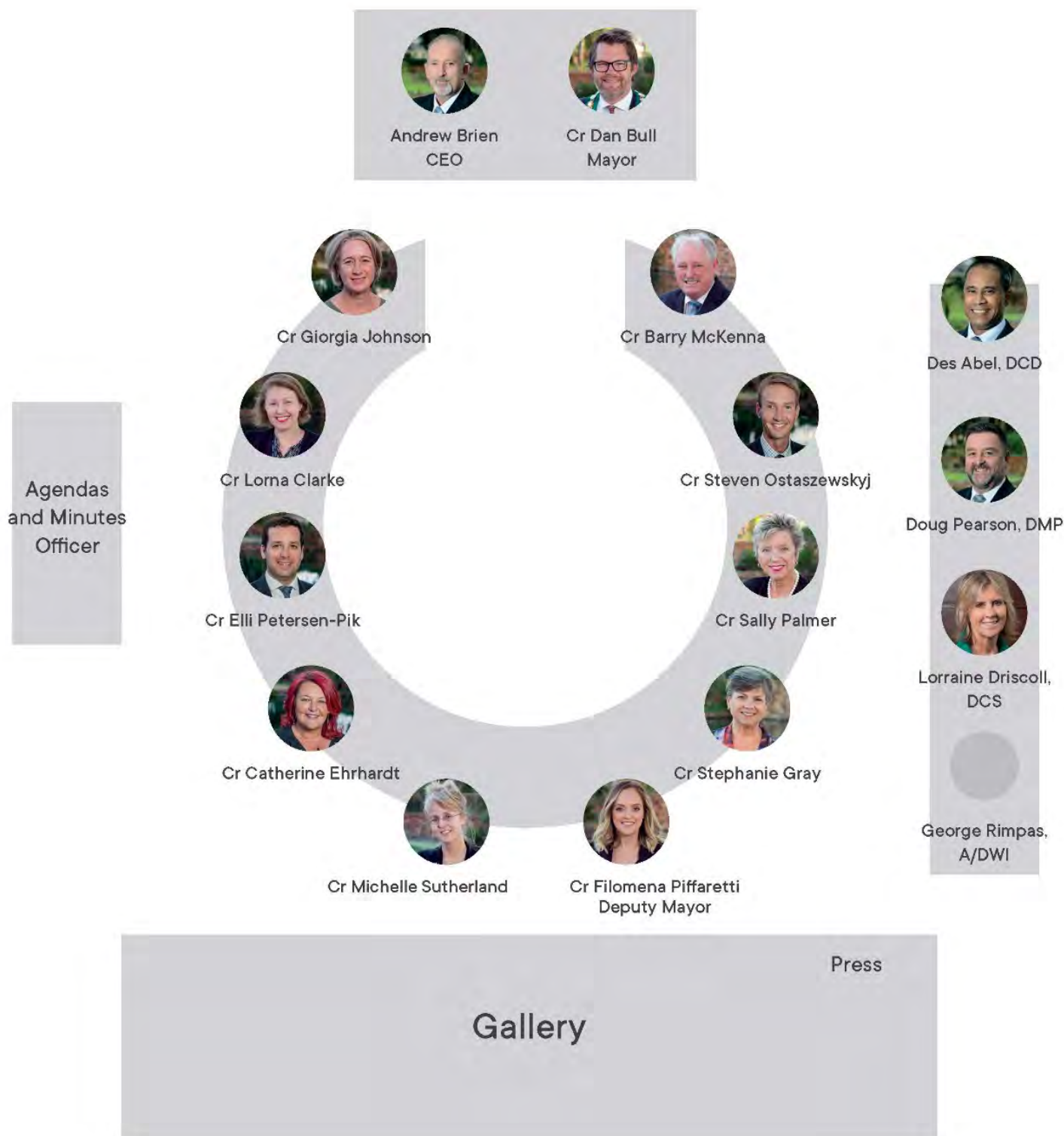
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Council Chambers

Seating Plan



Nature of Council's Role in Decision Making

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

City of Bayswater Standing Orders Local Law 2018

6.9 Deputations

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

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MINUTES

Minutes of the Ordinary Meeting of the Bayswater City Council which took place in the Council Chambers, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on Tuesday, 23 March 2021.

1. OFFICIAL OPENING

The Chairperson, Cr Dan Bull, Mayor, declared the meeting open at 6:30pm.

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

The Chairperson, Dan Bull, Mayor, advised that on Saturday, 13 March 2021, Bayswater Little Athletics held their final competition for the 2021 Little Athletics Season. A phenomenal 30 of their athletes qualified for the State Championships with the following long serving volunteers, volunteering for the last time:

- Gary Quartermaine - 19 years of service;
- Evan Crute - 17 years of service;
- Alicia Cooper - 16 years of service; and
- Henrietta De Sa - 15 years.

Between these volunteers, they have served the Bayswater Little Athletics well with all four officiating at State and National events over the years. The Mayor took the opportunity to thank them for their dedication to the Club and to the sport of Little Athletics. Evan Crute, former Chair of the Bayswater Little Athletics Club, wished for the Mayor to pass on his thanks to the City of Bayswater for the time and effort that has been put into maintaining the Wylde Road Reserve and the work that has been done over the past few years to improve lighting and the clubrooms.

4. ATTENDANCE

Members

West Ward

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

North Ward

Cr Filomena Piffaretti, Deputy Mayor
Cr Stephanie Gray

Central Ward

Cr Barry McKenna
Cr Sally Palmer
Cr Steven Ostaszewskyj

South Ward

Cr Elli Petersen-Pik

Officers

Mr Andrew Brien	Chief Executive Officer
Mr Doug Pearson	Director Major Projects
Mr Des Abel	Director Community and Development
Ms Lorraine Driscoll	Director Corporate and Strategy
Mr George Rimpas	A/Director Works and Infrastructure
Ms Cassandra Flanigan	Executive Support/Research Officer
Mr Jon Vines	Manager Project Services (<i>Until 7:11pm</i>)
Ms Karen Quigley	Manager Community Development (<i>Until 7:35pm</i>)
Mr Darren Beltman	Manager Governance and Organisational Strategy
Ms Wardia Du Toit	PA/Director Major Projects

Observers

Press - 1
Public - 5

Leave of Absence

Cr Catherine Ehrhardt

Absent

Cr Michelle Sutherland

4.1 Apologies

Nil.

4.2 Approved Leave of Absence

Councillor	Date of Leave	Approved by Council
Cr Catherine Ehrhardt	16 to 23 March 2021	Ordinary Council Meeting 23 February 2021
Cr Sally Palmer	17 to 19 March 2021	Ordinary Council Meeting 23 February 2021
Cr Lorna Clarke	19 to 22 March 2021	Ordinary Council Meeting 23 February 2021

4.3 Applications for Leave of Absence

Nil.

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 Lorna Clarke	10.3.1	Impartial	Member of Bedford Bowling Club.
Cr Barry McKenna	10.2.3	Financial	Chairperson of Bayswater Community Financial Services (Bendigo Bank) and the City has investments in the Bendigo Bank.
	10.5.1	Financial	Chairperson of Bayswater Community Financial Services who owns 83 Whatley Crescent, Bayswater, in the Town Centre.
	10.6.6.3	Financial	Chairperson of Bayswater Community Financial Services who leases 83 Whatley Crescent, Bayswater, to Evolve Bayswater who provided the deputation and presentation to the Skate Committee.
	11.1	Financial	Chairperson of Bayswater Community Financial Services who owns 83 Whatley Crescent, Bayswater, in the Town Centre.
Cr Stephanie Gray	10.3.1	Impartial	Social Member of the Morley Noranda Recreation Club.
Cr Steven Ostaszewskyj	10.6.6.1	Impartial	Member of Morley Windmills Sports Club which operates at Wotton Reserve.
Cr Dan Bull, Mayor	10.3.1	Impartial	Social Member of the Bedford Bowling Club.
	10.5.2	Proximity	Home backs onto the Tonkin Highway Road Reserve which is the subject of the project.
Mr Andrew Brien, Chief Executive Officer	10.2.6	Impartial	As the matter relates to his position held.
Mr Andrew Brien, Chief Executive Officer	13.3	Impartial	Son-in-law works for one of the tenderers.

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.

Where a question is taken on notice at the meeting, a summary of the response to the question will be provided in writing to the member of public and included in the minutes for the following meeting.

6.1 Responses to Public Questions Taken on Notice at the Ordinary Council Meeting of 23 February 2021

Mr Tony Green, PO Box 1639, Morley WA 6943

Preamble

Mr Green asked questions in relation to Item 10.2.5, specifically in relation to the financial report for the year ended 30 June 2020 titled 'Investments in Associates and Joint Arrangements' on page 116 of the Minutes.

Question 1

As the EMRC has in excess of \$184M in their reserves and \$33,926,600 belongs to the City of Bayswater, why does the City not dip into that pool of assets rather than borrow money?

Answer 1

The City is currently reviewing its Long Term Financial Plan and options to fund the priorities in the Plan will be considered as part of this process. These options could include loans or exploring avenues to utilise some of the City's equity in the EMRC, however, Council is yet to consider any options at this stage.

Mr Harry Bouzidis, 21 Parkinson Street, Noranda

Question 1

In relation to Confidential Item 14.1.2, can you tell me what is the nature of the licence?

Answer 1

The CEO advised that the information is 'Commercial in Confidence', therefore, confidential.

Question 2

The conditions are that the Council would not reveal a 'trade secret'. Does this refer to a trade secret?

Answer 2

Cr Dan Bull, Mayor, advised that in order for information in a confidential report to be disclosed, it requires a Council resolution to declassify it, therefore it is difficult to respond without in adversely talking about something that is currently confidential without that Council resolution.

Question 3

So, you can't tell me if it's a liquor licence, gambling licence or a demolition licence? I live in the area and just want to know what's happening in our area?

Answer 3

The licence relates to the continued non-exclusive use of a portion of City owned property. Once the applicant has agreed to the terms of the licence, the City will give public notice of the key terms of the licence in accordance with the Local Government Act 1995.

6.2 Public Question Time

Public Question Time commenced at 6:38pm.

The following questions were submitted verbally:

Mr Harvey Tonkin - harveyt@iinet.net.au

Preamble

Over the past four months, I've had great difficulty in getting rid of the gumnuts on the park near where I live for different reasons i.e. operators, machinery etc. However, just recently, the machinery needed repairs and the City needed to engage a private contractor to clean up the gumnuts.

Question 1

Is it possible for the Council to consider or reconsider the machinery used for the removal of gumnuts in the next budget or allowing for a private contractor to undertake these works?

Answer 1

The Acting Director of Works and Infrastructure, George Rimpas advised that officers are aware of the park in question and are looking at alternate equipment. Options will be presented to Council as part of the budgetary process.

Mr Tony Green - 18 Belfast Street, Morley

Question 1

Has the City considered a special relationship with local eateries regarding their disposition of waste for the FOGO system?

Answer 1

The Chairperson, Cr Dan Bull, Mayor, indicated that he didn't think so and the Director of Major Projects, Doug Pearson, confirmed that the City does not have a special arrangement with local eateries at this stage.

Question 2

Is Council aware that the City of Subiaco has just done this and should Council wish to consider this, it is recommended that the Council look at their data?

Answer 2

The Chairperson, Cr Dan Bull, Mayor, advised that it has been taken on board and it would be a good idea to touch base with the City of Subiaco.

Mr John Williams, President, Friends of Lightning Swamp

Preamble

Mr Williams wished to inform Council of the installation of over 600 metres of new ring-lock pole fencing at Lightning Park which will help to protect the transformation and regeneration of an area (5 hectares) of Banksia Woodland which will also help to counter the loss of clearing native bushland as a result of the Tonkin and Reid Highway upgrades which have occurred over the last three years.

Notably, the fencing could have not been installed without the generous cooperation and efforts of Steve Reeves and Chris Dadd from the City's Parks and Gardens Branch.

Question 1

Could the Chief Executive Officer please pass onto Steve and Chris, from the Lightning Swamp community, their gratitude and sincere thanks on a great job well done? This has made a whole lot of difference to the landscape which will further help the group to improve the site?

Answer 1

The Chief Executive Officer, Andrew Brien, advised that the message will be passed onto the staff involved. Furthermore, the Chairperson, Cr Dan Bull, Mayor, advised that all Councillors and staff really appreciate receiving the feedback. The Council and the City are passionate in working with the group and other groups to achieve these outcomes which are very important. The Mayor, Cr Dan Bull, thanked Mr Williams for taking the time to come in and provide his feedback.

Public Question Time was closed at 6.41pm.

7. CONFIRMATION OF MINUTES

7.1 Ordinary Council Meeting: 23 February 2021

COUNCIL RESOLUTION

The Minutes of the Ordinary Meeting of Council held on Tuesday, 23 February 2021, which have been distributed, be confirmed as a true and correct record.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY: 9/0

8. PRESENTATIONS

8.1 Petitions

Nil.

8.2 Presentations

Nil.

8.3 Deputations

The following deputations were heard at the Agenda Briefing Forum on Tuesday, 16 March 2021, in the Council Chambers, City of Bayswater Civic Centre, 61 Broun Avenue, Morley.

1. Cr Elli Petersen-Pik - Footpath Continuity

In relation to Item 11.2, Shannon Leigh was in attendance, speaking in support of the motion.

2. Cr Elli Petersen-Pik - Footpath Continuity

In relation to Item 11.2, Giles Graham submitted a written deputation in support of the motion.

3. Cr Elli Petersen-Pik - Footpath Continuity

In relation to Item 11.2, Ken Bird was in attendance and submitted a written deputation in support of the motion.

4. Cr Elli Petersen-Pik - Footpath Continuity

In relation to Item 11.2, Anthony Santoro submitted a written deputation in support of the motion.

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:

- 10.2.3 A matter in which an interest has been disclosed.
- 10.2.6 A matter in which an interest has been disclosed.
- 10.3.1 A matter in which an interest has been disclosed.
- 10.5.1 A matter on which a Members wishes to make a statement and an interest has been disclosed.
- 10.5.2 A matter in which an interest has been disclosed.
- 10.6.5.1 A matter on which a Members wishes to make a statement.
- 10.6.6.1 A matter in which an interest has been disclosed.
- 10.6.6.3 A matter in which an interest has been disclosed.
- 13.3 A matter in which an interest has been disclosed.

10. REPORTS**10.1 Chief Executive Officer Reports**

Nil.

COUNCIL RESOLUTION

That Item 11.2 be brought forward, being the subject of a deputation.

**CR FILOMENA PIFFARETTI, DEPUTY MAYOR MOVED, CR STEPHANIE GRAY SECONDED
CARRIED UNANIMOUSLY: 9/0**

10.2 Corporate and Strategy Directorate Reports**10.2.1 Financial Reports for the Period Ended 28 February 2021**

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 type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. Monthly Financial Statements (with supporting information). 2. Cash Backed Reserve Report. 3. Capital Acquisitions & Non-Operating Grants Report. 4. Economic Stimulus Projects Report.	

SUMMARY

This report details the financial reports for the period ended 28 February 2021 including, Monthly Financial Statements with supporting information (**Attachment 1**), Cash Backed Reserve Report (**Attachment 2**), Capital Acquisitions & Non-Operating Grants Report (**Attachment 3**) and Economic Stimulus Projects Report (**Attachment 4**).

COUNCIL RESOLUTION**OFFICER'S RECOMMENDATION**

That Council receives the financial reports for the period ended 28 February 2021, comprising:

1. Monthly Financial Statements with supporting information (**Attachment 1**).
2. Cash Backed Reserve Report Reserve Fund (**Attachment 2**).
3. Capital Acquisitions & Non-Operating Grants Report (**Attachment 3**).
4. Economic Stimulus Projects Report (**Attachment 4**).

CR SALLY PALMER MOVED, CR GIORGIA JOHNSON SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 9/0

BACKGROUND

The *Local Government Act 1995* in conjunction with regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* requires a monthly Financial Activity Statement 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 30 June 2020, Council adopted the Annual Budget for the 2020/21 financial year. The figures in this report are compared to the adopted budget and subsequent amendments as approved by Council throughout the financial year.

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

The material variance adopted by the Council for the 2020/21 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:

- Monthly Financial Statements with supporting information (**Attachment 1**);
- Cash Backed Reserve Report (**Attachment 2**);
- Capital Acquisitions & Non-Operating Grants Report (**Attachment 3**); and
- Economic Stimulus Projects Report (**Attachment 4**).

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 (accruals, depreciation, provisions, etc.).

The Detailed Statement of Comprehensive Income by Nature or Type Classifications discloses reportable variances.

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**) summarises total capital and operating expenditure.

The projects summarised in the Capital Acquisitions & Non-Operating Grants Report (**Attachment 3**) detail the capital (actual and committed) expenditure for the period ended 28 February 2021.

Attachment 4 outlines the economic stimulus projects and the current financial position of each project as at 28 February 2021, with some of these projects spanning over multiple financial years.

LEGISLATIVE COMPLIANCE

Section 6.4 of the *Local Government Act 1995* requires a local government to prepare an annual financial report for the preceding year and such other financial reports as are prescribed.

Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* as amended requires the local government to prepare each month a statement of financial activity reporting on the source and application of funds as set out in the annual budget.

OPTIONS

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

Option 1	That Council receives the financial reports for the period ended 28 February 2021, comprising: <ol style="list-style-type: none"> Monthly Financial Statements with supporting information (<u>Attachment 1</u>). Cash Backed Reserve Report Reserve Fund (<u>Attachment 2</u>). Capital Acquisitions & Non-Operating Grants Report (<u>Attachment 3</u>). Economic Stimulus Projects Report (<u>Attachment 4</u>). 	
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	The financial reports have been compiled in accordance with the relevant provisions of the <i>Local Government Act 1995</i> and <i>Local Government (Financial Management) Regulations 1996</i> .	

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.

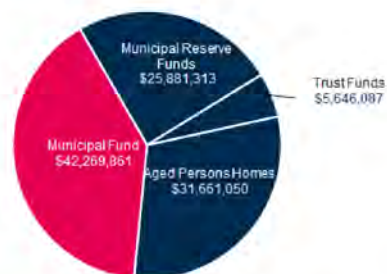
CONCLUSION

In light of the above, it is recommended that Council receive the financial reports for the period ended 28 February 2021.

Attachment 1

Monthly Financial Statement Snapshot

February 2021

Term Deposits by Bank
(refer to investment report)**Total Cash and Cash Equivalents**
(including cash at bank and term deposits)

	Debtors				Trade Creditors
	Sundry	Infringement	Recreation	Total	
Total Outstanding	\$2,094,493	\$388,678	\$416,035	\$2,899,206	\$957,600
Not yet due	0%	6%	75%	11%	0%
Current	98%	3%	10%	74%	80%
Over 30 days	1%	8%	4%	2%	19%
Over 60 days	1%	83%	11%	13%	1%

Rates & Charges

Collected	88%
Total Outstanding	\$9,117,373
Deferred Rates	\$731,263

Payment Options	YTD 2020/21	2019/20
Payment in Full	18,295 to date	14,318 by 16/08/19
Instalment	9,760	9,715
Rates Smoothing	1,742	1,522
Arrangement	691	648
None Selected	2,227	5,831

Capital

	Annual Budget	YTD Budget	YTD Actual	YTD % Spent
Expenditure	\$35,203,194	\$17,483,917	\$9,508,028	54%
	Annual Budget	YTD Budget	YTD Actual	YTD % Received
Revenue	\$7,977,783	\$273,086	\$246,160	90%

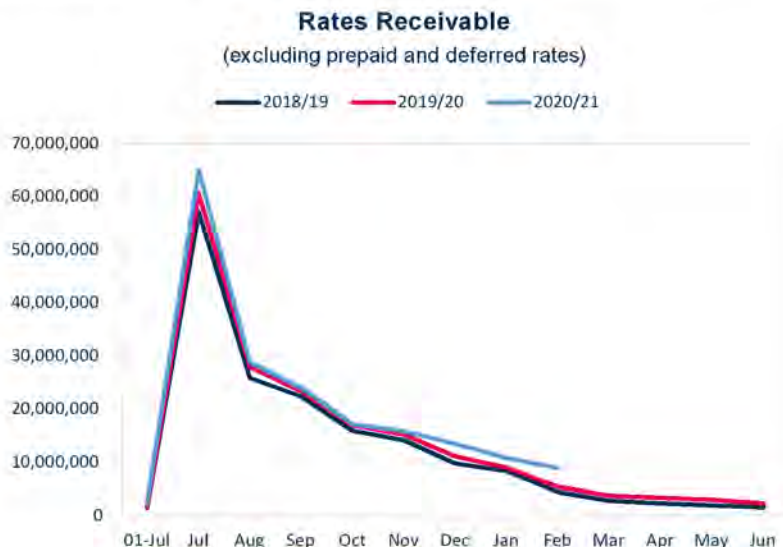
Operating

	Annual Budget	YTD Budget	YTD Actual	YTD % Spent
Expenditure	\$90,901,680	\$56,909,144	\$55,188,965	97%
	Annual Budget	YTD Budget	YTD Actual	YTD % Received
Revenue *excludes rates	\$34,463,055	\$25,849,098	\$26,640,821	103%

**City of Bayswater
Executive Summary
for the period 1 July 2020 to 28 February 2021**

Revenue

During February 2021, the City's cash flow has been stable, the rates fourth instalment due date will be on 12 March 2021. To date 18,295 properties have paid in full with 12,193 properties nominating a payment option. Currently there are 2,227 properties where no payment option has been selected including 415 properties having a senior/pensioner concession.



Sundry Debtors

Currently there is \$2.9m outstanding for sundry debtors with 13% sitting over 60 days. The majority of this outstanding relates to the sale of a portion of Wotton Reserve and infringement lodged with the Fines Enforcement Registry.

Capital

Capital revenue and expenditure are below the total year- to- date amended budgets. The capital expenditure variances are due to reduced expenditure on building projects (Morley Sport & Rec \$820k, The RISE \$175k, Wotton Reserve \$130k, Bayswater Waves \$472k, Aged care \$360k), park development (Maylands Waterland \$2.2m, Maylands Lakes \$556k) and various road and other infrastructure projects with a variance of \$2.8m.

Operating

The year to date operating revenue is slightly increase to its year-to-date amended budgets. All operating revenue types are showing positive variance except for interest earnings due to low cash rate due to the current economic climate. The favourable variance can be attributed to: income from Bayswater Waves and The RISE as facilities were originally predicted to be closed for a longer period than actually occurred; a credit provided by the Local Government Insurance Scheme WA; a settlement amount received from Cleanaway and the receipt of the FOGO grant. For operating expenses, there is an underspend in materials and contracts though it is anticipated that spending will increase in the coming months.

**City of Bayswater
Financial Activity Statement
Significant Variances
for the period 1 July 2020 to 28 February 2021**

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

Program	YTD Amended Budget \$	YTD Actual \$	Variance Positive/ (Negative) \$
General purpose funding <ul style="list-style-type: none"> The late payment penalty for Rates is higher than budget due to the higher level of outstanding rates. 	1,713,461	1,766,487	53,026
Governance <ul style="list-style-type: none"> The reimbursement for insurance and workers compensation claims is higher than the expected budget amount due to the different budget spread. The City has received reimbursements for long service leave that was not budgeted. Income from Order and Requisition fees (i.e. property enquiries) are higher than the expected budget due to increased demand in the property market. 	91,756	187,489	95,733
Law, order, public safety <ul style="list-style-type: none"> Income for animal infringements has exceeded what was budgeted, as there have been two dog act prosecutions. Animal registrations were sent out in October and income received is higher than predicted. Income is expected to be in line with budget in the coming months. Bushfire infringements are issued from 1 November to April. Income is higher than predicted. 	254,449	277,931	23,483
Health <ul style="list-style-type: none"> Immaterial variance. 	224,883	228,067	3,184
Education and welfare <ul style="list-style-type: none"> Lease income is higher than budget which is a result of an accrual for prepaid rental income. Income for venue hire and entrance fees for the community programs are higher than expected because the City had taken into account the COVID-19 restrictions during the budget process. 	107,566	142,431	34,865
Housing <ul style="list-style-type: none"> The variance is a result of lower interest earning from investment than anticipated. 	5,651,181	5,588,203	(62,978)
Community amenities <ul style="list-style-type: none"> Development application fees have increased as more applications have been submitted than expected due to the Commonwealth and WA Home Builder Grant. The City has received a grant for a new initiative called Food Organics Garden Organics (FOGO) which was not budgeted. Income from Order and Requisition fees (i.e. Property Enquiries) under the Planning Services cost centre were not budgeted. Refuse charges are higher due to the interim rates levied in January 2021. The timing difference between budget and actual will ease in the following month. 	12,248,206	12,607,946	359,740

Program	YTD Amended Budget \$	YTD Actual \$	Variance Positive/ (Negative) \$
Recreation and culture <ul style="list-style-type: none"> Income for the RISE, Bayswater Waves and golf courses are higher than budget due to the holiday season. 	4,589,899	5,032,500	442,602
Transport <ul style="list-style-type: none"> Crossover contributions received are lower than budget due to the difference in budget spread. Revenue received from streetside advertising is lower than budget. Less parking infringements have been issued due to COVID-19 and the financial impact on residents. 	520,855	353,308	(167,547)
Economic services <ul style="list-style-type: none"> Immaterial variance. 	385,153	367,321	(17,833)
Other property and services <ul style="list-style-type: none"> There has been a high amount of credit card payments made by customers, which has generated an increase in the surcharge collected. This will result in a corresponding increase in the bank fees expense. 	61,690	89,138	27,449
Total	25,849,098	26,640,821	791,723

Expenditure from operating activities

Program	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
General purpose funding <ul style="list-style-type: none"> The variance is a result of the Buy-in-Baysie Grant Program which is part of the local business investment and economic growth project. Expenditure is expected to increase in the coming months. 	(579,100)	(516,513)	62,587
Governance <ul style="list-style-type: none"> Immaterial variance 	(3,929,805)	(3,932,952)	(3,146)
Law, order, public safety <ul style="list-style-type: none"> Expenditure is lower than budget due to the difference in budget spread. It is expected to be in line with budget in the coming months. 	(2,231,628)	(2,180,817)	50,811
Health <ul style="list-style-type: none"> Immaterial variance. 	(1,136,251)	(1,151,830)	(15,579)
Education and welfare <ul style="list-style-type: none"> Building maintenance spending for the buildings under this program is lower due to the budget spread. It is expected that spending will increase in the coming months. The Local Homelessness Strategy fund is expected to be spent in the coming months. 	(1,308,061)	(1,211,034)	97,026
Housing <ul style="list-style-type: none"> Immaterial variance. 	(5,889,335)	(5,888,578)	757

Program	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Community amenities <ul style="list-style-type: none"> Waste collection expenditure is higher due to the increase in recycling charge and other disposal charges. Variance is due to the EMRC's management contract for the Waste Disposal Facility being charged to building maintenance contract. 	(10,231,043)	(10,808,786)	(577,743)
Recreation and culture <ul style="list-style-type: none"> The variance is a result of parks and garden maintenance projects' expenditure in this program being lower than budget due to budget spread. It is expected the spending will increase in the coming months. 	(19,274,581)	(18,256,738)	1,017,843
Transport <ul style="list-style-type: none"> The variance is a result of maintenance projects in this program, such as power line clearance, tree planting, verge and streetscape maintenance programs being less than anticipated. It is expected spending will increase in the coming months. 	(11,155,426)	(10,054,261)	1,101,165
Economic services <ul style="list-style-type: none"> The variance is due to the delay in the take up of the local business investment and economic growth projects which Council approved in October 2020. It is expected to increase in the coming months. 	(888,812)	(811,744)	77,068
Other property and services <ul style="list-style-type: none"> Plant operating costs recovery is higher than budget due to the plant recovery rates used. Reviews of plant rates are currently being monitored. Expenditure is expected to be in line with budget in the coming months. 	(285,103)	(375,713)	(90,610)
Total	(56,909,144)	(55,188,965)	1,720,179

Non-cash operating activities excluded from the budget

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Non-cash operating activities <ul style="list-style-type: none"> Movements in depreciation, Aged liability adjustment and leave provisions. 	7,088,054	8,238,929	1,150,874

Investing activities

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Non-operating grants, subsidies and contributions <ul style="list-style-type: none"> Immaterial Variance. 	273,086	246,160	(26,926)
Purchase of property, plant and equipment <ul style="list-style-type: none"> The variance is primarily caused by the spending on building projects being lower than the year-to-date budget. Various projects' timing initially set in the budget are different from the actual scheduling of projects. 	(6,833,381)	(3,730,414)	3,102,967

Purchase of construction and infrastructure <ul style="list-style-type: none"> Purchases are below year-to-date budget due to delay in various projects' commencement date. 	(10,357,430)	(5,726,378)	4,631,053
Purchase of intangible assets <ul style="list-style-type: none"> Variance is caused by the delay in implementing the eServices and stage one of debtors system improvements. 	(293,105)	(35,256)	257,849
Purchase of Assets Held for Sale <ul style="list-style-type: none"> Immaterial variance. 	0	(15,980)	(15,980)
Proceeds from disposal of assets <ul style="list-style-type: none"> Variance on asset disposal has occurred due to the unbudgeted sale of a portion of Wotton Reserve. 	366,667	1,963,021	1,596,354

Financing activities

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Repayment of borrowings <ul style="list-style-type: none"> No variance. 	(3,559)	(3,559)	0
Proceeds from self-supporting loans <ul style="list-style-type: none"> No variance. 	3,559	3,559	0
Payment for principal portion of lease liability <ul style="list-style-type: none"> The new accounting standard requires recognition of leases as a liability. 	0	(56,245)	(56,245)
Transfer to reserves <ul style="list-style-type: none"> Aged care transfers to reserves are not yet required. 	(789,003)	(259,717)	529,287
Transfer from reserves <ul style="list-style-type: none"> The variance has occurred as reserve funded projects are being undertaken later than expected and therefore funds not being recouped. 	8,750,568	2,007,516	(6,743,052)
Rates <ul style="list-style-type: none"> The variance is result of interim rates levied in January. 	49,090,730	49,559,577	468,847

City of Bayswater
Statement of Comprehensive Income
by Nature or Type
for the period 1 July 2020 to 28 February 2021

	Budget	Amended Budget	YTD Budget	YTD Actual
	\$	\$	\$	\$
Revenue				
Rates	49,074,989	49,124,989	49,090,730	49,559,577
Operating grants, subsidies and contributions	9,822,008	9,943,348	6,567,032	6,493,743
Fees and charges	18,017,799	21,363,681	17,980,660	18,554,331
Interest earnings	1,283,095	1,116,568	871,285	928,003
Other revenue	1,725,055	1,979,384	410,096	664,744
	<u>79,922,945</u>	<u>83,527,969</u>	<u>74,919,803</u>	<u>76,200,398</u>
Expenses				
Employee costs	(32,911,919)	(34,466,097)	(22,455,512)	(22,215,252)
Materials and contracts	(30,683,301)	(32,066,003)	(18,670,206)	(16,650,765)
Utility charges	(3,381,265)	(3,582,141)	(2,382,445)	(2,317,853)
Depreciation and amortisation	(11,253,872)	(11,253,872)	(7,420,729)	(7,899,306)
Insurance expenses	(956,252)	(980,978)	(950,978)	(928,596)
Interest expenses	(3,037)	(3,037)	(408)	(2,004)
Other expenditure	(8,156,500)	(8,157,500)	(5,091,516)	(5,163,057)
	<u>(87,346,146)</u>	<u>(90,509,628)</u>	<u>(56,971,794)</u>	<u>(55,176,832)</u>
	<u>(7,423,201)</u>	<u>(6,981,659)</u>	<u>17,948,009</u>	<u>21,023,566</u>
Non-operating grants, subsidies and contributions	5,810,926	7,977,783	273,086	246,160
Profit on asset disposals	60,075	60,075	20,025	0
(Loss) on asset disposals	(392,052)	(392,052)	62,650	(12,133)
Fair value adjustments to financial assets at fair value through profit or loss	0	0	0	0
	<u>5,478,949</u>	<u>7,645,806</u>	<u>355,761</u>	<u>234,027</u>
Net result	<u>(1,944,252)</u>	<u>664,147</u>	<u>18,303,770</u>	<u>21,257,593</u>
Other comprehensive income				
Changes on revaluation of non-current assets	0	0	0	0
Total other comprehensive income	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total comprehensive income	<u>(1,944,252)</u>	<u>664,147</u>	<u>18,303,770</u>	<u>21,257,593</u>

**City of Bayswater
Financial Activity Statement
for the period 1 July 2020 to 28 February 2021**

	Budget	Amended Budget	YTD Amended Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
Net current assets at start of year - surplus/(deficit)	9,370,740	11,424,322	9,370,740	14,905,674	5,534,934	59%
Operating activities						
Revenue from operating activities (excludes rates)						
General purpose funding	2,184,733	2,236,258	1,713,461	1,766,487	53,026	3%
Governance	119,810	157,840	91,756	187,489	95,733	104%
Law, order, public safety	334,620	353,456	254,449	277,931	23,483	9%
Health	288,202	309,232	224,883	228,067	3,184	1%
Education and welfare	199,963	204,305	107,566	142,431	34,865	32%
Housing	10,235,725	10,225,725	5,651,181	5,588,203	(62,978)	(1%)
Community amenities	12,340,392	12,527,198	12,248,206	12,607,946	359,740	3%
Recreation and culture	3,632,838	6,813,334	4,589,899	5,032,500	442,602	10%
Transport	857,988	855,917	520,855	353,308	(167,547)	(32%)
Economic services	597,189	663,219	385,153	367,321	(17,833)	(5%)
Other property and services	116,572	116,572	61,690	89,138	27,449	44%
	30,908,031	34,463,055	25,849,098	26,640,821	791,723	3%
Expenditure from operating activities						
General purpose funding	(839,335)	(848,785)	(579,100)	(516,513)	62,587	(11%)
Governance	(6,189,640)	(6,403,023)	(3,929,805)	(3,932,952)	(3,146)	0%
Law, order, public safety	(3,338,805)	(3,425,797)	(2,231,628)	(2,180,817)	50,811	(2%)
Health	(1,862,068)	(1,792,068)	(1,136,251)	(1,151,830)	(15,579)	1%
Education and welfare	(2,104,891)	(2,041,382)	(1,308,061)	(1,211,034)	97,026	(7%)
Housing	(9,070,773)	(9,070,773)	(5,889,335)	(5,888,578)	757	(0%)
Community amenities	(18,079,431)	(18,174,534)	(10,231,043)	(10,808,786)	(577,743)	6%
Recreation and culture	(28,079,251)	(29,824,515)	(19,274,581)	(18,256,738)	1,017,843	(5%)
Transport	(16,514,356)	(17,317,092)	(11,155,426)	(10,054,261)	1,101,165	(10%)
Economic services	(1,403,274)	(1,489,116)	(888,812)	(811,744)	77,068	(9%)
Other property and services	(256,373)	(514,594)	(285,103)	(375,713)	(90,610)	32%
	(87,738,198)	(90,901,680)	(56,909,144)	(55,188,965)	1,720,179	(3%)

	Budget	Amended Budget	YTD Amended Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
Operating activities excluded from budget						
	11,335,849	10,985,849	7,088,054	8,238,929	1,150,874	16%
Amount attributable to operating activities	(36,123,578)	(34,028,454)	(14,601,252)	(5,403,542)	9,197,710	(63%)
Investing activities						
Non-operating grants, subsidies and contributions	5,810,926	7,977,783	273,086	246,160	(26,926)	(10%)
Purchase of property, plant and equipment	(15,016,582)	(16,552,306)	(6,833,381)	(3,730,414)	3,102,967	(45%)
Purchase and construction of infrastructure	(15,228,272)	(18,194,117)	(10,357,430)	(5,726,378)	4,631,053	(45%)
Purchase of intangible assets	(442,598)	(456,771)	(293,105)	(35,256)	257,849	(88%)
Purchase of Assets Held for Sale	0	0	0	(15,980)	(15,980)	No Budget
Proceeds from disposal of assets	520,000	520,000	366,667	1,963,021	1,596,354	435%
Amount attributable to investing activities	(24,356,526)	(26,705,411)	(16,844,163)	(7,298,847)	9,545,317	(57%)
Financing activities						
Repayment of borrowings	(4,785)	(4,785)	(3,559)	(3,559)	(0)	0%
Proceeds from self-supporting loans	4,785	4,785	3,559	3,559	0	0%
Payment for principal portion of lease liability	0	0	0	(56,245)	(56,245)	No Budget
Transfer to reserves	(1,864,964)	(2,524,224)	(789,003)	(259,717)	529,287	(67%)
Transfer from reserves	16,115,318	16,978,338	8,750,568	2,007,516	(6,743,052)	(77%)
Amount attributable to financing activities	14,250,354	14,454,114	7,961,564	1,691,554	(6,270,010)	(79%)
Budget deficiency before general rates	(46,229,751)	(46,279,751)	(23,483,850)	(11,010,834)	12,473,017	(53%)
Estimated amount to be raised from general rates	49,074,989	49,124,989	49,090,730	49,559,577	468,847	1%
Adjusted net current assets at the end of the year - surplus/(deficit)	2,845,238	2,845,238	25,606,880	38,548,744	12,941,864	51%

**City of Bayswater
Net Current Assets
as at 28 February 2021**

Municipal and Aged Persons Homes	Opening Balance	Closing Balance
	\$	\$
Current assets		
Cash and cash equivalents	84,596,735	99,812,224
Trade and other receivables	4,536,342	11,939,041
Inventories	161,739	202,990
Prepayments	96,386	20,915
Total	89,391,201	111,975,170
Current liabilities		
Trade and other payables	(30,477,944)	(31,163,656)
Other financial liabilities at amortised costs	(4,785)	(1,225)
Lease liabilities	(83,185)	(26,940)
Provisions	(6,457,539)	(6,635,068)
Grant Liabilities	(472,006)	(472,006)
Clearing accounts	0	(164,890)
Total	(37,495,458)	(38,463,786)
Net current assets	51,895,743	73,511,384
Restricted - Reserves	(46,017,037)	(44,269,238)
Cash backed employee provisions	1,561,327	1,570,314
Restricted - Aged Persons Homes	7,415,426	7,736,285
Current Portion of Lease Liabilities	50,216	0
	14,905,674	38,548,744

**City of Bayswater
Cash Backed Reserves
for the period 1 July 2020 to 28 February 2021**

	Budget Amended				Actual			
	Opening Balance	Transfer to	Transfer (from)	Closing Balance	Opening Balance	Transfer to	Transfer (from)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Aged Persons Homes - General Reserve	14,682,112	1,360,011	(1,670,569)	14,371,554	15,667,801	90,965	(26,455)	15,732,310
Aged Persons Homes - Prudential Requirements Reserve	2,678,179	206,827	0	2,885,006	2,678,353	15,501	0	2,693,854
Bayswater Bowling Club Capital Improvements Reserve	10,238	163	0	10,401	10,243	59	0	10,301
Bayswater Tennis Club Reserve	159,481	2,139	(22,500)	139,120	159,553	918	0	160,471
Bayswater Waves Aquatic Centre Reserve	780,509	2,260	(676,992)	105,777	778,040	4,290	(77,089)	705,241
Bore and Reticulation Reserve	169,464	150	(160,000)	9,614	169,540	364	(160,000)	9,904
Building Furniture and Equipment Reserve	172,292	2,181	(31,600)	142,873	172,370	992	0	173,362
City Buildings and Amenities Reserve	1,503,233	5,850	(1,052,700)	456,383	1,567,079	8,551	(181,443)	1,394,187
Civic Centre Reserve	153,229	578	(110,400)	43,407	153,297	746	(55,980)	98,063
Economic Stimulus Reserve	7,952,471	33,441	(5,418,836)	2,567,076	7,241,980	39,663	(634,610)	6,647,033
Eric Singleton Bird Sanctuary Reserve	1,213,145	19,321	0	1,232,466	1,213,691	6,986	0	1,220,677
Footpath and Cycleway Reserve	84,670	0	(80,000)	4,670	84,709	488	0	85,196
General Waste Management Reserve	28,159	448	0	28,607	28,171	162	0	28,333
Golf Courses Reserve	1,698,580	21,743	(304,000)	1,416,323	1,699,343	9,632	(54,862)	1,654,113
Information Technology Reserve	800,920	48,923	(849,312)	531	801,280	4,044	(211,123)	594,200
Landfill Restoration Reserve	432,224	5,472	(150,000)	287,696	429,584	2,473	0	432,057
Les Hansman Centre Development Reserve	5,131,110	730,648	(3,250,000)	2,611,758	5,133,416	29,304	(99,531)	5,063,189
Long Service Leave and Entitlements Reserve	1,560,625	24,855	0	1,585,480	1,561,327	8,987	0	1,570,314
Major Capital Works Reserve	1,293,915	11,753	(580,000)	725,668	1,263,061	6,383	(281,525)	987,919
Maylands Lakes Reserve	4,681	73	0	4,754	4,683	27	0	4,710
Maylands Waterland Reserve	425,322	6,775	0	432,097	425,513	2,449	0	427,962
Morley City Centre Reserve	606,572	7,881	(100,000)	514,453	606,844	3,493	0	610,337
Morley Sport and Recreation Centre Reserve	521,257	8,319	0	529,576	521,505	2,980	(9,009)	515,476
Noranda Netball Club Reserve	614,850	1	(550,000)	64,851	615,126	3,541	0	618,667
Plant and Works Equipment Reserve	128,439	37	(126,000)	2,476	128,496	245	(126,000)	2,742
Playground and Parks Reserve	436,960	0	(405,000)	31,960	437,157	2,418	(39,239)	400,336
River Restoration Reserve	334,030	3,587	(120,000)	217,617	129,599	717	(10,643)	119,673
Roads and Drainage Reserve	131,863	0	(120,000)	11,863	131,923	740	(8,092)	124,570
Senior Citizens Building Reserve	91,937	0	(86,000)	5,937	91,979	529	0	92,508
Strategic Land Acquisition Reserve	11,840	7,213	0	19,053	11,846	68	0	11,914
Streetscapes Reserve	683,065	1,989	(510,000)	175,054	698,329	3,965	(21,114)	681,180
Sustainable Environment Reserve	167,615	159	(146,669)	21,105	172,926	995	0	173,921
The RISE Reserve	606,572	1,533	(457,760)	150,345	606,844	3,466	(10,802)	599,509
Workers Compensation Reserve	621,151	9,893	0	631,044	621,430	3,577	0	625,007
Total	45,890,710	2,524,224	(16,978,338)	31,436,596	46,017,037	259,717	(2,007,516)	44,269,238

Attachment 3

**City of Bayswater
Capital Acquisitions & Non-Operating Grants
for the period 1 July 2020 to 28 February 2021**

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Non-operating grants, subsidies and contributions - summary						
1622 Buildings	(2,000,000)	(2,351,191)	0	0	0	(2,351,191)
1652 Plant and equipment	0	0	0	(26,590)	0	26,590
1702 Roads	(1,278,172)	(1,434,172)	(207,000)	(209,970)	0	(1,224,202)
1712 Footpath	(640,000)	(640,000)	0	0	0	(640,000)
1732 Park development	(1,892,754)	(3,332,420)	(66,086)	(9,600)	0	(3,322,820)
1742 Other infrastructure	0	(220,000)	0	0	0	(220,000)
	<u>(5,810,926)</u>	<u>(7,977,783)</u>	<u>(273,086)</u>	<u>(246,160)</u>	<u>0</u>	<u>(7,731,623)</u>
Capital acquisitions - summary						
Purchase of property, plant and equipment						
1622 Buildings	11,612,193	12,906,578	5,223,635	2,250,437	4,898,744	5,757,396
1632 Furniture and equipment	572,476	813,815	603,108	500,620	117,932	195,263
1652 Plant and equipment	2,831,913	2,831,913	1,006,638	979,357	891,778	960,778
	<u>15,016,582</u>	<u>16,552,306</u>	<u>6,833,381</u>	<u>3,730,414</u>	<u>5,908,455</u>	<u>6,913,437</u>
Purchase and construction of infrastructure assets						
1702 Roads	3,747,861	4,069,690	2,473,724	1,882,309	401,707	1,785,674
1712 Footpath	1,815,324	1,828,709	1,100,349	607,712	171,884	1,049,114
1722 Drainage	639,223	670,798	332,304	139,193	15,475	516,129
1732 Park development	8,041,994	10,126,833	5,616,346	2,625,488	2,251,189	5,250,156
1742 Other infrastructure	983,870	1,498,086	834,707	471,675	125,710	900,701
	<u>15,228,272</u>	<u>18,194,117</u>	<u>10,357,430</u>	<u>5,726,378</u>	<u>2,965,965</u>	<u>9,501,774</u>
Purchase of intangible assets						
1852 Intangible assets	442,598	456,771	293,105	35,256	17,770	403,744
	<u>442,598</u>	<u>456,771</u>	<u>293,105</u>	<u>35,256</u>	<u>17,770</u>	<u>403,744</u>
Purchase of asset held for sale						
1912 Assets Held for Sale	0	0	0	15,980	0	(15,980)
	<u>0</u>	<u>0</u>	<u>0</u>	<u>15,980</u>	<u>0</u>	<u>(15,980)</u>
	<u>30,687,452</u>	<u>35,203,194</u>	<u>17,483,917</u>	<u>9,508,028</u>	<u>8,892,190</u>	<u>16,802,975</u>

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
Buildings							
Building							
80691	Security access control - Upgrade	23,544	23,544	23,544	0	0	23,544
		23,544	23,544	23,544	0	0	23,544
Building major capital works							
80116	Hydrotherapy pool and spa refurbishment	61,657	61,657	61,657	1,933	23,677	36,047
80420	Maylands Town Centre Toilet Block	27,098	45,760	45,760	47,090	6,980	(8,310)
80474	Signage - renewal at various buildings	8,658	8,658	8,658	7,770	0	888
80596	Depot Offices Renovation	110,087	110,087	110,087	103,202	1,200	5,685
80598	Depot Upgrade Lighting	25,000	25,000	25,000	0	0	25,000
80800	Riverside Gardens Toilet Upgrade	0	216,191	0	0	0	216,191
80808	Depot Mixing Facility	0	50,000	0	0	0	50,000
80809	Depot Electrical Door	0	13,000	0	0	0	13,000
80810	Store Room Upgrades	0	28,000	0	0	0	28,000
		232,500	558,353	251,162	159,995	31,857	366,502
Building minor capital works							
80461	Jamieson Frame Pav - replace rear doors	6,166	0	0	0	0	0
80464	Maylands TownH - renew toilet & switchboard	77,400	77,400	77,400	0	53,270	24,130
80482	Wotton Reserve - sewer connection	186,000	186,000	186,000	47,276	8,031	130,693
80527	Depot - improve access and security	0	0	0	11,558	0	(11,558)
80570	Upper Hillcrest Reserve - Storage Shed	20,442	30,442	20,442	21,523	12,610	(3,691)
		290,008	293,842	283,842	80,358	73,911	139,573
Aquatic facilities							
80365	Bayswater Waves - refurbishment tender design	100,832	406,318	406,318	175,927	169,409	60,982
80602	Bayswater Waves - Repair Tiling	12,060	12,060	12,060	10,409	0	1,651
		112,892	418,378	418,378	186,336	169,409	62,633
Aged care facilities							
80390	Aged Persons Homes - general provisions	0	256,154	0	0	0	256,154
80410	Aged Care - Mertome Redevelopment Project	104,834	104,834	0	0	0	104,834
		104,834	360,988	0	0	0	360,988

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Community capital requests						
80623 Hinds Reserve - Rowing Club Sheds - new grease trap	12,840	12,840	0	0	0	12,840
80625 Grand Prom Res - Bedford Bowling Club - refrigeration system	15,298	15,298	15,298	16,864	0	(1,566)
80626 Bayswater State Emergency Services - new storage area	31,818	21,818	0	21,778	36	4
80628 Maylands Tennis Club - toilet renewal	5,455	5,455	5,455	6,780	0	(1,325)
80629 Waltham Reserve - Club Rooms - shade patio	17,273	17,273	17,273	18,596	0	(1,323)
80630 Lightning Park - Pavilion - change rooms renewal	23,637	23,637	0	22,153	0	1,484
80631 Robert Thompson Reserve - Club Rooms - LED lights	18,600	18,600	18,600	19,070	0	(470)
80633 Noranda Sporting Complex - chairs	6,364	6,364	6,364	6,315	0	49
80634 Noranda Sporting Complex - bar floor renewal	10,909	10,909	10,909	9,715	0	1,194
80636 Frank Drago Reserve - Bayswater Tennis Club - grandstand	16,364	16,364	16,364	16,364	0	0
80637 Bayswater Elderly Community Help Org - new accessible toilet	36,364	36,364	36,364	0	0	36,364
80638 Bayswater ECHO - internal walls/floor renewal	27,273	27,273	27,273	20,982	1,818	4,473
	222,195	212,195	153,900	158,617	1,854	51,724
Building renewal						
80798 Maylands Sport & Rec - Maylands Bowling - toilet renewal	0	200,000	200,000	5,637	1,243	193,120
	0	200,000	200,000	5,637	1,243	193,120
Sustainable environment						
80271 Water and Energy Efficiency - building upgrades	0	3,431	3,431	0	0	3,431
	0	3,431	3,431	0	0	3,431
Golf course development						
80643 Embleton GC Clubhouse -Roof replacement	64,933	64,933	64,933	774	35,729	28,430
80644 Embleton GC Club Hse- Upg & reno toilets	72,148	72,148	54,111	0	54,400	17,748
	137,081	137,081	119,044	774	90,129	46,178
Other infrastructure construction						
80550 The RISE - LED signage	0	12,622	12,622	12,985	0	(363)
	0	12,622	12,622	12,985	0	(363)
COVID-19 \$5m Stimulus Package Projects						
80532 Bayswater Library - lift	0	44,111	44,111	44,003	0	108
80604 Bayswater Bowling Cub - Replacement of external doors	0	3,193	3,193	4,118	0	(925)
80606 Maylands Library - Workroom modification	0	7,085	7,085	9,184	0	(2,099)
80608 Pat O'Hara Rugby Club - security screens	7,200	0	0	0	0	0

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
80609 Morley Sport & Recreation Centre - emergency exit door	0	6,987	6,987	10,624	0	(3,637)
80611 Light Car Club - replace tiling	0	1,000	1,000	1,290	0	(290)
80612 Lower Hillcrest Clubrooms - carpet replacement	9,600	0	0	0	0	0
80613 Morley Sport & Recreation Centre - Basketball Crt Extension	5,500,000	5,500,000	2,100,000	324,338	4,354,895	820,767
80614 Bayswater Waves - Refurbish 25m pool, pool hall, plant room	1,569,500	1,569,500	0	0	0	1,569,500
80619 Energy Efficiency Projects	100,000	220,616	115,616	100,426	0	120,190
	7,186,300	7,352,492	2,277,992	493,982	4,354,895	2,503,615
Administration Buildings						
80663 Rangers & Sec- Install fencing back wall	17,315	15,741	15,741	16,546	1,574	(2,379)
80664 Ranger & Sec- Rnw Paint & Ceiling Replac	21,644	19,929	19,929	21,152	1,111	(2,335)
80666 Rangers and Security - Security system	8,658	8,658	8,658	0	0	8,658
80675 Civic Ctr (Embleton)- Aircon replacement	79,362	69,342	26,454	72,214	0	(2,872)
80676 Civic Ctr- Replace ceiling to plant room	10,101	10,101	10,101	0	0	10,101
	137,080	123,771	80,883	109,912	2,685	11,174
Childcare & Education Buildings						
80648 2 Hudson St-Childcare Fac- Rpmnt pm fence	57,718	57,718	0	1,125	0	56,593
	57,718	57,718	0	1,125	0	56,593
Health Buildings						
80682 Bayswater Infant Hlth-Aircon replacement	9,379	9,379	9,379	10,707	0	(1,328)
	9,379	9,379	9,379	10,707	0	(1,328)
Halls & Community Centres						
80654 Mayl Hall - rep to tuckpointing of brick	13,468	12,318	3,339	12,965	0	(647)
80656 Morley Comm Centre - Ext upg - Stage 2	72,869	49,395	49,395	47,892	9,555	(8,052)
80658 Morley Scout Hall - Upgrade lighting	8,658	1,458	1,458	213	0	1,245
80659 Morley Scout Hall - Rpmnt of ext doors	28,859	13,303	13,303	11,385	0	1,918
80661 Olive Tree House - Aircon replacement	25,973	25,973	8,657	27,090	0	(1,117)
80677 Bays. Act Ctr- Rpmnt of asbestos fencing	11,544	11,544	0	10,753	0	791
80678 Bayswater Community Centre - Int upg	50,503	50,503	50,503	44,938	6,273	(708)
80679 Bayswater Community Centre - Upg kitchen	72,148	57,086	57,086	67,215	0	(10,129)
80680 Bayswater Community Centre- Lighting upg	13,227	2,227	2,227	0	0	2,227
80681 Bayswater Community Centre- Toilet upg	86,577	67,915	67,915	61,934	100	5,881

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
80819 Morley Library Lighting Upgrade	0	30,000	0	0	0	30,000
	383,826	321,722	253,883	284,385	15,927	21,410
Residences						
80650 Maylands Police station - Renov kitchen	36,074	36,074	24,049	0	23,699	12,375
80651 Maylands Police Station - Security syst	8,658	8,658	8,658	8,769	0	(111)
	44,732	44,732	32,707	8,769	23,699	12,264
Water Facilities						
80687 Bayswater Waves - Exterior renewal	72,148	99,648	84,148	0	0	99,648
80688 Bayswater Waves - Aircon replacement	17,315	17,315	17,315	18,318	0	(1,003)
80781 Bayswater Waves - Changeroom refurbish	280,000	280,000	0	63,841	2,782	213,377
80782 Bayswater Waves- Inst dry change cubicle	80,150	80,150	80,150	27,737	0	52,413
80785 Bayswater Waves- Repl outdoor brick pav	54,698	54,698	54,698	0	0	54,698
80787 Bayswater Waves - Unplanned capital exp	40,000	56,150	27,403	27,920	16,150	12,080
80797 Bayswater Waves - Electrical Works	0	97,180	8,000	13,040	42,975	41,165
	544,311	685,141	271,714	150,856	61,907	472,378
Sport & Recreation Facilities						
80632 Cloughton Res- Minister sewer connection	12,024	12,024	12,024	0	0	12,024
80639 Crimea Res- Ext paint and roof sheeting	20,201	20,201	13,467	20,857	0	(656)
80645 Frank Drago Hall - Replace flooring	43,289	43,289	43,289	0	0	43,289
80646 Grand Prom Self Cln Toilet- Upg ext faç	62,047	62,047	20,682	0	0	62,047
80647 Houghton Park - Kitchen upgrade/Renov	72,148	87,210	87,210	85,185	2,090	(65)
80653 Maylands Spt and Rec Club - Lighting upg	14,430	2,430	2,430	0	0	2,430
80657 Morley Nor SC- Ints auto door to toilets	21,644	21,644	14,429	0	9,238	12,407
80660 Noranda Little Athletic - Ext façade upg	36,074	36,074	36,074	14,857	18,534	2,683
80668 The RISE- Upg sports hall light with LED	97,400	97,400	0	49,756	1,325	46,319
80669 The RISE- Undercroft SR ventilation	14,430	13,232	13,232	13,935	0	(703)
80670 The RISE - Replacement of Air con units	170,269	169,136	169,136	181,203	0	(12,067)
80672 Wotton Reserve - External upgrades	42,086	42,086	42,086	0	0	42,086
80673 Wotton Reserve - Internal upgrades	42,086	42,086	42,086	11,049	0	31,037
80690 The RISE - Disability access ramp const	121,641	121,641	60,820	0	2,000	119,641
80764 Lightning Park Rec C- Spectator shelter	30,000	30,000	0	0	0	30,000

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
80779 Morley Sport Rec Ctr- aesthetic & safety	30,000	30,000	17,500	10,231	10,167	9,602
80788 The RISE- Upg security and monitoring	50,000	50,000	50,000	39,079	1,364	9,558
	879,769	880,500	624,465	426,151	44,717	409,632
Heritage Buildings						
80662 Peninsula Hotel - Fire system upgrade	95,235	60,900	60,900	57,876	0	3,024
	95,235	60,900	60,900	57,876	0	3,024
Libraries						
80683 Bayswater Library - Aircon Replacement	10,101	10,101	10,101	3,845	0	6,256
80684 Bayswater Library - External renewal	11,544	11,544	11,544	534	91	10,919
80685 Bays. Lib- Kitch upg & LED replacement	42,086	31,086	31,086	2,899	26,390	1,797
80686 Bays. Lib/Comm/Inf Hlt Centre- Sec sys	17,315	17,315	17,315	19,009	0	(1,694)
	81,046	70,046	70,046	26,287	26,481	17,278
Other Buildings						
80641 Dog Pound - Airconditioning replacement	7,215	1,215	1,215	5,741	0	(4,526)
80692 Dog Pound - Upgrade	62,528	78,528	74,528	69,945	31	8,552
	69,743	79,743	75,743	75,686	31	4,026
Aged Persons Homes						
80794 Aged Persons Homes - Capital works	1,000,000	1,000,000	0	0	0	1,000,000
	1,000,000	1,000,000	0	0	0	1,000,000
Total Buildings	11,612,193	12,906,578	5,223,635	2,250,437	4,898,744	5,757,396
Furniture and equipment						
Furniture and equipment						
80385 The RISE - strength equipment replacement	35,000	35,000	35,000	0	0	35,000
80488 Bayswater Library - telephony upgrade	0	3,464	3,464	3,464	3,085	(3,085)
80597 Depot - replacement of ice machine	15,000	15,000	15,000	0	0	15,000
80698 Sound level mtr with logging capability	26,500	26,500	26,500	24,021	0	2,479
80758 Morley Library - Mobile shelving	5,100	5,100	5,100	5,112	0	(12)
	81,600	85,064	85,064	32,597	3,085	49,381

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
IT capital						
80090 Virtual Infrastructure Storage Replacement Program	0	172,609	172,609	117,215	25,638	29,756
80091 PC replacement program	178,612	236,879	153,136	183,579	31,358	21,942
80790 Firewall	48,500	48,500	30,000	27,871	0	20,629
80792 Network security infrastructure updates	45,000	47,000	29,000	17,627	14,905	14,468
80793 Business cont eqmt (replace tape drive)	45,000	45,000	27,000	19,673	0	25,327
	317,112	549,988	411,745	365,964	71,901	112,123
IT renewal						
80387 General IT Equipment Replacement Program	35,000	35,000	23,500	37,083	4,462	(6,545)
	35,000	35,000	23,500	37,083	4,462	(6,545)
CCTV Renewal						
80489 CCTV Servers - replacement	88,200	88,200	52,800	62,656	7,874	17,670
80524 MSRC - replace CCTV	0	4,999	4,999	2,320	2,320	359
	88,200	93,199	57,799	64,976	10,194	18,029
Water Facilities						
80780 Bayswater Waves- Rep 50m pool compress 1	5,000	5,000	5,000	0	0	5,000
80783 Bayswater Waves - Repl chem controllers	25,564	25,564	0	0	28,290	(2,726)
80784 Bayswater Waves- Repl 50m pool air scour	10,000	10,000	10,000	0	0	10,000
80786 Bayswater Waves - Repl pneumatic system	10,000	10,000	10,000	0	0	10,000
	50,564	50,564	25,000	0	28,290	22,274
Total Furniture and equipment	572,476	813,815	603,108	500,620	117,932	195,263
Plant and equipment						
Furniture and equipment						
80525 In-vehicle camera equipment and storage	50,000	50,000	50,000	21,080	0	28,920
	50,000	50,000	50,000	21,080	0	28,920
Plant and equipment						
80257 Plant and Fleet Replacement Program	2,737,413	2,737,413	912,138	958,277	891,778	887,358
80759 Lib Srv- Proc of commercial del vehicle	44,500	44,500	44,500	0	0	44,500
	2,781,913	2,781,913	956,638	958,277	891,778	931,858
Total Plant and equipment	2,831,913	2,831,913	1,006,638	979,357	891,778	960,778

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Roads						
Place Management						
80535 Bayswater TC Parking Improvement Plan	0	23,687	19,739	6,320	0	17,367
	0	23,687	19,739	6,320	0	17,367
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						
80073 Crossovers	0	0	0	6,060	832	(6,892)
80198 Resurface ROWs	53,365	53,365	0	0	0	53,365
80245 Traffic management - general	50,000	118,477	68,477	8,428	43,288	66,760
80247 Traffic management - paving	26,682	26,682	26,682	39,433	0	(12,751)
80419 ROW Widening - 110 Milne St	8,500	8,500	0	0	0	8,500
80426 Design of slip lane at 60 Russell St cnr Walter Rd	150,321	174,507	24,186	76,080	33,221	65,207
80803 Morley Town Site	0	120,000	0	0	0	120,000
80804 Noranda Connecting	0	20,000	0	0	0	20,000
80818 Living Laneways	0	16,000	0	0	0	16,000
	288,868	537,531	119,345	130,002	77,341	330,188
Road renewal						
80516 Resurface - McGilvray/Benara	170,000	170,000	170,000	193,589	7,324	(30,913)
80699 McGilvray Avenue Stage II upgrade	106,730	178,730	178,730	152,905	8,976	16,849
	276,730	348,730	348,730	346,495	16,299	(14,064)
Roads to recovery						
80739 Telstar Dr- Beechboro Rd N/Bottlebrush D	171,236	171,236	171,236	902	116,039	54,295
80740 Chaffers St- Ivanhoe St/Beechboro Rd Nth	76,845	76,845	76,845	66,966	0	9,879
80741 Paringa St- Ivanhoe St to Beechboro Rd N	70,442	70,442	70,442	64,726	0	5,716
80742 Maritana St- Ivanhoe St/Beechboro Rd Nth	70,442	70,442	70,442	64,859	0	5,583
80743 Hannans St- Ivanhoe St to Beechboro Rd N	70,442	70,442	70,442	67,805	492	2,145
80744 Hamersley Av- Abbey St to Beechboro Rd N	77,913	77,913	77,913	77,046	0	867
	537,320	537,320	537,320	342,305	116,531	78,484

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Black spot state						
80748 Benara Road / Camboon Road	31,500	31,500	15,000	0	500	31,000
80749 Coode Street / Catherine Street	22,000	22,000	0	0	0	22,000
80750 Coode Street / Sixth Avenue	53,000	53,000	0	2,535	90	50,375
	106,500	106,500	15,000	2,535	590	103,375
Black spot federal						
80526 Eighth Ave and East St - Roundabout	114,175	169,006	169,006	149,417	59,114	(39,525)
80751 King Street / Raymond Avenue	214,000	214,000	0	0	4,500	209,500
	328,175	383,006	169,006	149,417	63,614	169,975
Base road grant						
80317 Drainage kerb renewal	0	10,208	10,208	3,429	1,356	5,422
80510 Resurface - Broadway - Priestley/Carpark	0	0	0	803	0	(803)
80513 Resurface - Hotham St - York/Railway	0	0	0	1,344	0	(1,344)
80711 Newington St- Marconi St to Solas Road	40,557	40,557	0	0	0	40,557
80712 Drake St - Rudloc Road to Broun Avenue	54,432	54,432	0	0	0	54,432
80713 Hertz Way - Telstar Dr To Wheatstone Dr	61,903	61,903	61,903	0	0	61,903
80714 Cable Place - Hertz Way to Culdesac	16,009	16,009	16,009	0	0	16,009
80715 Beam Court - Hertz Way to Culdesac	16,009	16,009	16,009	0	0	16,009
80716 Kybra Court - Aerial Place to Culdesac	11,740	11,740	11,740	0	0	11,740
80717 Jenvey St- Telstar Dr to Wheatstone Dr	39,490	39,490	39,490	0	0	39,490
80718 Direction Place - Jenvey St to Culdesac	25,615	25,615	25,615	0	0	25,615
80719 Argosy Place - Aerial Place to Culdesac	14,942	14,942	14,942	0	0	14,942
80720 Aerial Place - Wheatstone Dr to Culdesac	32,019	32,019	32,019	0	0	32,019
80721 Croesus St- Ivanhoe St to Beechboro Rd N	70,442	55,442	55,442	58,719	0	(3,277)
80722 Turon St- Ivanhoe St to Beechboro Rd Nth	70,442	70,442	70,442	64,943	0	5,499
80723 Araluen St- Ivanhoe St to Beechboro Rd N	67,240	67,240	67,240	68,198	0	(958)
80724 Abbey St- Hamersley Avenue to Culdesac	11,740	11,740	11,740	13,232	0	(1,492)
80725 Lancefield Rd- Chaffers St to Paringa St	17,077	17,077	17,077	20,640	0	(3,563)
80726 Regent Grove- Maritana St to Hannans St	17,077	17,077	17,077	19,754	189	(2,866)
80727 Magro Place - Hannans Street to Culdesac	10,673	10,673	10,673	11,503	0	(830)
80728 Baileys Retreat- Croesus St to Turon St	17,077	17,077	17,077	25,386	0	(8,309)
80729 Oroya Close - Araluen St to Hamersley Av	17,077	17,077	17,077	17,914	0	(837)
80730 Beechboro Ct- Beechboro Rd N to Culdesac	10,673	10,673	10,673	0	0	10,673
80731 Mercury Place - Cassia Way to Culdesac	25,615	25,615	25,615	20,992	3,636	986
80732 Pan Close - Mercury Place to Culdesac	14,942	14,942	14,942	0	1,909	13,033

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
80733 Elettra Close - Cassia Way to Culdesac	25,615	25,615	25,615	18,444	3,664	3,508
80734 Scotia Place - Elettra Close to Culdesac	18,144	18,144	18,144	14,354	3,720	70
80735 Carparks - Clarkson Jetty	85,384	85,384	0	0	14,622	70,762
80736 Drainage & Kerbing - Various	76,845	76,845	76,845	53,846	355	22,644
80795 Crawford Road- York St to Railway Pde	99,259	99,259	99,259	0	0	99,259
80796 Oxford St- Crawford Rd to Kennedy St	22,947	22,947	22,947	0	0	22,947
	990,985	986,193	805,820	413,502	29,452	543,239
Traffic management						
80291 Citywide traffic implementation	220,000	266,114	144,112	162,825	63,912	39,377
80297 Traffic Management - Disability Access Committee	25,000	48,688	39,688	1,597	0	47,091
80752 Riverside Gardens - Carpark extension	50,000	50,000	0	0	1,541	48,459
	295,000	364,802	183,800	164,422	65,453	134,927
Other road construction						
80429 Wellington Rd/Walter Rd intersection upgrade	22,520	22,520	0	2,920	5,602	13,998
80745 Clarkson to Tranby - Resurface Cycleway	85,384	85,384	0	0	0	85,384
80746 The Strand,Arundel,Essex,May- Recons ROW	27,750	27,750	0	0	0	27,750
80747 Towns Development Program - Various	32,019	32,019	21,346	6,048	7,928	18,043
	167,673	167,673	21,346	8,968	13,530	145,175
Arterial road construction						
80707 Crimea Street, Morley	66,172	66,172	0	41,866	9,091	15,215
80708 Beaufort Street, Bedford	64,038	64,038	0	36,153	0	27,885
80709 Coode Street, Bedford	32,019	32,019	0	0	0	32,019
80710 Beechboro Road, Morley	42,692	42,692	0	22,730	2,119	17,843
	204,921	204,921	0	100,750	11,210	92,962
Metropolitan Regional Road Group Projects						
80737 Whatley C- Charles St to Caledonian Av	246,118	246,118	246,118	132,834	0	113,284
80738 Benara Rd - Camboon Rd to Millerick Way	120,071	120,071	0	77,425	7,687	34,960
	366,189	366,189	246,118	210,259	7,687	148,244
Footpath renewal						
80561 Resurface - Cycleway - Swan Bank/Clarkson Rd	28,000	28,000	0	0	0	28,000
	28,000	28,000	0	0	0	28,000

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
COVID-19 \$5m Stimulus Package Projects						
80621 Bayswater Waves - carpark resurfacing	150,000	7,638	0	7,336	0	302
	150,000	7,638	0	7,336	0	302
Total Roads	3,747,861	4,069,690	2,473,724	1,882,309	401,707	1,785,674
Footpath						
Footpath construction						
80063 New footpath construction and Local Bike Plan	640,372	640,372	384,222	134,646	50,799	454,927
80700 Deschamp Reserve - footpath upgrade	38,423	23,423	23,423	11,888	0	11,535
80702 Footpath Repair Program	320,189	320,189	160,093	316,635	9,040	(5,486)
80703 Arterial Road New Dual Use Path Program	576,340	576,340	384,226	14,339	109,944	452,058
80761 Emberson Res- ACROD bay and access path	30,000	30,000	30,000	0	0	30,000
	1,605,324	1,590,324	981,964	477,508	169,783	943,034
Park development construction						
80765 Maylands Tennis Club - ACROD pathway	10,000	30,000	10,000	0	0	30,000
80776 New Pathways within Reserves	200,000	200,000	100,000	105,429	2,101	92,470
	210,000	230,000	110,000	105,429	2,101	122,470
COVID-19 \$5m Stimulus Package Projects						
80610 Bedford Bowling Club - path replacement	0	8,385	8,385	10,817	0	(2,432)
80620 Footpath Construction - arterial roads	0	0	0	13,958	0	(13,958)
	0	8,385	8,385	24,774	0	(16,389)
Total Footpath	1,815,324	1,828,709	1,100,349	607,712	171,884	1,049,114
Drainage						
Footpath renewal						
80483 Wotton Res C/hse - paths and drainage	0	24,000	24,000	0	0	24,000
	0	24,000	24,000	0	0	24,000
Drainage construction						
80047 Russell Street Park - grant funds	23,379	23,379	23,379	5,450	0	17,929
80248 Urban water sensitive design	247,001	254,576	89,908	23,105	3,681	227,790
80249 Drainage grates	53,365	53,365	33,957	48,073	435	4,857
80697 Nora Hughes Park - Living Stream	70,000	70,000	0	0	9,968	60,032
	393,745	401,320	147,244	76,628	14,084	310,608

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Drainage renewal						
80701 Grate Replacement Program	85,384	85,384	54,332	58,292	435	26,657
80705 Low Point Dual Gully Program	160,094	160,094	106,728	4,274	956	154,864
	245,478	245,478	161,060	62,565	1,391	181,522
Total Drainage	639,223	670,798	332,304	139,193	15,475	516,129
Park development						
Community capital requests						
80627 North Inglewood Pre-School - play equipment	20,000	20,000	20,000	18,284	0	1,716
	20,000	20,000	20,000	18,284	0	1,716
Entry statement						
80534 Bayswater Library/Bert Wright Sculpture	30,000	30,000	30,000	0	0	30,000
	30,000	30,000	30,000	0	0	30,000
Other infrastructure construction						
80569 Sculpture - Corner Ninth Avenue & Whatley Crescent Maylands	0	10,000	10,000	9,091	0	909
	0	10,000	10,000	9,091	0	909
Park development construction						
80015 Playground replacements	42,550	42,550	42,550	47,127	0	(4,577)
80049 Frank Drago Reserve - pitch levelling and fencing	0	0	0	630	0	(630)
80067 Enhanced tree management	0	99,137	0	40,977	10,358	47,803
80071 Maylands Lakes Stage 1	0	6,233	6,233	0	0	6,233
80099 Playground replacements	60,000	107,002	47,002	108,154	1,010	(2,162)
80242 Riverbank restoration	120,000	120,000	90,000	13,937	12,999	93,065
80259 Maylands Waterland redevelopment	50,000	50,000	0	0	0	50,000
80329 Irrigation upgrade/replacement program	41,409	41,409	2,000	36,007	12,196	(6,794)
80372 Cricket wickets	16,355	16,355	16,355	15,770	5,145	(4,560)
80379 Soccer goal post and sleeve replacement	25,000	25,000	0	0	0	25,000
80413 Hampton Tennis Court fencing	15,824	15,824	15,824	0	0	15,824
80437 Crimea Park - replace team benches	0	0	0	1,629	0	(1,629)
80438 Noranda Netball - renew court surfaces	42,998	42,998	0	787	39,097	3,115
80599 Lightning Park Green Waste Facility - Upgrade Fence	30,000	30,000	30,000	32,347	0	(2,347)
80600 Grand Prom - Shade Sail	20,000	20,000	20,000	22,891	2,300	(5,191)
80695 Bayswater Industrial Estate Imp Program	45,000	45,000	22,500	0	0	45,000

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
80757 Golf Course Development Program	149,559	149,559	135,118	34,142	6,560	108,857
80762 Embleton Golf C - Part perimeter fencing	65,000	32,200	32,200	32,200	0	0
80763 Frank Drago Reserve - Perimeter fencing	22,500	22,500	22,500	0	14,870	7,630
80766 Hampton Park Morley - New barbeque	15,000	15,000	15,000	0	0	15,000
80767 Noranda SC- Little Athletic timers stand	10,000	10,000	10,000	0	6,142	3,858
80769 P O'Hara/A Brooks/Wattle- PG Shade Sail	100,000	100,000	100,000	10,509	14,830	74,661
80770 Houghton Park - Replace barbeque	15,000	15,000	15,000	0	0	15,000
80771 Shadwell and Paterson Res-shade sails PG	35,000	35,000	35,000	29,103	0	5,897
80772 Tranby and Clarkson Res-Renew excs eqmt	50,000	50,000	50,000	0	46,857	3,143
80773 Robert Thompson Reserve - Exercise eqmt	20,000	20,000	20,000	0	20,000	0
80775 Dog Exercise Area - construction	80,000	80,000	0	422	0	79,578
80777 Gus Weimer- Play Space Redevelopment Prg	65,000	65,000	0	5,294	51,187	8,518
80778 Stanbury- Play Space Redevelopment Pgrm	50,000	50,000	0	0	30,706	19,294
80806 Mahogany Reserve	0	280,000	0	0	0	280,000
80807 Wattle Park	0	500,000	0	0	0	500,000
80811 Stanbury Reserve	0	55,450	0	0	0	55,450
80812 Gus Weimar Park	0	84,900	0	0	0	84,900
80813 Nederpald Reserve	0	20,000	0	0	0	20,000
80816 Flag Pole - Waves & Mayland Memorials	0	8,000	0	0	0	8,000
	1,186,195	2,254,117	727,282	431,926	274,256	1,547,935
Sustainable environment						
80269 Baigup Wetland Stage 1 - Activity Centre and Interpretation	140,436	190,436	140,436	0	204,740	(14,304)
80270 Bayswater Brook Living Stream	35,481	35,481	0	0	0	35,481
80272 Lightning Swamp Interpretation Plan Works	0	9,301	9,301	1,588	1,077	6,636
80273 Maylands Lakes restoration Stage 2	935,512	1,042,226	779,849	259,978	225,283	556,965
80622 Russell St Living Stream Link Agreement	10,000	10,000	10,000	0	0	10,000
80696 Arbor Park upg- Greening Aust. Project	86,420	126,420	0	800	6,141	119,479
	1,207,849	1,413,864	939,586	262,365	437,242	714,257
Tree management						
80276 Streetscape upgrades	175,264	180,162	4,898	152,860	9,649	17,654
	175,264	180,162	4,898	152,860	9,649	17,654
Drink fountains						
80380 Drinks Fountains Replacement Program	48,591	48,591	38,591	4,863	13,112	30,617
80774 Noranda Nook - Water drinking fountain	6,000	6,000	6,000	0	0	6,000
	54,591	54,591	44,591	4,863	13,112	36,617

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
Playground							
80449	Play Space Developments	252,553	347,190	347,190	361,910	23,595	(38,315)
		252,553	347,190	347,190	361,910	23,595	(38,315)
Floodlights							
80442	Wotton Reserve - renew sports floodlight	9,110	9,110	0	0	0	9,110
80443	Bayswater Bowling - renew floodlights	55,000	55,000	55,000	67,871	3,755	(16,626)
80444	Bayswater Croquet 2 - renew floodlights	40,000	40,000	40,000	51,618	0	(11,618)
		104,110	104,110	95,000	119,489	3,755	(19,134)
Sports Goals							
80445	Gibbney Reserve - renew sports goals	0	4,946	4,946	10,270	0	(5,324)
80446	Pat O'Hara Reserve - renew sports goals	0	14,700	14,700	8,605	7,057	(962)
		0	19,646	19,646	18,875	7,057	(6,286)
Other infrastructure construction							
80595	Hinds Reserve - Construction of a multi-user access ramp	25,000	25,000	25,000	3,924	0	21,076
80817	Bayswater Waves Access and Inclusion Improvement	0	500,000	0	0	0	500,000
		25,000	525,000	25,000	3,924	0	521,076
Other infrastructure renewal							
80753	Bore and Pump Maintenance Program	299,118	299,118	299,118	230,439	22,255	46,424
80755	Critical Asset Renewal Program	358,937	358,937	238,937	111,625	191,435	55,877
		658,055	658,055	538,055	342,064	213,690	102,301
COVID-19 \$5m Stimulus Package Projects							
80235	Bore and pump maintenance program	50,000	50,000	50,000	38,288	10,000	1,712
80364	Maylands Waterland redevelopment	2,500,000	2,650,000	1,500,000	183,870	232,258	2,233,873
80370	Noranda Netball Court resurface	1,400,000	1,400,000	900,000	385,833	1,018,794	(4,628)
80615	Alf Brooks Park - Redevelopment	194,385	175,309	175,309	120,336	7,782	47,191
80616	Belstead Reserve - Redevelopment	183,992	189,789	189,789	171,511	0	18,278
		4,328,377	4,465,098	2,815,098	899,838	1,268,834	2,296,426
Not Applicable							
80814	Wotton Park Skate Park	0	45,000	0	0	0	45,000
		0	45,000	0	0	0	45,000
Total Park development		8,041,994	10,126,833	5,616,346	2,625,488	2,251,189	5,250,156

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Other infrastructure						
Community capital requests						
80624 Bayswater Pre School - play equip, fountain, goals, table	16,388	16,388	16,388	0	0	16,388
80635 Wotton Reserve - soccer goals - pitch C	9,291	9,291	9,291	0	0	9,291
	25,679	25,679	25,679	0	0	25,679
Street lights						
80250 Street light upgrade	128,075	240,668	187,436	153,852	35,321	51,495
80805 Private Street Lighting	0	60,000	0	0	0	60,000
	128,075	300,668	187,436	153,852	35,321	111,495
Other infrastructure construction						
80251 PAW gates and reserve lighting	85,384	85,384	47,434	47,511	2,011	35,862
80801 Noranda Netball Court Carpark	0	90,000	0	0	0	90,000
	85,384	175,384	47,434	47,511	2,011	125,862
Footpath construction						
80431 Footpath - Bookham Street and Boag Place	15,000	75,000	0	0	0	75,000
	15,000	75,000	0	0	0	75,000
Park development construction						
80760 Bayswater Cricket Club - cricket nets	40,000	40,000	40,000	240	0	39,760
80768 Park signage renewals	20,000	20,000	20,000	440	0	19,560
	60,000	60,000	60,000	680	0	59,320
Other infrastructure construction						
80252 Bus shelters	48,028	48,028	24,014	12,477	26,688	8,863
80391 Noranda Town Centre City-led Infrastructure Activation	55,609	55,609	27,804	2,800	0	52,809
80392 Maylands Town Centre City-led Infrastructure Activation	40,000	54,509	34,509	24,064	4,545	25,900
80393 Bayswater Town Centre City-led Infrastructure Activation	45,000	45,000	22,500	2,000	33,608	9,392
80394 Morley Town Centre City-led Infrastructure Activation	50,000	50,000	25,000	19,408	10,448	20,144
80693 Bedford Shopping Precincts Regen Project	61,000	61,000	61,000	0	0	61,000
	299,637	314,146	194,827	60,749	75,289	178,108
Other infrastructure renewal						
80704 Drainage Sump Fencing Program	85,384	85,384	36,591	0	2,780	82,604
80706 Depot Upgrade/Lighting	53,365	53,365	35,575	19,367	1,080	32,918
	138,749	138,749	72,166	19,367	3,860	115,522

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
COVID-19 \$5m Stimulus Package Projects						
80617 Passive Light Replacement Program	71,346	182,035	92,261	72,881	7,375	101,779
80618 Town Centre Streetscape Works	160,000	200,000	128,479	90,261	1,854	107,886
	231,346	382,035	220,740	163,141	9,229	209,665
Land						
80007 Morley Activity Centre - Streetscape Enhancement Plan	0	26,425	26,425	26,375	0	50
	0	26,425	26,425	26,375	0	50
Total Other infrastructure	983,870	1,498,086	834,707	471,675	125,710	900,701
Intangible assets						
IT capital						
80528 Building Workflow Development	0	0	0	0	4,725	(4,725)
80531 Knowledge Management System	15,000	15,000	15,000	14,000	0	1,000
80554 Rating system improvements - stage 1	9,200	9,200	9,200	8,100	0	1,100
80555 Debtors system improvements - stage 1	0	4,173	4,173	0	0	4,173
80558 Payroll CAnywhere - implementation	0	10,000	0	0	0	10,000
	24,200	38,373	28,373	22,100	4,725	11,548
Software						
80398 Software	169,398	169,398	102,000	13,156	13,045	143,196
80789 Corporate Performance System	200,000	200,000	133,332	0	0	200,000
80791 Implement eServices	49,000	49,000	29,400	0	0	49,000
	418,398	418,398	264,732	13,156	13,045	392,196
Total Intangible assets	442,598	456,771	293,105	35,256	17,770	403,744

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Assets Held for Sale						
Aged care facilities						
80403 Aged Care - COB Hostel	0	0	0	15,180	0	(15,180)
80404 Aged Care - Homeswest ILUs	0	0	0	800	0	(800)
	0	0	0	15,980	0	(15,980)
Total Assets Held for Sale	0	0	0	15,980	0	(15,980)
Total capital projects	30,687,452	35,203,194	17,483,917	9,508,028	8,892,190	16,802,975

10.2.2 List of Payments for the Month of February 2021

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 type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. Schedule of Accounts – Municipal Fund 2. Schedule of Accounts – Trust Fund 3. Schedule of Accounts – Aged Persons Homes Account 4. Summary of Corporate Credit Card Expenses 5. Electronic Fund Transfers	

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 2021 in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*.

COUNCIL RESOLUTION**OFFICER'S RECOMMENDATION**

That Council receives the list of payments for the month of February 2021 made under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* comprising:

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

CR SALLY PALMER MOVED, CR GIORGIA JOHNSON SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 9/0

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 is to be provided to Council where such delegation is made.

EXTERNAL CONSULTATION

Not applicable.

OFFICER'S COMMENTS

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

Payments drawn from the Municipal Account for the month of February 2021 are included in **Attachment 1**.

Payments drawn from the Trust Fund for the month of February 2021 are included in **Attachment 2**.

Payments drawn from the Aged Persons Homes Account for the month of February 2021 are included in **Attachment 3**.

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 in **Attachment 5**.

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

Table 1

<i>Payment Type</i>	<i>Reference</i>	<i>Amount \$</i>
<i>Municipal Account</i>		
BPay	BP000072-77	
Direct Credits	DC000171-175	
Electronic Fund Transfers (EFTs)	EF057173-057354, EF057356-057542, EF057544-057728, EF057732-057863	
Cheques	107162	\$6,632,627.88
<i>Less Cancelled:</i> EF057200, 057314, 057322, 057769		\$4,687.00
		\$6,627,940.88
<i>Trust Account</i>		
Electronic Fund Transfers (EFT)	EF057864	\$2,400.00
<i>Aged Persons Homes</i>		
Direct Credits	DC000170	
Electronic Fund Transfers (EFTs)	EF057171-057172, EF057355, EF057543, EF057729-057731	
		\$109,347.47
	Total	\$6,739,688.32

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.

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 list of payments for the month of February 2021 made under delegated authority in accordance with Regulation 13(1) of the <i>Local Government (Financial Management) Regulations 1996</i> comprising: <ol style="list-style-type: none"> Schedule of Accounts – Municipal Fund (Attachment 1); Schedule of Accounts – Trust Fund (Attachment 2); Schedule of Accounts – Aged Persons Homes Account (Attachment 3); Summary of Corporate Credit Card Expenses (Attachment 4); and Electronic Fund Transfers (Attachment 5). 	
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	The schedule of accounts outlines all the payments made by the City in accordance with legislation.	

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 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 2021 comprising **Attachments 1, 2, 3, 4 and 5.**

Attachment 1**City of Bayswater**

**List of Payment - Municipal
for the period 1 February 2021 to 28 February 2021**

<i>Reference Payments</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid \$</i>
107162	12/02/21	Landgate WA	Land enquiry	178.20
BP000072	03/02/21	Water Corporation	Water usage charges	3,029.43
BP000073	09/02/21	Water Corporation	Water usage charges	20,182.96
BP000074	16/02/21	Water Corporation	Water usage charges	12,077.59
BP000075	23/02/21	Department of Local Government Sport & Cultural	Refund of Grant	10,439.00
BP000076	23/02/21	RAC Businesswise	Vehicle towing	148.00
BP000077	23/02/21	Water Corporation	Water usage charges	8,156.60
DC000171	10/02/21	Easisalary Pty Ltd	Payroll	6,358.05
DC000172	24/02/21	Easisalary Pty Ltd	Payroll	6,358.05
DC000173	24/02/21	Superchoice	Payroll	168,831.94
DC000174	12/02/21	Superchoice	Payroll	165,660.28
DC000175	16/02/21	Fines Enforcement Registry	Legal expenses and court costs	3,234.00
EF057173	02/02/21	101 Residential Pty Ltd	Refund residential verge deposit	1,200.00
EF057174	02/02/21	A Michalski	Refund residential verge deposit	1,400.00
EF057175	02/02/21	A1 Locksmiths	Building maintenance and services	1,165.50
EF057176	02/02/21	AAAC Towing Pty Ltd	Vehicle towing	264.00
EF057177	02/02/21	Abbott Storage Systems	Building supplies and hardware	7,917.80
EF057178	02/02/21	Abco Products	Depot stores and consumables	1,840.95
EF057179	02/02/21	Acclaimed Catering	Functions and events catering expenses	1,471.80
EF057180	02/02/21	Action Glass & Aluminium	Building maintenance and services	22,455.18
EF057181	02/02/21	Addstyle Constructions	Refund residential verge deposit	1,400.00
EF057182	02/02/21	Adecco Australia Pty Ltd	Labour hire and temporary replacement	5,001.60
EF057183	02/02/21	Adelphi Tailoring	Staff uniforms and protective equipment	1,621.46
EF057184	02/02/21	Adhu Pty Ltd T/A NuChange Building	Refund residential verge deposit	1,400.00
EF057185	02/02/21	ADT Security	Buildings and events security expenses	3,250.61
EF057186	02/02/21	Advance Press	Marketing and promotional material	2,453.00
EF057187	02/02/21	Alinta Gas	Gas usage charges	387.05
EF057188	02/02/21	Commercial Air Solutions	Aquatic maintenance and services	442.20
EF057189	02/02/21	ALS Library Services	Library book stock and materials	99.61
EF057190	02/02/21	AMS Installation & Maintenance Solutions WA	Building supplies and hardware	12,164.36
EF057191	02/02/21	Andrew Ong	Refund residential verge deposit	1,400.00
EF057192	02/02/21	Aquamonix Pty Ltd	Parks & gardens contract payments	587.82
EF057193	02/02/21	Asphaltech Pty Ltd	Construction and civil works tools and materials	1,401.85
EF057194	02/02/21	ATC Work Smart	Trainee	105.36
EF057195	02/02/21	Australian Safety Engineers (WA)	Aquatic chemicals and consumables	159.50
EF057196	02/02/21	Australian Services Union	Payroll	308.80
EF057197	02/02/21	Commissioner of Taxation	Payroll	265,555.00
EF057198	02/02/21	AVELING HOMES PTY LTD	Refund residential verge deposit	1,400.00
EF057199	02/02/21	Aveling Homes Pty Ltd	Refund residential verge deposit	1,400.00
EF057200	02/02/21		Cancelled	1,400.00
EF057201	02/02/21	BBC Entertainment	Functions and events entertainment expenses	1,320.00
EF057202	02/02/21	Be Media Group Pty Ltd	Marketing and promotional material	3,750.00
EF057203	02/02/21	Beaver Tree Services Australia Pty Ltd	Parks & gardens tree pruning & assoc. services	34,590.60
EF057204	02/02/21	Benara Nurseries	Parks & gardens plants and trees	207.24
EF057205	02/02/21	Blackwoods Atkins	Depot stores and consumables	1,082.40
EF057206	02/02/21	Boya Equipment Pty Ltd	Plant and vehicle parts and materials	1,948.17
EF057207	02/02/21	Boyan Electrical Services	Building supplies and hardware	57,914.40
EF057208	02/02/21	Bridgestone Aust Ltd	Plant and vehicle parts and materials	100.10
EF057209	02/02/21	Brilliant Badges & Trophies	Staff uniforms and protective equipment	399.96
EF057210	02/02/21	Bunnings Group Ltd	Aquatic maintenance and services	1,953.65

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF057211	02/02/21	Caffeinate Coffee	Functions and events catering expenses	44.50
EF057212	02/02/21	Capital Recycling	Tipping Fee	1,707.20
EF057213	02/02/21	Cedar Homes	Refund residential verge deposit	1,400.00
EF057214	02/02/21	Charter Plumbing and Gas	Building maintenance and services	134.75
EF057215	02/02/21	Cleanaway	Waste collection and hygiene services	383,574.65
EF057216	02/02/21	CNW Pty Ltd	Building supplies and hardware	196.02
EF057217	02/02/21	CDB - Sundowner Club	Payroll	84.00
EF057218	02/02/21	Cockburn Wetlands Education Centre	Staff training, development and support	78.48
EF057219	02/02/21	Contraflow Pty Ltd	Traffic management	12,550.19
EF057220	02/02/21	Corsign WA Pty Ltd	Marketing and promotional material	1,372.80
EF057221	02/02/21	Child Support Agency	Payroll	898.03
EF057222	02/02/21	Damir & Vesna Petrovic	Refund rates overpayment	2,213.74
EF057223	02/02/21	Delfina Mariotti and Stephen Hobbs	Crossover subsidy	612.40
EF057224	02/02/21	Detail West	Plant and vehicle parts and materials	90.00
EF057225	02/02/21	Devlyn Australia Pty Ltd	Refund residential verge deposit	1,200.00
EF057226	02/02/21	Double Hire	Equipment hire	1,012.00
EF057227	02/02/21	Downer Edi Engineering Power Pty Ltd	Buildings and events security expenses	23,686.93
EF057228	02/02/21	Dowsing Concrete	Parks & gardens contract payments	48,690.62
EF057229	02/02/21	E Fire & Safety	Fire suppression and alarm monitoring	660.00
EF057230	02/02/21	Eastern Metropolitan Regional Council	Environmental services & supplies	387,938.53
EF057231	02/02/21	Elite Pool & SPA Covers	Aquatic maintenance and services	2,893.00
EF057232	02/02/21	Ella Markovic	Crossover subsidy	612.40
EF057233	02/02/21	Emma Dunkley & Andrew Taylor	Refund miscellaneous	42.50
EF057234	02/02/21	Flexi Staff	Labour hire and temporary replacement	396.44
EF057235	02/02/21	Galvins Plumbing Supplies	Building supplies and hardware	710.80
EF057236	02/02/21	GHD Pty Ltd	Environmental services & supplies	67,310.27
EF057237	02/02/21	Global Kids OZ Pty Ltd T/A Recycled Mats	Marketing and promotional material	178.90
EF057238	02/02/21	GP Environmental Solutions	Depot stores and consumables	4,235.00
EF057239	02/02/21	Gurveer S Bhabra	Refund rates overpayment	267.01
EF057240	02/02/21	Hamish Hunt	Crossover subsidy	612.40
EF057241	02/02/21	HAMISH HUNT	Crossover subsidy	612.40
EF057242	02/02/21	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	4,640.41
EF057243	02/02/21	Health Insurance Fund of WA	Payroll	351.60
EF057244	02/02/21	Hodge Collard Preston Architects	Professional consultancy services	4,908.75
EF057245	02/02/21	Home Group WA Pty Ltd	Refund residential verge deposit	1,400.00
EF057246	02/02/21	Hospital Benefit Fund of WA	Payroll	1,270.90
EF057247	02/02/21	Housing Authority	Refund rates overpayment	23,061.87
EF057248	02/02/21	Instant Fence Hire	Aquatic maintenance and services	308.00
EF057249	02/02/21	IRP Pty Ltd	Labour hire and temporary replacement	2,019.60
EF057250	02/02/21	JB Hi-Fi Group Pty Ltd	Office telephone and communication expenses	28,559.90
EF057251	02/02/21	Jenny Millman	Youth and seniors community activities	35.00
EF057252	02/02/21	JEYA KANDIAH	Refund bond	5,000.00
EF057253	02/02/21	Jieun Kim	Awards and scholarships	50.00
EF057254	02/02/21	Jo Bowser	Staff training, development and support	52.98
EF057255	02/02/21	Kambarang Services Pty Ltd	Professional consultancy services	550.00
EF057256	02/02/21	Kee Surfacing Pty Ltd	Construction and civil works payments	7,899.12
EF057257	02/02/21	Kids Party Heroes	Functions and events entertainment expenses	1,225.00
EF057258	02/02/21	Kirkham Pulse Pty Ltd	Refund residential verge deposit	1,400.00
EF057259	02/02/21	KS Black Pty Ltd	Parks & gardens contract payments	120,146.92
EF057260	02/02/21	Lawrence & Hanson	Building supplies and hardware	694.14
EF057261	02/02/21	Lawn Doctor	Parks & gardens contract payments	5,036.90
EF057262	02/02/21	Lets All Party	Functions and events catering expenses	2,200.00
EF057263	02/02/21	Linemarking WA Pty Ltd	Construction and civil works payments	1,938.42
EF057264	02/02/21	Living Turf	Parks & gardens materials	1,667.60
EF057265	02/02/21	Louise Snook	Youth and seniors community activities	300.00
EF057266	02/02/21	Lunar Phoenix Pty Ltd	Refund rates overpayment	1,471.86

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF057267	02/02/21	M & M ACM Services	Environmental services & supplies	185.00
EF057268	02/02/21	M P Rogers & Associates Pty Ltd	Professional consultancy services	17,254.24
EF057269	02/02/21	Macri Partners	Audit services	1,650.00
EF057270	02/02/21	Markovic Development Pty Ltd	Refund residential verge deposit	1,400.00
EF057271	02/02/21	Max J & Michelle J Laurent	Functions and events supplies	942.50
EF057272	02/02/21	McInerney Ford	Plant and vehicle purchasing	72,223.30
EF057273	02/02/21	MDM Entertainment Pty Ltd	Library book stock and materials	532.70
EF057274	02/02/21	Menchetti Consolidated Pty Ltd	Construction and civil works payments	334,761.61
EF057275	02/02/21	Vic's Smash Repairs	Plant and vehicle repairs	2,633.62
EF057276	02/02/21	Message Media	Memberships and subscriptions	33.00
EF057277	02/02/21	Michael Page	Labour hire and temporary replacement	3,899.78
EF057278	02/02/21	Minter Ellison Services Pty Ltd	Legal expenses and court costs	8,172.23
EF057279	02/02/21	Miracle Recreation Equipment Pty Ltd	Equipment repairs	4,746.50
EF057280	02/02/21	Morley Mower Centre	Garden Maintenance	1,960.00
EF057281	02/02/21	MPK Tree Management Pty Ltd T/A MPK Tree Ser	Parks & gardens tree pruning & assoc. services	8,428.20
EF057282	02/02/21	Natalie Hodson	Crossover subsidy	612.40
EF057283	02/02/21	Natural Area Holdings Pty Ltd	Environmental services & supplies	5,008.52
EF057284	02/02/21	Nature Play Solutions	Parks & gardens materials	5,673.69
EF057285	02/02/21	NC Shomali	Refund residential verge deposit	1,400.00
EF057286	02/02/21	Octagon Lifts Pty Ltd	Building maintenance and services	665.14
EF057287	02/02/21	Officeworks	Office stationery and consumables	588.06
EF057288	02/02/21	P & M Automotive Equipment	Plant and vehicle repairs	189.75
EF057289	02/02/21	Park Motor Body Builders (W.A.) Pty Ltd	Plant and vehicle repairs	2,359.50
EF057290	02/02/21	Paywise	Payroll	969.32
EF057291	02/02/21	Perth Bin Hire	Waste collection and hygiene services	1,338.34
EF057292	02/02/21	Perth Poolshop online Pty Ltd	Aquatic chemicals and consumables	1,993.75
EF057293	02/02/21	Perth Recruitment Services	Labour hire and temporary replacement	5,548.29
EF057294	02/02/21	Platinum Developments WA Pty Ltd	Refund residential verge deposit	1,400.00
EF057295	02/02/21	PPG Industries Australia Pty Ltd T/A Taubmans Tr	Construction and civil works tools and materials	54.55
EF057296	02/02/21	Prestige Property Maintenance Pty Ltd	Parks & gardens plants and trees	19,840.52
EF057297	02/02/21	Pro-Lamps Pty Ltd	Building maintenance and services	475.20
EF057298	02/02/21	Promolab	Office stationery and consumables	449.90
EF057299	02/02/21	Quality Press	Office stationery and consumables	165.00
EF057300	02/02/21	Reconciliation WA	Memberships and subscriptions	1,650.00
EF057301	02/02/21	Red Spear Pty Ltd	Professional consultancy services	3,520.00
EF057302	02/02/21	Repco	Plant and vehicle parts and materials	2,949.94
EF057303	02/02/21	Rovers Netball Club (WA)	Grants & funding	50.00
EF057304	02/02/21	S Odams	Refund residential verge deposit	1,400.00
EF057305	02/02/21	Same Day Mowing	Parks & gardens contract payments	685.00
EF057306	02/02/21	Scitech Discovery Centre	Youth and seniors community activities	690.00
EF057307	02/02/21	Siang Yeap	Refund residential verge deposit	1,400.00
EF057308	02/02/21	Sonia Gillman	Refund planning fees	38.50
EF057309	02/02/21	Sports Turf Technology Pty Ltd	Parks & gardens contract payments	2,079.00
EF057310	02/02/21	State Wide Turf Services	Parks & gardens contract payments	668.21
EF057311	02/02/21	Statewide Bearings Group	Plant and vehicle parts and materials	595.10
EF057312	02/02/21	Statewide Cleaning Supplies Pty Ltd	Cleaning supplies	890.28
EF057313	02/02/21	Stiles Electrical & Communication Svces P/L	Parks & gardens contract payments	17,177.45
EF057314	02/02/21	Success Print	Cancelled	2,370.00
EF057315	02/02/21	Sunny Industrial Brushware	Plant and vehicle parts and materials	1,103.52
EF057316	02/02/21	Sydney Tools Pty Ltd	Building supplies and hardware	470.00
EF057317	02/02/21	Synergy	Electricity charges (other than street lighting)	27,407.24
EF057318	02/02/21	Tanks For Hire	Equipment hire	619.30
EF057319	02/02/21	Telstra	Office telephone and communication expenses	223.56
EF057320	02/02/21	The Trustee for the Dzodzoz Family Trust	Parks & gardens contract payments	21,338.10
EF057321	02/02/21	Toll Transport Pty Ltd	Postage and courier charges	257.95
EF057322	02/02/21		Cancelled	67.00

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF057323	02/02/21	Total Packaging (WA) Pty Ltd	Animal supplies & services	7,550.40
EF057324	02/02/21	T-Quip	Plant and vehicle parts and materials	369.25
EF057325	02/02/21	Travis Hayto Photography	Photography / Video Production	1,965.70
EF057326	02/02/21	Trisley Hydraulic Services Pty Ltd	Aquatic maintenance and services	2,695.00
EF057327	02/02/21	True Blue Containers (2005) Pty Ltd	Equipment hire	324.50
EF057328	02/02/21	Twins (WA) Pty Ltd	Functions and events catering expenses	939.00
EF057329	02/02/21	Urban Resources Pty Ltd	Parks & gardens materials	1,033.20
EF057330	02/02/21	Van Ryt Industries	Parks & gardens contract payments	513.70
EF057331	02/02/21	Velocity Vacuum Trucks Pty Ltd	Cleaning services	3,982.00
EF057332	02/02/21	Vinsan Contracting Pty Ltd	Refund residential verge deposit	1,400.00
EF057333	02/02/21	Visimax	Animal supplies & services	250.00
EF057334	02/02/21	Vorgee Pty Ltd	Kiosk stock	2,152.70
EF057335	02/02/21	WA Hino Sales and Service	Plant and vehicle parts and materials	147.26
EF057336	02/02/21	WA Premix	Construction and civil works tools and materials	6,626.40
EF057337	02/02/21	WA Pump Control Systems Pty Ltd	Parks & gardens contract payments	4,107.84
EF057338	02/02/21	LGRCEU	Payroll	861.00
EF057339	02/02/21	WA Youth Jazz Orchestra Assoc (Inc)	Functions and events entertainment expenses	748.00
EF057340	02/02/21	Walcott Industries Pty Ltd	Building maintenance and services	1,325.50
EF057341	02/02/21	WC Convenience Management Pty Ltd T/A WC Inr	Building maintenance and services	3,456.03
EF057342	02/02/21	Webb & Brown-Neaves Pty Ltd	Refund residential verge deposit	1,400.00
EF057343	02/02/21	Weskerb Pty Ltd	Construction and civil works payments	7,843.00
EF057344	02/02/21	West Australian Ballet	Functions and events entertainment expenses	1,800.00
EF057345	02/02/21	West OZ Wildlife	Youth and seniors community activities	434.50
EF057346	02/02/21	Westbuild Products Pty Ltd	Construction and civil works tools and materials	1,269.84
EF057347	02/02/21	West-Sure Group Pty - Petty Cash	Petty cash reimbursement	196.50
EF057348	02/02/21	Wilhelm Kellenberger	Refund residential verge deposit	1,400.00
EF057349	02/02/21	Wilson Security	Buildings and events security expenses	2,942.98
EF057350	02/02/21	Winc Australia Pty Ltd	Office stationery and consumables	540.01
EF057351	02/02/21	Woolworths Ltd (WA)	Functions and events catering expenses	258.98
EF057352	02/02/21	Work Clobber	Staff uniforms and protective equipment	693.60
EF057353	02/02/21	Morley Sport & Recreation Centre	Grants & funding	83,237.88
EF057354	02/02/21	Zettanet Pty Ltd	Office telephone and communication expenses	506.00
EF057356	09/02/21	The Scout Association of Australia/WA Branch	Youth and seniors community activities	275.00
EF057357	09/02/21	3 Monkeys Audiovisual	Equipment repairs	176.00
EF057358	09/02/21	A D'Onofrio	Functions and events entertainment expenses	200.00
EF057359	09/02/21	A1 Locksmiths	Key / Lock Services	812.50
EF057360	09/02/21	AAAC Towing Pty Ltd	Vehicle towing	396.00
EF057361	09/02/21	Abbott Storage Systems	Furniture purchases	744.48
EF057362	09/02/21	Abco Products	Depot stores and consumables	1,918.40
EF057363	09/02/21	Acclaimed Catering	Functions and events catering expenses	1,122.00
EF057364	09/02/21	ADT Security	Buildings and events security expenses	139.48
EF057365	09/02/21	Alinta Gas	Gas usage charges	341.20
EF057366	09/02/21	Commercial Air Solutions	Aquatic maintenance and services	2,125.97
EF057367	09/02/21	ALS Library Services	Library book stock and materials	25.07
EF057368	09/02/21	Alyce Jarrett	Refund swimming lessons	66.00
EF057369	09/02/21	AMG Home Builders Pty Ltd	Refund residential verge deposit	1,400.00
EF057370	09/02/21	Amgrow Australia Pty Ltd	Parks & gardens materials	1,908.72
EF057371	09/02/21	AMS Installation & Maintenance Solutions WA	Building maintenance and services	24,637.62
EF057372	09/02/21	Amy Marshall	Refund residential verge deposit	1,400.00
EF057373	09/02/21	Andantino Pty Ltd T/A Outdoor World	Refund residential verge deposit	1,400.00
EF057374	09/02/21	Anthony Di Martino	Refund residential verge deposit	780.00
EF057375	09/02/21	Bayswater News & Lotteries	Memberships and subscriptions	266.31
EF057376	09/02/21	Arborwest Tree Farm	Parks & gardens plants and trees	1,303.50
EF057377	09/02/21	Asphaltech Pty Ltd	Construction and civil works tools and materials	5,047.91
EF057378	09/02/21	Australia Day Council of WA	Functions and events supplies	15.30
EF057379	09/02/21	Australia Post	Postage and courier charges	7,689.60

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF057380	09/02/21	Australia Post / Commission	Fees and charges	1,452.69
EF057381	09/02/21	B1 Homes	Refund residential verge deposit	1,400.00
EF057382	09/02/21	B1 Homes	Refund residential verge deposit	1,400.00
EF057383	09/02/21	Bang The Table Pty Ltd	Licence and permit renewal	24,519.00
EF057384	09/02/21	BCJ Plastic Products	Building supplies and hardware	466.40
EF057385	09/02/21	Be Media Group Pty Ltd	Marketing and promotional material	1,110.00
EF057386	09/02/21	Blackwoods Atkins	Staff uniforms and protective equipment	210.29
EF057387	09/02/21	Boya Equipment Pty Ltd	Plant and vehicle parts and materials	3,464.29
EF057388	09/02/21	Boyan Electrical Services	Parks & gardens materials	3,061.30
EF057389	09/02/21	BP Medical	Medical services and materials	236.28
EF057390	09/02/21	Brajtkovich Demolition & Salvage	Refund residential verge deposit	800.00
EF057391	09/02/21	Brendan Robert King	Refund residential verge deposit	1,400.00
EF057392	09/02/21	Bridgestone Aust Ltd	Plant and vehicle repairs	1,475.83
EF057393	09/02/21	Brikmakers	Parks & gardens materials	2,079.00
EF057394	09/02/21	Brilliant Badges & Trophies	Staff uniforms and protective equipment	110.88
EF057395	09/02/21	Built Ink	Refund residential verge deposit	1,400.00
EF057396	09/02/21	Bunnings Group Ltd	Minor Equipment Purchase	2,816.86
EF057397	09/02/21	Capital Recycling	Street Sweeping	1,727.00
EF057398	09/02/21	Casa Security Pty Ltd	Buildings and events security expenses	148.50
EF057399	09/02/21	Cat Haven	Animal supplies & services	173.50
EF057400	09/02/21	Catriona and Myles Harrison	Refund animal sterilisation	42.50
EF057401	09/02/21	Charter Plumbing and Gas	Building maintenance and services	216.15
EF057402	09/02/21	Cineads Australia Pty Ltd	Marketing and promotional material	1,100.00
EF057403	09/02/21	Cleanaway	Waste collection and hygiene services	491,942.65
EF057404	09/02/21	Claantex Pty Ltd	Staff uniforms and protective equipment	303.82
EF057405	09/02/21	CNW Pty Ltd	Building supplies and hardware	654.19
EF057406	09/02/21	Cockburn Cement Limited	Construction and civil works tools and materials	478.98
EF057407	09/02/21	Contraflow Pty Ltd	Parks & gardens contract payments	5,470.81
EF057408	09/02/21	Cornerstone Legal	Legal expenses and court costs	16,325.41
EF057409	09/02/21	CS Legal Trust NO.1	Refund rates overpayment	550.29
EF057410	09/02/21	Stihl Shop Osborne Park	Equipment repairs	857.00
EF057411	09/02/21	Curost Milk Supply	Staff Amenities	425.76
EF057412	09/02/21	Curtin University	Professional consultancy services	16,335.00
EF057413	09/02/21	CVC Linemarking	Construction and civil works payments	1,506.45
EF057414	09/02/21	Czeslaw Wojcik	Refund animal sterilisation	60.00
EF057415	09/02/21	Dan West	Equipment purchases	178.00
EF057416	09/02/21	Darrell Crouch & Associates REBA Trust	Refund rates overpayment	420.32
EF057417	09/02/21	Data#3 Licensing Solutions	Licence and permit renewal	26,526.50
EF057418	09/02/21	Dean's Autoglass	Plant and vehicle parts and materials	550.00
EF057419	09/02/21	Decipha Pty Ltd	Postage and courier charges	1,209.68
EF057420	09/02/21	Dennis Reeve	Refund residential verge deposit	1,400.00
EF057421	09/02/21	Department of Biodiversity, Conservation and Attr	Environmental services & supplies	2,200.00
EF057422	09/02/21	Detail West	Plant and vehicle parts and materials	250.00
EF057423	09/02/21	DS Workwear & Safety	Staff uniforms and protective equipment	163.52
EF057424	09/02/21	E Fire & Safety	Fire suppression and alarm monitoring	23,101.65
EF057425	09/02/21	E. & M.J. Roshier Pty Ltd	Plant and vehicle parts and materials	48.93
EF057426	09/02/21	E2 Young Engineers GM Perth	Youth and seniors community activities	240.00
EF057427	09/02/21	Easialary Pty Ltd	Superannuation	831.40
EF057428	09/02/21	Eastern Metropolitan Regional Council	Waste collection and hygiene services	371,031.20
EF057429	09/02/21	Western Power	Electricity charges - Street lighting	15,625.00
EF057430	09/02/21	Enviro infrastructure Pty Ltd	Equipment Maintenance	2,723.33
EF057431	09/02/21	Espresso	Youth and seniors community activities	1,080.00
EF057432	09/02/21	Evenflow Irrigation	Equipment hire	528.00
EF057433	09/02/21	Exetel	IT network maintenance	1,250.00
EF057434	09/02/21	Finding Your Y	Youth and seniors community activities	6,138.00
EF057435	09/02/21	Flexi Staff	Labour hire and temporary replacement	148.67

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF057436	09/02/21	Fuel Distributors of WA Pty Ltd	Fuel and oil	10,813.46
EF057437	09/02/21	Fuji Xerox (Aust) Pty Ltd	Photocopying contract charges	161.79
EF057438	09/02/21	Galleria Toyota	Plant and vehicle purchasing	92,105.76
EF057439	09/02/21	Galvins Plumbing Supplies	Building supplies and hardware	4,160.69
EF057440	09/02/21	Les Mills Australia	Memberships and subscriptions	1,575.86
EF057441	09/02/21	GFG Consulting	Professional consultancy services	2,176.08
EF057442	09/02/21	GFG Temporary Assist	Labour hire and temporary replacement	7,812.50
EF057443	09/02/21	Graffiti Force Pty Ltd	Graffiti Removal	638.00
EF057444	09/02/21	Gunnebo Australia Pty Ltd	Aquatic maintenance and services	457.60
EF057445	09/02/21	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	4,608.83
EF057446	09/02/21	Horizon 73 Pty Ltd & 2xT Pty Ltd	Refund residential verge deposit	1,400.00
EF057447	09/02/21	Hughans Saw Service	Building supplies and hardware	327.53
EF057448	09/02/21	ibookingsystems	Memberships and subscriptions	99.00
EF057449	09/02/21	Interia Systems	Furniture purchases	934.00
EF057450	09/02/21	Ixon Operations Pty Ltd	Aquatic chemicals and consumables	3,422.17
EF057451	09/02/21	JA & LM PITT	Refund animal sterilisation	150.00
EF057452	09/02/21	J8 Hi-Fi Group Pty Ltd	IT software/hardware upgrades & replacement	20,400.00
EF057453	09/02/21	Josh Byrne and Associates	Professional consultancy services	119,912.36
EF057454	09/02/21	The Watershed Water Systems	Parks & gardens reticulation repairs & upgrades	22,192.81
EF057455	09/02/21	Kafe a Go Go	Functions and events catering expenses	1,090.00
EF057456	09/02/21	Kinbuild Pty Ltd T/A Wilson & Hart	Refund residential verge deposit	1,200.00
EF057457	09/02/21	Lawrence & Hanson	Building supplies and hardware	136.03
EF057458	09/02/21	Landfill Gas and Power Pty Ltd	Electricity charges (other than street lighting)	222,025.47
EF057459	09/02/21	Landgate	Fees and charges	26.70
EF057460	09/02/21	Lawn Doctor	Parks & gardens contract payments	2,518.45
EF057461	09/02/21	Luke Aldridge	Refund residential verge deposit	1,400.00
EF057462	09/02/21	Magicorp Pty Ltd T/A On Hold Magic	Memberships and subscriptions	134.86
EF057463	09/02/21	Margaret Davenport	Refund miscellaneous	30.00
EF057464	09/02/21	Markettforce Pty Ltd	Advertising public notices	843.86
EF057465	09/02/21	Martins Trailer Parts	Plant and vehicle parts and materials	257.27
EF057466	09/02/21	McIntosh Holdings Pty Ltd	Plant and vehicle parts and materials	1,144.00
EF057467	09/02/21	McLeods	Legal expenses and court costs	3,179.63
EF057468	09/02/21	Vic's Smash Repairs	Plant and vehicle repairs	385.00
EF057469	09/02/21	Message Media	Memberships and subscriptions	33.00
EF057470	09/02/21	Michael Page	Labour hire and temporary replacement	1,269.68
EF057471	09/02/21	Millreef Holdings Pty Ltd T/A Classic Hire	Equipment hire	2,097.33
EF057472	09/02/21	Morley Mower Centre	Equipment purchases	1,040.00
EF057473	09/02/21	MPK Tree Management Pty Ltd T/A MPK Tree Ser	Parks & gardens tree pruning & assoc. services	2,121.35
EF057474	09/02/21	Nestle Australia	Staff Amenities	126.50
EF057475	09/02/21	New Look Drycleaners & Laundry Service	Cleaning services	223.30
EF057476	09/02/21	Office Line	Furniture purchases	401.50
EF057477	09/02/21	Pattersons Insurerbuild	Refund residential verge deposit	1,400.00
EF057478	09/02/21	Paxon Group	Professional consultancy services	3,850.00
EF057479	09/02/21	Perth Material Blowing Pty Ltd	Parks & gardens contract payments	2,838.00
EF057480	09/02/21	Perth Recruitment Services	Labour hire and temporary replacement	1,589.13
EF057481	09/02/21	Perth Sail Shades & Umbrellas	Parks & gardens contract payments	34,771.00
EF057482	09/02/21	Phillip Blake	Refund residential verge deposit	1,400.00
EF057483	09/02/21	Pirtek Malaga	Equipment repairs	1,320.75
EF057484	09/02/21	PPG Industries Australia Pty Ltd T/A Taubmans Tr	Parks & gardens materials	56.13
EF057485	09/02/21	Prestige Property Maintenance Pty Ltd	Parks & gardens reticulation repairs & upgrades	2,934.80
EF057486	09/02/21	Product Recovery Industries Pty Ltd	Parks & gardens contract payments	528.00
EF057487	09/02/21	Pro-Lamps Pty Ltd	Building supplies and hardware	1,155.00
EF057488	09/02/21	Promolab	Functions and events supplies	2,443.65
EF057489	09/02/21	PTCC International	Environmental services & supplies	1,400.00
EF057490	09/02/21	R & N Duric Builders	Refund bond	5,000.00
EF057491	09/02/21	R.K. Roach	Various Survey	3,960.00

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF057492	09/02/21	Ralph Mogridge	Staff training, development and support	3,000.00
EF057493	09/02/21	Repco	Plant and vehicle parts and materials	4,119.72
EF057494	09/02/21	reSPOKE	Furniture purchases	3,964.95
EF057495	09/02/21	RJ Smith	Refund rates overpayment	532.09
EF057496	09/02/21	Rosalind Ho	Refund rates overpayment	222.09
EF057497	09/02/21	Rosewill Investments P/L- Prompt Roofing	Refund residential verge deposit	1,400.00
EF057498	09/02/21	Rosmech	Plant and vehicle parts and materials	245.99
EF057499	09/02/21	RSEA Pty Ltd	Depot stores and consumables	337.30
EF057500	09/02/21	S Ponnusamy	Refund residential verge deposit	1,400.00
EF057501	09/02/21	Safeway Building & Renovations Pty Ltd	Refund residential verge deposit	1,400.00
EF057502	09/02/21	Sally Garland	Refund Catering	100.00
EF057503	09/02/21	Same Day Mowing	Vehicle towing	630.00
EF057504	09/02/21	Fasta Couriers	Postage and courier charges	26.13
EF057505	09/02/21	Signbiz WA	Printing and graphic design expenses	462.00
EF057506	09/02/21	Solution 4 Building	Construction and civil works payments	52,702.10
EF057507	09/02/21	Sonic Health Plus Pty Ltd	Medical services and materials	4,322.34
EF057508	09/02/21	Star-Mites Gym Sports	Grants & funding	50.00
EF057509	09/02/21	State Wide Turf Services	Parks & gardens contract payments	4,620.00
EF057510	09/02/21	Statewide Cleaning Supplies Pty Ltd	Cleaning supplies	56.73
EF057511	09/02/21	Stiles Electrical & Communication Svcs P/L	Parks & gardens contract payments	74,208.75
EF057512	09/02/21	Studio 281	Functions and events supplies	5,104.00
EF057513	09/02/21	Swan Towing Service Pty Ltd	Vehicle towing	1,056.00
EF057514	09/02/21	Synergy	Electricity charges - Street lighting	118,274.19
EF057515	09/02/21	Telstra	Office telephone and communication expenses	3,721.93
EF057516	09/02/21	The O'Grady Family Trust T/A Efficient Site Service	Parks & gardens contract payments	8,112.50
EF057517	09/02/21	The Poster Girls	Marketing and promotional material	101.20
EF057518	09/02/21	Toll Transport Pty Ltd	Postage and courier charges	206.36
EF057519	09/02/21	Tomato & Basil Pizzeria	Functions and events catering expenses	67.00
EF057520	09/02/21	Tony Merendino	Refund residential verge deposit	1,400.00
EF057521	09/02/21	T-Quip	Equipment repairs	1,707.30
EF057522	09/02/21	Tristan Pond	Refund rates overpayment	1,291.72
EF057523	09/02/21	Truck Centre WA Pty Ltd	Plant and vehicle parts and materials	2,223.04
EF057524	09/02/21	Twins (WA) Pty Ltd	Functions and events catering expenses	180.00
EF057525	09/02/21	Tyre and Tube Specialists	Plant and vehicle parts and materials	580.80
EF057526	09/02/21	Urbaqua Ltd	Environmental testing and sampling	2,695.00
EF057527	09/02/21	Vaughn J McGuire	Functions and events entertainment expenses	1,100.00
EF057528	09/02/21	Viking Rentals	Cleaning services	293.26
EF057529	09/02/21	W Chan	Refund rates overpayment	200.26
EF057530	09/02/21	WA Custom Truck Painters	Refund residential verge deposit	780.00
EF057531	09/02/21	WA Hino Sales and Service	Plant and vehicle repairs	4,904.35
EF057532	09/02/21	WA Premix	Construction and civil works tools and materials	8,041.00
EF057533	09/02/21	WA Youth Jazz Orchestra Association Inc	Refund rates overpayment	2,097.71
EF057534	09/02/21	Wanneroo Agricultural Machinery	Plant and vehicle parts and materials	460.25
EF057535	09/02/21	Wes Trac Pty Ltd	Plant and vehicle parts and materials	555.26
EF057536	09/02/21	Weskerb Pty Ltd	Construction and civil works payments	5,883.90
EF057537	09/02/21	West-Sure Group Pty - Petty Cash	Petty cash reimbursement	730.64
EF057538	09/02/21	West-Sure Group Pty Ltd	Postage and courier charges	137.28
EF057539	09/02/21	Winc Australia Pty Ltd	Office stationery and consumables	1,795.57
EF057540	09/02/21	Zenien	Buildings and events security expenses	6,502.78
EF057541	09/02/21	Zettanet Pty Ltd	IT network maintenance	506.00
EF057542	09/02/21	Zircodata Pty Ltd	Document management and archiving	442.01
EF057544	16/02/21	100% RENEWABLES PTY LTD	Sustainable energy purchases	9,790.00
EF057545	16/02/21	A1 Locksmiths	Building supplies and hardware	614.15
EF057546	16/02/21	AAAC Towing Pty Ltd	Vehicle towing	396.00
EF057547	16/02/21	Abstract Investments T/As Smoke & Mirrors Audio	Functions and events site setup expenses	911.00
EF057548	16/02/21	Acclaimed Catering	Functions and events catering expenses	495.00

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF057549	16/02/21	Adelphi Tailoring	Staff uniforms and protective equipment	307.08
EF057550	16/02/21	Advance Vacuumed Gutters	Building maintenance and services	307.20
EF057551	16/02/21	Air Liquide Australia Ltd	Plant and vehicle parts and materials	139.76
EF057552	16/02/21	Alinta Gas	Gas usage charges	38.55
EF057553	16/02/21	ALS Library Services	Library book stock and materials	339.70
EF057554	16/02/21	Amgrow Australia Pty Ltd	Parks & gardens materials	317.90
EF057555	16/02/21	AMS Installation & Maintenance Solutions WA	Building maintenance and services	13,099.27
EF057556	16/02/21	Ana Cristina Mortimer Lio de Carvalho	Refund bond	350.00
EF057557	16/02/21	Anita & Daniel Folini	Refund swimming lessons	32.00
EF057558	16/02/21	Bayswater News & Lotteries	Library book stock and materials	313.91
EF057559	16/02/21	Aquamonix Pty Ltd	Parks & gardens materials	742.50
EF057560	16/02/21	Aquatic Services WA Pty Ltd	Aquatic maintenance and services	28,787.00
EF057561	16/02/21	Ashmy PTY LTD - Amy Dimitrijevic	Refund residential verge deposit	1,400.00
EF057562	16/02/21	Asphaltech Pty Ltd	Construction and civil works tools and materials	96,317.46
EF057563	16/02/21	ATC Work Smart	Trainee	210.72
EF057564	16/02/21	Australia Network on Disability Ltd	Memberships and subscriptions	1,149.50
EF057565	16/02/21	Australian Outdoor Living (WA) Pty Ltd	Refund residential verge deposit	1,400.00
EF057566	16/02/21	Australian Services Union	Payroll	308.80
EF057567	16/02/21	Commissioner of Taxation	Payroll	249,883.00
EF057568	16/02/21	Ballajura Primary School	Refund bond	1,000.00
EF057569	16/02/21	Bayswater Tennis Club	Parks & gardens contract payments	6,500.00
EF057570	16/02/21	Bayswater/Morley Districts Cricket Club	Parks & gardens contract payments	9,045.41
EF057571	16/02/21	Be Media Group Pty Ltd	Marketing and promotional material	2,640.00
EF057572	16/02/21	Bepassey Nominees Pty Ltd T/A Beacon Equipme	Plant and vehicle purchasing	12,148.00
EF057573	16/02/21	Blackwoods Atkins	Depot stores and consumables	729.14
EF057574	16/02/21	BOC Limited	Gas usage charges	322.36
EF057575	16/02/21	Boya Equipment Pty Ltd	Plant and vehicle parts and materials	5,150.77
EF057576	16/02/21	Boyan Electrical Services	Building supplies and hardware	1,509.10
EF057577	16/02/21	BP Australia Pty Ltd	Fuel and oil	547.60
EF057578	16/02/21	Bridgestone Aust Ltd	Plant and vehicle repairs	3,896.61
EF057579	16/02/21	Bubble Soccer Archery Tag	Refund bond	350.00
EF057580	16/02/21	Buddha's Light International Assoc of WA	Refund bond	1,000.00
EF057581	16/02/21	Buggy Buddys Pty Ltd	Marketing and promotional material	108.90
EF057582	16/02/21	Bunnings Group Ltd	Environmental services & supplies	1,777.84
EF057583	16/02/21	Business Base	Furniture purchases	330.00
EF057584	16/02/21	Capital Recycling	Tipping Fee	2,936.34
EF057585	16/02/21	Caps Australia	Plant and vehicle repairs	1,572.94
EF057586	16/02/21	Charter Plumbing and Gas	Parks & gardens contract payments	1,300.75
EF057587	16/02/21	Chris & Suzanne McMillan	Refund swimming lessons	89.30
EF057588	16/02/21	Church Osborne Pty Ltd	Signage and banners	88.00
EF057589	16/02/21	Click Studios (SA) Pty Ltd	IT systems licensing fees and support	955.90
EF057590	16/02/21	CNW Pty Ltd	Building supplies and hardware	556.52
EF057591	16/02/21	COB - Sundowner Club	Payroll	84.00
EF057592	16/02/21	Contraflow Pty Ltd	Traffic management	35,359.91
EF057593	16/02/21	Corsign WA Pty Ltd	Signage and banners	8,077.30
EF057594	16/02/21	Couples for Christ Australia	Refund bond	2,185.00
EF057595	16/02/21	Child Support Agency	Payroll	967.03
EF057596	16/02/21	Curost Milk Supply	Kiosk stock	149.94
EF057597	16/02/21	Dale Jackson	Refund bond	1,000.00
EF057598	16/02/21	Data#3 Licensing Solutions	IT systems licensing fees and support	15,479.01
EF057599	16/02/21	Dowsing Concrete	Parks & gardens contract payments	6,286.44
EF057600	16/02/21	E Fire & Safety	Fire suppression and alarm monitoring	506.00
EF057601	16/02/21	E N Berryman	Refund bond	170.00
EF057602	16/02/21	Maylands Park Lottery Centre & News	Memberships and subscriptions	236.48
EF057603	16/02/21	Eastern Metropolitan Regional Council	Waste collection and hygiene services	120,567.71
EF057604	16/02/21	Western Power	Electricity charges - Street lighting	127,856.00

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF057605	16/02/21	Environmental Health Australia (WA) Inc	Conference expenses	885.00
EF057606	16/02/21	Ezy Vend Pty Ltd	Environmental services & supplies	396.00
EF057607	16/02/21	Finespun Pty Ltd	Sitting Fee	467.50
EF057608	16/02/21	Flexi Staff	Labour hire and temporary replacement	1,684.85
EF057609	16/02/21	Freedom Fairies Pty Ltd	Functions and events entertainment expenses	3,800.50
EF057610	16/02/21	Fulton Hogan	Depot stores and consumables	3,590.40
EF057611	16/02/21	Galvins Plumbing Supplies	Building supplies and hardware	1,096.84
EF057612	16/02/21	GFG Consulting	Civil works design and technical support	710.33
EF057613	16/02/21	GFG Temporary Assist	Labour hire and temporary replacement	7,500.00
EF057614	16/02/21	Ghulam Hazrat Akhlagi	Refund bond	800.00
EF057615	16/02/21	Harry Mathewdakis	Refund residential verge deposit	1,200.00
EF057616	16/02/21	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	4,122.84
EF057617	16/02/21	Health Insurance Fund of WA	Payroll	351.60
EF057618	16/02/21	Home Industry Builders	Refund residential verge deposit	1,400.00
EF057619	16/02/21	Hospital Benefit Fund of WA	Payroll	1,270.90
EF057620	16/02/21	IDOM Morley Pty Ltd T/A Morley Nissan/Kia/Hyundai	Plant and vehicle parts and materials	585.00
EF057621	16/02/21	Intelife Group Limited Formally Intework Incorporated	Parks & gardens contract payments	3,805.12
EF057622	16/02/21	Ive Distribution Pty Ltd	Postage and courier charges	1,924.96
EF057623	16/02/21	Ixon Operations Pty Ltd	Aquatic chemicals and consumables	179.87
EF057624	16/02/21	Jag Demolition	Refund residential verge deposit	1,400.00
EF057625	16/02/21	James Mathew	Refund bond	850.00
EF057626	16/02/21	Jamia Pty Ltd T/A Swish on line	Marketing and promotional material	2,626.80
EF057627	16/02/21	JB Hi-Fi Group Pty Ltd	IT software/hardware upgrades & replacement	15,366.00
EF057628	16/02/21	Josephine Munyai	Refund bond	250.00
EF057629	16/02/21	JP and EF Kress	Refund health centre memberships	183.60
EF057630	16/02/21	The Watershed Water Systems	Parks & gardens reticulation repairs & upgrades	16,171.83
EF057631	16/02/21	Juicebox Creative Pty Ltd	Publications	4,270.75
EF057632	16/02/21	Kee Surfacing Pty Ltd	Construction and civil works payments	9,006.67
EF057633	16/02/21	Kestral Computing Pty Ltd	Licence and permit renewal	54,931.80
EF057634	16/02/21	KLMedia Pty Ltd T/A All Access Australasia	Library book stock and materials	433.36
EF057635	16/02/21	KS & LA Oneill	Refund swimming lessons	31.20
EF057636	16/02/21	KS Black Pty Ltd	Parks & gardens reticulation repairs & upgrades	35,135.76
EF057637	16/02/21	Lawrence & Hanson	Building supplies and hardware	363.00
EF057638	16/02/21	La Salle College	Refund bond	1,344.00
EF057639	16/02/21	Landgate	Gross rental valuation charges	1,465.46
EF057640	16/02/21	Lawn Doctor	Parks & gardens contract payments	5,036.90
EF057641	16/02/21	Lee & Nicki Cahill	Refund residential verge deposit	1,400.00
EF057642	16/02/21	Lee Syminton Architects	Sitting Fee	467.50
EF057643	16/02/21	LGConnect Pty Ltd	Professional consultancy services	2,970.00
EF057644	16/02/21	Living Turf	Parks & gardens materials	1,478.40
EF057645	16/02/21	Lorraine Driscoll	Memberships and subscriptions	2,075.92
EF057646	16/02/21	Manal Ibrahim	Refund bond	250.00
EF057647	16/02/21	Marketforce Pty Ltd	Marketing and promotional material	2,580.36
EF057648	16/02/21	Martins Trailer Parts	Plant and vehicle parts and materials	74.00
EF057649	16/02/21	McInerney Ford	Plant and vehicle parts and materials	1,200.00
EF057650	16/02/21	Michael Page	Labour hire and temporary replacement	1,269.68
EF057651	16/02/21	Miracle Recreation Equipment Pty Ltd	Parks & gardens contract payments	18,150.00
EF057652	16/02/21	Modal Pty Ltd	Staff training, development and support	1,771.00
EF057653	16/02/21	Mohammad Jehangir	Refund bond	1,000.00
EF057654	16/02/21	Myzone Pty Ltd	Memberships and subscriptions	2,079.00
EF057655	16/02/21	Natalie Brown	Refund swimming lessons	64.00
EF057656	16/02/21	Nespresso Australia a Division of Nestle Australia	Staff Amenities	422.00
EF057657	16/02/21	Noranda City Football Club	Grants & funding	100.00
EF057658	16/02/21	Noranda Soccer Club	Refund bond	550.00
EF057659	16/02/21	North Dianella Netball Club	Grants & funding	150.00
EF057660	16/02/21	Officeworks	Office stationery and consumables	3,035.66

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF057661	16/02/21	Oliver's Reupholstery Service	Furniture purchases	6,889.74
EF057662	16/02/21	Oz Bat	Youth and seniors community activities	25.00
EF057663	16/02/21	Pappas Family Trust	Construction and civil works payments	3,000.00
EF057664	16/02/21	Paywise	Payroll	969.32
EF057665	16/02/21	Perth Recruitment Services	Labour hire and temporary replacement	3,551.40
EF057666	16/02/21	Philip Gresley	Sitting Fee	1,200.00
EF057667	16/02/21	Pirtek Malaga	Equipment repairs	6,570.64
EF057668	16/02/21	Pool & Pump Service & Repairs Pty Ltd	Aquatic maintenance and services	660.00
EF057669	16/02/21	Prestige Elevators Pty Ltd	Building maintenance and services	2,524.50
EF057670	16/02/21	Prestige Property Maintenance Pty Ltd	Parks & gardens contract payments	35,173.33
EF057671	16/02/21	Product Recovery Industries Pty Ltd	Parks & gardens contract payments	440.00
EF057672	16/02/21	Providence Church Inc	Refund bond	974.00
EF057673	16/02/21	Public Transport Authority	Refund bond	550.00
EF057674	16/02/21	Quality Press	Printing and graphic design expenses	356.40
EF057675	16/02/21	Rebecca & Mathew Dimmock	Refund infringement	80.00
EF057676	16/02/21	Rebecca & Mathew Dimmock	Refund infringement	80.00
EF057677	16/02/21	Refresh Waters Pty Ltd	Staff Amenities	80.00
EF057678	16/02/21	Repco	Plant and vehicle repairs	419.00
EF057679	16/02/21	Rithesh Kotian & Supriya Puthran	Refund bond	1,460.00
EF057680	16/02/21	Rosmech	Plant and vehicle parts and materials	916.07
EF057681	16/02/21	Rotary Club of Morley Inc	Functions and events catering expenses	224.87
EF057682	16/02/21	RSEA Pty Ltd	Staff uniforms and protective equipment	84.33
EF057683	16/02/21	Rubek Automatic Doors	Recreation and gymnasium equipment	11,149.05
EF057684	16/02/21	Russian Learning Centre LOMONOSOV	Refund bond	550.00
EF057685	16/02/21	Shemeka Dinah	Refund hall hire	60.00
EF057686	16/02/21	Show Travel Film Services International T/A ISG-Fr	Functions and events catering expenses	114.40
EF057687	16/02/21	Siemens Ltd	IT network maintenance	3,920.97
EF057688	16/02/21	Sportsworld of WA	Kiosk stock	724.90
EF057689	16/02/21	Sprayline Spraying Equipment	Parks & gardens materials	330.00
EF057690	16/02/21	Steve's Sand Sifting for Playground Services	Parks & gardens contract payments	3,460.29
EF057691	16/02/21	Stratagreen	Parks & gardens materials	310.07
EF057692	16/02/21	Stratco Pty Ltd	Building supplies and hardware	24.64
EF057693	16/02/21	Sushil Thapa	Refund residential verge deposit	1,400.00
EF057694	16/02/21	Sussex Industries Pty Ltd	Depot stores and consumables	231.00
EF057695	16/02/21	T J Depiazzi & Sons	Parks & gardens materials	2,932.05
EF057696	16/02/21	Telstra	Office telephone and communication expenses	8,852.04
EF057697	16/02/21	The Goods Australia	Cleaning supplies	493.00
EF057698	16/02/21	The Trustee for The Raptor Trust	Youth and seniors community activities	300.00
EF057699	16/02/21	TLC The Lifting Company	Licence and permit renewal	275.00
EF057700	16/02/21	Total Packaging (WA) Pty Ltd	Environmental services & supplies	15,100.80
EF057701	16/02/21	Tovey Shearwood P/L T/A Creative Adm	Marketing and promotional material	1,757.80
EF057702	16/02/21	T-Quip	Plant and vehicle purchasing	98,196.00
EF057703	16/02/21	Trisley Hydraulic Services Pty Ltd	Aquatic maintenance and services	1,886.50
EF057704	16/02/21	Truck Centre WA Pty Ltd	Plant and vehicle repairs	3,528.54
EF057705	16/02/21	Twins (WA) Pty Ltd	Functions and events catering expenses	482.00
EF057706	16/02/21	Unicard	Printing and graphic design expenses	1,776.50
EF057707	16/02/21	Urban Edge Strata Solutions Pty Ltd	Refund bond	25.50
EF057708	16/02/21	Urban Edge Strata Solutions Pty Ltd	Refund bond	25.50
EF057709	16/02/21	Vanetia Mathias	Refund health centre memberships	537.44
EF057710	16/02/21	Vinsan Contracting Pty Ltd	Refund residential verge deposit	2,800.00
EF057711	16/02/21	WA Association of Polish Women Inc	Refund bond	395.00
EF057712	16/02/21	WA Local Government Association	Conference expenses	70.00
EF057713	16/02/21	WA Pump Control Systems Pty Ltd	Parks & gardens reticulation repairs & upgrades	1,162.48
EF057714	16/02/21	LGRCEU	Payroll	869.20
EF057715	16/02/21	Walcoart Industries Pty Ltd	Furniture purchases	45,426.15
EF057716	16/02/21	Warehouse of Mats Pty Ltd	Aquatic chemicals and consumables	445.50

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF057717	16/02/21	Wen Li	Crossover subsidy	612.40
EF057718	16/02/21	Wesfarmers Kleenheat Gas Pty Ltd	Gas usage charges	10,101.25
EF057719	16/02/21	West Coast Commercial Industries	Equipment Maintenance	55.79
EF057720	16/02/21	West Coast Turf	Parks & gardens contract payments	2,420.00
EF057721	16/02/21	West-Sure Group Pty - Petty Cash	Petty cash reimbursement	2,839.15
EF057722	16/02/21	William Buck Consulting (WA) Pty Ltd	Audit services	5,544.00
EF057723	16/02/21	Winc Australia Pty Ltd	Office stationery and consumables	1,964.93
EF057724	16/02/21	Work Clobber	Staff uniforms and protective equipment	315.30
EF057725	16/02/21	Work Metrics Pty Ltd	Memberships and subscriptions	1,980.00
EF057726	16/02/21	Morley Sport & Recreation Centre	Management fee	19,983.34
EF057727	16/02/21	Zaher Bagerri	Refund bond	3,747.00
EF057728	16/02/21	Zurich Australian Insurance Ltd	Insurance excess	2,000.00
EF057732	23/02/21	A1 Locksmiths	Building maintenance and services	535.00
EF057733	23/02/21	AAAC Towing Pty Ltd	Vehicle towing	132.00
EF057734	23/02/21	Action Glass & Aluminium	Building supplies and hardware	462.00
EF057735	23/02/21	AJM Constructions	Refund residential verge deposit	1,400.00
EF057736	23/02/21	Alia National Office	Staff training, development and support	600.00
EF057737	23/02/21	Alinta Gas	Gas usage charges	1,671.80
EF057738	23/02/21	ALS Library Services	Library book stock and materials	303.32
EF057739	23/02/21	AMS Installation & Maintenance Solutions WA	Building maintenance and services	506.00
EF057740	23/02/21	AO Lets Go Poster Distribution Pty Ltd	Grants & funding	600.00
EF057741	23/02/21	Apac Aid Incorporated	Parks & gardens contract payments	349.25
EF057742	23/02/21	Aquamoni Pty Ltd	Parks & gardens materials	82.50
EF057743	23/02/21	Arbor West Pty Ltd T/A Classic Tree Services	Various Survey	1,144.00
EF057744	23/02/21	Auscorp IT	Equipment repairs	141.90
EF057745	23/02/21	Ausnet Industries	Parks & gardens contract payments	1,188.00
EF057746	23/02/21	Australian Institute of Management WA Ltd	Memberships and subscriptions	3,850.00
EF057747	23/02/21	Boya Equipment Pty Ltd	Parks & gardens materials	412.50
EF057748	23/02/21	Boyan Electrical Services	Aquatic maintenance and services	239.26
EF057749	23/02/21	Bridgestone Aust Ltd	Plant and vehicle repairs	4,096.99
EF057750	23/02/21	Brilliant Badges & Trophies	Staff uniforms and protective equipment	61.60
EF057751	23/02/21	Built Ink	Refund residential verge deposit	1,400.00
EF057752	23/02/21	Bunnings Group Ltd	Environmental services & supplies	2,445.86
EF057753	23/02/21	Cai Fences	Parks & gardens contract payments	695.75
EF057754	23/02/21	Capital Recycling	Street Sweeping	871.20
EF057755	23/02/21	Carla Abbott	Refund swimming lessons	62.20
EF057756	23/02/21	Carramar Resource Industries	Construction and civil works tools and materials	880.00
EF057757	23/02/21	Charter Plumbing and Gas	Building supplies and hardware	433.40
EF057758	23/02/21	Cherry Court Vet Clinic	Animal supplies & services	55.00
EF057759	23/02/21	Christie Parksafe	Building supplies and hardware	6,412.67
EF057760	23/02/21	CNW Pty Ltd	Building supplies and hardware	855.65
EF057761	23/02/21	Stihl Shop Osborne Park	Plant and vehicle repairs	1,104.35
EF057762	23/02/21	Curost Milk Supply	Staff Amenities	69.60
EF057763	23/02/21	Detail West	Plant and vehicle repairs	120.00
EF057764	23/02/21	Downer Edi Engineering Power Pty Ltd	Building maintenance and services	445.50
EF057765	23/02/21	Dowsing Concrete	Construction and civil works payments	17,708.20
EF057766	23/02/21	E Fire & Safety	Fire suppression and alarm monitoring	305.25
EF057767	23/02/21	Eastern Metropolitan Regional Council	Waste collection and hygiene services	66,183.98
EF057768	23/02/21	Evenflow Irrigation	Equipment hire	528.00
EF057769	23/02/21	Filipino Community Council of WA Inc.	Refund bond	850.00
EF057770	23/02/21	Fleet Commercial Gymnasiums Pty Ltd	Minor Equipment Purchase	174.90
EF057771	23/02/21	Flexi Staff	Labour hire and temporary replacement	421.21
EF057772	23/02/21	Fuel Distributors of WA Pty Ltd	Fuel and oil	18,602.09
EF057773	23/02/21	Galvins Plumbing Supplies	Building supplies and hardware	751.40
EF057774	23/02/21	Graeme Miles Richards	Artist fee	3,000.00
EF057775	23/02/21	Greg Kelleher Homes Pty Ltd	Refund residential verge deposit	750.00

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF057776	23/02/21	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	6,702.24
EF057777	23/02/21	Heart Inspired Events	Functions and events site setup expenses	66.00
EF057778	23/02/21	Heatley Sales Pty Ltd	Depot stores and consumables	745.49
EF057779	23/02/21	Hip Pocket Workwear	Staff uniforms and protective equipment	101.31
EF057780	23/02/21	Hodge Collard Preston Architects	Professional consultancy services	9,220.75
EF057781	23/02/21	Hydro Flow Pty Ltd	Aquatic maintenance and services	365.07
EF057782	23/02/21	Japanese Truck & Bus Spares Pty Ltd	Plant and vehicle parts and materials	283.15
EF057783	23/02/21	Josh Byrne and Associates	Professional consultancy services	3,932.06
EF057784	23/02/21	The Watershed Water Systems	Parks & gardens materials	1,594.62
EF057785	23/02/21	Krestina Puccio	Refund hall hire	60.00
EF057786	23/02/21	KS Black Pty Ltd	Parks & gardens reticulation repairs & upgrades	39,647.85
EF057787	23/02/21	Landfill Gas and Power Pty Ltd	Electricity charges (other than street lighting)	120,647.65
EF057788	23/02/21	Landgate	Gross rental valuation charges	523.43
EF057789	23/02/21	Living Turf	Parks & gardens materials	4,437.40
EF057790	23/02/21	Local Government Professionals Aust WA	Staff training, development and support	410.00
EF057791	23/02/21	M & M ACM Services	Environmental services & supplies	250.00
EF057792	23/02/21	M & S Pavlovic	Refund residential verge deposit	1,400.00
EF057793	23/02/21	M P Rogers & Associates Pty Ltd	Professional consultancy services	439.90
EF057794	23/02/21	Mader Contracting Pty Ltd	Plant and vehicle repairs	1,312.30
EF057795	23/02/21	Maia Financial Pty Ltd	Equipment hire	16,689.31
EF057796	23/02/21	Marketforce Pty Ltd	Marketing and promotional material	834.34
EF057797	23/02/21	Martins Trailer Parts	Plant and vehicle parts and materials	70.49
EF057798	23/02/21	McIntosh Holdings Pty Ltd	Plant and vehicle parts and materials	1,905.68
EF057799	23/02/21	Medshop Australia	Cleaning supplies	1,179.96
EF057800	23/02/21	Michael Loh	Refund miscellaneous	5.00
EF057801	23/02/21	Michael Page	Labour hire and temporary replacement	1,692.90
EF057802	23/02/21	MJ & DI Gath	Refund residential verge deposit	1,400.00
EF057803	23/02/21	MPK Tree Management Pty Ltd T/A MPK Tree Ser	Parks & gardens tree pruning & assoc. services	11,497.75
EF057804	23/02/21	N D Reynolds	Refund rates overpayment	459.50
EF057805	23/02/21	N Yean-Cheong Tan & Evonne Yee Vern Lee	Crossover subsidy	612.40
EF057806	23/02/21	Natural Area Holdings Pty Ltd	Parks & gardens contract payments	2,991.05
EF057807	23/02/21	Norm Sims	Refund residential verge deposit	1,400.00
EF057808	23/02/21	Nyoongar Outreach Services Inc.	Professional consultancy services	9,166.30
EF057809	23/02/21	Officeworks	Marketing and promotional material	17.82
EF057810	23/02/21	P & A Rogers	Refund rates overpayment	578.14
EF057811	23/02/21	Parker Black & Forrest Pty Ltd	Building supplies and hardware	1,947.00
EF057812	23/02/21	Paywise	Staff superannuation & other deductions	97.48
EF057813	23/02/21	Perth Soccer Club (Inc)	Grants & funding	48.00
EF057814	23/02/21	Perth Symphony Orchestra	Functions and events entertainment expenses	3,300.00
EF057815	23/02/21	Peter Ingram	Crossover subsidy	612.40
EF057816	23/02/21	PG and SMF Willshire	Refund rates overpayment	472.00
EF057817	23/02/21	PPG Industries Australia Pty Ltd T/A Taubmans Tr	Depot stores and consumables	238.70
EF057818	23/02/21	Pressure Cleaning Perth	Cleaning services	25,281.73
EF057819	23/02/21	Prestige Property Maintenance Pty Ltd	Parks & gardens contract payments	9,084.41
EF057820	23/02/21	Promenade Construction P/L	Refund commercial verge deposit	1,400.00
EF057821	23/02/21	Promolab	Signage and banners	605.00
EF057822	23/02/21	Reece Plumbing	Building supplies and hardware	474.37
EF057823	23/02/21	Repco	Plant and vehicle parts and materials	713.42
EF057824	23/02/21	Richgro Garden Products	Parks & gardens materials	2,651.00
EF057825	23/02/21	Ricoh Australia Pty Ltd	Photocopying contract charges	5,400.17
EF057826	23/02/21	River Levett Bucknall WA Pty Ltd	Professional consultancy services	4,510.00
EF057827	23/02/21	Rovers Netball Club (WA)	Grants & funding	150.00
EF057828	23/02/21	RSEA Pty Ltd	Staff uniforms and protective equipment	199.82
EF057829	23/02/21	SafetyQuip Perth North	Environmental services & supplies	86.02
EF057830	23/02/21	Santina Morphet	Refund swimming lessons	32.00
EF057831	23/02/21	Savills Project Management Pty Ltd	Professional consultancy services	4,565.00

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				\$
EF057832	23/02/21	Scope (Aust) Ltd	Professional consultancy services	1,320.00
EF057833	23/02/21	Scorpions Netball Club	Grants & funding	100.00
EF057834	23/02/21	Show Travel Film Services International T/A ISG-Fr	Functions and events catering expenses	258.50
EF057835	23/02/21	Simsai Construction Group Pty Ltd	Refund residential verge deposit	1,400.00
EF057836	23/02/21	Sprayline Spraying Equipment	Plant and vehicle parts and materials	8.43
EF057837	23/02/21	Statewide Vehicle Hoist Service WA	Plant and vehicle parts and materials	110.00
EF057838	23/02/21	Steve's Sand Sifting for Playground Services	Parks & gardens contract payments	2,766.28
EF057839	23/02/21	Synergy	Electricity charges (other than street lighting)	444.34
EF057840	23/02/21	Tammy Barnes	Refund swimming lessons	32.00
EF057841	23/02/21	Task Exchange Pty Ltd	IT systems licensing fees and support	9,281.80
EF057842	23/02/21	TD Dinh	Refund rates overpayment	859.75
EF057843	23/02/21	Telstra	Office telephone and communication expenses	20,669.85
EF057844	23/02/21	The O'Grady Family Trust T/A Efficient Site Service	Parks & gardens contract payments	4,339.50
EF057845	23/02/21	The Trustee for Blackwood Services Unit Trust	Plant and vehicle parts and materials	4,487.56
EF057846	23/02/21	Thrifty Car Rentals	Vehicle & plant hire	1,407.12
EF057847	23/02/21	Toll Transport Pty Ltd	Postage and courier charges	257.95
EF057848	23/02/21	Total Tools Malaga	Depot stores and consumables	678.00
EF057849	23/02/21	Travis Hayto Photography	Photography / Video Production	962.50
EF057850	23/02/21	Marquee Magic	Functions and events supplies	2,089.50
EF057851	23/02/21	Twins (WA) Pty Ltd	Functions and events catering expenses	600.00
EF057852	23/02/21	VIC Roads	Vehicle searches	3.90
EF057853	23/02/21	Vinsan Contracting Pty Ltd	Refund residential verge deposit	1,400.00
EF057854	23/02/21	VTP Engineering	Professional consultancy services	660.00
EF057855	23/02/21	Wanneroo Agricultural Machinery	Plant and vehicle parts and materials	2,555.75
EF057856	23/02/21	Wesfarmers Kleenheat Gas Pty Ltd	Electricity charges (other than street lighting)	573.21
EF057857	23/02/21	Weskerb Pty Ltd	Construction and civil works payments	785.40
EF057858	23/02/21	West Coast Turf	Parks & gardens materials	2,343.00
EF057859	23/02/21	West-Sure Group Pty - Petty Cash	Petty cash reimbursement	94.50
EF057860	23/02/21	Wilson Security	Buildings and events security expenses	11,213.04
EF057861	23/02/21	Winc Australia Pty Ltd	Office stationery and consumables	173.85
EF057862	23/02/21	Work Clobber	Staff uniforms and protective equipment	507.25
EF057863	23/02/21	Morley Sport & Recreation Centre	Venue hire	432.00
				6,632,627.88
Cancelled Payments				
EF057200	05/02/21	Payment - EF057200		-1,400.00
EF057314	22/02/21	Payment - EF057314		-2,370.00
EF057322	04/02/21	Payment - EF057322		-67.00
EF057769	26/02/21	Payment - EF057769		-850.00
				-4,687.00

Attachment 2**City of Bayswater****List of Payment - Trust****for the period 1 February 2021 to 28 February 2021**

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<i>Payments</i>				\$
EF057864	23/02/21	Byte Construct Pty Ltd	Refund building application fee	2,400.00
				<hr/> 2,400.00

10.2.3 Investment Report for the Period Ended 28 February 2021

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 type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. Investment Summary as at 28 February 2021	

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 the Chairperson of Bayswater Community Financial Services and money from the Council is invested in Bendigo Bank. At 7:11pm, Cr McKenna withdrew from the meeting.

SUMMARY

This report presents the City's Investment Portfolio for the period ended 28 February 2021.

At 7.11pm, Mr Jon Vines, Manager Project Services, left the meeting and did not return.

COUNCIL RESOLUTION**OFFICER'S RECOMMENDATION**

That Council receives the Investment Portfolio Report for the period ended 28 February 2021 with investments totalling \$101,606,603.50.

CR GIORGIA JOHNSON MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY: 8/0

At 7:12pm, Cr Barry McKenna returned to the meeting.

BACKGROUND

The purpose of this report is for Council to note the Investment Portfolio detailed in **Attachment 1**.

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

The City's Investment Policy details the 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).

The City'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	80%

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

EXTERNAL CONSULTATION

Not applicable.

OFFICER'S COMMENTS

Total investments for the period ended 28 February 2021 were \$101,606,603.50.

Of the total investment portfolio, \$55,405,249.60 is internally restricted and \$5,011,835.38 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 2020/21 operating and capital expenditure requirements.

LEGISLATIVE COMPLIANCE

Investment Policy applies. It is noted that the City currently has 28% in fossil fuel free investments.

OPTIONS

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

Option 1	That Council receives the Investment Portfolio Report for the period ended 28 February 2021 with investments totalling \$101,606,603.50.	
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	Funds have been invested in accordance with the City's Investment Policy.	

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 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 28 February 2021 with investments totalling \$101,606,603.50.

Attachment 1

**City of Bayswater
Investment Register
Balance as at 28-Feb-2021**

Investment Number	Bank	Lodgement Date	Maturity Date	Rate %	Principal \$	Accrued Interest \$	Maturity Interest \$	Maturity Amount \$
200500	National Australia Bank	10/11/20	02/03/21	0.47	2,040,481.51	2,890.22	2,942.77	2,043,424.28
200502	National Australia Bank	24/11/20	09/03/21	0.45	1,503,758.91	1,779.79	1,946.65	1,505,705.56
200505	National Australia Bank	01/12/20	09/03/21	0.45	2,504,363.01	2,747.94	3,025.82	2,507,388.83
200507	National Australia Bank	08/12/20	16/03/21	0.45	2,194,585.13	2,218.64	2,651.54	2,197,236.67
200509	National Australia Bank	15/12/20	16/03/21	0.45	1,511,813.70	1,397.91	1,696.13	1,513,509.83
200511	National Australia Bank	22/12/20	16/03/21	0.32	2,500,000.00	1,490.41	1,841.10	2,501,841.10
200516	National Australia Bank	12/01/21	23/03/21	0.23	3,007,652.05	890.76	1,326.66	3,008,978.71
200518	National Australia Bank	19/01/21	30/03/21	0.23	1,500,000.00	378.08	661.64	1,500,661.64
200494	Suncorp Bank	27/10/20	06/04/21	0.52	3,204,098.00	5,660.28	7,349.24	3,211,447.24
200512	National Australia Bank	05/01/21	06/04/21	0.40	1,000,000.00	591.78	997.26	1,000,997.26
200514	National Australia Bank	05/01/21	06/04/21	0.40	1,321,347.42	781.95	1,317.73	1,322,665.15
200523	National Australia Bank	27/01/21	13/04/21	0.25	1,504,895.98	329.84	783.37	1,505,679.35
200519	National Australia Bank	19/01/21	20/04/21	0.35	1,507,652.05	578.28	1,315.58	1,508,967.63
200527	National Australia Bank	09/02/21	20/04/21	0.23	1,846,899.00	221.12	814.66	1,847,713.66
200530	National Australia Bank	16/02/21	20/04/21	0.10	1,004,924.20	33.04	173.45	1,005,097.65
200522	Suncorp Bank	27/01/21	27/04/21	0.35	2,507,431.51	769.40	2,163.95	2,509,595.46
200493	Suncorp Bank	27/10/20	04/05/21	0.52	2,204,086.70	3,893.69	5,934.73	2,210,021.43
200528	Suncorp Bank	10/02/21	11/05/21	0.35	2,004,372.60	345.96	1,729.80	2,006,102.40
200533	National Australia Bank	17/02/21	18/05/21	0.30	1,906,271.75	172.35	1,410.12	1,907,681.87
200534	Suncorp Bank	23/02/21	25/05/21	0.33	2,406,883.64	108.80	1,980.24	2,408,863.88
200535	Suncorp Bank	23/02/21	01/06/21	0.33	2,008,001.36	90.77	1,779.14	2,009,780.50
Muni General Funds Total					41,189,518.52	27,371.01	43,841.57	41,233,360.09
200454	Bank of Queensland	11/08/20	09/03/21	0.80	2,514,136.86	11,075.98	11,571.92	2,525,708.78
200469	Bank of Queensland	25/08/20	30/03/21	0.75	4,425,966.43	17,006.62	19,734.96	4,445,701.39
200492	Suncorp Bank	20/10/20	30/03/21	0.55	637,467.80	1,258.34	1,546.51	639,014.31
200473	Westpac Bank	01/09/20	06/04/21	0.70	5,109,728.17	17,639.06	21,264.87	5,130,993.04
200486	Westpac Bank	15/09/20	20/04/21	0.60	3,073,541.04	8,386.98	10,963.70	3,084,504.74
200495	Suncorp Bank	27/10/20	11/05/21	0.52	922,716.76	1,630.05	2,576.53	925,293.29
200513	National Australia Bank	05/01/21	29/06/21	0.40	1,170,675.75	692.78	2,245.13	1,172,920.88
200520	Bank of Queensland	19/01/21	13/07/21	0.40	1,606,579.69	704.25	3,081.11	1,609,660.80
200531	National Australia Bank	16/02/21	17/08/21	0.30	5,342,914.70	526.97	7,992.41	5,350,907.11
200532	Bank of Queensland	16/02/21	17/08/21	0.37	1,012,212.47	123.13	1,867.46	1,014,079.93
Muni Reserve Total					25,815,939.67	59,044.17	82,844.61	25,898,784.28
200470	Bank of Queensland	25/08/20	09/03/21	0.75	851,962.68	3,273.64	3,431.19	855,393.87
200480	Suncorp Bank	22/09/20	23/03/21	0.65	806,781.37	2,284.41	2,614.86	809,396.23
200481	National Australia Bank	22/09/20	23/03/21	0.65	437,441.21	1,238.62	1,417.79	438,859.00
200476	Bendigo Bank	08/09/20	13/04/21	0.65	1,014,204.69	3,124.58	3,919.28	1,018,123.97
200504	Westpac Bank	24/11/20	29/06/21	0.51	812,355.55	1,089.67	2,463.11	814,818.66
200521	National Australia Bank	19/01/21	20/07/21	0.40	587,095.36	257.36	1,170.97	588,266.33
200529	Bank of Queensland	09/02/21	10/08/21	0.37	501,994.52	96.69	926.15	502,920.67
Trust Specific Total					5,011,835.38	11,364.96	15,943.34	5,027,778.72
200456	Bank of Queensland	11/08/20	16/03/21	0.80	2,162,680.32	9,527.64	10,286.06	2,172,966.38
200482	Suncorp Bank	22/09/20	23/03/21	0.65	907,629.04	2,569.96	2,941.71	910,570.75
200477	Bank of Queensland	08/09/20	06/04/21	0.70	600,051.59	1,990.86	2,416.65	602,468.24
200506	National Australia Bank	01/12/20	13/04/21	0.45	808,421.06	887.05	1,325.59	809,746.65
200488	Bank of Queensland	06/10/20	04/05/21	0.65	1,422,365.89	3,672.82	5,319.26	1,427,685.15
200497	Bank of Queensland	03/11/20	01/06/21	0.50	1,523,739.53	2,442.16	4,383.36	1,528,122.89
200503	Westpac Bank	24/11/20	29/06/21	0.51	2,239,108.59	3,003.47	6,789.10	2,245,897.69
200517	Bank of Queensland	12/01/21	06/07/21	0.42	864,495.43	467.54	1,740.83	866,236.26
200524	National Australia Bank	02/02/21	03/08/21	0.35	629,387.64	156.92	1,098.41	630,486.05
Aged General Funds Total					11,157,879.09	24,718.41	36,300.97	11,194,180.06
200510	National Australia Bank	15/12/20	22/06/21	0.45	43,505.74	40.23	101.37	43,607.11
Aged Mertome Gardens Total					43,505.74	40.23	101.37	43,607.11
200483	Westpac Bank	22/09/20	23/03/21	0.54	1,064,887.30	2,504.97	2,867.32	1,067,754.62
200498	Bank of Queensland	03/11/20	04/05/21	0.50	1,029,496.98	1,650.02	2,566.69	1,032,063.67
200508	Bank of Queensland	08/12/20	13/07/21	0.50	600,815.18	674.89	1,785.98	602,601.16
Aged Prudential Requirements Reserve Total					2,695,199.46	4,829.87	7,219.99	2,702,419.45
200441	Bank of Queensland	08/07/20	13/04/21	0.90	4,374,550.81	25,348.42	30,094.51	4,404,645.32
200474	Westpac Bank	01/09/20	27/04/21	0.70	1,083,916.60	3,741.74	4,947.41	1,088,864.01
200515	National Australia Bank	05/01/21	29/06/21	0.40	5,428,715.70	3,212.61	10,411.24	5,439,126.94
200536	Suncorp Bank	23/02/21	27/07/21	0.33	948,900.20	42.90	1,321.18	950,221.38
200525	Bank of Queensland	02/02/21	03/08/21	0.37	3,030,466.14	798.71	5,591.00	3,036,057.14
200526	Bank of Queensland	02/02/21	03/08/21	0.37	826,176.19	217.75	1,524.24	827,700.43
Aged General Reserve Total					15,692,725.64	33,362.13	53,889.58	15,746,615.22
Total					101,606,603.50	160,730.78	240,141.44	101,846,744.94

**City of Bayswater
Investment Summary
Balance as at 28-Feb-2021**

Investments By Maturity Date

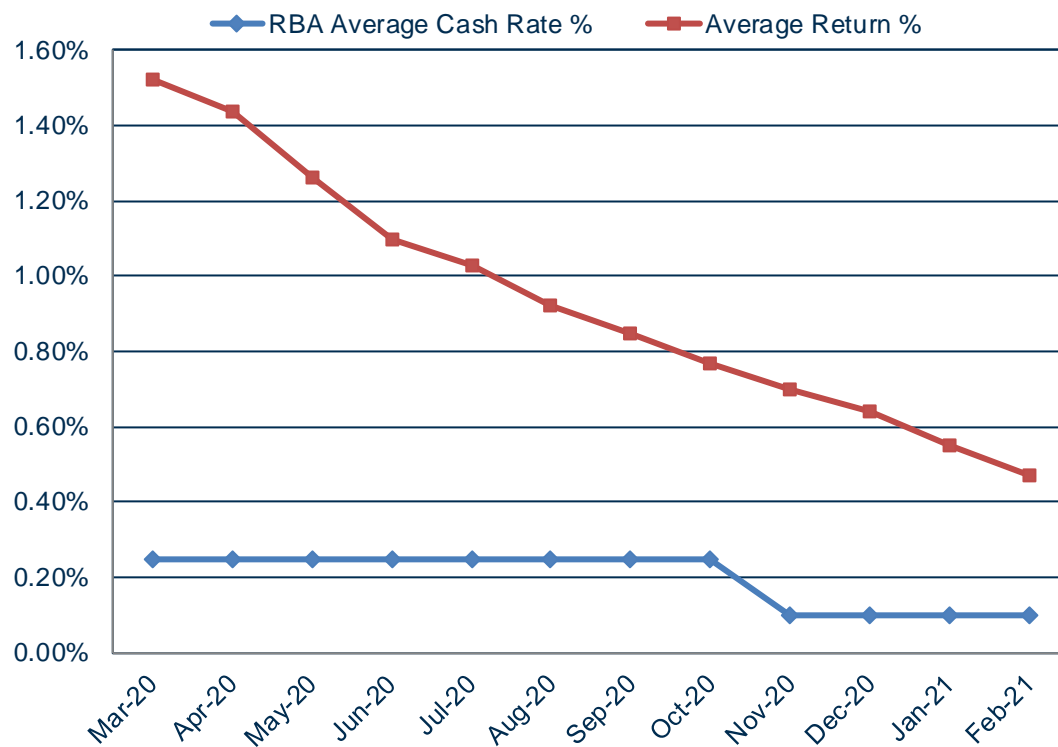
Maturity Dates	Principal	Portfolio %	Number of Investments
Less than 30 days	\$24,008,173.09	24%	14
Between 30 days and 60 days	\$36,525,096.35	36%	18
Between 61 days and 90 days	\$11,896,194.32	12%	7
Between 91 days and 180 days	\$29,177,139.74	29%	18
Between 181 days and 1 year	\$0.00	0%	0
Total	\$101,606,603.50	100%	57

Allocation of Investments

S&P Rating (Short-term)	Bank	Amount Invested	Amount Invested %	Threshold %
A-1+	National Australia Bank	\$41,302,801.87	41%	45%
A-1+	Westpac	\$13,383,537.25	13%	45%
A-1	Suncorp	\$18,558,368.98	18%	35%
A-2	Bank of Queensland **	\$27,347,690.71	27%	30%
A-2	Bendigo Bank **	\$1,014,204.69	1%	30%
Total		\$101,606,603.50	100%	

** Fossil fuel free investment

Average Return on Investment



**City of Bayswater
Investment Portfolio
Balance as at 28 February 2021**

Source	Description	Total \$	Internally restricted \$	Externally restricted \$
Municipal	Investment - CoB General Funds	41,189,518.52	-	-
	Investment - CoB Reserve	25,815,939.67	25,815,939.67	-
	Investment - Trust	5,011,835.38	-	5,011,835.38
Sub Total		72,017,293.57	25,815,939.67	5,011,835.38
Aged	Investment - Aged General Funds	11,201,384.83	11,201,384.83	-
	Investment - Prudential Requirements Reserve	2,695,199.46	2,695,199.46	-
	Investment - Aged General Reserve	15,692,725.64	15,692,725.64	-
Sub Total		29,589,309.93	29,589,309.93	-
Grand Total		101,606,603.50	55,405,249.60	5,011,835.38

10.2.4 Donations Granted Under Delegated Authority for the Month of February 2021

Responsible Branch:	Financial Services	
Responsible Directorate:	Corporate and Strategy	
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. Requests for Donations Granted Under Delegated Authority for the Month of February 2021	

SUMMARY

This report presents the list of donations made under delegated authority for the month of February 2021.

COUNCIL RESOLUTION**OFFICER'S RECOMMENDATION**

That Council receives this status report on the donations granted under delegated authority for the month of February 2021 as contained in Attachment 1 to this report.

CR SALLY PALMER MOVED, CR GIORGIA JOHNSON SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 9/0

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 2021 is attached for Councillors' information (Attachment 1).

LEGISLATIVE COMPLIANCE

Community Grants Policy applies.

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 this status report on the donations granted under delegated authority for the month of February 2021 as contained in <u>Attachment 1</u> 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	This option relates to receiving the report on donations in accordance with Council's Community Grants Policy.	

FINANCIAL IMPLICATIONS

The Donations allocation in the 2020/21 Budget is \$30,000.00. To date, \$7,004.00 has been expended during the 2020/21 financial year.

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.

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 2021 as contained in Attachment 1.

Attachment 1***REQUESTS FOR DONATIONS GRANTED UNDER DELEGATED AUTHORITY******ORGANISATIONS***

Name	Purpose of Organisation	Reason for Request	Previous financial assistance granted		Amount of Donation
			Amount	Year	
John Forrest Senior High School	School	Aboriginal Dreamtime Workshops to be held at John Forrest Senior High School during NAIDOC Week 2021	\$3,000	2012	\$500.00
			\$200	2010	
			\$100	2004	
			\$72	2000	
			\$280	2000	
			\$260	1999	
					\$500.00

Total for February 2021 \$500.00


Lorraine Driscoll
Director Corporate and Strategy

10.2.5 Child Safety Officer Consultation

Responsible Branch:	Governance and Organisational Strategy	
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. Discussion paper on the implementation of child safety officers in local governments 2. Feedback from the City of Bayswater	

SUMMARY

The Department of Local Government, Sport and Cultural Industries (DLGSCI) is currently seeking feedback from local governments about the proposed future Child Safety Officer role and associated responsibilities.

COUNCIL RESOLUTION
OFFICER'S RECOMMENDATION

That Council endorses the City of Bayswater feedback as contained in Attachment 2 to this report.

CR SALLY PALMER MOVED, CR GIORGIA JOHNSON SECONDED
CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 9/0

BACKGROUND

In 2013, a Royal Commission into Institutional Responses to Child Sexual Abuse (the Royal Commission) commenced, culminating in the release of a final report in December 2017. The final report contained over 400 recommendations that are now being implemented by different levels of government.

Recommendation 6.12 from the final report was for local government, and read as follows:

“With support from governments at the national, state and territory levels, local governments should designate child safety officer positions from existing staff profiles to carry out the following functions:

- a. Developing child safe messages in local government venues, grounds and facilities*
- b. Assisting local institutions to access online child safe resources*
- c. Providing child safety information and support to local institutions on a needs basis*
- d. Supporting local institutions to work collaboratively with key services to ensure child safe approaches are culturally safe, disability aware and appropriate for children from diverse backgrounds.”*

The DLGSCI is the state agency in Western Australia that has been tasked with supporting local governments to implement the child safety officer positions. The process that DLGSCI is following to implement this requirement involves engagement with local governments, followed by presentation of a report containing a policy position and guidance on implementation, including any support that will be needed. It is expected the final report will be available by 4 June 2021.

EXTERNAL CONSULTATION

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

OFFICER'S COMMENTS

In order to effectively engage with local governments, DLGSCI has released the discussion paper on the implementation of child safety officers in local governments, which is available as **Attachment 1**. This discussion paper provides some background into the new requirement to implement child safety officers, elaborates further about responsibilities of the position and provides a list of consultation questions for local governments. Feedback is requested from local governments by close of business 2 April 2021.

The City does not currently have a staff member tasked with child safety, however some child safety support and measures are in place and provided by the City, such as:

- The City requires select staff to obtain a Working with Children Check, as required by legislation
- The City's library services provide limited education regarding online safety and bullying
- Security Services contract Nyoongar Outreach Service who engage with vulnerable indigenous parents and their children and direct them to relevant services where required.

The above services are provided by individual branches and are not currently coordinated centrally. Further information about what the City currently provides in this area is outlined in the City of Bayswater feedback document provided as **Attachment 2** to this report.

While City staff are supportive of child safety and having the responsibilities proposed for a child safety officer carried out by one of the levels of government, there is a concern that the current proposal will result in either a reduction in other services provided by the City or an increase in rates for the community.

Concerns of City staff primarily fall into two areas, the first being resourcing and the second being that insufficient information has been provided about the proposed duties of the position.

Resourcing

As outlined above, while the City carries out some child safety functions, the City does not currently have a staff member tasked with centrally coordinating child safety or providing messaging or services to the community.

While the Royal Commission intends that local governments should task an existing staff member to carry out the functions of a child safety officer, the City does not currently have staff members with additional capacity. This means that if the City does assign the responsibilities to a current staff member, this person would have less time to deliver the services they currently provide. If the City chose to hire a new staff member to carry out these responsibilities, that will come at an additional cost to the community which will either require other services to be reduced or rates to be increased accordingly.

This issue of another level of government passing a responsibility onto local government is commonly referred to as cost shifting. It involves the State or Federal Government either assigning a new responsibility onto local governments or transferring a responsibility onto local government without providing resources to carry out this function.

The topic of cost shifting was highlighted by the State Government Select Committee Inquiry into Local Government in 2020. Recommendation 3 from the Select Committee suggests that an impact assessment should be undertaken covering why local government is expected to take on the responsibility, the estimated cost, and resources the state will provide to meet the cost. Recommendation 4 suggests that an explanatory memoranda should accompany any bill to address the potential impact on local government. While this new requirement won't be accompanied by legislation and is proposed to take the form of a policy position at this time, that difference is considered immaterial. Regardless of the mechanism involved there will still be an expectation of the delivery of additional services by local government.

Clarity of Responsibilities

Although the discussion paper provides further detail on the expectations of the responsibilities of a child safety officer, the City was unable to comment fully as the responsibilities and future expectations of these responsibilities have not been expanded sufficiently at this time.

Some descriptions provided for the responsibilities through the discussion paper and webinars provided, describe the position to be similar in nature to a support officer, such as the way a club development officer or community safety officer may undertake their responsibilities. Other descriptions have outlined the responsibilities the way in which a welfare officer may carry out the duties. This distinction is important in anticipating workload and determining future capacity.

The above points have been outlined in the feedback provided as **Attachment 2** to this report. It is recommended that Council support this feedback, after which the feedback will be submitted to DLGSCI.

It is also possible for Council to add to the feedback outlined already or to provide alternative feedback on behalf of the City.

LEGISLATIVE COMPLIANCE

Nil.

OPTIONS

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

Option 1	That Council endorses the City of Bayswater feedback as contained in <u>Attachment 2</u> 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	Providing feedback as outlined, will clearly communicate the City's concerns regarding the future provision of this service.		

Option 2	That Council provides alternative feedback, as determined by Council.		
Risk Category		Adopted Risk Appetite	Risk Assessment Outcome Risks levels are dependent upon feedback 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	Risks are dependent upon any changes Council chooses to make to the proposed feedback.		

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Providing feedback to DLGSCI on this issue will provide leadership to the community by communicating effectively on behalf of the community.

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

The Royal Commission was an important event in Australian history and has made important recommendations to protect children into the future. While the responsibilities proposed for a child safety officer are considered to be valuable future services for the community, this should be considered in light of the additional burden that will be placed upon the City should this proposal be supported.

If Council chooses to support the proposed feedback, this will be provided to DLGSCI on behalf of the City.

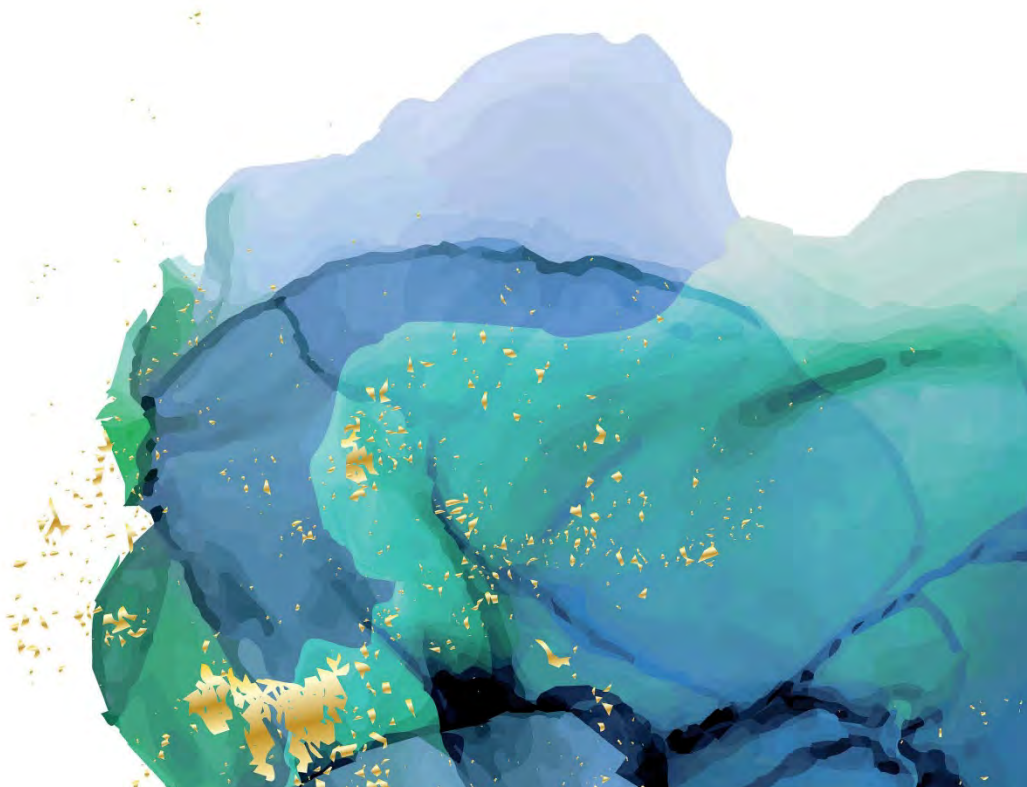
Attachment 1

This initiative is part of the WA Government's action to create a Safer WA for Children by implementing the recommendations from the Royal Commission into Institutional Responses to Child Sexual Abuse.

Discussion paper on the implementation of child safety officers in local governments

Recommendation 6.12 of the Royal Commission into Institutional Responses to Child Sexual Abuse

December 2020



Discussion paper on the implementation of child safety officers in local government

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Discussion paper on the implementation of child safety officers in local government

1. Background

1.1 Royal Commission into Institutional Responses to Child Sexual Abuse

The Royal Commission into Institutional Responses to Child Sexual Abuse (the Royal Commission (Royal Commission)) was established in response to allegations of child sexual abuse in institutional contexts that had been emerging in Australia for many years. The Royal Commission's Final Report¹ made 409 recommendations, with 310 applicable to the Western Australian State Government.

The recommendations of the Royal Commission emphasised that organisations working with children must be able to provide safe environments where the rights, needs and interests of children are met. The Royal Commission recommended a range of mechanisms to support child safe organisations, including 10 Child Safe Standards (rec 6.5), which organisations the standards should apply to (rec 6.9) and the role of an independent oversight body to monitor and enforce the standards (rec 6.10 and 6.11) to promote child safety across organisations and the role of child safety officers in local government (rec 6.12).

The Royal Commission also envisioned that the National Office for Child Safety (rec 6.16 and 6.17) would have a key role in collaborating with the Commonwealth, state and territory governments to support national consistency. It would do this by leading capacity building, continuous improvement of child safe initiatives through resources development, best practice material and evaluation. They also expected the National Office for Child Safety to promote participation and empowerment of children and young people.

1.2 National Principles for Child Safe Organisations

The Royal Commission defined child safe organisations as those which create cultures, adopt strategies and take actions to prevent harm to children, including child sexual abuse. The Royal Commission proposed 10 Child Safe Standards be adopted to foster child safety and wellbeing in organisations across Australia, as referenced above.

The Council of Australian Governments endorsed the National Principles for Child Safe Organisations (National Principles) in February 2019. The National Principles (Appendix 1) incorporate the 10 Child Safe Standards recommended by the Royal Commission, with a broader scope that goes beyond child sexual abuse to include all forms of abuse or potential harm to children.

1.3 What is happening in Western Australia to support implementation?

In Western Australia, the Royal Commission recommendations related to the National Principles are being led by the Department of Communities and the Department of the Premier and Cabinet in partnership with key government agencies and the Commissioner for Children and Young People (CCYP).

The Department of the Premier and Cabinet is leading the development of advice to the State Government on an independent oversight system, which will include the monitoring and enforcing of the National Principles for organisations engaged in child-related work. The Royal Commission was of the view that all organisations should strive to be child safe but

¹ <https://www.childabuseroyalcommission.gov.au/final-report>

Discussion paper on the implementation of child safety officers in local government

recommended that organisations providing the following services should be required to implement the National Principles:

- accommodation and residential services for children;
- activities or services under the auspices of a religious denomination;
- childcare or childminding services;
- child protection services;
- activities or services where clubs and associations have a significant involvement by children;
- coaching or tuition services for children;
- commercial services for children;
- services for children with a disability;
- education services for children;
- health services for children;
- justice and detention services for children; and
- transport services for children.

The Department of Communities is leading the implementation of the National Principles through a range of administrative and legislative levers such as funding agreements and regulatory frameworks. They are also providing support to government and non-government agencies to implement the National Principles in preparation for independent oversight.

Western Australia currently has a voluntary approach to the implementation of the National Principles focused on capacity building, led by CCYP, while options for legally requiring implementation are developed. CCYP has enabling legislation to raise awareness, provide capacity building and consult with children. In 2019, CCYP revised their child safe resources to align with the National Principles.

Department of Communities and Department of Local Government, Sports and Cultural Industries

Discussion paper on the implementation of child safety officers in local government

2. Role of local governments

The Royal Commission cited the fundamental role local governments play in assisting and resourcing communities across Australia, particularly in regional and remote areas where access to resources and services is often more limited than for their urban counterparts.

The Royal Commission highlighted the important roles local governments play in communities that impact on the safety of children including:

- providing services to children, for example libraries, swimming pools and childcare;
- providing spaces for community activities, for example halls, theatres and sports grounds;
- funding or contracting services;
- facilitating community education or outreach programs;
- regulating planning and development approvals, infrastructure and property services; and
- water and food inspection².

The active role local governments take in community development and community safety, particularly roles that impact on child safety, was recognised as an opportunity to integrate their direct responsibilities to children with their wider role within the community. Local governments are recognised as well placed to support smaller organisations within their communities to implement the National Principles and create child safe environments.

Through this consultation process the State Government has two key aims:

- to develop a better understanding of the current role of local governments in promoting child safety and how the outcomes of this work are reported internally, to executive and to council; and
- to use this understanding of current work promoting child safety to inform development of an approach to meet recommendation 6.12 of the Royal Commission in implementing the child safety officer role.

2.1 Engagement with the local communities

As part of the response to this consultation process it would be useful for local governments to consider how to engage their local communities in relation to this issue. This active engagement can ensure that the community's expectations and the local government's outcomes and investment in child safety are well understood.

Local governments undertaking the required periodical review of their Integrated Planning and Reporting, may choose to include discussions on child safety as part of the engagement with the local community.

² Final Report: Volume 6, Making institutions child safe, p.300

Discussion paper on the implementation of child safety officers in local government

3. Child safety officers

Recommendation 6.12 of the Royal Commission recommended that, with support from governments at the national, state and territory levels, local governments should designate child safety officer positions from existing staff profiles to carry out the following functions:

- a) developing child safe messages in local government venues, grounds and facilities;
- b) assisting local institutions to access online child safe resources;
- c) providing child safety information and support to local institutions on a need's basis; and
- d) supporting local institutions to work collaboratively with key services to ensure child safe approaches are culturally safe, disability aware and appropriate for children from diverse backgrounds.

Child safety officers are intended to promote child safety within the organisation and support smaller community-based organisations providing services to children to create child safe environments. The role would be expected to support local staff and volunteers to build existing capacity around child safety within their organisations by providing information and assistance.

The Royal Commission's view was that a child safety officer proximate to services and local industries would be especially important in regional and remote areas, given these communities are known to routinely miss out on resources and access to services that are available in urban centres. In regional and remote communities, child safety officers could be a conduit for information.

The Royal Commission's view was that child safety officers should work closely with the independent state oversight body responsible for monitoring and enforcing the National Principles, as they would be well placed to support smaller organisations to understand how they can be child safe.

The intent of the Royal Commission is for local governments to identify where they already have existing staff who could fulfil a role of promoting child safety within the organisation and supporting smaller local organisations to develop capacity in this area. Local governments could create new positions to facilitate implementation of this role where desired and resourcing allows. Volume 6³ and Volume 14⁴ of the Royal Commission's Final Report provide this recommendation in detail.

Acknowledging the existing investment local governments make to promoting community safety, including child safety, the Royal Commission stated that local governments do not need to provide additional financial investment into implementing a child safety officer role and suggest that existing community safety positions within local governments could be expanded to align existing responsibility to strengthen child safety.

The following portfolios may have existing roles that could be considered for alignment with child safety responsibilities and it is recognised that significant work is already occurring in

³ https://www.childabuseroyalcommission.gov.au/sites/default/files/final_report_-_volume_6_making_institutions_child_safe.pdf

⁴ https://www.childabuseroyalcommission.gov.au/sites/default/files/final_report_-_volume_14_sport_recreation_arts_culture_community_and_hobby_group.pdf

Discussion paper on the implementation of child safety officers in local government

these areas within some local governments to promote child safety, as recommended by the Royal Commission:

- Community safety;
- Community and club development;
- Governance and risk;
- Communications; and
- Disability Access and Inclusion.

It is also recognised that not all local governments have existing community safety positions or have limited capacity to expand the functions of these roles to include child safety. In fulfilling the functions of the child safety officer role, it is recognised that local government staff will need access to appropriate training. Where local governments have limited resources to create child safety officer positions the Royal Commission suggested that state and territory governments may be able to provide assistance.

3.1 Functions of the child safety officer

The four key functions of child safety officers, recommended by the Royal Commission, are outlined below with suggestions as to how each function may look in practice. It is noted that some of these examples may represent work already occurring in many local governments.

a) Developing child safe messages in local government venues, grounds and facilities

Developing child safe messages in local government venues, grounds and facilities promotes the knowledge and understanding of child safety by community members. Public messaging promotes the rights of children to feel safe as well as increasing the understanding of child safety by staff, volunteers and community members and acting as a deterrent for those who may intend to cause harm to children.

To implement this function would include:

- Working with key stakeholders including CCYP and the Working with Children Screening Unit to ensure that nationally consistent child safe messages are identified for use in local governments' venues, grounds and facilities.
- Working with internal communication teams to print posters/signs outlining nationally consistent child safe messages for their various venues, grounds and facilities.

b) Assisting local institutions to access online child safe resources

Institutions in local communities such as sole traders (i.e. music teachers, tennis coaches), private and community organisations (i.e. arts, cultural, community, sport and recreation groups, clubs and associations) may require assistance to access online child safe resources.

To implement this function would include:

- Facilitating the inclusion of information about child safety on their local government website including links to online child safe resource created by CCYP and the National Office of Child Safety. This would be in line with the current practice of many local governments in providing information and a link to Kidsport⁵ on their websites.

⁵ Kidsport is a scheme that enables low income families to participate in community sport through provision of financial assistance towards club fees).

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- Signposting local government staff and local organisations to CCYP, the National Office of Child Safety, and other relevant resources on the local government's website.

Other local government resources may also assist in facilitating this function. Community Resource Centres and libraries provide physical access to computers and the internet, and library staff could provide support to access suitable online child safe resources. Community, Club Development and Community Safety Officers may signpost to online resources within newsletters.

- c) Provide child safety information and support to local institutions on a need's basis

Child safety officers are expected to provide general advice around promoting child safety and the implementation of the National Principles within organisations. For some local governments this may include hosting workshops/seminars with external providers.

It is expected that child safety officers would be supported by relevant agencies, such as CCYP, the National Office of Child Safety, or in the case of child protection concerns, the Western Australia Police Force or Department of Communities in meeting this function.

While it is not the intention of the Royal Commission for local government child safety officers to be a direct point of contact for community members or staff seeking advice on child protection matters, it would be important for anyone in this role to have appropriate knowledge and understanding of child abuse and neglect, as well as local child safeguarding procedures, in order to provide appropriate information, guidance and signposting. It is important for the local government to consider what support mechanisms are in place, to ensure the wellbeing of child safety officers when dealing with these matters and what specific areas of training would be required to build upon existing skills and knowledge of staff.

- d) Support local institutions to work collaboratively with key services to ensure child safe approaches are culturally safe, disability aware and appropriate for children from diverse backgrounds

Communities within local government areas differ based on social demographics. The needs of supporting children from diverse backgrounds will differ based on the local population.

To implement this function would include:

- Identifying needs within the local community and key services providing support in meeting these needs.
- Working collaboratively with local government staff, responsible for supporting disability inclusion and access and promoting the needs of Aboriginal and culturally diverse children, to provide advice and support to local organisations on implementing child safe approaches that are accessible and inclusive for children with diverse needs.
- Linking local institutions with key services, including disability advocacy services, Aboriginal family support services or professional interpreters.

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4. Progress to date across jurisdictions

Information relating to implementation of the recommendation for local government child safety officers in each state/territory is outlined below. The National Office for Child Safety intends to work with the Australian Local Government Association to develop a plan for implementation at a national level.

Jurisdiction	Action to date
Western Australia	Accepted in principle. The Department of Communities is leading implementation of child safety officers in partnership with the Department of Local Government, Sport and Cultural Industries. The Department of the Premier and Cabinet is leading the development of advice to the State Government on an independent oversight system.
Victoria	Accepted in principle. Volume 6 of the Final Report identifies that a rural city council in Victoria has appointed two child safety officers to help prevent and respond to concerns of abuse. With the Victorian Government's support, Vicsport provides a 'helpdesk', which delivers assistance and advice to state sporting associations, regional sport assemblies, regional academies of sport, clubs and associations to assist them with cultural change, policy development, change management and communications to meet obligations in Victoria's Child Safe Standards.
New South Wales	Accepted in principle.
Australian Capital Territory	Accepted in principle. No reported progress.
Northern Territory	Accepted in principle. No reported progress.
Queensland	Listed for further consideration. The Queensland Government notes this recommendation is primarily the responsibility of the local government sector. The Queensland Government notes there are likely to be resource implications associated with implementing this recommendation, particularly for smaller remote, rural and Indigenous local governments, and will collaborate with the local government sector to identify the best way to support local institutions.
South Australia	Noted. This recommendation is seen to be the responsibility of local governments and is outside the scope of the South Australian Government's response to the Final Report
Tasmania	Accepted in principle. The Tasmanian Government agreed to work with the Local Government Association to progress this work.

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5. Process for consultation with the local government sector

Phase 1 – Endorsement of consultation process (complete)

September 2020

The Department of Communities and the Department of Local Government, Sport and Cultural Industries developed a proposed consultation process, which was shared, discussed and endorsed with the Local Government Professionals of Western Australia's (LG Pro) Community Development Network on 1 October 2020. The paper was also shared with the leadership group of the Western Australian Local Government Association's (WALGA) Local Government Community Safety Network for comment and feedback.

Phase 2 – Consultation process (in progress)

December 2020 – April 2021

This discussion paper was developed by the Department of Communities and the Department of Local Government, Sport and Cultural Industries, in consultation with the Department of the Premier and Cabinet, CCYP and WALGA. It will be distributed to individual local governments through WALGA and LG Pro by Wednesday, 2 December 2020, with feedback required from individual local governments and peak bodies by Close of Business on Friday, 2 April 2021.

The State Government will facilitate presentations for local governments on the discussion paper via webinar on Monday, 14 December 2020 and Thursday, 4 February 2021. The webinars will be presented by the Department of Communities and the Department of Local Government, Sport and Cultural Industries with support from WALGA and LG Pro. To register your interest please email childsafeguarding@dlqsc.wa.gov.au prior to each webinar.

This consultation process aligns with the consultation on the design of the independent oversight system, which includes the monitoring and enforcing of the National Principles. Between November 2020 and February 2021, feedback is being sought from organisations likely to be impacted by the independent oversight and broader community stakeholders on particular elements of the system and how they will work. The local government sector is encouraged to provide feedback through the dedicated consultation webpage <http://www.wa.gov.au/independent-oversight-system-consultation>.

It is recommended that local government officers seek a position in relation to both consultation issues, child safety officers and the independent oversight system, from their respective councils during the consultation period to inform the organisation's feedback. Each local government should then respond individually to the consultation questions with specific feedback relevant to their geographical context.

Phase 3 – Presentation of policy position and guidance on implementation

April – June 2021

The consultation findings from this discussion paper will inform a draft report by Friday, 7 May 2021. The draft report will outline the State Government's proposed implementation of recommendation 6.12 and provide guidance as to how local governments can implement the role of child safety officers, including what support will be needed.

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The draft report will be shared with WALGA, LG Pro, the Department of the Premier and Cabinet and CCYP for comments and feedback before being made publicly available and distributed to the local government sector as a final report by Friday, 4 June 2021.

6. Consultation questions

Responses to consultation questions are due to the Department of Communities by Close of Business on Friday, 2 April 2021. Responses can be emailed to csaroyalcommission@communities.wa.gov.au.

- 1) Please specify which local government you are responding on behalf of.

Click or tap here to enter text.

- 2) What is your role within the organisation?

Click or tap here to enter text.

- 3) Please consider each of the functions of a child safety officer and the three accompanying questions for each.

a) Developing child safe messages in local government venues, grounds and facilities;

In what ways is this function already being delivered within your local government and by which existing role/s and portfolio/s?

Click or tap here to enter text.

In what ways can this existing work be built upon to implement the function, as recommended by the Royal Commission?

Click or tap here to enter text.

What supports or training might be needed to achieve full implementation of this function?

Click or tap here to enter text.

b) Assisting local institutions to access online child safe resources

In what ways is this function already being delivered within your local government and by which existing role/s and portfolio/s?

Click or tap here to enter text.

In what ways can this existing work be built upon to implement the function, as recommended by the Royal Commission?

Click or tap here to enter text.

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What supports or training might be needed to achieve full implementation of this function?

Click or tap here to enter text.

c) Providing child safety information and support to local institutions on a need's basis;

In what ways is this function already being delivered within your local government and by which existing role/s and portfolio/s?

Click or tap here to enter text.

In what ways can this existing work be built upon to implement the function, as recommended by the Royal Commission?

Click or tap here to enter text.

What supports or training might be needed to achieve full implementation of this function?

Click or tap here to enter text.

d) Supporting local institutions to work collaboratively with key services to ensure child safe approaches are culturally safe, disability aware and appropriate for children from diverse backgrounds.

In what ways is this function already being delivered within your local government and by which existing role/s and portfolio/s?

Click or tap here to enter text.

In what ways can this existing work be built upon to implement the function, as recommended by the Royal Commission?

Click or tap here to enter text.

What supports or training might be needed to achieve full implementation of this function?

Click or tap here to enter text.

- 4) Please specify any additional feedback in relation to the proposed implementation of child safety officers within Western Australia.

Click or tap here to enter text.

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Discussion paper on the implementation of child safety officers in local government

7. Further information and resources

Contact information

Please contact any of the State Government representatives below to discuss queries relating to this paper or the consultation process.

Amanda Furnell
Manager Royal Commission Implementation Team
Strategy and Partnerships
Department of Communities
Phone:
Email: csaroyalcommission@communities.gov.wa.au

Ben Armstrong
Acting Director Strategic Coordination and Delivery
Department of Local Government, Sport and Cultural Industries
Phone: 08 9492 9622
Email: childsafeguarding@dlgsc.wa.gov.au

Gordon MacMile
Acting Executive Director Local Government
Department of Local Government, Sport and Cultural Industries
Phone: 08 9492 9752
Mobile: 0418 968 952
Email: childsafeguarding@dlgsc.wa.gov.au

Resources

Further detail about the National Principles and resources relating to their implementation in organisations can be found on the websites listed below.

The Commissioner for Children and Young People Western Australia's website has a range of resources related to implementation of the National Principles, as well as links to provide information, resources and practical examples on each of the 10 National Principles.
<https://www.ccp.wa.gov.au/our-work/child-safe-organisations-wa/>

The National Office for Child Safety provides further resources to help organisations, children and young people, parents and carers learn about the National Principles and how they should be used.
<https://childsafety.pmc.gov.au/what-we-do/national-principles-child-safe-organisations>

A Working with Children Check is a compulsory screening strategy in Western Australia and one strategy to keep children safe. The website includes a range of resources including creating a child safe organisation through recruitment and staff management.
<https://workingwithchildren.wa.gov.au/about/safeguarding-children>

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Appendix 1:

National Principles for Child Safe Organisations

1. Child safety and wellbeing is embedded in organisational leadership, governance and culture.
2. Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.
3. Families and communities are informed and involved in promoting child safety and wellbeing.
4. Equity is upheld and diverse needs respected in policy and practice.
5. People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.
6. Processes to respond to complaints and concerns are child focused.
7. Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.
8. Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.
9. Implementation of the national child safe principles is regularly reviewed and improved.
10. Policies and procedures document how the organisation is safe for children and young people.

The Australian Human Rights Commission was engaged by the Australian Government Department of Social Services to lead consultations and development of the National Principles for Child Safe Organisations. The goal is to build cultures in all organisational settings to advance the safety and wellbeing of children and young people.

A full description of the National Principles can be found at:
[National Principles for Child Safe Organisations \(humanrights.gov.au\)](https://www.humanrights.gov.au/national-principles-for-child-safe-organisations)

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10.2.6 Model Standard for CEO Recruitment

Responsible Branch:	Governance and Organisational Strategy	
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:	ABSOLUTE MAJORITY REQUIRED	
Attachments:	1. Model Standard for CEO Recruitment 2. CEO Standards Explanatory Notes 3. Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination.	
Refer:	Item 10.2.12: OCM 24.11.20	

MR ANDREW BRIEN, CHIEF EXECUTIVE OFFICER, DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Mr Andrew Brien, Chief Executive Officer, declared an impartial interest in this item as it relates to his position held. At 7:12pm, Mr Brien, Chief Executive Officer, withdrew from the meeting.

SUMMARY

A recent legislative amendment introduced a Model Standard for CEO Recruitment. This standard came into effect on 3 February 2021 and is required to be prepared and adopted by 3 May 2021.

COUNCIL RESOLUTION**OFFICER'S RECOMMENDATION**

That Council, in accordance with Section 5.39B(2) of the *Local Government Act 1995*, adopts the Model Standard for CEO Recruitment, as listed in Attachment 1 to this report.

**CR SALLY PALMER MOVED, CR FILOMENA PIFFARETTI, DEPUTY MAYOR SECONDED
CARRIED UNANIMOUSLY BY AN ABSOLUTE MAJORITY: 9/0**

At 7:13pm, Mr Andrew Brien, Chief Executive Officer, returned to the meeting.

BACKGROUND

The *Local Government (Model Code of Conduct) Regulations 2021* were gazetted on 2 February 2021 and took effect on 3 February 2021. This change immediately introduced a Model Standard for CEO Recruitment (the Standard) that applies to every local government in Western Australia. A Council resolution is required to adopt the new Standard.

Public comment was recently sought by the Department of Local Government, Sport and Cultural Industries (the Department) about this standard and the City provided comment in late 2020. At the 24 November 2020 OCM, Council resolved the following:

"That Council:

- 1. Notes this report relating to the draft Local Government Legislation (Administration) Amendment Regulations (No.2) 2020.*
- 2. Supports the draft Local Government (Administration) Amendment Regulations (No.2) 2020."*

EXTERNAL CONSULTATION

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

OFFICER'S COMMENTS

Section 5.39B(2) of the *Local Government Act 1995*, which was also a recent amendment, requires that Council prepare and adopt the Model Standards for CEO Recruitment within a period of 3 months from the amendment coming into effect. The required date for this to take place is 3 May 2021. The Standard has been prepared and is included as **Attachment 1** to this report.

Also attached to this report are the CEO Standards Explanatory Notes (**Attachment 2**) and Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination, available as **Attachment 3**. The Guideline is informative and expands and explains the Standard in more detail.

Some key features of the Standard are:

- A selection panel must be established comprised of Council members and at least one independent person to conduct recruitment and selection of a CEO;
- A performance review process must be established in agreement between the local government and the CEO; and
- A recruitment and selection process must be undertaken when a CEO has held the position of CEO for ten or more years upon expiry of the CEO's contract.

The Standard represents contemporary practices in recruitment and selection and other than adopting the new Standard, the City has no immediate actions to undertake. As this Standard is mandatory and is required to be adopted by Council, Council should be cognisant of following the Standard into the future.

LEGISLATIVE COMPLIANCE

Local Government (Administration) Amendment Regulations 2021.

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, in accordance with Section 5.39B(2) of the <i>Local Government Act 1995</i>, adopts the Model Standard for CEO Recruitment, as listed 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	Each local government in Western Australia is required to prepare and adopt the new Model Standard for CEO Recruitment by 3 May 2021. The City currently complies with this new Standard. Adopting the new Standard presents low risk to the City.	

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

The new Standard has become a mandatory standard for local governments in Western Australia. The City is showing accountability and good governance practices by adopting the Standard within the timeframe required.

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

The new Model Standard for CEO Recruitment represents contemporary recruitment and selection practices and has become a mandatory standard for local government. Each local government in Western Australia is required to prepare and adopt this standard by 3 May 2021.

Attachment 1

Model standards for CEO recruitment, performance and termination



Division 1 — Preliminary provisions

1. Citation

These are the *City of Bayswater Standards for CEO Recruitment, Performance and Termination*.

2. Terms used

(1) In these standards —

Act means the *Local Government Act 1995*;

additional performance criteria means performance criteria agreed by the local government and the CEO under clause 16(1)(b);

applicant means a person who submits an application to the local government for the position of CEO;

contract of employment means the written contract, as referred to in section 5.39 of the Act, that governs the employment of the CEO;

contractual performance criteria means the performance criteria specified in the CEO's contract of employment as referred to in section 5.39(3)(b) of the Act;

job description form means the job description form for the position of CEO approved by the local government under clause 5(2);

local government means the *[insert name of local government]*;

selection criteria means the selection criteria for the position of CEO determined by the local government under clause 5(1) and set out in the job description form;

selection panel means the selection panel established by the local government under clause 8 for the employment

of a person in the position of CEO.

(2) Other terms used in these standards that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 — Standards for recruitment of CEOs

3. Overview of Division

This Division sets out standards to be observed by the local government in relation to the recruitment of CEOs.

4. Application of Division

- (1) Except as provided in subclause (2), this Division applies to any recruitment and selection process carried out by the local government for the employment of a person in the position of CEO.
- (2) This Division does not apply —
 - (a) if it is proposed that the position of CEO be filled by a person in a class prescribed for the purposes of section 5.36(5A) of the Act; or
 - (b) in relation to a renewal of the CEO's contract of employment, except in the circumstances referred to in clause 13(2).

5. Determination of selection criteria and approval of job description form

- (1) The local government must determine the selection criteria for the position of CEO, based on the local government's consideration of the knowledge, experience, qualifications and skills necessary to effectively perform the duties and responsibilities of the position of CEO of the local government.
- (2) The local government must, by resolution of an absolute majority of the council, approve a job description form for the position of CEO which sets out —
 - (a) the duties and responsibilities of the position; and
 - (b) the selection criteria for the position determined in accordance with subclause (1).

6. Advertising requirements

- (1) If the position of CEO is vacant, the local government must ensure it complies with section 5.36(4) of the Act and the Local Government (Administration) Regulations 1996 regulation 18A.
- (2) If clause 13 applies, the local government must advertise the position of CEO in the manner referred to in the Local Government (Administration) Regulations 1996 regulation 18A as if the position was vacant.

7. Job description form to be made available by local government

If a person requests the local government to provide to the person a copy of the job description form, the local government must —

- (a) inform the person of the website address referred to in the *Local Government (Administration) Regulations 1996* regulation 18A(2)(da); or
- (b) if the person advises the local government that the person is unable to access that website address —
 - (i) email a copy of the job description form to an email address provided by the person; or

- (ii) mail a copy of the job description form to a postal address provided by the person.

8. Establishment of selection panel for employment of CEO

- (1) In this clause —
 - independent person* means a person other than any of the following —
 - (a) a council member;
 - (b) an employee of the local government;
 - (c) a human resources consultant engaged by the local government.
- (2) The local government must establish a selection panel to conduct the recruitment and selection process for the employment of a person in the position of CEO.
- (3) The selection panel must comprise —
 - (a) council members (the number of which must be determined by the local government); and
 - (b) at least 1 independent person.

9. Recommendation by selection panel

- (1) Each applicant's knowledge, experience, qualifications and skills must be assessed against the selection criteria by or on behalf of the selection panel.
- (2) Following the assessment referred to in subclause (1), the selection panel must provide to the local government —
 - (a) a summary of the selection panel's assessment of each applicant; and
 - (b) unless subclause (3) applies, the selection panel's recommendation as to which applicant or applicants are suitable to be employed in the position of CEO.
- (3) If the selection panel considers that none of the applicants are suitable to be employed in the position of CEO, the selection panel must recommend to the local government —
 - (a) that a new recruitment and selection process for the position be carried out in accordance with these standards; and
 - (b) the changes (if any) that the selection panel considers should be made to the duties and responsibilities of the position or the selection criteria.
- (4) The selection panel must act under subclauses (1), (2) and (3) —
 - (a) in an impartial and transparent manner; and
 - (b) in accordance with the principles set out in section 5.40 of the Act.
- (5) The selection panel must not recommend an applicant to the local government under subclause (2)(b) unless the selection panel has —
 - (a) assessed the applicant as having demonstrated that the applicant's knowledge, experience, qualifications and skills meet the selection criteria; and

- (b) verified any academic, or other tertiary level, qualifications the applicant claims to hold; and
 - (c) whether by contacting referees provided by the applicant or making any other inquiries the selection panel considers appropriate, verified the applicant's character, work history, skills, performance and any other claims made by the applicant.
- (6) The local government must have regard to, but is not bound to accept, a recommendation made by the selection panel under this clause.

10. Application of cl. 5 where new process carried out

- (1) This clause applies if the local government accepts a recommendation by the selection panel under clause 9(3)(a) that a new recruitment and selection process for the position of CEO be carried out in accordance with these standards.
- (2) Unless the local government considers that changes should be made to the duties and responsibilities of the position or the selection criteria —
 - (a) clause 5 does not apply to the new recruitment and selection process; and
 - (b) the job description form previously approved by the local government under clause 5(2) is the job description form for the purposes of the new recruitment and selection process.

11. Offer of employment in position of CEO

Before making an applicant an offer of employment in the position of CEO, the local government must, by resolution of an absolute majority of the council, approve —

- (a) the making of the offer of employment to the applicant; and
- (b) the proposed terms of the contract of employment to be entered into by the local government and the applicant.

12. Variations to proposed terms of contract of employment

- (1) This clause applies if an applicant who is made an offer of employment in the position of CEO under clause 11 negotiates with the local government a contract of employment (the **negotiated contract**) containing terms different to the proposed terms approved by the local government under clause 11(b).
- (2) Before entering into the negotiated contract with the applicant, the local government must, by resolution of an absolute majority of the council, approve the terms of the negotiated contract.

13. Recruitment to be undertaken on expiry of certain CEO contracts

- (1) In this clause —
commencement day means the day on which the *Local Government (Administration) Amendment Regulations 2021* regulation 6 comes into operation.

- (2) This clause applies if —
 - (a) upon the expiry of the contract of employment of the person (the *incumbent CEO*) who holds the position of CEO —
 - (i) the incumbent CEO will have held the position for a period of 10 or more consecutive years, whether that period commenced before, on or after commencement day; and
 - (ii) a period of 10 or more consecutive years has elapsed since a recruitment and selection process for the position was carried out, whether that process was carried out before, on or after commencement day;
 - and
 - (b) the incumbent CEO has notified the local government that they wish to have their contract of employment renewed upon its expiry.
- (3) Before the expiry of the incumbent CEO's contract of employment, the local government must carry out a recruitment and selection process in accordance with these standards to select a person to be employed in the position of CEO after the expiry of the incumbent CEO's contract of employment.
- (4) This clause does not prevent the incumbent CEO's contract of employment from being renewed upon its expiry if the incumbent CEO is selected in the recruitment and selection process referred to in subclause (3) to be employed in the position of CEO.

14. Confidentiality of information

The local government must ensure that information provided to, or obtained by, the local government in the course of a recruitment and selection process for the position of CEO is not disclosed, or made use of, except for the purpose of, or in connection with, that recruitment and selection process.

Division 3 — Standards for review of performance of CEOs

15. Overview of Division

This Division sets out standards to be observed by the local government in relation to the review of the performance of CEOs.

16. Performance review process to be agreed between local government and CEO

- (1) The local government and the CEO must agree on —
 - (a) the process by which the CEO's performance will be reviewed; and
 - (b) any performance criteria to be met by the CEO that are in addition to the contractual performance criteria.
- (2) Without limiting subclause (1), the process agreed under subclause (1)(a) must be consistent with clauses 17, 18 and 19.

- (3) The matters referred to in subclause (1) must be set out in a written document.

17. Carrying out a performance review

- (1) A review of the performance of the CEO by the local government must be carried out in an impartial and transparent manner.
- (2) The local government must —
- (a) collect evidence regarding the CEO's performance in respect of the contractual performance criteria and any additional performance criteria in a thorough and comprehensive manner; and
 - (b) review the CEO's performance against the contractual performance criteria and any additional performance criteria, based on that evidence.

18. Endorsement of performance review by local government

Following a review of the performance of the CEO, the local government must, by resolution of an absolute majority of the council, endorse the review.

19. CEO to be notified of results of performance review

After the local government has endorsed a review of the performance of the CEO under clause 18, the local government must inform the CEO in writing of —

- (a) the results of the review; and
- (b) if the review identifies any issues about the performance of the CEO — how the local government proposes to address and manage those issues.

Division 4 — Standards for termination of employment of CEOs

20. Overview of Division

This Division sets out standards to be observed by the local government in relation to the termination of the employment of CEOs.

21. General principles applying to any termination

- (1) The local government must make decisions relating to the termination of the employment of a CEO in an impartial and transparent manner.
- (2) The local government must accord a CEO procedural fairness in relation to the process for the termination of the CEO's employment, including —
- (a) informing the CEO of the CEO's rights, entitlements and responsibilities in relation to the termination process; and
 - (b) notifying the CEO of any allegations against the CEO; and
 - (c) giving the CEO a reasonable opportunity to respond to the allegations; and
 - (d) genuinely considering any response given by the CEO in response to the allegations.

22. Additional principles applying to termination for performance-related reasons

- (1) This clause applies if the local government proposes to terminate the employment of a CEO for reasons related to the CEO's performance.
- (2) The local government must not terminate the CEO's employment unless the local government has —
 - (a) in the course of carrying out the review of the CEO's performance referred to in subclause (3) or any other review of the CEO's performance, identified any issues (the *performance issues*) related to the performance of the CEO; and
 - (b) informed the CEO of the performance issues; and
 - (c) given the CEO a reasonable opportunity to address, and implement a plan to remedy, the performance issues; and
 - (d) determined that the CEO has not remedied the performance issues to the satisfaction of the local government.
- (3) The local government must not terminate the CEO's employment unless the local government has, within the preceding 12-month period, reviewed the performance of the CEO under section 5.38(1) of the Act.

23. Decision to terminate

Any decision by the local government to terminate the employment of a CEO must be made by resolution of an absolute majority of the council.

24. Notice of termination of employment

- (1) If the local government terminates the employment of a CEO, the local government must give the CEO notice in writing of the termination.
- (2) The notice must set out the local government's reasons for terminating the employment of the CEO.

Attachment 2

LOCAL GOVERNMENT (ADMINISTRATION) AMENDMENT REGULATIONS 2021 – EXPLANATORY NOTES

CEO Standards Explanatory Notes

Section in Amendment Act	Explanation
<p><i>Local Government Legislation Amendment Act 2019.</i> Section 22 – Sections 5.39A, 5.39B & 5.39C.</p>	<p>The <i>Local Government (Administration) Amendment Regulations 2021</i> brings into effect Section 22 of the <i>Local Government Legislation Amendment Act 2019</i> (the Amendment Act).</p> <p>5.39A - Model standards for CEO recruitment, performance and termination. 5.39B - Adoption of Model Standards 5.39C - Policy for temporary employment or appointment of CEO.</p>

	Regulation	Explanation
1	Citation	This provision sets out the citation title of the instrument.
2	Commencement	<p>These regulations come into effect as follows –</p> <ul style="list-style-type: none"> Regulations 1 & 2 – on the day on which they are published in the <i>Gazette</i> (2 February 2021); The rest of the regulations – on the day on which the <i>Local Government Legislation Amendment Act 2019</i> section 22 comes into effect (3 February 2021).
3	Regulations amended	These regulations amend the <i>Local Government (Administration) Regulations 1996</i> (Administration Regulations).

	Regulation	Explanation
4	<p>Regulation 18A amended</p> <p>Regulation 18A – Vacancy in position of CEO or senior employee to be advertised (Act s.5.36(4) and 5.37(3)).</p>	<p>Regulation 18A(1) is being amended to align with the new State-wide public notice provisions. If the position of CEO, or of a senior employee, becomes vacant the local government must give State-wide public notice of the position in accordance with the requirements of the Local Government Act (sections 5.36(4) and 5.37(3)).</p> <p>Regulation 18A(2)(da) provides that the State-wide public notice must include a website address where the job description form (JDF) for the position can be accessed.</p>
5	<p>Regulation 18C and 18D deleted</p> <p>Regulation 18C – Selection and appointment process for CEOs</p> <p>Regulation 18D – Performance review of CEO, local government's duties as to</p>	<p>Regulation 18C is repealed. The prescribed model standards for CEO recruitment and appointment outlined at Schedule 2 (Clauses 3-14) of the <i>Local Government (Administration) Amendment Regulations 2021</i> replace 18C.</p> <p>Local governments are required to determine the selection criteria for the position of CEO prior to a recruitment process being undertaken. The local government must approve by a resolution of an absolute majority of council, a job description form which sets out the duties and responsibilities of the position (5(2)(a)) and details the selection criteria (5(2)(b)).</p> <p>A position vacancy must be advertised in accordance with 5.36(4) of the <i>Local Government Act</i> and 18A of the <i>Local Government (Administration) Regulations 1996</i>. A JDF form must also be made available on the local government's official website.</p> <p>As part of the process of selection, a panel must be established to conduct the recruitment and selection for appointment to CEO. The selection panel must be</p>

	Regulation	Explanation
		<p>made up of council members and at least one independent person who is not a current councillor, human resources consultant, or employee of the local government. The independent person should have experience in the recruitment and selection of CEO's and / or senior executives. It is the role of the selection panel to recommend one or more suitable applicants to the position of CEO based on the selection criteria outlined in the JDF.</p> <p>A final decision to make an offer of appointment to the position of CEO must be made by an absolute majority of council. The resolution must also approve the proposed terms of the contract.</p> <p>Regulation 18D is repealed. The prescribed model standards for performance review outlined at Division 3 of the of the <i>Local Government (Administration) Amendment Regulations 2021</i> (clauses 15-19) replace 18D.</p> <p>Local governments are required to review the performance of a CEO annually in accordance with section 5.38 of the Act. Division 3 sets out the process for performance review, including establishing the performance criteria upon which to base the review and the requirement to endorse the performance review assessment by absolute majority on its completion.</p> <p>The CEO must be notified of the results of the performance review, including any issues identified in relation to the performance of the CEO, and how the local government proposes to address and manage those issues.</p>
6	Regulations 18FA to 18FC inserted	Regulation 18FA sets out the model standards for local governments in relation to the recruitment, performance review and termination of employment of a local government CEO.

	Regulation	Explanation
	<p>Regulation 18FA – Prescribed model standards for CEO recruitment, performance and termination (Act s.5.39A(1)).</p> <p>Regulation 18FB – Certification of compliance with adopted standards for CEO recruitment (Act s.5.39B(7)).</p> <p>Regulation 18FC – Certification of compliance with adopted standards for CEO termination (Act s.5.39B(7)).</p>	<p>Regulation 18FB requires local governments to certify that they have complied with the adopted standards under section 5.39B(7)(a) of the Act. 18FB applies in relation to the recruitment and appointment of a local government CEO. As soon as practicable after a person is employed as CEO, the local government (council), must by resolution of an absolute majority, certify the appointment was made in accordance with the adopted standards.</p> <p>A copy of the resolution to appoint the CEO must be provided to the Department of Local Government, Sport and Cultural Industries (DLGSC) within 14 days of the resolution being passed.</p> <p>Regulation 18FC requires a local government to certify that they have complied with the adopted the standards under section 5.39B(7)(a) of the Act. 18FC applies in relation to the termination of a CEO's employment contract.</p> <p>If a local government makes the decision to terminate the employment of the CEO, they must certify that the termination was carried out in accordance with the adopted standards for termination by a resolution of an absolute majority. A copy of the resolution must be provided to DLGSC within 14 days of the resolution being passed.</p>
7	Schedule 2 inserted – Model Standards for CEO recruitment, performance and termination	Schedule 2 inserts the model standards for CEO recruitment, performance and termination of employment.
	Division 1 – Preliminary provisions	

	Regulation	Explanation
1.	Citation	<p>New section 5.39B of the Amendment Act requires local governments to adopt the Model Standards within three months of these Regulations coming into operation. The Model Standards, as drafted, provide a template for local governments to adopt the Standards as their own by inserting their local government name.</p> <p>In accordance with section 5.39B, local governments can include additional provisions provided they are consistent with the model standards.</p> <p>To adopt the standards, a resolution needs to be passed by an absolute majority. Once the standards are adopted, it must be published on the local government's website.</p>
2.	Terms used	<p>This clause defines <i>Act</i>, <i>additional performance criteria</i>, <i>applicant</i>, <i>contract of employment</i>, <i>contractual performance criteria</i>, <i>job description form</i>, <i>local government</i>, <i>selection criteria</i> and <i>selection panel</i>. All other terms used have the same meaning as in the Act unless the contrary intention appears.</p>
	Division 2 – Standards for recruitment of CEO's	
3.	Overview of Division	<p>Clause 3 sets out the standards to be observed by the local government in relation to the recruitment of CEOs.</p>
4.	Application of Division	<p>Regulation 18C of the <i>Local Government (Administration) Regulations 1996</i> is repealed. Instead, clause 4 applies in relation to Division 2 - the recruitment and selection process for a local government CEO.</p>

	Regulation	Explanation
		<p>Division 2 does not apply in the event that the position of CEO is to be filled by a person in a prescribed class or in relation to the renewal of the CEO's contract, unless the CEO has been employed for a period of 10 or more consecutive years and a period of 10 or more years has elapsed since a selection and recruitment process was carried out.</p> <p>For the purposes of 5.36(5)(a), a person in a prescribed class includes a person who is and will continue to be employed by another local government and is contracted for a period of less than five years, or the person will be acting in the position of CEO for a period of less than one year.</p>
5.	Determination of selection criteria and approval of job description form	<p>Clause 5 deals with determining the selection criteria for the position of CEO. It is a requirement that the local government base the selection criteria on the necessary skills, knowledge, experience and qualifications necessary to effectively perform the role and responsibilities associated with the position.</p> <p>The local government must approve (by absolute majority) a job description form (JDF) that sets out the duties and responsibilities of the position and the selection criteria.</p>
6.	Advertising requirements	<p>Clause 6 deals with advertising the position of CEO where the position becomes vacant or the incumbent has held the position for 10 or more consecutive years. It is a requirement of the Local Government Act (s 5.36(4)) that upon the position of CEO becoming vacant, it must be advertised in a manner prescribed. Regulation 18A of the <i>Local Government (Administration) Regulations 1996</i> sets out the requirements for State-wide advertising.</p>

	Regulation	Explanation
7.	Job description form to be made available by local government	Clause 7 requires a local government to provide a copy of the JDF to a person upon request. The local government must either provide the web address where the JDF can be downloaded, or alternatively if the person is unable to access the website, email a copy, or send a hard copy in the post.
8.	Establishment of selection panel for employment of CEO	<p>Clause 8 requires a local government to establish a selection panel to conduct the selection and recruitment process for appointment of a person to the position of CEO.</p> <p>The selection panel must be comprised of council members and at least one independent person. The independent person (or persons) must not be:</p> <ul style="list-style-type: none"> • a councillor; • a human resources consultant; or • an employee of the local government; <p>It is recommended that an independent person have relevant experience in the recruitment and selection of CEO's and / or senior executives. It is the role of the selection panel to recommend one or more suitable applicants to the position of CEO based on the selection criteria outlined in the JDF.</p> <p>It is at the discretion of the local government to determine the number of people on the selection panel.</p>
9.	Recommendation by selection panel	It is the role of the selection panel to recommend a preferred applicant, or applicants, for appointment to the position of CEO. Clause 9 requires an assessment to be made of each applicant's ability to perform the role of CEO

	Regulation	Explanation
		<p>based on their knowledge, experience, qualifications and skills as measured against the selection criteria outlined in the JDF.</p> <p>The selection panel is required to provide a summary of assessment of each applicant, along with the panel's recommendation as to which applicant, or applicants, are suitable to be employed in the position of CEO.</p> <p>If the selection panel considers none of the applicants suitable for appointment, they must recommend to the local government that a new recruitment and selection process be carried out. The selection panel may also recommend changes be made to the duties and responsibilities of the position, or the selection criteria.</p> <p>The selection panel must act in an impartial and transparent manner and in accordance with the principles set out in section 5.40 of the Act.</p> <p>The selection panel is responsible for ensuring that any applicant, or applicants, they recommend for appointment have demonstrated they meet the selection criteria and have had their qualifications verified. The selection panel must exercise due diligence in verifying referees, work history, skills and any other claims made by the applicant.</p> <p>The local government must have regard to, but is not bound to accept, a recommendation made by the selection panel.</p>
10.	Application of clause 5 where new process carried out	If the selection panel finds that none of the applicants are suitable to be appointed to the position of CEO, they must advise the local government in accordance with 9(3)(a).

	Regulation	Explanation
		<p>Clause 10 requires the recruitment and selection process to be undertaken again if the selection panel advises the local government it considers none of the applicants to be suitable for appointment to the position of CEO.</p> <p>Unless the selection panel recommends changes be made to the duties and responsibilities of the position, or the selection criteria, clause 5 does not apply. In this instance, the original JDF previously approved by the local government (under clause 5) is the JDF form for the purposes of the new recruitment and selection process.</p>
11.	Offer of employment in position of CEO	<p>Clause 11 requires the decision to make an offer of employment to an applicant to the position of CEO is made by an absolute majority of council.</p> <p>The council must approve making the offer of employment to the preferred applicant and the proposed terms of the contract to be entered into.</p>
12.	Variations to proposed terms of contract of employment	<p>Clause 12 applies where the contract terms of the CEO's employment are amended from the original contract offer as a result of negotiations between the successful applicant and the local government.</p> <p>It is a requirement that council approve the terms of the negotiated contract by an absolute majority decision.</p>
13.	Recruitment to be undertaken on expiry of certain CEO contracts	<p>Clause 13 applies if a local government CEO has held the position for a period of 10 or more consecutive years upon expiry of the CEO's contract. Regulation</p>

	Regulation	Explanation
		<p>13 also applies if a period of 10 or more consecutive years has elapsed since a recruitment and selection process for the position has occurred and the incumbent CEO has notified the local government that they wish to have their contract of employment renewed upon its expiry.</p> <p>Subclause 13(2)(a)(ii) is drafted to allow for the possibility that a CEO who has, for example, held office for 10 years and has their contract renewed for another 5-year term following the recruitment and selection process. In this instance, clause 13(2)(a)(ii) will operate to ensure that another 10 years can pass before another recruitment process is required. In the absence of clause 13(2)(a)(ii), when the renewed term came to an end, the CEO would have held the position for 15 consecutive years and clause 13(2)(a)(i) would operate to require a new process be undertaken.</p> <p>The local government must carry out the recruitment and selection process before expiry of the incumbent CEO's contract.</p> <p>The incumbent CEO may have their contract of employment renewed upon expiry if they are selected in accordance with the recruitment and selection process at subclause (3).</p>
14.	Confidentiality of information	<p>Clause 14 requires confidentiality to be observed by the local government as part of the process of recruitment and selection. Information obtained as part of this process must only be used for, or in connection with, recruitment and selection.</p>

	Regulation	Explanation
	Division 3 – Standards for review of performance of CEOs	
15.	Overview of Division	<p>Regulation 18D is repealed. Division 3 effectively deals with the requirement to consider the performance review of the CEO in accordance with section 5.38 of the Act.</p> <p>Division 3 sets out the standards to be observed by the local government in relation to the review of the performance of the CEO.</p>
16.	Performance review process to be agreed between local government and CEO	<p>Clause 16 requires the local government and the CEO to agree on the process for performance review and any performance criteria that are additional to those specified in the contract. For example, the local government and the CEO may wish to include additional performance criteria after 1 or 2 years into a contract term as circumstances and priorities change.</p> <p>The process for performance review must be consistent with clauses 17 (Carrying out a performance review), 18 (Endorsement of the performance review) and 19 (CEO to be notified of the results of the performance review).</p> <p>The process for performance review and the selection criteria upon which the review will be based must be set out in a written document.</p>
17.	Carrying out a performance review	Clause 17 deals with how a review of a CEO's performance must be carried out.

	Regulation	Explanation
		A performance review must be carried out in an impartial and transparent manner. It must also be comprehensive, and evidence based. The CEO's performance must be measured against the performance criteria as specified in the CEO's contract and any other performance criteria as agreed to and set out in the documented process for performance review.
18.	Endorsement of performance review by local government	Clause 18 requires that a performance review is endorsed by an absolute majority of council upon completion.
19.	CEO to be notified of results of performance review	<p>Clause 19(a) requires a local government to notify the CEO of the results of the performance review in writing. If the review identifies any performance issues, the local government must outline how it proposes to address and manage those issues.</p> <p>The local government must notify the CEO of the results of the performance review after it has been endorsed by an absolute majority of council.</p>
	Division 4 – Standards for termination of employment of CEO's	
20.	Overview of Division	Clause 20 sets out the standards to be observed by the local government in relation to the termination of employment of a CEO.
21.	General principles applying to any termination	Clause 21 outlines the general principles that must apply to any termination of a CEO's employment contract. Decisions relating to termination of employment must be made in an impartial and transparent manner.

	Regulation	Explanation
		<p>A CEO must be afforded procedural fairness in relation to the process for termination of employment, this includes:</p> <ul style="list-style-type: none"> a) being informed of their rights, entitlements and responsibilities; b) notification of any allegations against the CEO; c) being given a reasonable opportunity to respond to the allegations; d) and genuinely considering any response provided by the CEO to the allegations.
22.	Additional principles applying to termination for performance-related reasons	<p>Clause 22(1) applies if the local government proposes to terminate the employment of a CEO based on the CEO's work-related performance.</p> <p>Subclauses 22(2)(a)-(d) and 22(3) require that a CEO's employment must not be terminated unless the local government has:</p> <ul style="list-style-type: none"> • previously identified any issues with the CEO's performance as part of the performance review process; • informed the CEO of the performance issues; • given the CEO reasonable opportunity to address and implement a plan to remedy the performance issues; • determined that the CEO has not remedied the performance issues to the satisfaction of the local government; and • 22(3) reviewed the performance of the CEO within the preceding 12 months in accordance with 5.38(1) of the Local Government Act.
23.	Decision to terminate	<p>Clause 23 requires that a decision to terminate the employment of a CEO must be made by an absolute majority of council.</p>

	Regulation	Explanation
24.	Notice of termination of employment	Clause 24 requires that a local government must provide notice in writing of the decision to terminate the employment of a CEO. Written notice must include the local government's reasons for termination.

10.3 Works and Infrastructure Directorate Reports**10.3.1 Community Sport and Recreation Facility Fund Requests**

Applicant/Proponent:	Bedford Bowling Club and Morley Bowling Club	
Owner:	City of Bayswater	
Responsible Branch:	Project Services	
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	
Refer:	CTFCSC : 17.05.2017 : Item 9.1.7	

CR DAN BULL, MAYOR, DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Dan Bull, Mayor, declared an impartial interest in this item as he is a social member of the Bedford Bowling Club. Cr Bull, Mayor, remained in the room during voting on this item.

CR LORNA CLARKE, DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Lorna Clarke, declared an impartial interest in this item as she is a member of the Bedford Bowling Club. Cr Clarke remained in the room during voting on this item.

CR STEPHANIE GRAY, DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Stephanie Gray declared an impartial interest in this item as she is a social member of the Morley Noranda Recreation Club. Cr Gray remained in the room during voting on this item.

SUMMARY

For Council to consider two (2) project applications to the Department of Local Government, Sport and Cultural Industries, Community Sport and Recreation Facility Fund (CSRFF) for Bedford Bowling Club and Morley Bowling Club.

COUNCIL RESOLUTION
OFFICER'S RECOMMENDATION

That Council:

1. Approves the Community Sport and Recreation Facility Fund Small Grant application to be submitted to the Department of Local Government, Sport and Cultural Industries from Bedford Bowling Club for the July 2021 funding round;
2. Approves the Community Sport and Recreation Facility Fund Small Grant application to be submitted to the Department of Local Government, Sport and Cultural Industries from Morley Bowling Club for the July 2021 funding round;
3. Considers an allocation of \$168,366 as a contribution towards the applications in the 2021-22 budget.

CR SALLY PALMER MOVED, CR ELLI PETERSEN-PIK SECONDED

CARRIED UNANIMOUSLY: 9/0

BACKGROUND

The purpose of the Community Sporting and Recreation Facilities Fund (CSRFF) is to provide financial assistance to community groups and local governments to develop sport and recreation infrastructure. The program aims to maintain or increase participation in sport and recreation with an emphasis on physical activity, through rational development of good quality, well-designed and well-utilised facilities.

Through CSRFF, the Western Australian Government will invest \$12 million in the 2021–2022 financial year towards the development of quality physical environments in which people can enjoy sport and recreation. The maximum grant offered for standard grant applications is one third of the total estimated project cost (excluding GST).

The CSRFF small grants program targets projects involving a basic level of planning. The total proposed project cost must not exceed \$300,000. Grants given in this category must be claimed in the financial year following the date of approval. Typically the Department of Local Government, Sport and Cultural Industries open two Small Grant Funding rounds each calendar year; closing March and July. The current CSRFF Small Grant Round opened 1 February 2021 and close 4pm on 31 March 2021. The next round is anticipated to open 1 June 2021 and close 30 July 2021.

As part of the CSRFF Small Grants application process all documentation must be lodged to the local government and requires Council endorsement before being submitted to the Department of Local Government, Sport and Cultural Industries (DLGSC) office by the closing date set by the department.

Priority will be given to projects that lead to facility sharing and rationalisation. Multi-purpose facilities reduce infrastructure required to meet similar needs and increase sustainability. The program is not designed to provide facilities to meet a club's ambitions to compete in a higher grade.

Examples of projects to be considered include:

- New playing surfaces e.g. ovals, courts, synthetic surfaces etc.
- Floodlighting
- Change rooms and ablutions
- Sports storage
- Clubrooms including social space, kitchen, administration areas and viewing areas.

Bedford Bowling Club

Bedford Bowling Club is seeking a financial contribution from Council to assist with the replacement of one of its existing turf greens with a new synthetic surface via the CSRFF Small Grant application. The project will involve the removal of the existing turf green, replacement of the sub-soil and placement of specialised drainage and the installation of a synthetic surface.

The existing turf green is diseased and the installation of a new synthetic green will assist to reduce ongoing maintenance costs, use of chemicals, pesticides, watering, and resting of the remaining natural turf surfaces. The project will also reduce the contributions made by the City to the club under the current Sports Turf Policy. The club has indicated the project will enable them to utilise the synthetic surface all year around, increasing usage hours by allowing local schools and community groups to utilise the synthetic turf facility.

The installation of a new synthetic green at Bedford Bowling Club has been identified to cost \$232,373 (exc. GST).

Morley Bowling Club

The Morley Bowling Club are seeking Council funding to assist with the replacement of one of its existing turf greens with a new synthetic surface via the CSRFF Small Grant application. The project will involve widening the current green by 4.6 metres, replacement of existing concrete border of the green, the removal of the existing turf green, replacement of the sub-soil and placement of specialised drainage and the installation of the synthetic surface.

The installation of a new synthetic green will assist to reduce ongoing maintenance costs as above. The club has indicated the project will enable more bowlers to be participating at one time and players will be able to utilise the synthetic surface all year around.

The installation of a new synthetic green at Morley Bowling Club has been identified to cost \$272,725 (excl GST).

As part of the CSRFF Small Grants application process all documentation must be lodged to the local government and require Council endorsement before being submitted to Department of Local Government, Sport and Cultural Industries office by 30 July 2021. Lodging the application in July will allow Council sufficient time to consider the contributory funding requested in the 2021/22 budget.

EXTERNAL CONSULTATION

No consultation has occurred with the community or users of neighbouring reserves. Both projects are within the respective clubs leased area with minimal impact on the surrounding community.

OFFICER'S COMMENTS

Bedford Bowling Club

Bedford Bowling Club is one of four bowling clubs located within the City of Bayswater and have been located on Grand Promenade, Bedford since 1958. Facilities include 4 bowling greens of which 3 greens are utilised for bowls and 1 green is used to cater for other community recreational activities. The clubs facilities are over sixty years old and City Officers have been in regular dialog with the Bedford Bowling Club to discuss their proposal of upgrading 'A Green' to a synthetic surface with the current turf green being riddled with disease.

Cost estimates to rectify the turf disease is estimated at between \$80,000 and \$150,000 and will take the green out of action for a whole season. Alternatively a new synthetic green in its place will allow for greater flexibility of play including night sessions, no rain-outs, winter play, and no requirement to rest the green for renovations or watering which will accommodate a broad range of user groups. It will also reduce the load of the other 2 active bowling greens to ensure they can be maintained to the standard of the sport and continue to be used throughout the year for competition and community bowls.

In May 2017, Council adopted a new Sports Turf Maintenance Policy to ensure that local sporting clubs requiring specialist turf surfaces within the City of Bayswater are treated in a fair and equitable way.

In accordance with the policy turf maintenance cost reimbursements are being phased in over a five year period, with 2021/22 being the final year of the implementation schedule.

The following ground maintenance cost contributions apply during 2021/22:

- The City of Bayswater will contribute 50% of the total cost of turf maintenance (up to a maximum of \$30,000).

- Bedford Bowling Club will contribute 50% of the total cost.

The conversion of a turf green to a synthetic green will reduce the cost of annual turf maintenance to benefit both the club and the City.

It should be noted that Bedford Bowling Club received a \$150,000 CSRFF grant in 2003 for the installation of a synthetic green with a \$50,000 contribution from the City. The synthetic green was removed at the end of its usable life and replaced with a turf green.



Bedford Bowling Club is seeking Council's approval to progress a CSRFF Small Grants application to Department of Local Government, Sport and Cultural Industries in the next round of CSRFF small grant funding, anticipated for July 2021 for replacement of a turf green to a new synthetic surface. Secondly the club is seeking that Council consider funding of \$77,457 in the 2021/22 budget in order to progress a \$232,373 replacement of a turf green to a new synthetic surface.

The replacement of the synthetic bowling green is proposed at \$232,373 comprising of the following funding options:

Funding Source	Funding Amount	Timeframe	Status
Bedford Bowling Club	\$77,459	2021/22 FYR	Club reserves available
City of Bayswater	\$77,457	2021/22 FYR	Subject to approval
DLGSCI CSRFF	\$77,457	2021/22 FYR	Subject to approval
TOTAL	\$232,373 (exc.GST)		

Bedford Bowling Club representatives have advised the City, the club has \$77,457 funding available as a contribution toward the project.

Officers recommend that based on the available funding to date that Council approve the application and considers a \$77,457 contribution in the 2021/22 budget.

Morley Bowling Club

Morley Bowling Club is one of four bowling clubs located within the City of Bayswater and have been located within the Morley Noranda Recreation Club, Noranda since 1976. The clubs facilities include 5 bowling greens (3 greens are utilised for bowls, 2 greens are currently inactive). The clubs facilities are over 45 years old and over recent times, City Officers have been in regular dialog with the Morley Bowling Club in relation to upgrading 'B Green' to a synthetic surface due to ongoing maintenance costs and unusually high sides to the walls of the green which makes accessing the green challenging especially for people with a disability. The proposed new installation will address these issues as it will be compliant with all appropriate standards and it will also improve player access and safety.

Widening 'B Green' also provides the club an opportunity to increase the playing area from 8 rinks to 9 rinks. This will assist to increase player participation in conjunction with all year round and evening use under lights.

The conversion of a turf green to a synthetic green will reduce the cost of annual turf maintenance to benefit both the club and the City.



Morley Bowling Club is seeking Council's approval to progress a CSRFF Small Grants application to Department of Local Government, Sport and Cultural Industries in the next round of CSRFF small grant funding, anticipated for July 2021 for replacement of a turf green to a new synthetic surface. Secondly the club is seeking that Council consider funding of \$90,909 in the 2021/22 budget in order to progress a \$272,727 replacement of a turf green to a new synthetic surface.

The replacement of the new synthetic green infrastructure is proposed at \$272,727 comprising of the following funding options:

Funding Source	Funding Amount	Timeframe	Status
Morley Bowling Club	\$90,909	2021/22 FYR	Club reserves available
City of Bayswater	\$90,909	2021/22 FYR	Subject to approval
DLGSCI CSRFF	\$90,909	2021/22 FYR	Subject to approval
TOTAL	\$232,373 (exc. GST)		

Morley Bowling Club representatives have advised the City, the club has \$90,909 funding available as a contribution toward the project.

Officers recommend that based on the available funding to date, that Council approve the application and considers a \$90,909 contribution in the 2021/22 budget.

LEGISLATIVE COMPLIANCE

Sports Turf Maintenance 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: <ol style="list-style-type: none"> Approves the Community Sport and Recreation Facility Fund Small Grant application to be submitted to the Department of Local Government, Sport and Cultural Industries from Bedford Bowling Club for the July 2021 funding round; Approves the Community Sport and Recreation Facility Fund Small Grant application to be submitted to the Department of Local Government, Sport and Cultural Industries from Morley Bowling Club for the July 2021 funding round; Considers an allocation of \$168,366 as a contribution towards the applications in the 2021-22 budget. 		
Risk Category	Adopted Risk Appetite	Risk Outcome	Assessment
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	The above option is in line with the City's accepted risk appetite and fulfils the requirement of the external funding agencies.		

Option 2	That Council:																											
	<div><div>1. Approves the Community Sport and Recreation Facility Fund Small Grant application to be submitted to the Department of Local Government, Sport and Cultural Industries from <i>(to be determined by Council)</i> _____ Bowling Club for the July 2021 funding round;</div><div>2. Considers an allocation of \$_____ as a contribution towards the application in the 2021-22 budget.</div></div>																											
<table><tr><th>Risk Category</th><th>Adopted Risk Appetite</th><th>Risk Assessment Outcome</th></tr><tr><td>Strategic Direction</td><td>Moderate</td><td>Low</td></tr><tr><td>Reputation</td><td>Low</td><td>Low</td></tr><tr><td>Governance</td><td>Low</td><td>Low</td></tr><tr><td>Community and Stakeholder</td><td>Moderate</td><td>Moderate</td></tr><tr><td>Financial Management</td><td>Low</td><td>Low</td></tr><tr><td>Environmental Responsibility</td><td>Low</td><td>Low</td></tr><tr><td>Service Delivery</td><td>Low</td><td>Moderate</td></tr><tr><td>Organisational Health and Safety</td><td>Low</td><td>Low</td></tr></table>		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	Moderate	Organisational Health and Safety	Low	Low
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	Moderate																										
Organisational Health and Safety	Low	Low																										
Conclusion	The above option presents a moderate risk to community and stakeholder and service delivery should Council progress only one of the two proposals. This option is not aligned to the adopted risk appetite.																											

Option 3	<p>That Council</p> <ol style="list-style-type: none">1. Does not approve a Community Sport and Recreation Facility Fund application to be submitted from Bedford Bowling Club to the Department of Local Government Sport and Cultural Industries for a contribution of \$77,457 towards the installation of a synthetic bowling green.2. Does not approve a Community Sport and Recreation Facility Fund application to be submitted by Morley Bowling Club to the Department of Local Government Sport and Cultural Industries for a contribution of \$90,909 towards the installation of a synthetic bowling green.	
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	Moderate
Organisational Health and Safety	Low	Low
Conclusion	Not supporting the application may present a higher than accepted risk through the provision of ageing and failing facilities and may increase any financial burden on the club and City to provide appropriate training facilities in the future.	

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Bedford Bowling Club CSRFF funding application

Item 2: Morley Bowling Club CSRFF funding application

Asset Category: Renewal

Source of Funds: Municipal

LTFP Impacts: This is not listed in the LTFP

Notes: Council would need to consider an allocation of \$168,366 (exc.GST) in the 2021/22 budget deliberations as the City's funding contribution towards the overall project

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$77,457	0	0	0	10 years	0	Nil
2	\$90,909	0	0	0	10 years	0	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.

CONCLUSION

Bowling facilities at both locations are ageing and the City is contributing significant funding towards the maintenance of specialist turf surfaces at these locations. The clubs have shown strategic progression by utilising the funds from their financial sinking funds for their greens as per the Sports Turf Policy recommendations. The applications propose a one third contribution from each club, a one third CSRFF grant contribution and a one third contribution from Council to be considered in the 2021/22 budget.

10.3.2 EMRC Council Meeting Minutes - 25 February 2021

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 25 February 2021.

CR SALLY PALMER MOVED, CR GIORGIA JOHNSON SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 9/0

BACKGROUND

The EMRC held a Council Meeting on 25 February 2021 with Cr Giorgia Johnson and Cr Lorna Clarke 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 25 February 2021 EMRC Council Meeting.

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

- FOGO Trial at Red Hill - Interim Facility Update (Mass Balance);
- Appointment of Authorised Complaints Officers;
- Information Bulletin:
 - Waste Education Report - October to December 2020:
 - FOGO Update
 - Grow It Local Launch Event;
 - Recycle Right;
 - Consistent Communications Collective (WALGA Working Group);
 - Grant Funding;
 - Net Zero and Carbon Reduction Tracking;

- Public Recycling Updates:
 - Public Place Battery Collection;
 - Schools Battery Collection Program;
 - CFL Collection and Recycling Program; and
- Tours of Red Hill Waste Management Facility and Education Centre.
- School and Community Engagement/Events:
 - School Events;
 - Community Events;
 - Waste Education Networking/Promotion/Collaboration Activities; and
 - Waste Education Loan Resources Utilisation.
- Urban and Natural Environment Teams Activity Report:
 - Key Regional Actions (Relevant to all Councils:
 - City of Bayswater.

The Delegate's Report forms **Attachment 1** and the Abridged Minutes forms **Attachment 2**. The EMRC Investment Reports for November and December 2020 including January 2021 are contained in **Attachment 3**.

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 25 FEBRUARY 2021 MEETING OF THE EMRC COUNCIL.

1 Council Minutes

1a FOGO Trial at Red Hill – Interim Facility Update (Mass Balance) (Item 14.5)

Overview

- The Red Hill - FOGO Mobile Aerated Floor System (MAFS) was approved by the Department of Water and Environmental Regulation (DWER) on the 29 June 2020.
- The MAFS infrastructure was constructed and setup in July 2020.
- The MAFS has been processing FOGO waste from the Town of Bassendean (ToB) since 3 August 2020.
- The MAFS has received 1,423 tonnes of FOGO from August to December 2020, diverting 55% of ToB's general waste from landfill.
- The MAFS system has fully processed 384 tonnes of FOGO in three (3) batches between 3 August 2020 and 14 September 2020.
- The MAFS process has reduced the 384 tonnes of FOGO by 259 tonnes (67%) as result of moisture loss, and organic breakdown. Producing 125 tonnes (33%) of compost that is inclusive of contamination and oversized non-compostable green organics. Screening is required to remove the contaminants.
- The screening of the 125 tonnes of compost produced 61 tonnes (16%) of <10 mm compost and 64 tonnes (17%) of contaminated/oversize material, that was sent to landfill, that is subject to the landfill levy (\$70/tonne).

Resolution(s)

- That the report be noted.

Implication(s) for City of Bayswater

Town of Bassendean
 City of Bayswater
 City of Belmont
 City of Kalamunda
 Shire of Mundaring
 City of Swan



The Town of Bassendean and the City of Bayswater are participating in the interim FOGO Facility

The learnings and outcomes of the Interim FOGO Facility will benefit all member Councils for the development of future permanent FOGO facility and the implementation of FOGO across the Region.



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

1b Appointment of Authorised Complaints Officers (Item 14.6)

Overview

- On 3 February 2021, the *Local Government (Model Code of Conduct) Regulations 2021* were gazetted and came into effect.
- From 3 February and until such time as a local government adopts a Code of Conduct, the model code applies to all Councillors, Committee Members and Candidates.
- The local government is required to adopt its Code of Conduct by 3 May 2021.
- The local government as the decision-making body manages any complaints regarding alleged breaches of the model code in Division 3 of the Regulations.
- To take account for any breaches occurring on the first day the Regulations take effect, the local government must authorise at least one person to be a Complaints Officer within three weeks of the Regulations taking effect, which would mean that it is no later than 24 February 2021.
- As the EMRC Council does not meet until 25 February 2021, advice was sought from WALGA and advice given was that the date of 24 February 2021 was a guidance only, and a day in arrears is more around administrative practicality than any practical breach.
- The Regulations provide that complaints are to be in writing in a form approved by the local government. The Department of Local Government, Sport and Cultural Industries has prepared a template to assist the implementation.
- The *Local Government Act 1995* (the Act) gives local governments the ability to delegate to the Chief Executive Officer any of its powers and duties under the Act, other than those prescribed under section 5.43.

Resolution(s)

That Council:

1. Authorises the Chief Executive Officer to be the Complaints Officer.
2. By Absolute Majority in accordance with s.5.42 of the *Local Government Act 1995*, delegates power to the Chief Executive Officer to appoint authorised complaints officers.
3. Endorse the Complaint About Alleged Breach form, forming attachment 1 to this report.

Implication(s) for city of Bayswater

- While Councillors will also be governed by a same Model Code of Conduct at their own council, this relates specifically the community expectations of behaviour in discharging their duties as Councillors of the EMRC.

EMRC
Ordinary Meeting of Council Information Bulletin 25 February 2021
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2 Council Information Bulletin

2a Waste Education Report – October – December 2020

Overview

FOGO Update

- EMRC FOGO staff have moved back to the EMRC and are assisting the Town of Bassendean remotely.
- Contamination process and letter templates have been developed to assist with addressing contamination.
- Developing procedure for the implementation of FOGO in Multi Unit Dwellings (MUDs) and commercial businesses (ongoing).
- Bin tagging of properties in Bassendean with FOGO, including additional day for reported properties at the Town's request, commenced on 26 October 2020 and is now complete after 6 weeks. We have seen reduced contamination in both the Recycling and FOGO bins.
- A flyer was delivered to Bassendean residents who participated in the bin tagging program, thanking them for their efforts as well as a reminder about what to put in the FOGO bin.
- Discussions with the City of Bayswater regarding how the EMRC can assist during the rollout are continuing.
- EMRC education staff were at a stall at Noranda Hawaiians for 2 days spruiking the arrival of FOGO in Bayswater, beginning in March 2021. Positive feedback from those who engaged.
- Tender evaluation for City of Bayswater kitchen caddy's and liners has been completed. The Kitchen caddies was awarded to Mastec and compostable liners was awarded to Biobag.

Grow It Local Launch Event

Education campaign launched on 15 December by the Eastern Metropolitan Regional Council (EMRC) and Grow It Local. Grow It Local is a community-based forum aiming to encourage positive sustainable living behaviours, increase the consumption of locally-grown foods, support waste education and organic waste diversion from landfill.

The campaign will be promoted through the year with festival of digital events, activities and experiences which will encourage a connection to nature, inspire positive health and wellbeing, reduce organic waste and help make growing food more accessible to the local community.

The program will be complimentary for residents of the Town of Bassendean, where FOGO was introduced in July 2020, and the City of Bayswater, which is due to introduce FOGO for its residents in March 2021.

Recycle Right

EMRC has become a financial member of Recycle Right (<https://recycleright.wa.gov.au/>) who encourage and assist residents and businesses in Western Australia to recycle, reduce their waste and live more sustainably. Under this agreement this includes access to and use of:

- Use of the Recycle Right Logo and brand (following guidelines and requires approval prior to publishing).
- Recycle Right Website:
 - Materials A-Z
 - Which bin?
 - Find my nearest – will include more links to locations within member areas;
 - Resources Hub.
- The Recycle Right App
 - Materials A-Z
 - Which bin?
 - Find my nearest – will include more links to locations within member areas;
 - Bin reminder - allowing residents in each local government to automatically set a calendar reminder for each bin type. (requires KML files to be supplied).

EMRC
Ordinary Meeting of Council Information Bulletin 25 February 2021
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Item 2a continued

- Existing assets such as brochures, bin stickers, flyers and promotional material. An assets page is currently being developed. This material may be co-branded.
- Educational materials (worksheets) and resources.
- Library of stock images.
- Videos produced for Recycle Right purposes.
- Six tours per financial year.

Consistent Communications Collective (WALGA Working Group)

- Meeting in October and November 2020:

A-Z Updates

- Water filters/cartridges – cannot be recycled through kerbside collection system. Place in General Waste bin.
- Metal lids/bottle tops – recycling bin, need to check the A-Z to make sure it is clear that it is metal lids & bottle tops.
- The Sharps and medical waste issue was discussed, this has not been resolved with the Department of Health and the advice being provided is still inconsistent with what Local Government provides (no sharps in any kerbside bin). Other types of medical waste mentioned included the dialysis bags and Stoma. The Return Unwanted Medicine (RUM) Program is still operating in the majority of chemists. Medical waste will be a focus in the next calendar year. WALGA and Local Government, engaging with Department of Health, to work on plan for Medical Waste management in 2021.
- Glass products – water/wine glasses etc., window panes – the A-Z will be updated to include more types of broken glass.
- WALGA to investigate cooking oil collection companies to see if there are options for Local Government.

Grant Funding

The EMRC has once again been successful in obtaining grant funding through the recent WasteSorted Grants - Infrastructure and Community Education 2020-21, aimed at supporting investment in local recycling infrastructure or educational programs. Perth's eastern region currently lacks locations where empty aerosols and polystyrene can be dropped off, resulting in them being landfilled. The grant will go towards establishing a drop-off point in each EMRC's member Council and will be supported by a comprehensive waste education program. Location: Multiple sites in Perth's eastern region. Members: Town of Bassendean, City of Bayswater, City of Kalamunda, Shire of Mundaring and City of Swan.

Net Zero and Carbon Reduction Tracking

The EMRC is generating a Net Zero and carbon reduction target tracker for interested member councils. Data obtained from energy emission reduction plans and strategies will reveal how they are progressing towards their specific targets and goals and aligning to local, regional and national objectives and obligations. The report will utilise the methodology established by Climate Works Australia for their Net Zero Momentum Tracker (Local Government Sector). This consistent approach will assist in evaluating how we are tracking regionally in relation to the rest of the country.

EMRC
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Item 2a continued

Public Recycling Updates (Public place collection data for December and Financial Year to Date)

a. Public Place Battery Collection Program

Battery Recycling - Public Places	December 2020/2021	December 2019/20	Year to Date Total 2020/2021	Year to Date Total 2019/20
Bassendean	109.4	51.2	624.9	454.2
Bayswater	272.6	248.2	1634.1	1453.8
Belmont	284.0	183.8	1331.7	1171.8
Kalamunda	169.6	150.2	1520.8	1259.8
Mundaring	122.1	108.8	829.8	838.4
Swan	183.5	243.2	1732.3	1307.0
TOTAL (kg)	1141.2	985.4	7673.6	6485.0

b. Schools Battery Collection Program

Battery Recycling - Schools	December 2020/2021	December 2019/20	Year to Date Total 2020/2021	Year to Date Total 2019/20
Bassendean	7.7	65.0	158.6	241.8
Bayswater	61.7	127.8	343.6	534.8
Belmont	145.6	123.0	246.7	162.8
Kalamunda	271.0	243.0	896.7	1059.2
Mundaring	196.1	142.6	914.8	701.4
Swan	227.1	373.7	1020.1	1278.4
TOTAL (kg)	909.2	1075.1	3580.5	3978.4

c. CFL Collection and Recycling Program

CFL Recycling - Public Places	December 2020/2021	December 2019/20	Year to Date Total 2020/2021	Year to Date Total 2019/20
Bassendean	0.0	3.6	46.8	65.9
Bayswater	51.2	50.8	369.9	341.7
Belmont	0.0	16.6	21.6	138.8
Kalamunda	12.2	4.8	108.1	79.2
Mundaring	16.9	31.4	292.3	236.0
Swan	21.6	46.8	175.2	110.6
TOTAL (kg)	101.9	154.0	1013.9	972.2

EMRC
 Ordinary Meeting of Council Information Bulletin 25 February 2021
 Ref: D2020/27450



Item 2a continued

Tours of Red Hill Waste Management Facility and Education Centre – October – December 2020

Name of Group	Council Region	Number of Participants	Program
October - December 2020			
FOGO Reference Group	Other	10	Site visit and Education Centre
St. Maria Goretti's Catholic School	Belmont	42	Site visit and Education Centre
St. Michael's Primary School	Bassendean	39	Site visit and Education Centre
Mazenod College	Kalamunda	11	Site visit and Education Centre
Town of Bassendean community tour	Bassendean	25	Site visit and Education Centre
Darlington Primary School	Mundaring	54	Site visit and Education Centre
Carmel Adventist College Primary	Kalamunda	26	Site visit and Education Centre
	TOTAL	207	

School and Community Engagement/Events - October – December 2020

d. School Events – October - December 2020

- No school events conducted during October, November or December.

e. Community Events – October - December 2020

- Old Perth Road Markets – 1 EMRC staff – 31 October 2020;
- Waste and Recycling talk for Max Solutions – 15 October 2020; and
- Waste and Recycling talk for Bushmead – 12 November 2020.
- National Recycling Week:
 - Alcoa Pinjarra Refinery Worm Farm Tour – 10 November;
 - Regional Resource Recovery Centre Tour – 13 November.

f. Waste Education Networking/Promotion/Collaboration activities – October - December 2020

- FOGO rollout and tender discussion with the City of Bayswater – 9 October 2020;
- Local Government Batteries and Aerosol Collection Workshop – 14 October 2020;
- Grow It Local onboarding meeting – 16 October 2020;
- Consistent Communications Collection (CCC) meeting – 20 October 2020;
- Bin Tagging meeting with Town of Bassendean – 27 October 2020;
- Grow It Local discussion with Town of Bassendean; and
- WasteSorted Grants – e-waste 2020-21 – 29 October 2020; and

EMRC
Ordinary Meeting of Council Information Bulletin 25 February 2021
Ref: D2020/27450



Item 2a continued

- E-waste grants 101 with Total Green Webinar – 29 October 2020;
- Western Australia Local Government Association (WALGA) 2021 bin tagging program webinar – 2 November 2020;
- Waste Educators Networking Group (WENG) meeting – 5 November 2020;
- AAA Metal Recycling meeting – 6 November 2020;
- Australian Battery recycling Initiative (ABRI) webinar – 9 November 2020;
- Reclaim PV recycling online meeting – 13 November 2020;
- Reclaim PV recycling online meeting – 16 November 2020;
- WRAP 'Driving re-use and recycling: The Welsh experience – 19 November 2020;
- Tour of the City of Swan – 23 November 2020;
- Waste Management Community Reference Group (WMCRG) meeting – 23 November 2020;
- Achieving Carbon Emission Reduction (ACER) and Azility discussion for Net Zero tracking – 24 November 2020;
- Energy Policy WA - Whole of System Plan data dashboard prototype presentation – 24 November 2020;
- Renewable Energy Discussion – Power Purchase Agreement (PPA) – 25 November 2020;
- Waste Management and Resource Recovery Association (WMRR) Love Food Hate Waste Webinar – 26 November 2020;
- Waste Wise Schools (WWS) and local government (LG) collaboration workshop – 30 November 2020;
- Grow It Local event meeting with Town of Bassendean – 30 November 2020; and
- WALGA Bin Tagging Program Briefing Session – 30 November 2020;
- Regional Waste Educators Steering Group (RWESG) Meeting – 10 December 2020;
- Grow It Local Launch Event – 15 December 2020;
- Recycle Right Christmas waste webinar – 17 December 2020.

g. Waste Education Loan Resources utilisation – October - December 2020

- Mini Bin Waste Sort – Edney Primary School – 9 October – 31 October 2020; and
- Paper making Kit and Early Years Loan Boxes - Eastern Region Family Day Care – 16 October – 6 November 2020;*Item 1.5 continued*
- Waste Audit Loan Kit – Mary's Mount Primary School – 3 November – 10 November 2020;
- Party Loan Box – Bayswater resident – 14 December – 24 December 2020.

EMRC
Ordinary Meeting of Council Information Bulletin 25 February 2021
Ref: D2020/27450



2b Urban and Natural Environment Teams Activity Report October to December 2020 (Item 1.6)

Overview

Key Regional Actions (Relevant to all Councils)

- Planning is currently underway to incorporate the Environmental Strategy due for review this year, into an EMRC Sustainability Strategy.
- Initial planning including: vision, mission, identify key result areas and sustainable development goals. Configuring a structure for the sustainability strategy framework.
- Held a youth leadership workshop with Zero2Hero on 10 October 2020, 24 attendees.
- Held a Regional Youth Officer Group Meeting 1 December 2020.
- Attended the Your Move Awards and collected the Innovation award for the Share the Space campaign, 18 November 2020.
- WALGA (Power Purchase Agreement) PPA webinar attendance and assisted member councils to provide data to WALGA's PPA project.

City of Bayswater

- The Swan & Helena Rivers Understanding Flood Risk Stage 4 - Adaptation Planning documents have now been finalised and sent to councils. Webinars were held with individual participating councils with regard to their adaptation planning document.
- Submitted 'Flood Aware. Be Prepared' grant to as part of National Disaster Resilience program.
- Benchmarking Building Efficiency – Phase one is complete. Phase two is nearing completion with draft reports received and reviewed by EMRC and Bayswater.
- Met with TransafeWA regarding a road safety campaign partnership focussed on heavy vehicles.
- Submitted final and annual report to Office of Road Safety, Canberra, for the 'Share the Space' campaign.
- Completed the region's Travel Card which summarises ABS 2016 people movement data, inter and intraregional. Published via social and print media.
- Participated in the hydrogen cluster meeting for supporting hydrogen as a fuel for transport. Submitted EMRC's support for the cluster's submission to NERA.
- Representing the region in DoT's NetZero meeting with an emphasis on reducing emissions generated by the transport sector.
- Mapped the region's cycle network and heavy vehicle crashes.
- Coordinated and gathered grant application details from participating Councils for the Family Fun Days 2021 Lotterywest grant application.
- Submitted the grant application for the 2021 Avon Descent Family Fun Days.

Implication(s) for City of Bayswater

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

Attachment 2



ABRIDGED MINUTES

Ordinary Meeting of Council

25 February 2021

The Full Minutes of this meeting are available on the EMRC's website:

<http://www.emrc.org.au/council/council-and-committees/council-minutes.aspx>

ORDINARY MEETING OF COUNCIL

ABRIDGED MINUTES

(REF: D2021/00676)

An Ordinary Meeting of Council was held at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, ASCOT WA 6104 on **Thursday, 25 February 2021**. The meeting commenced at **6:00pm**.

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19.3	DRAFT HAZELMERE RESOURCE RECOVERY PARK DEVELOPMENT PLAN 2020 (Ref: 2021/02046)	
19.4	ITEM 13.1 OF THE LEGAL COMMITTEE MINUTES - SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 s.5.23(2)(d)] (Ref: D2021/02128)	
19.5	SELECTION OF FACILITATOR FOR THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS (Ref: D2021/01951)	
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EMRC
Abridged Minutes - Ordinary Meeting of Council 25 February 2021
Ref: D2021/00676



1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 6:00 pm.

1.1 ACKNOWLEDGEMENT TO COUNTRY

The Chairman acknowledged the traditional custodians of the land on which the meeting is held and pay respects to the elders past, present and future.

*Kaya Maaman, Kaya Yorga, Kaya Bridia
Ngalak kaartitj windji ngalak nyinininy
Nagalak kaartitj nidja boodja baal Whadjuk Noongar Boodja ngalak nyinininy
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.

The Chairman welcomed Cr Phil Marks and Cr Robert Rossi from the City of Belmont who were sworn in earlier today as Councillor and Deputy Councillor of the EMRC respectively.

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 Georgia Johnson	EMRC Member	City of Bayswater
Cr Janet Powell	EMRC Member	City of Belmont
Cr Phil Marks	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 Mel Congerton	EMRC Member	City of Swan
Cr Charlie Zannino	EMRC Member	City of Swan

EMRC OFFICERS

Mr Marcus Geisler	Chief Executive Officer
Mr Hua Jer Liew	Chief Financial Officer
Mr Douglas Bruce	Chief Project Officer
Mrs Wendy Harris	Chief Sustainability Officer
Mr Brad Lacey	Chief Operating Officer
Mr Steve Fitzpatrick	Waste & Resource Recovery Specialist
Ms Angela Wolstencroft	Manager Human Resources
Mrs Lee Loughnan	Personal Assistant to Chief Financial Officer (Minutes)

EMRC OBSERVERS

Mr David Ameduri	Manager Financial Services
Ms Izabella Krzysko	Manager Procurement & Governance
Ms Theresa Eckstein	Executive Assistant to Chief Executive Officer
Mr Chris Snook	Information Services Officer

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Item 2 continued

OBSERVER(S)

Cr Robert Rossi	EMRC Deputy Member	City of Belmont
Mr John Christie	Chief Executive Officer	City of Belmont
Ms Melanie Reid	Director Infrastructure Services	City of Belmont

3 DISCLOSURE OF INTERESTS

3.1 MR MARCUS GEISLER – CHIEF EXECUTIVE OFFICER – INTERESTS AFFECTING IMPARTIALITY

Item: 19.5
Subject: Selection of Facilitator for the Chief Executive Officer's Performance Review Process
Nature of Interest: Disclosure of Interest Affecting Impartiality, EMRC Code of Conduct 2.3.
Subject matter of the Report directly applies to the Chief Executive Officer.

Item: 19.6
Subject: Chief Executive Officer Performance Review Process for 2020/2021
Nature of Interest: Disclosure of Interest Affecting Impartiality, EMRC Code of Conduct 2.3.
Subject matter of the Report directly applies to the Chief Executive Officer.

3.2 MS ANGELA WOLSTENCROFT – MANAGER HUMAN RESOURCES – INTERESTS AFFECTING IMPARTIALITY

Item: 19.5
Subject: Selection of Facilitator for the Chief Executive Officer's Performance Review Process
Nature of Interest: Disclosure of Interest Affecting Impartiality, EMRC Code of Conduct 2.3.
Due to the reporting relationship with the Chief Executive Officer.

Item: 19.6
Subject: Chief Executive Officer Performance Review Process for 2020/2021
Nature of Interest: Disclosure of Interest Affecting Impartiality, EMRC Code of Conduct 2.3.
Due to the reporting relationship of with the Chief Executive Officer.

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9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 3 DECEMBER 2020

That the minutes of the Ordinary Meeting of Council held on 3 December 2020 which have been distributed, be confirmed.

19.1 DRAFT MEMORANDUM OF UNDERSTANDING – RENEWABLE ENERGY POWER PURCHASE AGREEMENT

REFERENCE: D2020/25340

Cr Powell requested amendments to be included in the minutes of the 3 December 2020 Ordinary Meeting of Council, specifically relating to Confidential Item 19.1. The matter arose during a confidential discussion regarding the supply of renewable energy from the East Rockingham Recovery Facility when the name of a large scale Western Australian organisation in the energy industry was brought up. When the name of the large scale organisation was brought up during discussion prior to debate, the Chairman disclosed to the meeting that his wife is employed by the large scale organisation but did not put submit a Disclosure of Interest Form.

Discussion ensued.

It was noted that while the person whom the Chairman is closely associated with is related to the large scale organisation, the Confidential Item 19.1 required a local government related to the supply of renewable energy from the East Rockingham Resource Recovery Facility and did not require a local government decision regarding the large scale organisation mentioned during confidential discussion.

Cr Powell moved a procedural motion to defer consideration of this item.

PROCEDURAL MOTION

That Council defer consideration of Item 9.1, Draft Memorandum of Understanding, Renewable Energy Power Purchase Agreement of Minutes of the Ordinary Meeting of Council held on 3 December 2020, until the next ordinary meeting of Council

The Chairman asked for a mover and a seconder to the alternate motion.

Cr Powell moved the motion and Cr Marks seconded.

Councillors spoke for the motion.

COUNCIL RESOLUTION(S)

MOVED CR POWELL

SECONDED CR MARKS

THAT COUNCIL DEFER CONSIDERATION OF ITEM 9.1 - DRAFT MEMORANDUM OF UNDERSTANDING – RENEWABLE ENERGY POWER PURCHASE AGREEMENT OF MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 3 DECEMBER 2020, UNTIL THE NEXT ORDINARY MEETING OF COUNCIL.

MOTION CARRIED 7/5

**For: Crs O'Connor, Powell, Marks, Johnson,
Boyd, Congerton, Zannino**

Against: Crs Wilson, Clarke, Jeans, Daw, Hamilton

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9.2 MINUTES OF SPECIAL MEETING OF COUNCIL HELD ON 21 JANUARY 2021

That the minutes of the Special Meeting of Council held on 21 January 2021 which have been distributed, be confirmed.

COUNCIL RESOLUTION

MOVED CR CONGERTON SECONDED CR JOHNSON

THAT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 21 JANUARY 2021 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

CARRIED UNANIMOUSLY

9.3 MINUTES OF SPECIAL MEETING OF COUNCIL HELD ON 8 FEBRUARY 2021

That the minutes of the Special Meeting of Council held on 8 February 2021 which have been distributed, be confirmed.

COUNCIL RESOLUTION

MOVED CR CONGERTON SECONDED CR JOHNSON

THAT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 8 FEBRUARY 2021 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

CARRIED UNANIMOUSLY

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12 ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH MEETINGS MAY BE CLOSED TO THE PUBLIC

NOTE: Section 5.23(2) of the *Local Government Act 1995*, details a number of matters upon which Council may discuss and make decisions without members of the public being present. These matters include: matters affecting employees; personal affairs of any person; contractual matters; legal advice; commercial-in-confidence matters; security matters; among others.

The following report items are covered in Section 19 of this agenda:

- 12.1 HAZELMERE WOOD WASTE TO ENERGY (WWE) UPDATE
- 12.2 PROVISION OF SERVICES TO A LOCAL GOVERNMENT
- 12.3 DRAFT HAZELMERE RESOURCE RECOVERY PARK DEVELOPMENT PLAN 2020
- 12.4 SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 s.5.23(2)(d)]
- 12.5 SELECTION OF FACILITATOR FOR THE CHIEF EXECUTIVE OFFICE'S PERFORMANCE REVIEW PROCESS
- 12.6 CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS FOR 2021

13 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

At the Special Meeting of Council held on 21 January 2021, under Confidential Item 16.1, Council resolved that:

1. *IN ACCORDANCE WITH CLAUSE 10.6 OF THE EMRC STANDING ORDERS LOCAL LAW 2013 THE ITEM 16.1 OF THE AGENDA BE ADJOURNED TO THE NEXT ORDINARY MEETING OF COUNCIL TO BE HELD AT 6PM ON THURSDAY 25 FEBRUARY 2021.*
2. *COUNCIL NOTES THE REASON FOR THE ADJOURNMENT IS TO ADDRESS THE ISSUE OF LEGAL PROFESSIONAL PRIVILEGE AND TO ADDRESS THE POTENTIAL BREACH OF S.5.65 OF THE LOCAL GOVERNMENT ACT 1995.*

This matter was dealt with at the Special Meeting of Council held on 8 February 2021 under Confidential Item 16.1 of the agenda.

Accordingly, the adjourned item 16.1 of the 21 January 2021 meeting has been resolved and concluded. This statement serves as an administrative record and the adjourned item will not be required to be dealt with at this meeting.

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14 REPORTS OF EMPLOYEES

- 14.1 LIST OF ACCOUNTS PAID DURING THE MONTHS OF NOVEMBER AND DECEMBER 2020 AND JANUARY 2021*
- 14.2 FINANCIAL REPORT FOR THE PERIOD ENDED 30 NOVEMBER 2020*
- 14.3 FINANCIAL REPORT FOR THE PERIOD ENDED 31 DECEMBER 2020*
- 14.4 FINANCIAL REPORT FOR THE PERIOD ENDED 31 JANUARY 2021*
- 14.5 FOGO TRIAL AT RED HILL – INTERIM FACILITY UPDATE (MASS BALANCE)*
- 14.6 APPOINTMENT OF AUTHORISED COMPLAINTS OFFICERS*
- 14.7 REVIEW OF DELEGATED POWERS AND DUTIES*
- 14.8 ITEMS CONTAINED IN THE INFORMATION BULLETIN*

QUESTIONS

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

Cr Jeans questioned given there was a query on the accuracy of the 3 December 2020 meeting minutes, did that mean that any item approved at this time cannot be dealt with.

The CFO advised any decisions by Council at this meeting where there is a reliance on the 3 December 2020 meeting will be based on the resolution of the items from that meeting and not the minutes itself (per item 9.1 of this meeting).

Cr Jeans queried whether Delegation Number C15/2018 was still valid.

The Chief Executive Officer advised that this delegation can be removed from the list of Delegated Powers and Duties to be renewed given that the matter has been finalised.

Cr Johnson queried on Page 95 of the Information Bulletin as to when the items listed as confidential Council Items from January 2014 to September 2020 would be made publicly available.

The Chief Executive Officer advised that the process is currently underway to review all the confidential items previously approved with a view to seek approval to declassify those documents.

RECOMMENDATION(S)

That with the exception of item 14.7, 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 CONGERTON

SECONDED CR HAMILTON

THAT WITH THE EXCEPTION OF ITEM 14.7 WHICH IS TO BE WITHDRAWN AND DEALT WITH SEPARATELY, COUNCIL ADOPTS THE RECOMMENDATIONS IN THE REPORTS OF EMPLOYEES (SECTION 14).

CARRIED UNANIMOUSLY

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Item 14 continued

14.7 REVIEW OF DELEGATED POWERS AND DUTIES

REFERENCE: D2021/02041

RECOMMENDATION(S)

That Council re-affirms the delegated powers and duties as listed in the report.

Cr Jeans moved an amendment to the officer recommendation that Delegation Number C15/2018 is no longer required and should be removed from the Delegated Powers and Duties Register.

Alternate Recommendation

That Council reaffirms the delegated powers and duties as listed in the Report with the exception of Delegation Number C15/2018.

The Chairman asked for a mover and a seconder to the alternate motion.

Cr Jeans moved the motion and Cr Congerton seconded.

COUNCIL RESOLUTION(S)

MOVED CR JEANS

SECONDED CR CONGERTON

THAT COUNCIL RE-AFFIRMS THE DELEGATED POWERS AND DUTIES AS LISTED IN THE REPORT WITH THE EXCEPTION OF DELEGATION NUMBER C15/2018.

CARRIED UNANIMOUSLY

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15. REPORTS OF COMMITTEES

15.1 LEGAL COMMITTEE MEETING HELD 10 FEBRUARY 2021

(REFER TO MINUTES OF COMMITTEE)

REFERENCE: D2021/01849 (LC) - D2021/01849

The minutes of the Legal Committee meeting held on **10 February 2021** 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 Legal Committee.

The Chairman advised that as the Committee has delegated powers, all Council needs to do here is to note the unconfirmed minutes of the Legal Committee meeting held 10 February 2021.

Cr Marks and Cr Powell declared an interest and left the meeting at 6:33pm.

Cr Rossi, Mr Christie and Ms Reid from the City of Belmont staff left the meeting at 6:33pm.

RECOMMENDATION(S)

That Council notes the unconfirmed minutes of the Legal Committee held 10 February 2021 (Section 15.1).

COUNCIL RESOLUTION(S)

MOVED CR CONGERTON

SECONDED CR HAMILTON

THAT COUNCIL NOTES THE UNCONFIRMED MINUTES OF THE LEGAL COMMITTEE HELD 10 FEBRUARY 2021 (SECTION 15.1).

CARRIED UNANIMOUSLY 10/0

Cr Marks and Cr Powell were absent for the vote.

Following the vote, Cr Marks, Cr Powell, Cr Rossi, Mr Christie and Ms Reid returned to the meeting at 6:35pm.

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16. REPORTS OF DELEGATES

16.1 MUNICIPAL WASTE ADVISORY COUNCIL (MWAC) MINUTES HELD 9 DECEMBER 2020

REFERENCE: D2021/02520

Cr Johnson, the MWAC delegate member for the EMRC, provided the minutes of the MWAC that were distributed prior to the meeting.

The Chairman invited Cr Johnson to speak to this item and take any questions from Councillors.

Cr Johnson spoke to the item and complimented representatives on the MWAC as having very good expertise.

Discussions took place around the waste levy being potentially increased and expanded into the future and how the Container Deposit Scheme is progressing.

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19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

Cr Johnson questioned the rationale as to why Item 19.3, Draft Hazelmere Resource Recovery Park Development Plan 2020 was confidential.

The CEO advised that the document contains commercial in confidence information that is not available to the public.

RECOMMENDATION (Closing meeting to the public)

That the meeting be closed to members of the public in accordance with Section 5.23(2)(c) of the *Local Government Act 1995* for the purpose of dealing with matters of a confidential nature.

COUNCIL RESOLUTION

MOVED CR ZANNINO

SECONDED CR JEANS

THAT WITH THE EXCEPTION OF THE CHIEF EXECUTIVE OFFICER, CHIEF FINANCIAL OFFICER, CHIEF PROJECT OFFICER, CHIEF SUSTAINABILITY OFFICER, CHIEF OPERATING OFFICER, MANAGER PROCUREMENT AND GOVERNANCE, MANAGER FINANCIAL SERVICES, MANAGER HUMAN RESOURCES, WASTE AND RESOURCE RECOVERY SPECIALIST, INFORMATION SERVICES OFFICER, CHIEF EXECUTIVE OFFICER (CITY OF BELMONT), DIRECTOR INFRASTRUCTURE SERVICES (CITY OF BELMONT), EXECUTIVE ASSISTANT TO THE CHIEF EXECUTIVE OFFICER AND PERSONAL ASSISTANT TO THE CHIEF FINANCIAL OFFICER THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2) OF THE *LOCAL GOVERNMENT ACT 1995* FOR THE PURPOSE OF DEALING WITH MATTERS OF A CONFIDENTIAL NATURE.

CARRIED UNANIMOUSLY

The doors of the meeting were closed at 6.40pm.

The Chief Executive Officer, Chief Financial Officer, Chief Project Officer, Chief Sustainability Officer, Chief Operating Officer, Manager Procurement and Governance, Manager Financial Services, Manager Human Resources, Waste and Resource Recovery Specialist, Information Services Officer, Chief Executive Officer (City of Belmont), Director Infrastructure Services (City Of Belmont), Executive Assistant to the Chief Executive Officer and Personal Assistant to the Chief Financial Officer remained in Council Chambers.

19.1 HAZELMERE WOOD WASTE TO ENERGY (WWWE) UPDATE

REFERENCE: D2021/02027

This item is recommended to be confidential because it contains matters of a commercial-in-confidence nature.

The Council considered the Confidential Item circulated with the Agenda under Separate Cover.

19.2 PROVISION OF SERVICES TO A LOCAL GOVERNMENT

REFERENCE: D2021/02043

This item is recommended to be confidential because it contains matters of a commercial-in-confidence nature.

The Council considered the Confidential Item circulated with the Agenda under Separate Cover.

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19.3 DRAFT HAZELMERE RESOURCE RECOVERY PARK DEVELOPMENT PLAN 2021

REFERENCE: D2021/02046

This item is recommended to be confidential because it contains matters of a commercial-in-confidence nature.

The Council considered the Confidential Item circulated with the Agenda under Separate Cover.

19.4 ITEM 13.1 OF THE LEGAL COMMITTEE MINUTES - SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 s.5.23(2)(d)]

REFERENCE: D2021/02126

This item is recommended to be confidential because it contains matters of a legal nature.

The Council considered the Confidential Item circulated with the Agenda under Separate Cover.

19.5 SELECTION OF FACILITATOR FOR THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS

REFERENCE: D2021/00938

This item is recommended to be confidential because it contains matters affecting an employee and is to be treated as confidential in accordance with EMRC Policy 4.1 – Chief Executive Officer Appointment, Performance Assessment and Review Policy.

The Council considered the Confidential Item circulated with the Agenda under Separate Cover.

19.6 CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS FOR 2020/2021
REFERENCE: D2021/00939

This item is recommended to be confidential because it contains matters affecting an employee and is to be treated as confidential in accordance with EMRC Policy 4.1 – Chief Executive Officer Appointment, Performance Assessment and Review Policy.

The Council considered the Confidential Item circulated with the Agenda under Separate Cover.

RECOMMENDATION [Meeting re-opened to the public]

That the meeting be re-opened, the members of the public be invited to return to the meeting and the recommendations passed behind closed doors be recorded.

COUNCIL RESOLUTION

MOVED CR DAW

SECONDED CR CONGERTON

THAT THE MEETING BE RE-OPENED, THE MEMBERS OF THE PUBLIC BE INVITED TO RETURN TO THE MEETING AND THE RECOMMENDATIONS PASSED BEHIND CLOSED DOORS BE RECORDED.

CARRIED UNANIMOUSLY

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The doors of the meeting were re-opened at 7:28pm and members of the public returned to the meeting.

Recording of the resolutions passed behind closed doors, namely:

19.1 HAZELMERE WOOD WASTE TO ENERGY (WWE) UPDATE

REFERENCE: D2021/02027

COUNCIL RESOLUTION(S)

MOVED CR JEANS

SECONDED CR BOYD

THAT:

1. COUNCIL NOTES THE REPORT.
2. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CHIEF EXECUTIVE OFFICER.

MOTION CARRIED 11/1

For: Crs Wilson, O'Connor, Johnson, Clarke, Boyd
Hamilton, Congerton, Zannino, Daw, Jeans, Marks
Against: Cr Powell

19.2 PROVISION OF SERVICES TO A LOCAL GOVERNMENT

REFERENCE: D2021/02043

COUNCIL RESOLUTION(S)

MOVED CR HAMILTON

SECONDED CR JOHNSON

THAT:

1. COUNCIL AUTHORISE THE CEO TO SIGN THE MEMORANDUM OF UNDERSTANDING, FORMING THE ATTACHMENT TO THIS REPORT WITH THE LOCAL GOVERNMENT IDENTIFIED IN THE REPORT TO PROVIDE WASTE MANAGEMENT CONSULTANCY SERVICES.
2. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CHIEF EXECUTIVE OFFICER.

MOTION CARRIED 10/2

For: Crs Wilson, O'Connor, Johnson, Clarke, Boyd
Hamilton, Congerton, Zannino, Daw, Jeans
Against: Crs Marks and Powell

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Item 19 continued

19.3 DRAFT HAZELMERE RESOURCE RECOVERY PARK DEVELOPMENT PLAN 2021

REFERENCE: D2021/02046

COUNCIL RESOLUTION(S)

MOVED CR CONGERTON SECONDED CR ZANNINO

THAT:

1. COUNCIL ENDORSES THE DRAFT HAZELMERE RESOURCE RECOVERY PARK DEVELOPMENT PLAN 2021, FORMING THE ATTACHMENT TO THIS REPORT.
2. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CHIEF EXECUTIVE OFFICER.

CARRIED UNANIMOUSLY

19.4 ITEM 13.1 OF THE LEGAL COMMITTEE MINUTES - SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 s.5.23(2)(d)]

REFERENCE: D2021/02126

Cr Marks and Cr Powell declared an interest and left the meeting at 7:16pm.

Cr Rossi, Mr Christie and Ms Reid from the City of Belmont staff left the meeting at 7:16pm.

COUNCIL RESOLUTION(S)

MOVED CR CONGERTON SECONDED CR JEANS

THAT:

1. THE LEGAL COMMITTEE RESOLVES TO AUTHORISE THE CEO TO ISSUE THE LETTER, AS AMENDED IN RESPONSE TO THE LEGAL MATTER AS OUTLINED WITHIN THE CONFIDENTIAL REPORT.
2. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND THE CHIEF EXECUTIVE OFFICER.

CARRIED UNANIMOUSLY 10/0

Cr Marks and Cr Powell were absent for the vote, having declared an interest in the item.

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Item 19 continued

19.5 SELECTION OF FACILITATOR FOR THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS

REFERENCE: D2021/00938

Cr Marks, Cr Powell and Cr Rossi re-entered the Chamber at 7:25pm.

The Chief Financial Officer, Chief Project Officer, Chief Sustainability Officer, Chief Operating Officer, Waste and Resource Recovery Specialist, Manager Financial Services, Manager Procurement and Governance and Information Services Officer departed the Chamber at 7:25pm.

The Chief Executive Officer, Manager Human Resources, Executive Assistant to the Chief Executive Officer and Personal Assistant to the Chief Financial Officer remained in the Council Chamber.

Cr Congerton departed meeting at 7:25pm and returned at 7:27pm, and voted on the motion.

COUNCIL RESOLUTION(S)

MOVED CR DAW

SECONDED CR HAMILTON

THAT:

1. COUNCIL AWARD THE CONSULTANCY FOR FACILITATING THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW 2020/2021 TO DR JUDE BALM OF INFINITY TRAINING AUSTRALIA.
2. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND THE CHIEF EXECUTIVE OFFICER.

CARRIED UNANIMOUSLY

19.6 CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS FOR 2020/2021
REFERENCE: D2021/00939

COUNCIL RESOLUTION(S)

MOVED CR JEANS

SECONDED CR DAW

THAT:

1. COUNCIL ENDORSES THE TIMETABLE FOR UNDERTAKING THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS FOR 2021 AS OUTLINED WITHIN THIS REPORT.
2. THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND THE CHIEF EXECUTIVE OFFICER

CARRIED UNANIMOUSLY

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20: FUTURE MEETINGS OF COUNCIL

The next Ordinary meeting of Council is scheduled to be on **Thursday, 25 March 2021** electronically or at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, Ascot WA 6104 commencing at 6:00pm.

Future Meetings 2021

Thursday	25	March		at	EMRC Administration Office
Thursday	22	April	(if required)	at	EMRC Administration Office
Thursday	27	May	(If required)	at	EMRC Administration Office
Thursday	24	June		at	EMRC Administration Office
Thursday	22	July	(if required)	at	EMRC Administration Office
Thursday	26	August	(if required)	at	EMRC Administration Office
Thursday	23	September	(if required)	at	EMRC Administration Office
Thursday	25	November	(if required)	at	EMRC Administration Office

21 DECLARATION OF CLOSURE OF MEETING

The Chairman declared the meeting closed at 7.30pm.

Attachment 3

CASH AND INVESTMENTS NOVEMBER 2020

Actual June 2020	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
Municipal Cash and Investments					
1,098,174	3,731,363	Cash at Bank - Municipal Fund 01001/00	1,105,580	1,105,580	0 (F)
3,950	3,950	Cash on Hand 01019/00 - 02	3,450	3,450	0 (F)
9,031,911	3,193,577	Investments - Municipal Fund 02021/00	2,988,240	2,988,240	0 (F)
10,134,035	6,928,890	Total Municipal Cash	4,097,270	4,097,270	0 (F)
Restricted Cash and Investments					
141,856	142,487	Restricted Investments - Plant and Equipment 02022/01	267,120	267,120	0 (F)
4,986,647	5,008,855	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	3,525,256	3,525,256	0 (F)
18,263,389	18,344,728	Restricted Investments - Future Development 02022/03	15,072,575	15,072,575	0 (F)
2,350,987	2,361,458	Restricted Investments - Environmental Monitoring Red Hill 02022/04	1,545,172	1,545,172	0 (F)
46,892	47,101	Restricted Investments - Environmental Insurance Red Hill 02022/05	57,268	57,268	0 (F)
15,631	15,700	Restricted Investments - Risk Management 02022/06	15,699	15,699	0 (F)
649,866	652,761	Restricted Investments - Class IV Cells Red Hill 02022/07	710,295	710,295	0 (F)
321,607	323,040	Restricted Investments - Regional Development 02022/08	322,511	322,511	0 (F)
45,240,494	45,441,979	Restricted Investments - Secondary Waste Processing 02022/09	44,803,335	44,803,335	0 (F)
2,873,244	2,886,041	Restricted Investments - Class III Cells 02022/10	482,686	482,686	0 (F)
78,920	79,271	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	79,259	79,259	0 (F)
324,608	341,580	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)
998,556	1,003,003	Restricted Investments - Long Service Leave 02022/90	1,024,683	1,024,683	0 (F)
76,292,697	76,648,004	Total Restricted Cash	68,095,221	68,095,221	0 (F)
86,426,732	83,576,894	TOTAL CASH AND INVESTMENTS	72,192,491	72,192,491	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.

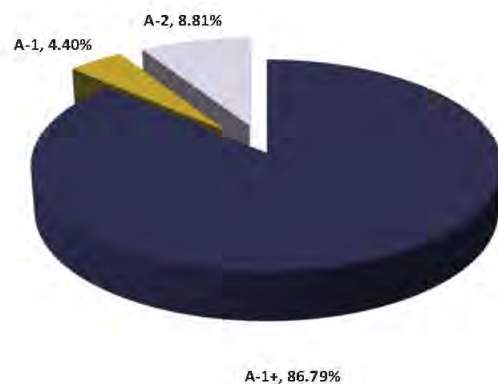
EMRC Investment Report

November 2020

I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %
AAA	A-1+	86.79%	100.00%
AA	A-1	4.40%	100.00%
BBB	A-2	8.81%	15.00%
		<u>100.00%</u>	

Investment by S&P Rating



II. Single Entity Exposure

	S&P Long Term Rating	S&P Short Term Rating	% Portfolio	
AMP	BBB	A-2	4.40%	
ANZ Banking Group	AAA	A-1+	25.16%	
ME Bank	BBB	A-2	4.40%	*
NAB	AAA	A-1+	33.97%	
Rural Bank	BBB	A-2	0.00%	*
Westpac / St. George Bank	AAA	A-1+	27.67%	
Suncorp	AA	A-1	0.00%	*
Bank of Queensland	BBB	A-2	0.00%	
Macquarie Bank	AA	A-1	4.40%	
			<u>100.00%</u>	

* 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%
	<u>100.00%</u>		

IV. Fossil Fuel Divestment

	% Portfolio
Non-Fossil Fuel ADI's	4.40%
Fossil Fuel ADI's	95.60%
	<u>100.00%</u>

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



CASH AND INVESTMENTS DECEMBER 2020

Actual June 2020	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
Municipal Cash and Investments					
1,098,174	3,926,770	Cash at Bank - Municipal Fund 01001/00	1,105,580	1,105,580	0 (F)
3,950	4,050	Cash on Hand 01019/00 - 02	3,450	3,450	0 (F)
9,031,911	3,150,887	Investments - Municipal Fund 02021/00	2,988,240	2,988,240	0 (F)
10,134,035	7,081,707	Total Municipal Cash	4,097,270	4,097,270	0 (F)
Restricted Cash and Investments					
141,856	142,567	Restricted Investments - Plant and Equipment 02022/01	267,120	267,120	0 (F)
4,986,647	5,011,658	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	3,525,256	3,525,256	0 (F)
18,263,389	18,354,991	Restricted Investments - Future Development 02022/03	15,072,575	15,072,575	0 (F)
2,350,987	2,362,779	Restricted Investments - Environmental Monitoring Red Hill 02022/04	1,545,172	1,545,172	0 (F)
46,892	47,127	Restricted Investments - Environmental Insurance Red Hill 02022/05	57,268	57,268	0 (F)
15,631	15,709	Restricted Investments - Risk Management 02022/06	15,699	15,699	0 (F)
649,866	653,126	Restricted Investments - Class IV Cells Red Hill 02022/07	710,295	710,295	0 (F)
321,607	323,220	Restricted Investments - Regional Development 02022/08	322,511	322,511	0 (F)
45,240,494	45,467,401	Restricted Investments - Secondary Waste Processing 02022/09	44,803,335	44,803,335	0 (F)
2,873,244	2,887,655	Restricted Investments - Class III Cells 02022/10	482,686	482,686	0 (F)
78,920	79,316	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	79,259	79,259	0 (F)
324,608	360,413	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)
998,556	1,003,564	Restricted Investments - Long Service Leave 02022/90	1,024,683	1,024,683	0 (F)
76,292,697	76,709,526	Total Restricted Cash	68,095,221	68,095,221	0 (F)
86,426,732	83,791,233	TOTAL CASH AND INVESTMENTS	72,192,491	72,192,491	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.

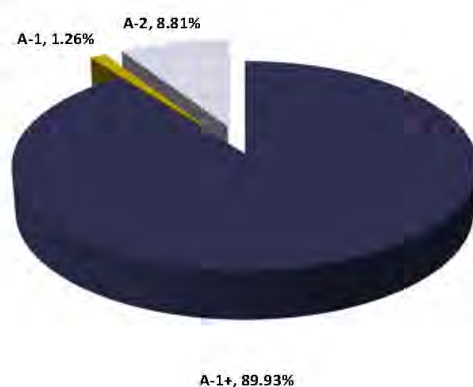
EMRC Investment Report

December 2020

I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %
AAA	A-1+	89.93%	100.00%
AA	A-1	1.26%	100.00%
BBB	A-2	8.81%	15.00%
		<u>100.00%</u>	

Investment by S&P Rating



II. Single Entity Exposure

	S&P Long Term Rating	S&P Short Term Rating	% Portfolio
AMP	BBB	A-2	4.40%
ANZ Banking Group	AAA	A-1+	25.16%
ME Bank	BBB	A-2	4.40%
NAB	AAA	A-1+	37.11%
Rural Bank	BBB	A-2	0.00%
Westpac / St. George Bank	AAA	A-1+	27.67%
Suncorp	AA	A-1	0.00%
Bank of Queensland	BBB	A-2	0.00%
Macquarie Bank	AA	A-1	1.26%
			<u>100.00%</u>

* 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%
	<u>100.00%</u>		

IV. Fossil Fuel Divestment

	% Portfolio
Non-Fossil Fuel ADI's	4.40%
Fossil Fuel ADI's	95.60%
	<u>100.00%</u>

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



CASH AND INVESTMENTS JANUARY 2021

Actual June 2020	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
Municipal Cash and Investments					
1,098,174	3,389,012	Cash at Bank - Municipal Fund 01001/00	1,105,580	1,105,580	0 (F)
3,950	4,050	Cash on Hand 01019/00 - 02	3,450	3,450	0 (F)
9,031,911	1,598,289	Investments - Municipal Fund 02021/00	2,988,240	2,988,240	0 (F)
10,134,035	4,991,351	Total Municipal Cash	4,097,270	4,097,270	0 (F)
Restricted Cash and Investments					
141,856	142,665	Restricted Investments - Plant and Equipment 02022/01	267,120	267,120	0 (F)
4,986,647	5,015,110	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	3,525,256	3,525,256	0 (F)
18,263,389	18,367,636	Restricted Investments - Future Development 02022/03	15,072,575	15,072,575	0 (F)
2,350,987	2,364,407	Restricted Investments - Environmental Monitoring Red Hill 02022/04	1,545,172	1,545,172	0 (F)
46,892	47,160	Restricted Investments - Environmental Insurance Red Hill 02022/05	57,268	57,268	0 (F)
15,631	15,720	Restricted Investments - Risk Management 02022/06	15,699	15,699	0 (F)
649,866	653,576	Restricted Investments - Class IV Cells Red Hill 02022/07	710,295	710,295	0 (F)
321,607	323,443	Restricted Investments - Regional Development 02022/08	322,511	322,511	0 (F)
45,240,494	45,498,725	Restricted Investments - Secondary Waste Processing 02022/09	44,803,335	44,803,335	0 (F)
2,873,244	2,889,645	Restricted Investments - Class III Cells 02022/10	482,686	482,686	0 (F)
78,920	79,370	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	79,259	79,259	0 (F)
324,608	366,346	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)
998,556	1,004,255	Restricted Investments - Long Service Leave 02022/90	1,024,683	1,024,683	0 (F)
76,292,697	76,768,058	Total Restricted Cash	68,095,221	68,095,221	0 (F)
86,426,732	81,759,409	TOTAL CASH AND INVESTMENTS	72,192,491	72,192,491	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.

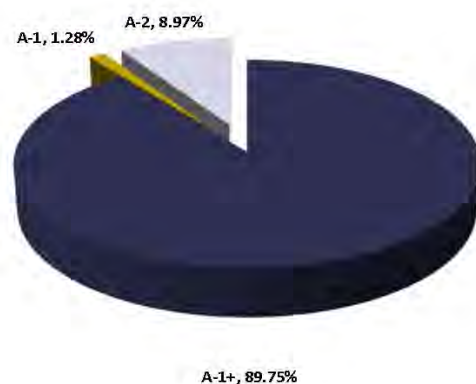
EMRC Investment Report

January 2021

I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %
AAA	A-1+	89.75%	100.00%
AA	A-1	1.28%	100.00%
BBB	A-2	8.97%	15.00%
		<u>100.00%</u>	

Investment by S&P Rating



II. Single Entity Exposure

	S&P Long Term Rating	S&P Short Term Rating	% Portfolio	
AMP	BBB	A-2	4.49%	
ANZ Banking Group	AAA	A-1+	26.92%	
ME Bank	BBB	A-2	4.49%	*
NAB	AAA	A-1+	34.61%	
Rural Bank	BBB	A-2	0.00%	*
Westpac / St. George Bank	AAA	A-1+	28.21%	
Suncorp	AA	A-1	0.00%	*
Bank of Queensland	BBB	A-2	0.00%	
Macquarie Bank	AA	A-1	1.28%	
			<u>100.00%</u>	

* 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%
	<u>100.00%</u>		

IV. Fossil Fuel Divestment

	% Portfolio
Non-Fossil Fuel ADI's	4.49%
Fossil Fuel ADI's	95.51%
	<u>100.00%</u>

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 Alterations and Single Storey Additions to Grouped Dwelling - Lot 1, 88 Seventh Avenue, Maylands**

Applicant/Proponent:	Kara Peacock and Kyle Hughes-Odgers	
Owner:	Kara Peacock and Kyle Hughes-Odgers	
Responsible Branch:	Development Approvals	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input checked="" type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. Development Plans	
Refer:	N/A	

SUMMARY

A planning application has been received for proposed alterations and single storey additions to grouped dwelling at Lot 1, 88 Seventh Avenue, Maylands. Given the property is listed on the City's Scheme Heritage List and Local Heritage Survey (LHS) determination of the application falls outside officer's delegation; hence the application is referred to Council for determination. The alterations and additions to the grouped dwelling are considered to not unduly impact the subject and adjacent properties.

COUNCIL RESOLUTION**OFFICER'S RECOMMENDATION**

That Council grants planning approval for the proposed alterations and single storey additions to grouped dwelling at Lot 1, 88 Seventh Avenue, Maylands in accordance with the planning application dated 5 January 2021 and plans dated 5 February 2021 subject to the following conditions and advice notes:

1. The development shall be carried out only in accordance with the terms of the application as approved herein, and any approved plan.
2. All stormwater and drainage runoff produced onsite is to be disposed of onsite to the satisfaction of the City of Bayswater.
3. The approved parapet/boundary wall and footings abutting the eastern boundary must be constructed wholly within the subject allotment. The external surface of the parapet/boundary wall shall be finished to a professional standard, to the satisfaction of the City of Bayswater.
4. On completion of construction, all excess articles, equipment, rubbish and materials being removed from the site and the site left in an orderly and tidy condition, to the satisfaction of the City of Bayswater.
5. All street tree(s) within the verge adjoining the subject property are to be retained and shall have measures consistent with AS 4970-2009 undertaken to ensure its/their protection during construction of the subject development to the satisfaction of the City, including but not limited to the following:
 - (a) A minimum 2.0m radius tree protection zone (TPZ) shall be provided through 1.8m high fencing around the verge trees (chain mesh panels or other suitable material) during construction of the subject development.
 - (b) The above fencing is not to be moved or removed at any period during construction, and this zone is not to be entered for any reason; signage notifying people of the TPZ and the associated requirements is to be placed on each side of the fencing.

- (c) All activities related to construction of the subject development, including parking of vehicles, storage of materials, and washing of concreting tools and equipment is prohibited within the designated TPZ.
- (d) Any roots identified to be pruned shall be pruned with a final cut to undamaged wood outside of the TPZ. Pruning cuts shall be made with sharp tools such as secateurs, pruners, handsaws or chainsaws. Pruning wounds shall not be treated with dressings or paints. It is not acceptable for roots to be 'pruned' with machinery such as backhoes or excavators.
- (e) The tree(s) shall be provided with supplemental water during any construction period falling over summer, with a minimum of 150 litres being provided per week.
- (f) Should any works be required to be undertaken within the TPZ, approval must be given by the City prior to entering this zone. You may be required to seek advice from an Arborist in regard to the type of works being undertaken, this information is to be assessed by the City as part of the approvals to enter.
- (g) Any new crossover shall maintain a minimum clearance of 2.0m from the base of a street tree(s).

Advice Notes:

1. To activate the planning approval, the development/use subject of this approval must be substantially commenced within a period of four years of the date of this approval notice. If the development is not substantially commenced within this period, this approval shall lapse and be of no further effect. Where an approval has lapsed, no development/use shall be carried out without the further approval of the City having first been sought and obtained.
2. This approval is not a building permit or an approval under any other law than the *Planning and Development Act 2005*. It is the responsibility of the applicant/owner to obtain any other necessary approvals, consents and/or licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.
3. This approval is not an authority to ignore any constraint to development on the land, which may exist through contract or on title, such as but not limited to an easement or restrictive covenant. It is the responsibility of the applicant/owner to investigate any such constraints before commencing development.
4. Kerbs, roadways, footpaths, open drains, stormwater pits, service authority pits and verge areas must be adequately protected, maintained and reinstated if required, during and as a result of carting and all works associated with this development.

CR SALLY PALMER MOVED, CR GIORGIA JOHNSON SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 9/0

BACKGROUND

Application Number:	DA21-0010
Address:	Lot 1, 88 Seventh Avenue, Maylands
Town Planning Scheme Zoning:	Medium and High Density Residential - R50
Use Class:	Grouped Dwelling - 'P'
Lot Area:	323m ²
Existing Land Use:	Grouped Dwelling
Surrounding Land Use:	Single Houses, Grouped Dwellings, Multiple Dwellings
Proposed Development:	Alterations and Single Storey Additions to Grouped Dwelling

A planning application was received on 7 January 2021 for proposed alterations and single storey additions to the existing grouped dwelling. Given the property is listed on the City's Scheme Heritage List and Local Heritage Survey (LHS), determination of the application falls outside officer's delegation, hence the application is referred to Council for determination.



EXTERNAL CONSULTATION

Community consultation was undertaken to affected property owners with no comments received during the consultation process. Upon submission of the planning application, two comments of support were received from the adjoining landowners.

OFFICER'S COMMENTS

Key Scheme Provisions	Required	Provided	Assessment
Minimum Setbacks:			
Front	N/A	N/A	N/A
Side (Eastern) – Verandah to Living	3.9m	2.7m	Variation
Side (Western) – Bed 1 - Deck	1.7m	0.626m	Variation
Rear (Northern) – Patio – Deck	1.5m	1.5m	Compliant
Maximum Wall Height	6.0m	4.7m	Compliant
Maximum Roof Pitch Height	9.0m	6.8m	Compliant
Minimum Open Space	40%	46%	Compliant
Minimum Parking	2 car bays	2 car bays	Compliant

Lot Boundary Setbacks

The proposed additions, located to the rear of the existing dwelling, present lot boundary setback variations to the eastern and western elevations. The proposed setbacks are not considered to unduly impact the adjoining properties given both sections of wall are located in line with the existing dwelling and do not compromise the appearance of the existing dwelling. In addition the new works are either abutting or adjacent to the existing driveway of the adjoining lots and given the orientation of the lots do not unduly impact any habitable areas of these properties.

On this basis, the above lot boundary setback variations are considered minor and are supported accordingly.

Heritage Assessment

The site is included on the City's Town Planning Scheme No. 24 Heritage List and Local Heritage Survey as a 'Category 3' heritage place. The LHS indicates that the original building was constructed circa 1914. Any alterations or additions to buildings on the site requires the approval of Council, and an assessment based on the merits of the application is required. The LHS states the following descriptions for the subject place:

Physical Description

"A single storey brick house set behind a white picket fence and partially screened by mature plantings. The house has a hipped and gabled metal roof, penetrated by two brick chimneys. There is a projecting wing with a gable above to the left, below there is a traditional awning protecting a set of three casement windows with three small fixed panes above.

Adjoining the projecting wing is the front entry door surrounded by leadlight sidelights and fanlight, on the right side of the façade is a screened sash window with side lights. Both sets of windows have decorative sills and aprons with one rendered band aligning with sill height and a second rendered band at door header height. The right side of the front façade has a bullnose verandah supported on tuned posts.

Historical Notes

The subdivision plan for this portion of Maylands was approved by the Department of Lands and Surveys in 1899. Development of this area was driven largely by the need to provide housing for the numbers of workers occupied in the vicinity. Two of the biggest employers were the Midland Railway Workshops and Mephan Ferguson Factory.

From the readily available information there is no indication this site was built on prior to 1915 when engineer, James Robertson (c1874-1949) and his wife Edith (c1878-1957) are recorded in the Post Office Directories as living at this place. The family lived at the house until the 1950's.

Aerial photographs indicate the form and extent of the place have not changed significantly since the mid-20th century. The skillion roof addition at the rear of the house has been reduced in size and integrated within the main roof structure.

In c2000, the original red corrugated iron roof was replaced with Colorbond at approximately the same time the lot was divided c2000 to enable the construction of a new residence in the rear of the lot."

The proposed additions comprise living and storage and will replace the non-original additions to the rear of the dwelling. The original fabric of the dwelling is not proposed to be altered and the additions are limited to the rear of the building. Further, it is considered that the proposed design including the materials, colours and finishes of the additions, are a contemporary response having regard to the heritage significance of the place.

LEGISLATIVE COMPLIANCE

- City of Bayswater Town Planning Scheme No. 24 and local planning policies; and
- City of Bayswater Local Heritage Survey.

OPTIONS

The following options are available to Council:

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

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC IMPLICATIONS

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

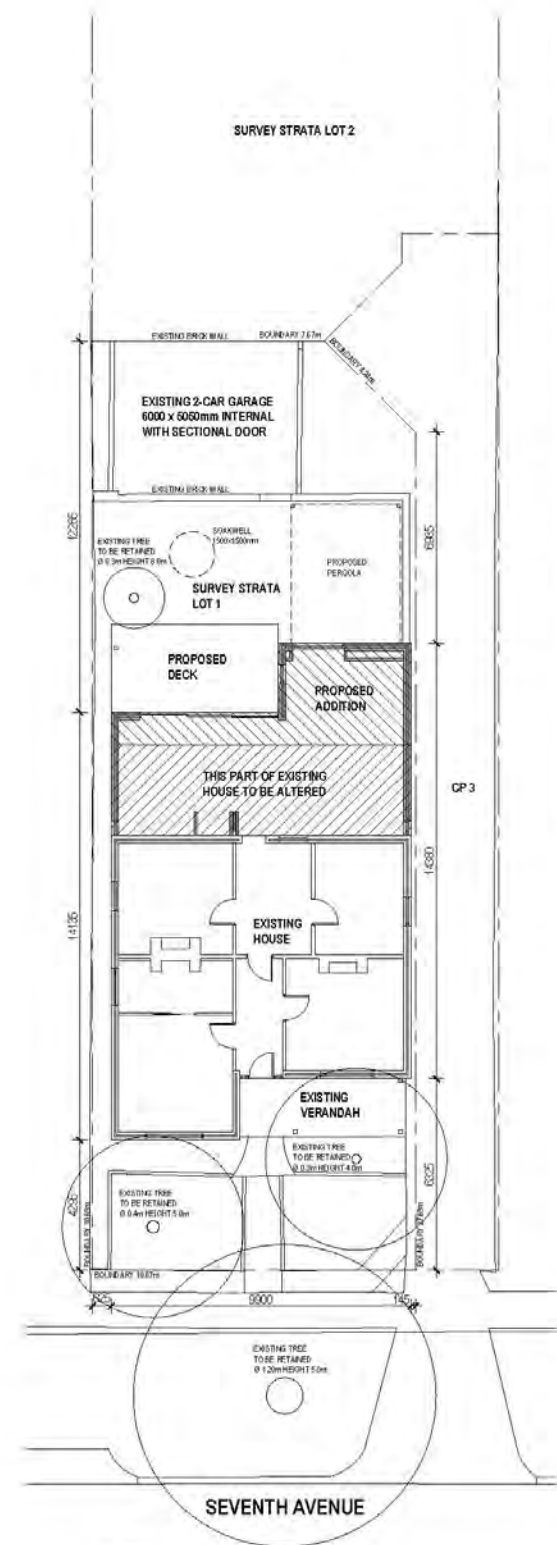
Theme: Our Built Environment
Aspiration: A quality and connected built environment.
Outcome B1: Appealing streetscapes.
Outcome B3: Quality built environment.

The proposed development will contribute towards a quality built environment by retaining and further enhancing the heritage significance of an existing dwelling located in a character residential area in Bayswater.

CONCLUSION

In light of the above assessment of the proposal, the application is recommended for approval subject to appropriate conditions.

Attachment 1



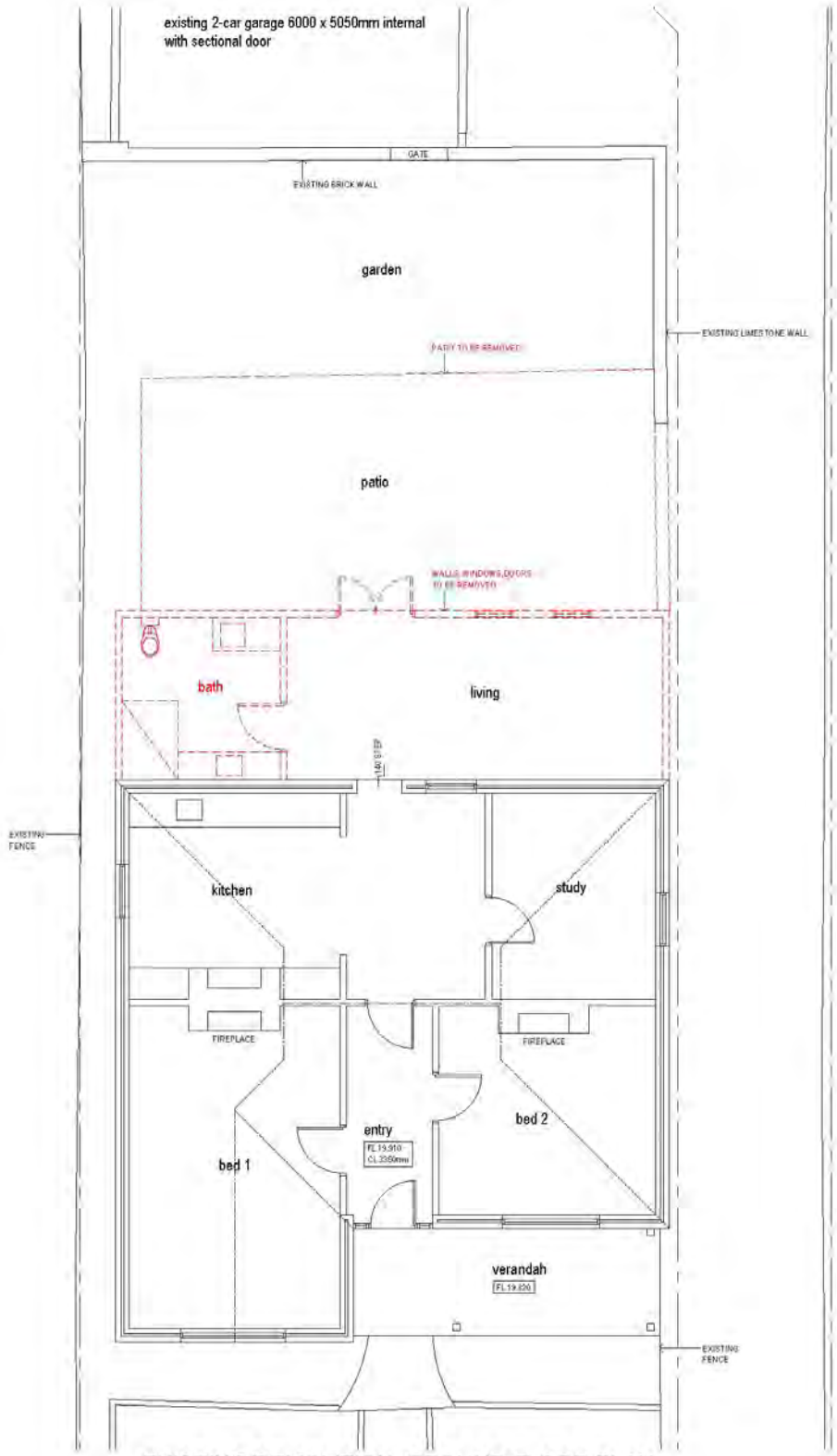
SITE PLAN
SCALE: 1:200

GENERAL	
CITY OF BAYSWATER R-CODE R50	
SURVEY STRATA LOT 1 = 323m ² 50% OF CP3 = 51.5m ² TOTAL SITE AREA = 374.5m ² GROUND FLOOR AREA = 173.4m ² OPEN SPACE = 201.1m ² (53.6%)	
AREA	
EXISTING	
HOUSE	117.9
VERANDAH	10.5
GARAGE	32.1
ADDITION	
GROUND FLOOR	20.5
DECK	16.1
UPPER FLOOR	58.1
TOTAL	255.2m ²
SOAKWELL	
SOAKWELL 1500x1500 = 2.65m ³ TOTAL CAPACITY PROVIDED = 2.65m ³	
ROOF AREA = 161.5m ² CAPACITY REQUIRED (AREA x 0.0125) = 2.02m ³ EXTRA CAPACITY PROVIDED = 0.63m ³	

Site Plan

Addition & Alteration
Planning Approval

Kara Peacock
88 Seventh Ave, Maylands, WA 6051



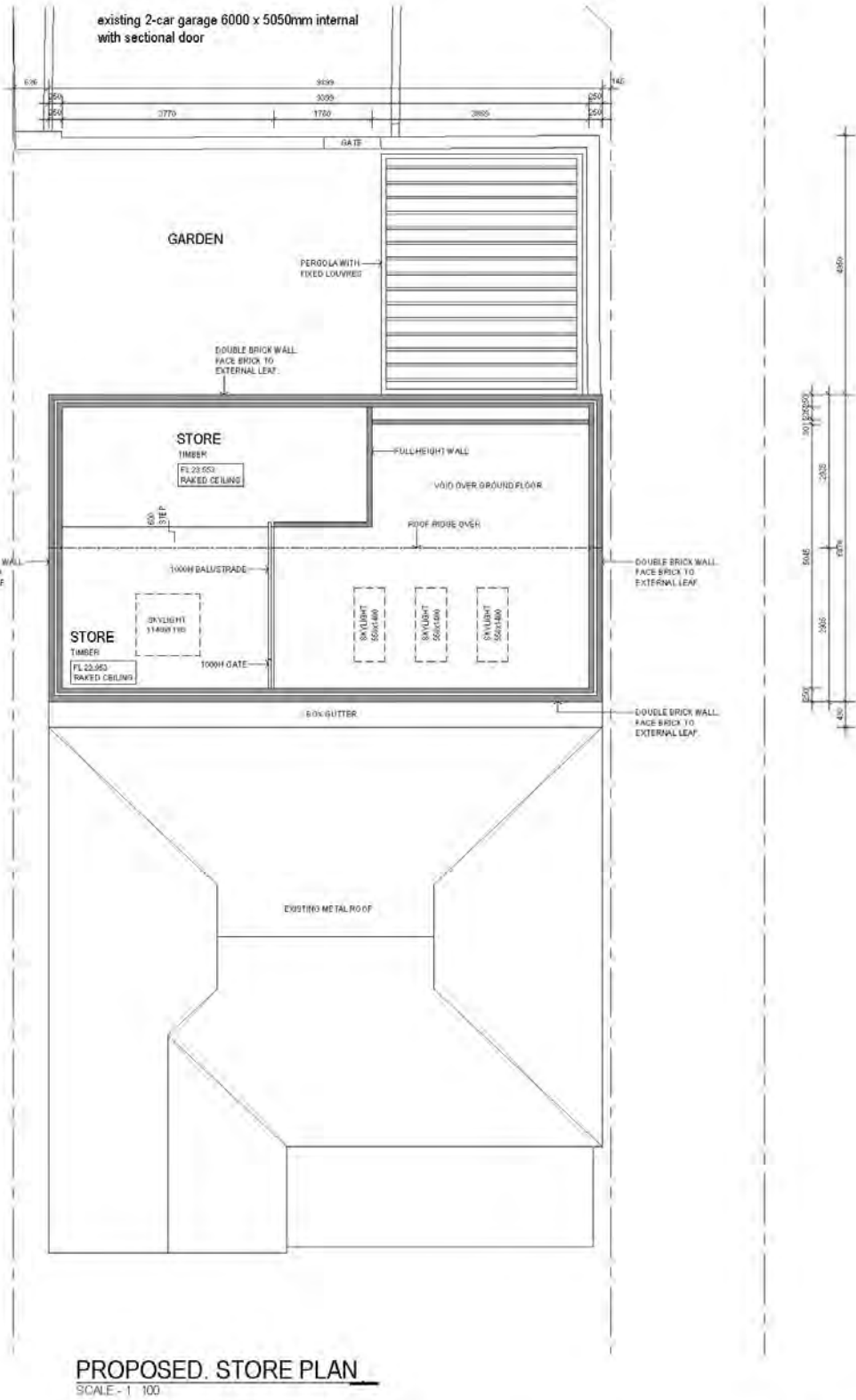
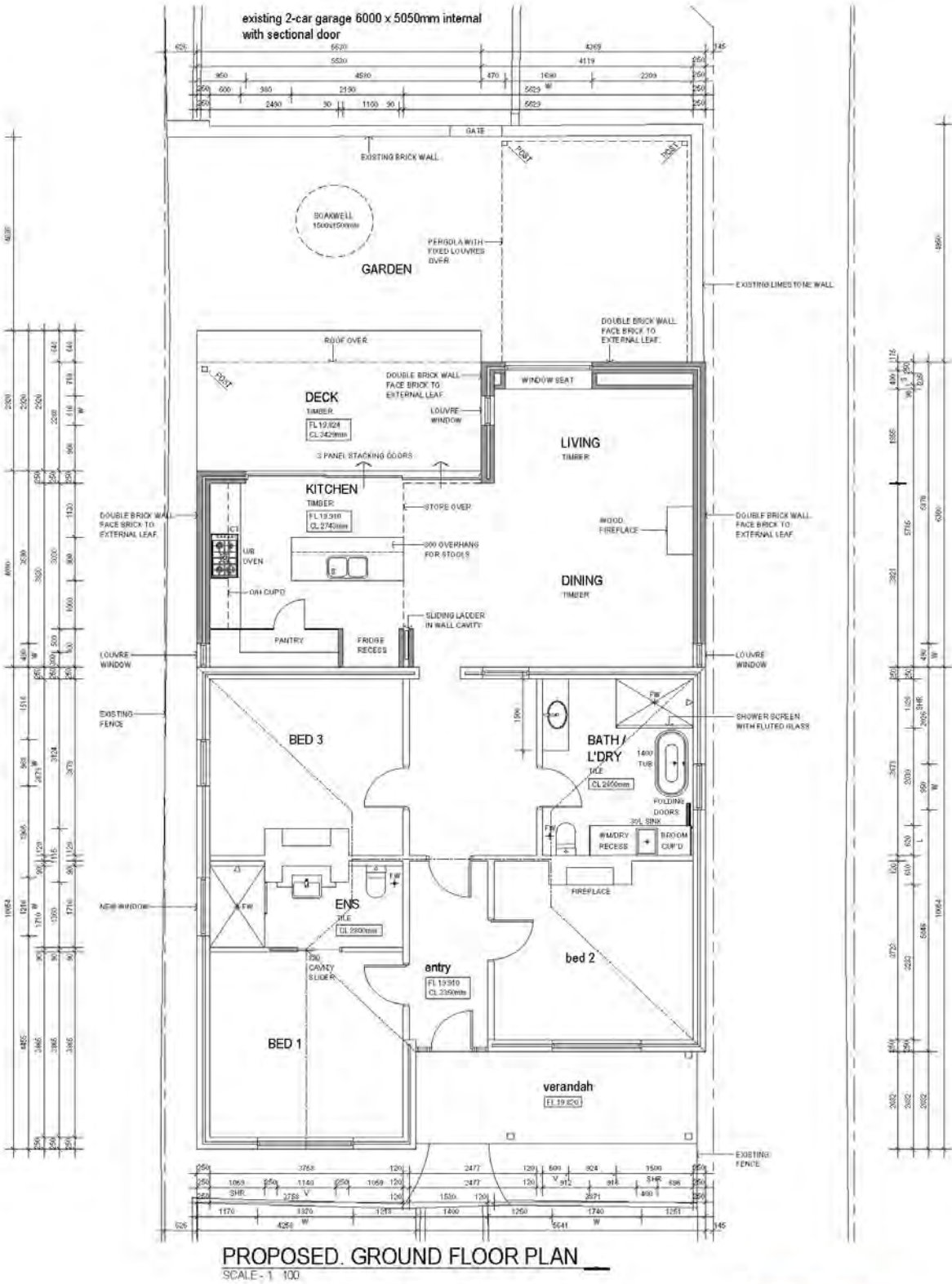
EXISTING/DEMOLITION. GROUND FLOOR PLAN
SCALE: 1:100

Designed By Keanjin Toy
Job No: SC16-0258
Page No: A.01
Scale @ A3 AS NOTED
Rev 01
Date 26/01/2021
Drawn By Keanjin Toy
Amendment Issued to Client



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Floor Plan

Addition & Alteration
Planning Approval

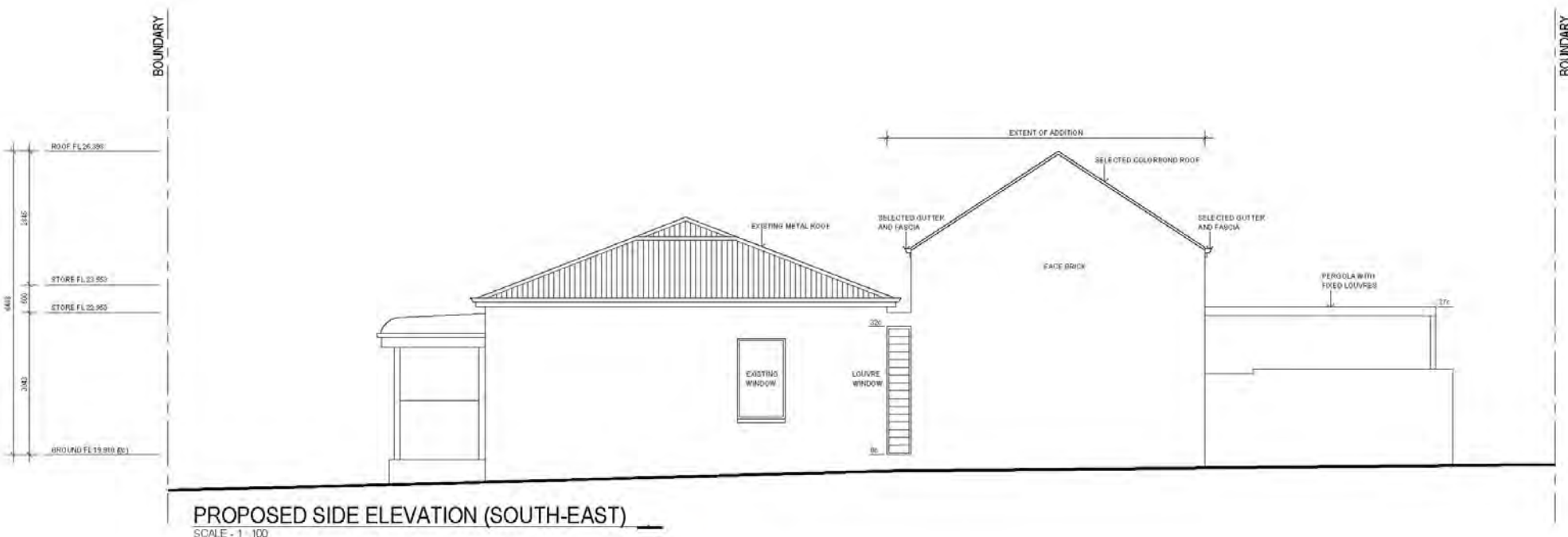
Kara Peacock
88 Seventh Ave, Maylands, WA 6051

Designed By Keanjin Toy
Job No: SD16-0268
Page No: A.02
Scale @ A3 1:100

Rev 01
Date 26/01/2021
Drawn By Keanjin Toy
Amendment Issued to Client







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Elevations

Addition & Alteration
Planning Approval

Kara Peacock
88 Seventh Ave, Maylands, WA 6051

Designed By Keanjin Tay
Job No: SD16-0269
Page No: A.04
Scale @ A3 1:100

Rev 01
Date 26/01/2021
Drawn By Keanjin Tay
Amendment Issued to Client

10.4.2 Proposed Single Storey Single House and Street Tree Removal - Lot 3, 3 Rugby Street, Bayswater

Applicant/Proponent:	Pure Homes Pty Ltd t/a B1 Homes (Director: Scott Park)	
Owner:	Stephen Chatterton & Hanh Phan	
Responsible Branch:	Development Approvals	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input checked="" type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. Development Plans 2. Subdivision Plan	
Refer:	N/A	

SUMMARY

A planning application has been submitted for a proposed single storey single house including street tree removal at Lot 3, 3 Rugby Street, Bayswater. The site is zoned Medium and High Density Residential R25 under the City's Town Planning Scheme 24 (TPS24).

The application is being referred to Council as the proposal includes the removal of a street verge tree, which complies with the criteria for removal as specified in the City's *Trees on Private Land and Street Verges Policy* and the City's *Urban Trees Policy*. The City Officers do not have delegated authority to determine a development application which involves the removal of a verge tree. The application is recommended for approval.

COUNCIL RESOLUTION**OFFICER'S RECOMMENDATION**

That Council approves the development application dated 12 October 2020 and amended plans dated 23 February 2021 for the proposed single house at Lot 3, 3 Rugby Street, Bayswater, subject to the following conditions:

1. The development shall be carried out only in accordance with the terms of the application as approved herein, and any approved plan.
2. The approved garage boundary wall and footing abutting the northern lot boundary must be constructed wholly within the subject allotment. The external surface of the boundary wall shall be finished to a professional standard, to the satisfaction of the City of Bayswater.
3. One standard tree and associated growth zone with a minimum radius of 2.0m and minimum pot size of 35L is to be provided within the lot as indicated on the approved plans in accordance with the City's *Trees on Private Land and Street Verges Policy* to the satisfaction of the City of Bayswater.
4. The northern-most street tree proposed to be removed as indicated on the approved plans shall be removed to the satisfaction of the City of Bayswater. The owner/applicant is responsible for engaging a qualified contractor, the cost of removing the tree and any claims that may arise from the removal of the tree.
5. Prior to the removal of the northern-most street verge tree indicated on the approved plans, the owner/applicant is to pay the City of Bayswater the amount of \$5,760 as determined by the Helliwell Assessment undertaken by the City to compensate for the loss of amenity value provided by the tree.
6. Landscaping and reticulation shall be completed in accordance with the approved detailed landscape plan prior to occupation of the development and thereafter maintained to the satisfaction of the City of Bayswater.

7. All stormwater and drainage runoff produced onsite is to be disposed of onsite to the satisfaction of the City of Bayswater.
8. All vehicle crossings being upgraded, designed and constructed to the satisfaction of the City of Bayswater.
9. The proposed driveway being constructed with brick paving or concrete to the satisfaction of the City of Bayswater.
10. Any new front fencing is to comply with the requirements of the Residential Design Codes to the satisfaction of the City of Bayswater.
11. On completion of construction, all excess articles, equipment, rubbish and materials being removed from the site and the site left in an orderly and tidy condition, to the satisfaction of the City of Bayswater.
12. All street tree(s), except the northern-most tree within the verge adjoining the subject property, are to be retained and shall have measures consistent with AS 4970-2009 undertaken to ensure its/their protection during construction of the subject development to the satisfaction of the City, including but not limited to the following:
 - (a) A minimum 2.0m radius tree protection zone (TPZ) shall be provided through 1.8m high fencing around the verge trees (chain mesh panels or other suitable material) during construction of the subject development.
 - (b) The above fencing is not to be moved or removed at any period during construction, and this zone is not to be entered for any reason; signage notifying people of the TPZ and the associated requirements is to be placed on each side of the fencing.
 - (c) All activities related to construction of the subject development, including parking of vehicles, storage of materials, and washing of concreting tools and equipment is prohibited within the designated TPZ.
 - (d) Any roots identified to be pruned shall be pruned with a final cut to undamaged wood outside of the TPZ. Pruning cuts shall be made with sharp tools such as secateurs, pruners, handsaws or chainsaws. Pruning wounds shall not be treated with dressings or paints. It is not acceptable for roots to be 'pruned' with machinery such as backhoes or excavators.
 - (e) The tree(s) shall be provided with supplemental water during any construction period falling over summer, with a minimum of 150 litres being provided per week.
 - (f) Should any works be required to be undertaken within the TPZ, approval must be given by the City prior to entering this zone. You may be required to seek advice from an Arborist in regard to the type of works being undertaken, this information is to be assessed by the City as part of the approvals to enter.
 - (g) Any new crossover shall maintain a minimum clearance of 2.0m from the base of a street tree(s).

Advice Notes:

1. To activate the planning approval, the development/use subject of this approval must be substantially commenced within a period of four years of the date of this approval notice. If the development is not substantially commenced within this period, this approval shall lapse and be of no further effect. Where an approval has lapsed, no development/use shall be carried out without the further approval of the City having first been sought and obtained.
2. This approval is not a building permit or an approval under any other law than the *Planning and Development Act 2005*. It is the responsibility of the applicant/owner to obtain any other necessary approvals, consents and/or licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.

3. This approval is not an authority to ignore any constraint to development on the land, which may exist through contract or on title, such as but not limited to an easement or restrictive covenant. It is the responsibility of the applicant/owner to investigate any such constraints before commencing development.
4. This approval does not authorise any interference with dividing fences, nor entry onto neighbouring land. Accordingly, should the applicant/landowner wish to remove or replace any portion of a dividing fence, or enter onto neighbouring land, the applicant/landowner must first come to a satisfactory arrangement with the adjoining property owner. Please refer to the *Dividing Fences Act 1961*.

CR SALLY PALMER MOVED, CR GIORGIA JOHNSON SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 9/0

BACKGROUND

Application Number:	DA20-0620
Address:	Lot 3, 3 Rugby Street, Bayswater
Town Planning Scheme Zoning:	Medium and High Density Residential - R25
Use Class:	Permitted – ‘P’
Lot Area:	300 m ²
Existing Land Use:	Vacant Land
Surrounding Land Use:	Single House/Grouped Dwellings
Proposed Development:	Single Storey Single House and Street Tree Removal

A development application dated 12 October 2020 and amended plans dated 23 February 2021 have been received for a proposed single storey single house at Lot 3, 3 Rugby Street, Bayswater. The lot is currently vacant. Four street verge trees (three *Agonis flexuosa* (WA Peppermint) and one *Eucalyptus torquata* (Coral Gum)) are located on the adjacent verge in front of the subject site. The proponent is seeking to remove the northernmost street verge tree (*Agonis flexuosa*) to facilitate vehicle access to the proposed dwelling. The proposal includes some variations to the R-Codes, which are outlined below. However, the primary consideration for this proposal is the proposed street tree removal.





EXTERNAL CONSULTATION

As per Council Resolution the removal of the street verge tree was advertised within a radius of 50 metres and no submissions were received.

OFFICER'S COMMENTS

Key Scheme Provisions	Required	Provided	Assessment
Minimum Setbacks:			
Front	3m/6m average	2.9m/6m complies with average of the street setbacks of existing dwellings on each adjacent property.	Compliant
Side (South)	1.5m	1m	Variation
Side (North)	Nil-facing battle-axe leg	1m	Compliant
Rear (West)	1.5m	1.2m to 2.3	Variation
Boundary Wall:			
Maximum Wall Height - Side (North)	3.5m	2.6m	Compliant
Maximum Average Wall Height - Side (North)	3m	2.55m	Compliant
Maximum Wall Length - Side (North)	9m	6.69m	Compliant
Maximum Building Height:			
Wall Height	6m	2.8m	Compliant
Roof Pitch Height	9m	5m	Compliant
Minimum Open Space	50%	46.9%	Variation
Maximum Overshadowing of Adjoining Property	25%	12.2%	Compliant
Minimum Parking:	2 car bays	2 car bays	Compliant
Outdoor Living Area:			
Area	30m ²	57.2 m ²	Compliant
Open Area	38.1m ²	34.3 m ²	Variation
Street setback	Behind the street setback area	Within the street setback area	Variation
Minimum Trees	1 standard tree and growth zone with a radius of 2m.	1 standard tree and growth zone with a radius of 2m.	Compliant
Street Verge Trees	Street verge trees are to be retained.	Northern-most street verge tree to be removed.	Variation

The kitchen wall is setback to the southern boundary 1m in lieu of 1.5m. The southern property is currently vacant. The wall is articulated with openings and it is considered there will be no undue impact on the adjoining southern property in terms of bulk, sunlight and ventilation. The proposed development complies with the overshadowing and privacy requirements and no objection was received from the adjoining southern property owner. The lot boundary setback variation is therefore supported.

The walls to the western boundary are setback 1.2m to 2.3m in lieu of 1.5m. They will face the existing dwelling on the adjoining western property. The walls are articulated with openings and staggered walls and it is considered there will be no undue impact on the adjoining western property in terms of bulk, sunlight and ventilation. The proposed development complies with the overshadowing and privacy requirements and no objection was received from the adjoining western property owner. The lot boundary setback variation is therefore supported.

Open Space

The open space is 46.9% in lieu of 50%. The proposed development seeks a 3.1% reduction in the open space requirement, resulting in 9.3m² less than the requirement. A landscaping plan has been provided which supports the variation to the open space and as such the 46.9% open space will provide adequate, functional open space for the proposed single storey dwelling. Furthermore the proposed dwelling is provided with more than the required 30m² outdoor living area requirement which will facilitate active use outdoors for the future needs of residents, and given the property is within 185m of public open space, the open space variation is supported in this instance.

Outdoor Living Area (OLA)

The open area of the OLA is 34.3m² in lieu of 38.1m². OLA is located within the street setback area in lieu of being provided behind the street setback area. The outdoor living area will be used in conjunction with the living /dining room and open to winter sun and ventilation.

There will be no undue impact on the streetscape as the OLA will be an open area. The OLA variation is therefore supported.

Street Verge Tree Removal

There are four existing street verge trees adjacent to the subject site, with the northern-most tree impacted by the proposed vehicle access to the development. The City's *Trees on Private Land and Street Verges Policy* and the City's *Urban Trees Policy* specify that street verge trees are to be retained, unless in the opinion of the City of Bayswater the development meets the following criteria:

- (a) The tree is dead;
- (b) Where an unacceptable level of risk exists within the tree's structure and remedial techniques cannot rectify;
- (c) The tree is suffering from a disease where remedial techniques will not prevent further spread of the disease, and the removal will be of benefit to other trees around it;
- (d) The tree is causing significant damage to infrastructure and suitable documented evidence is provided by a suitably qualified currently practising arborist, at the expense of the applicant; and/or
- (e) To facilitate the placement of a permanent vehicle access crossing as a last resort, where there is no other viable option.

The subject site was previously part of Lot 32 which has since been subdivided into four lots.

The City raised the issue of the removal of the street verge tree with the Western Australian Planning Commission (WAPC) and the applicant via the subdivision application as per **Attachment 2**. The City recommended to the WAPC a condition that all the street verge trees are to be retained and any new crossover to maintain a minimum clearance of 2m from the base of a street tree and payment of the Helliwell amenity value in the event the subdivision was supported that effected street tree removal. The WAPC however approved the subdivision without a condition for the existing verge trees to be retained and no payment of the Helliwell amenity value.

The lots have been created and the new owner of 3 Rugby Street has submitted this application with one of the existing street verge trees (the northern-most) to be removed for vehicular access.

It is considered that the removal of the existing verge tree complies with the City's Urban Trees Policy as it will facilitate the placement of a permanent vehicle access crossing as there is no other viable option available. A Helliwell Assessment has been carried out by the City which amounts to \$5,760 for the amenity value of the street verge tree.

Delegated Authority

This development application is referred to Council given City officers do not have delegated authority to approve the removal of the street verge tree to facilitate a crossover where no other viable alternative exists (subject to the amenity valuation process). It is considered this type of application does not warrant the consideration of Council which will help to streamline the development application process which will be beneficial to the applicant and the City. It is suggested that in the future when Council review the Instrument of Delegation to consider giving City officers delegated authority to determine this type of application.

LEGISLATIVE COMPLIANCE

- The City of Bayswater Town Planning Scheme 24;
- City of Bayswater local planning policies including Trees on Private Land and Street Verges Policy;
- City of Bayswater Urban Tree Policy; and
- State Planning Policy 7.3 Residential Design Codes Volume 1.

OPTIONS

The following options are available to Council:

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

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027 (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.

Street verge trees make an important contribution to appealing streetscapes and a quality built environment. The removal of the street verge tree is required to facilitate a permanent vehicle access to the site where no other viable option is available. The Council has consistently refused development applications for removal of street verge trees and support of this application will not set a precedent given the site has no alternative vehicular access.

CONCLUSION

Given the above, it is recommended that the application be approved subject to appropriate conditions.

COTTAGE & ENGINEERING SURVEYS
Licensed Surveyors

87-89 Guthrie Street, Osborne Park, Western Australia
Telephone: (08) 9446 7361 Facsimile: (08) 9445 2998
Email: perth@cottage.com.au Website: www.cottage.com.au

J/N: 474431 DATE: 20 Jul 20 SCALE: 1:200 DRAWN: B. Saliba

Builder : B1 Homes
CLIENT : Chatterton & Phan
LOT 32 #3 Rugby Street, Bayswater

Plan7488

LEGEND

[Symbol]	SEC Dome
[Symbol]	Power Pole
[Symbol]	Phone Pits
[Symbol]	Water Conn.
[Symbol]	TP 10.00 Top Pillar/Post
[Symbol]	TW 10.00 Top Wall
[Symbol]	TR 10.00 Top Retaining
[Symbol]	TF 10.00 Top Fence

SITE INFO NOTE:
ZONING: TAB
SITE AREA: 300.93m²
SITE COVER: 52.25%

NOTE:
SPL & FFL MAY VARY APPROX. 100mm DUE TO SITE CONDITIONS

STORMWATER NOTE:
STORMWATER DISPOSAL AS PER ADDENDA TO COUNCIL REQUIREMENTS

GRANO NOTE:
PLEASE CONTACT THE SITE SUPERVISOR FOR ANY QUERIES

NOTE:
SITE BOUNDARIES, SETBACKS, SITE POSITION, SERVICE LOCATIONS, FFL, RETAINING, DROPPED FOOTINGS TBC ONCE FINAL SUBDIVISION IS RECEIVED AND TITLES RELEASED. PLANNING APPROVAL REQUIRED

OUTDOOR LIVING AREA:
TOTAL: 55.88m²
UNCOVERED: 41.40m²

DISCLAIMER:
Lot boundaries drawn on survey are based on landgate plan only. Survey does not include title search and as such may not show easements or other interests not shown on plan. Title should be checked to verify all lot details and for any easements or other interests which may affect building on the property.

DISCLAIMER:
Survey does not include verification of cadastral boundaries. All features and levels shown are based on orientation to existing pegs and fences only which may not be on correct cadastral alignment. Any designs based or dependent on the location of existing features should have those features' location verified in relation to the true boundary.

DISCLAIMER:
Survey shows visible features only and will not show locations of underground pipes or conduits for internal or mains services. Verification of the location of all internal and mains services should be confirmed prior to finalisation of any design work.

DISCLAIMER:
Cottage & Engineering surveys accept no responsibility for any physical on site changes to the parcel or portion of the parcel of land shown on this survey including any adjoining neighbours levels and features that have occurred after the date on this survey. All Sewer details plotted from information supplied by Water Corporation.

NOTE/BWARE ADVISE TRADES
O/Head power lines

LOT MISCLOSE
0.005 m

SOIL DESCRIPTION
Sand
Light Grass Cover

NOTE:
UNDERGROUND POWER NOT LOCATED ADJACENT TO LOT AT TIME OF SURVEY. VERIFY AVAILABILITY WITH WESTERN POWER

PURE SPECIFICATION

CUSTOM DESIGN

SITE PLAN

DATE: 23/02/2021 SHEET N°: 03 of 12
SCALE: 1:200
REVISION N°: 05 JOB N°: 2007034B

BAYSWATER WA 6053
SALES: RW DRAWN: VP CHECKED: XX

THIS IS ONE OF THE DRAWINGS REFERRED TO IN THE CONTRACT :

OWNER: _____ DATE: _____
OWNER: _____ DATE: _____
BUILDER: _____ DATE: _____

VARIATIONS:
REV: 1' DESCRIPTION: PRELIMINARY DRAWINGS
2' HOUSE SITED
3' DA-PLANNING + WATER METER
4' VOR1 (1-50)
5' VOR4 (1-4)
6' DA - TREE NOTATION
7'
8'

INT: DATE: 19/09/20
VP EW 12.10.20
RB 14.12.20
RB 05.01.21
DOB 22.01.21
DOB 23.02.21

CLIENT: CHATTERTON & PHAN
SITE ADDRESS: LOT 32 (#3) RUGBY STREET

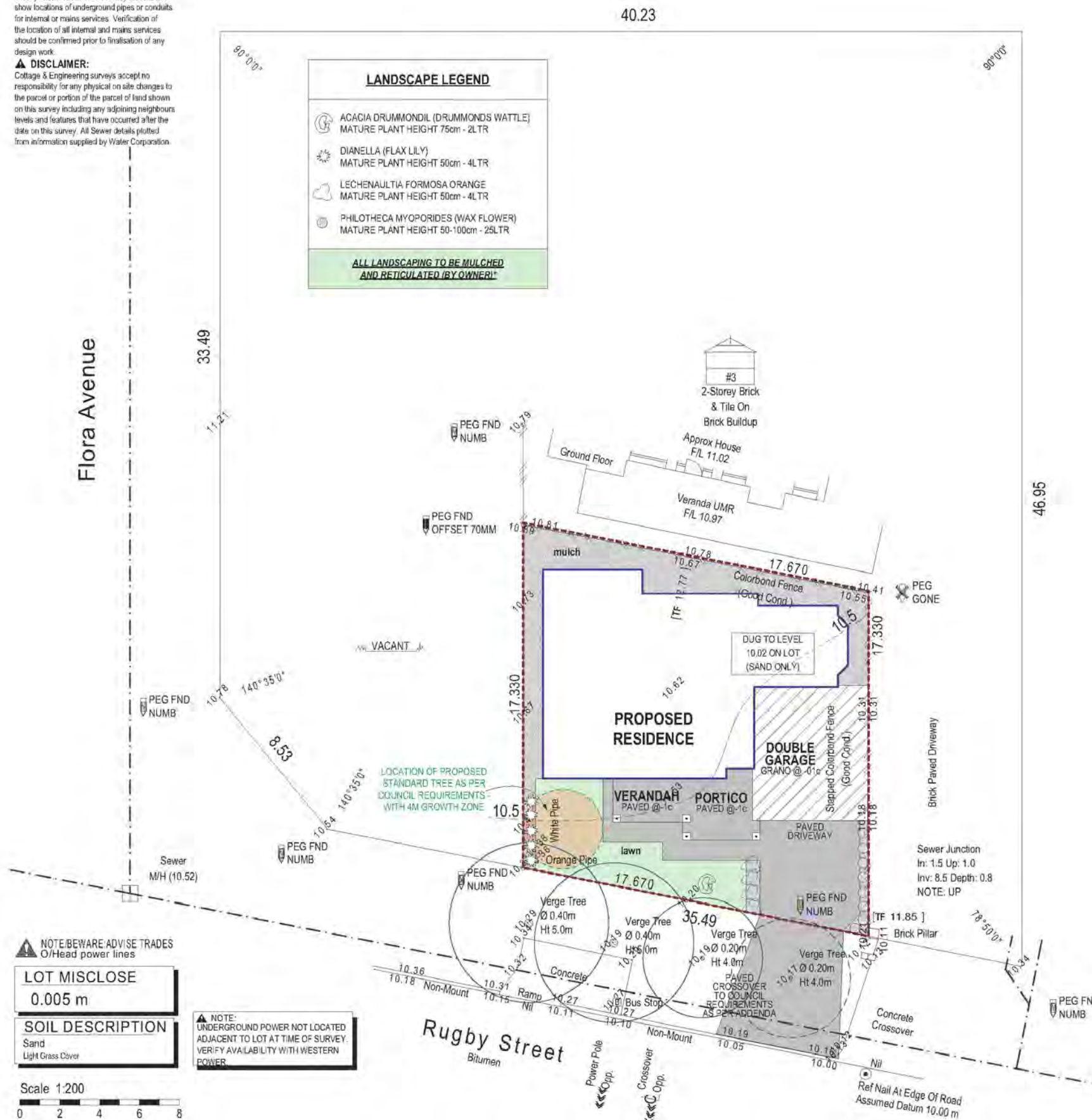
The site plan illustrates Lot 32, bounded by Flora Avenue to the west and Rugby Street to the south. The proposed development includes a two-story brick house with a tile roof, a double garage, a veranda, and a portico. Key features include a colorbond fence, a dug-to-level area (sand only), a paved driveway, and various setbacks. The plan also shows existing vegetation, including verge trees and a standard tree. Boundary lines are clearly defined, and various levels (F.F.L., SPL, etc.) are indicated throughout the site. A sewer junction and water meter location are also noted. The drawing includes a north arrow, a scale bar (1:200), and a legend for symbols used.


⚠️ DISCLAIMER:
Lot boundaries drawn on survey are based on landgate plan only. Survey does not include title search and as such may not show easements or other interests not shown on plan. Title should be checked to verify all lot details and for any easements or other interests which may affect building on the property.

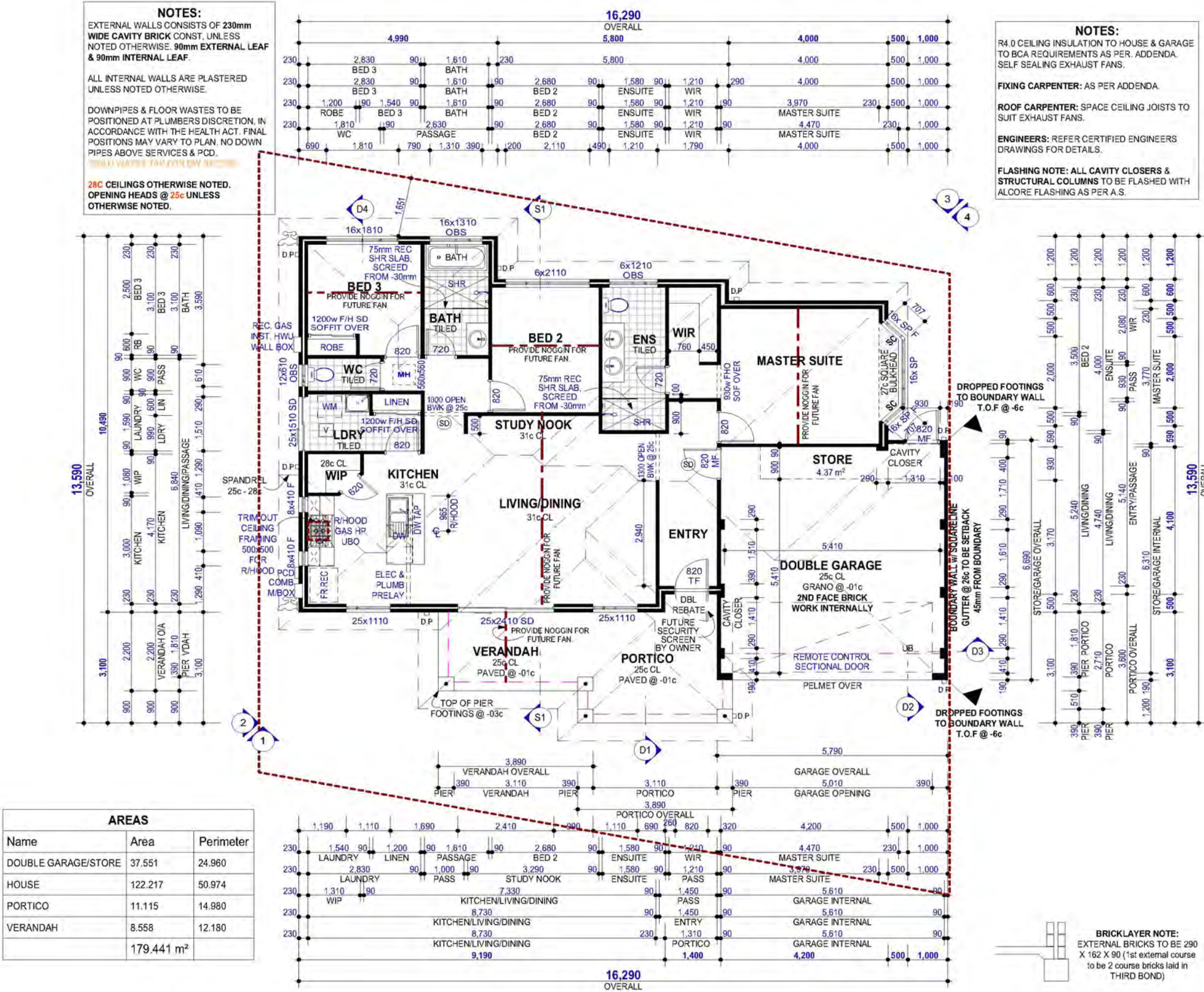
⚠️ DISCLAIMER:
Survey does not include verification of cadastral boundaries. All features and levels shown are based on orientation to existing pegs and fences, only which may not be on correct cadastral alignment. Any designs based or dependent on the location of existing features should have those features' location verified in relation to the true boundary.

⚠️ DISCLAIMER:
Survey shows visible features only and will not show locations of underground pipes or conduits for internal or mains services. Verification of the location of all internal and mains services should be confirmed prior to finalisation of any design work.

⚠️ DISCLAIMER:
Cottage & Engineering surveys accept no responsibility for any physical on site changes to the parcel or portion of the parcel of land shown on this survey including any adjoining neighbours levels and features that have occurred after the date on this survey. All Sower details plotted from information supplied by Water Corporation.



	BUILDERS REGISTRATION N° 14299 23 FRONISHER STREET OSBORNE PARK WA 6017 Phone (08) 9281 3131 Fax (08) 9281 3132 ©Copyright 2006	THIS IS ONE OF THE DRAWINGS REFERED TO IN THE CONTRACT :		VARIATIONS: REV: 1' DESCRIPTION: PRELIMINARY DRAWINGS 2' HOUSE SITED 3' DA- PLANNING + WATER METER 4' VG#1 (1-50) 5' VG#4 (1-4) 6' DA - TREE NOTATION 7' 8'		INT: DATE: 19.09.20 VF: EW 12.10.20 RB 14.12.20 RE 05.01.21 DDB 22.01.21 DDB 23.02.21		CLIENT: CHATTERTON & PHAN SITE ADDRESS: LOT 32 (#3) RUGBY STREET BAYSWATER WA 6053 SALES: RW DRAWN: VP CHECKED: XX		PURE SPECIFICATION CUSTOM DESIGN LANDSCAPING PLAN PLAN DATE: 23/02/2021 SHEET N°: 04 of 12 SCALE: 1:200 REVISION N°: 05 JOB N°: 2007034B	
		OWNER:..... DATE:									
		OWNER:..... DATE:									
		BUILDER:..... DATE:									



PURE SPECIFICATION

CUSTOM DESIGN

FLOOR PLAN

DATE: 23/02/2021

SCALE: 1:1, 1:100

REVISION N°: 05

SHEET N°: 06 of 12

JOB N°: 2007034B

CLIENT:

CHATTERTON & PHAN

SITE ADDRESS:

LOT 32 (#3) RUGBY STREET

BAYSWATER WA 6053

SALES: RW

DRAWN: VP

CHECKED: XX

THIS IS ONE OF THE DRAWINGS REFERRED TO IN THE CONTRACT:

OWNER: DATE:

OWNER: DATE:

BUILDER: DATE:

VARIATIONS:

REV: 1 DESCRIPTION: PRELIMINARY DRAWINGS

REV: 2 HOUSE SITED

REV: 3 DA-PLANNING + WATER METER

REV: 4 VCH (1-30)

REV: 5 VCH (1-3)

REV: 6 DA- TREE NOTATION

BUILDERS REGISTRATION

N° 14239

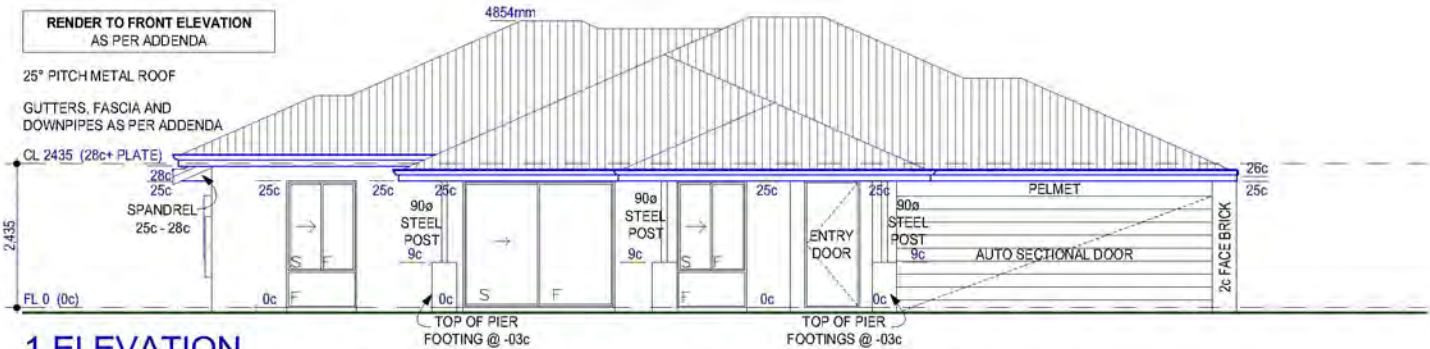
23 FR08 ISHER STREET

COSBORNE PARK WA 6017

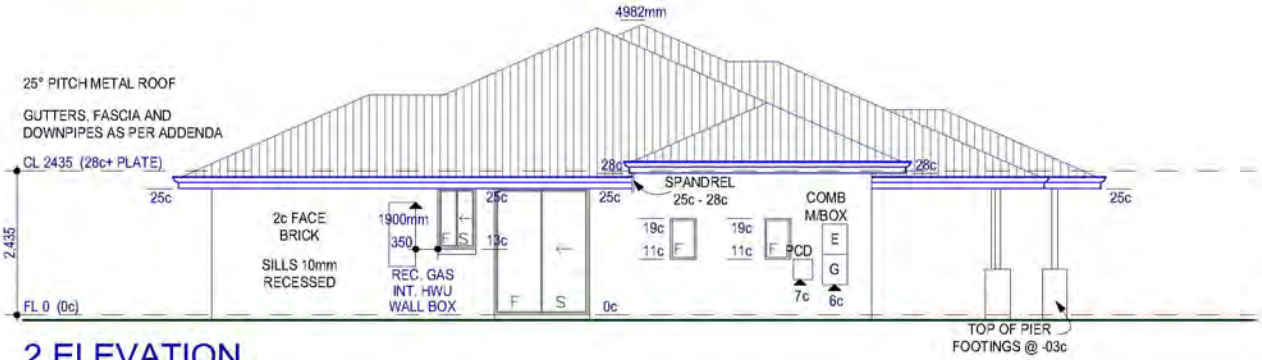
Phone (08) 9261 3131

Fax (08) 9261 3132

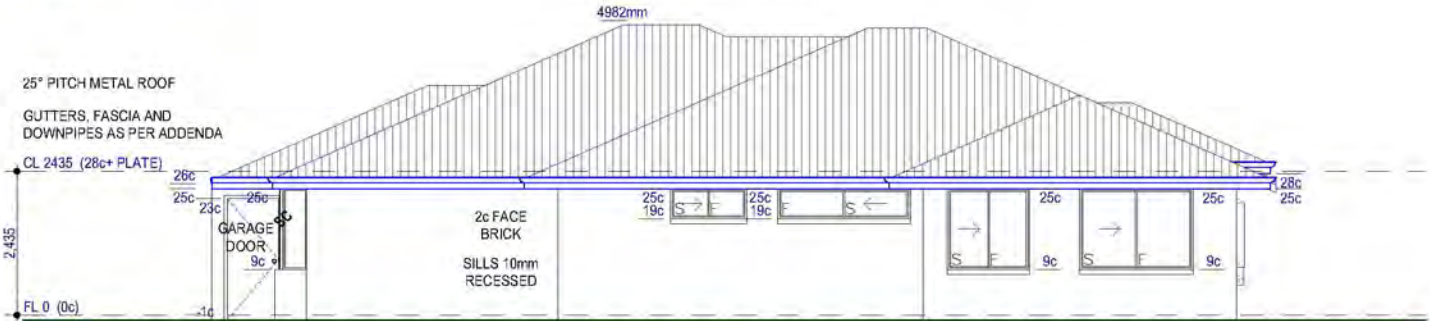
©Copyright 2006



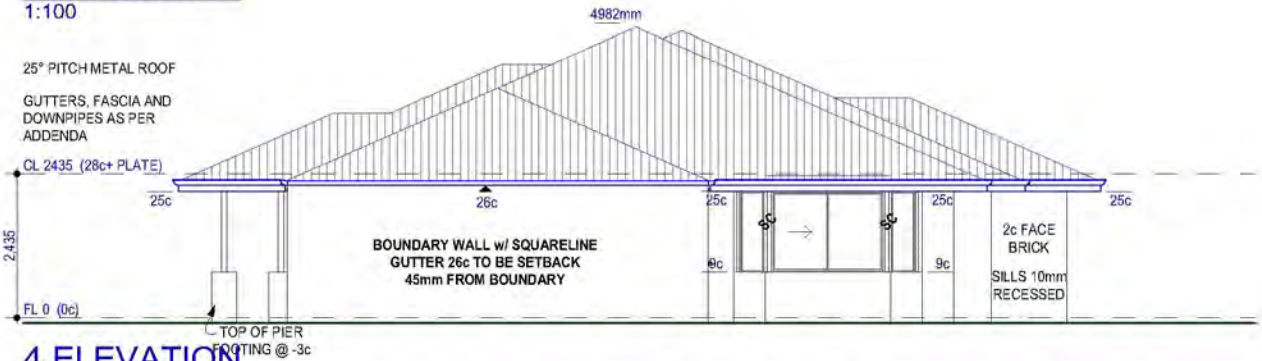
1 ELEVATION
1:100



2 ELEVATION
1:100

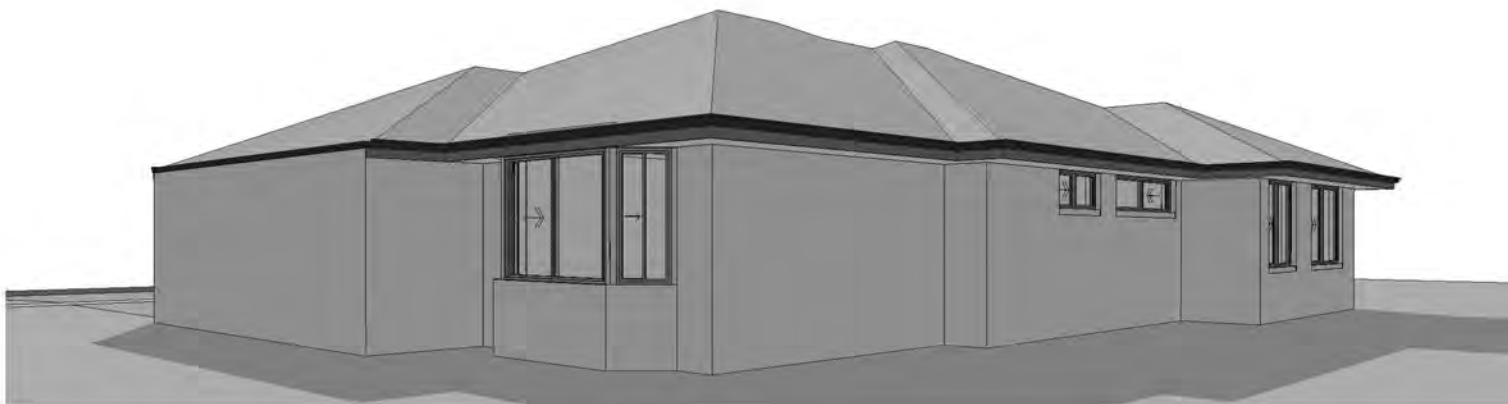


3 ELEVATION
1:100



4 ELEVATION
1:100

PURE SPECIFICATION		CUSTOM DESIGN		ELEVATIONS	
DATE: 23/02/2021		SHEET N°: 07		of 12	
SCALE: 1:100		REV/SION N°: 05		JOB N°: 2007034B	
CLIENT: CHATTERTON & PHAN		SITE ADDRESS: LOT 32 (#3) RUGBY STREET		SALES: RW	
DATE: 13/02/20		DATE: 14/02/20		DATE: 08/01/21	
INT: VP		INT: RB		INT: DOB	
DESCRIPTION: PRELIMINARY DRAWINGS		HOUSE SIZED		DA-PLANNING + WATER METER	
REV: 1		REV: 2		REV: 3	
DATE: 13/02/20		DATE: 14/02/20		DATE: 08/01/21	
OWNER: CHATTERTON & PHAN		OWNER: CHATTERTON & PHAN		OWNER: CHATTERTON & PHAN	
BUILDER: CHATTERTON & PHAN		BUILDER: CHATTERTON & PHAN		BUILDER: CHATTERTON & PHAN	
BUILDER'S REGISTRATION N° 14299		BUILDER'S REGISTRATION N° 14299		BUILDER'S REGISTRATION N° 14299	
23 FROB-SHER STREET		23 FROB-SHER STREET		23 FROB-SHER STREET	
OSBORNE PARK WA 6017		OSBORNE PARK WA 6017		OSBORNE PARK WA 6017	
Phone (08) 9261 3131		Phone (08) 9261 3131		Phone (08) 9261 3131	
Fax (08) 9261 3132		Fax (08) 9261 3132		Fax (08) 9261 3132	
©Copyright 2008		©Copyright 2008		©Copyright 2008	



<div><div><div>B1</div><div>HOMES</div></div><div><div>BUILDERS REGISTRATION N° 14299 23 FROBISHER STREET OSBORNE PARK WA 6017 Phone (08) 9261 3131 Fax (08) 9261 3132 ©Copyright 2006</div></div></div>										<div>THIS IS ONE OF THE DRAWINGS REFERRED TO IN THE CONTRACT :</div> <div>OWNER: DATE:</div> <div>OWNER: DATE:</div> <div>BUILDER: DATE:</div>										<div>VARIATIONS:</div> <div><div>REV:</div><div>1' 2' 3' 4' 5' 6' 7' 8'</div><div>DESCRIPTION: PRELIMINARY DRAWINGS HOUSE SITED DA- PLANNING + WATER METER VOR#1 (1-50) VOR#4 (1-4) DA - TREE NOTATION</div></div> <div><div>INT:</div><div>VP EW RB DDB DDB</div><div>DATE: 19.09.20 12.10.20 14.12.20 05.01.21 22.01.21 23.02.21</div></div>										<div>CLIENT:</div> <div>CHATTERTON & PHAN</div> <div>SITE ADDRESS:</div> <div>LOT 32 (#3) RUGBY STREET</div> <div>BAYSWATER WA 6053</div> <div>SALES: RW DRAWN: VP CHECKED: XX</div>										<div>PURE SPECIFICATION</div> <div>CUSTOM DESIGN</div> <div>PERSPECTIVES 01</div> <div><div>DATE: 23/02/2021</div><div>SHEET N°:</div><div>12 of 12</div></div> <div><div>SCALE:</div><div>REVISION N°:</div><div>05</div></div> <div><div>JOB N°:</div><div>2007034B</div></div>									
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10.4.3 Proposed Single Storey Single House and Street Tree Removal - Lot 2, 1 Cedar Street Bayswater

Applicant/Proponent:	Summit Homes Group	
Owner:	Samantha J Rankin and Adam D Rankin	
Responsible Branch:	Development Approvals	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input checked="" type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. Development Plans 2. Applicants submission	
Refer:	N/A	

SUMMARY

A planning application has been submitted for a proposed single storey single house including street tree removal at Lot 2, 1 Cedar Street, Bayswater. The site is zoned Medium and High Density Residential R25 under the City's Town Planning Scheme 24. The site is currently vacant.

The application is being referred to Council as the proposal includes the removal of a street verge tree within the Hackbridge Way verge, which does not comply with the criteria for removal as specified in the City's *Trees on Private Land and Street Verges Policy* and the City's *Urban Trees Policy*. The application is recommended for refusal.

COUNCIL RESOLUTION

OFFICER'S RECOMMENDATION

That Council refuses the development application dated 15 December 2020 and plans dated 3 March 2021 for the proposed single storey single house at Lot 2, 1 Cedar Street, Bayswater, for the following reasons:

1. The applicant has not demonstrated that the removal of the verge tree located within the Hackbridge Way verge is warranted under the City's *Trees on Private Land and Street Verges Policy* as there is an alternative viable option to provide vehicle access for the development on this site without necessitating the removal of a mature street verge tree.
2. The proposal does not satisfy the objectives of the City of Bayswater *Trees on Private Land and Street Verges Policy* as the proposal will result in the loss of tree canopy coverage and shade and the proposal does not mitigate the urban heat island effect.
3. The proposal does not satisfy the Design Principle P5.1 of *State Planning Policy 7.3 Residential Design Codes Volume 1* as the proposed vehicle access to the site does not reduce the impact of access points on the streetscape and does not maintain the street verge tree, which is a high quality-landscaping feature.
4. The proposal does not satisfy the matters to be considered under clause 67(a – c, f, g, n and x), of Schedule 2, Part 9 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, as:
 - (a) The proposal is inconsistent with the aims and provisions of the Scheme.
 - (b) The proposal is inconsistent with the orderly and proper planning of the locality.
 - (c) The proposal is inconsistent with State Planning Policy 7.3 Residential Design Codes Volume 1.
 - (d) The proposal is inconsistent with City of Bayswater Local Planning Policy (*Trees on Private Land and Street Verges and Retaining Walls Policy*).

- (e) The proposal will have an undue impact upon the amenity of the streetscape of Hackbridge Way.
- (f) The loss of the street verge tree will contribute to the urban heat island effect and tree canopy reduction.

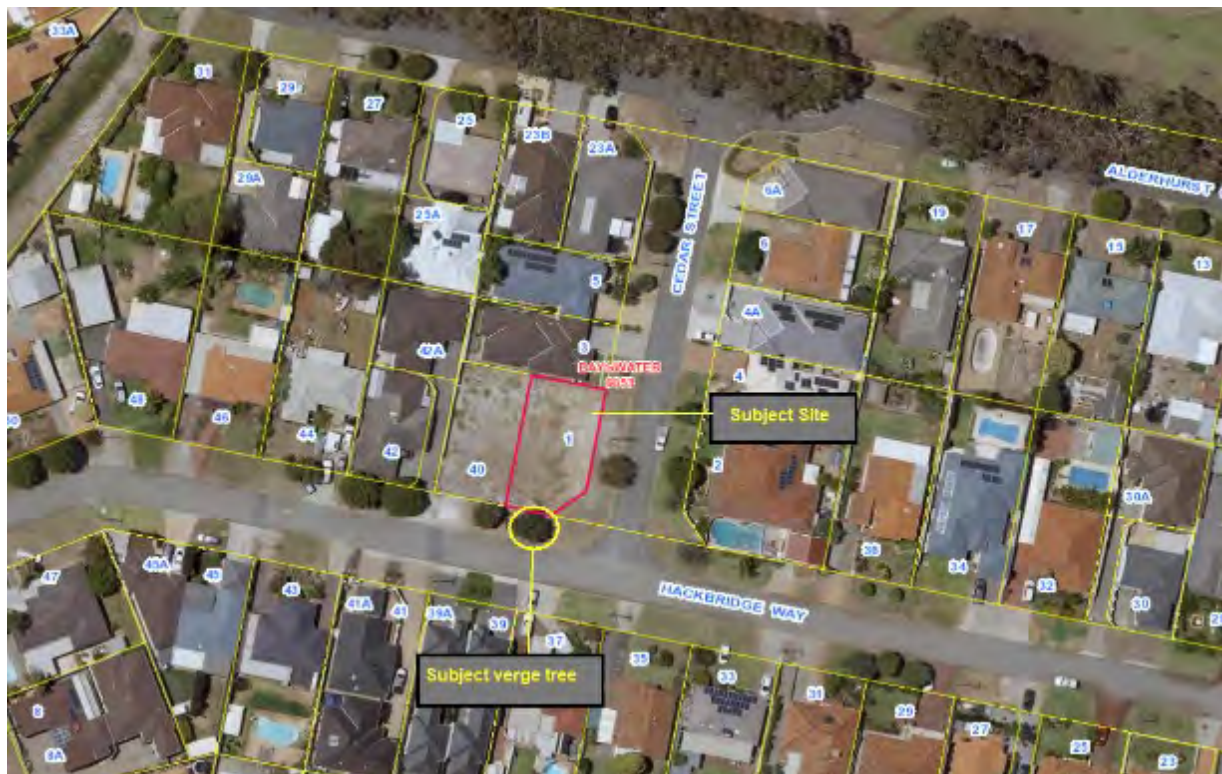
CR SALLY PALMER MOVED, CR GEORGIA JOHNSON SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 9/0

BACKGROUND

Application Number:	DA20-0833
Address:	Lot 2, 1 Cedar Street, Bayswater
Town Planning Scheme Zoning:	Medium and High Density - Residential R25
Use Class:	Permitted use – 'P'
Lot Area:	401sqm ²
Existing Land Use:	Vacant land
Surrounding Land Use:	Single House / Grouped Dwelling
Proposed Development:	Proposed Single-Storey Single House and Street Tree Removal

A development application dated 15 December 2020 and plans dated 20 November 2020 have been received for a proposed single storey single house at Lot 2, 1 Cedar Street, Bayswater. The site is vacant. One *Corymbia ficifolia* (WA Red Flowering gum) street verge tree is located on the Hackbridge Way verge in front of the subject site and one *Eucalyptus torquata* (Coral Gum) street verge tree located on the Cedar Street verge to the eastern side of the subject site. The proponent is seeking to remove the street verge tree located within the Hackbridge Way verge to facilitate vehicle access to the proposed dwelling.



Subject site map, above.



Corymbia ficifolia (WA Red Flowering gum) located within Hackbridge Way (subject of removal) verge, above.

EXTERNAL CONSULTATION

The application was advertised for a period of 14 days and no submissions were received.

OFFICER'S COMMENTS

Key Scheme Provisions	Required	Provided	Assessment
Minimum Setbacks:			
Ground Floor - Front (Hackbridge Way)	3m / 6m average	6m/ 6m average	Compliant
Ground floor - Truncation	1.5m	1.605m	Compliant
Ground floor - Secondary Street (Cedar Street)	1.5m	1.609m	Compliant
First Floor – West Side Bed 3 – Scullery	1.5m	1.55m	Complaint
Ground Floor – Rear (North) Bed 3 - ensuite (whole wall)	1.5m	1.77m	Compliant
Boundary Wall:			
Maximum Wall Height - Side (West)	3.5m	2.87m	Compliant
Maximum Average Wall Height - Side (West)	3m	2.85m	Compliant
Maximum Wall Length - Side (West)	9m	6.2m	Compliant
Maximum Building Height:			
Wall Height	6m	3.05m	Compliant
Roof Pitch Height	9m	4.97m	Compliant
Minimum Open Space	50%	48.23%	Variation

Maximum Site works (Height and Setbacks)			
Western boundary (Side)	0.5m height	0.45m height	Compliant
Northern boundary (Rear)	0.5m height	0.45m height	Compliant
Maximum Retaining walls (Height and Setbacks)			
Western boundary (Side)	0.5m height	0.43m height	Compliant
Northern boundary (Rear)	0.5m height	0.43m height	Compliant
Maximum Overshadowing of Adjoining Property	25%	<25%	Compliant
Minimum Parking:	2 car bays	2 car bays	Compliant
Minimum Outdoor Living Area (OLA)	30m ²	43m ²	Compliant
Minimum Visual Privacy Setbacks:			
Bed 3 to rear boundary (north)	4.5m	1.77m	Variation
Minimum Trees	1 standard tree and growth zone with a radius of 2m.	1 standard tree provided to the front of the dwelling.	Complaint
Vehicle Access	Minimum setback of 2m from driveways/crossovers to the trunk of street verge trees.	4.9m setback to street verge tree adjacent to Lot 1 No. 40 Hackbridge Way.	Complaint
Street Verge Trees	Street tree are to be retained.	Street tree adjacent to subject site within Hackbridge Way verge to be removed.	Variation

Open Space

The development proposes a variation to the R-Codes deemed-to-comply requirements for open space. It is considered that the proposed 48.23% open space in lieu of 50% complies with the R-Codes Design Principles. The development setbacks to the primary street, street corner truncation and secondary street meet the deemed to comply setback requirements and therefore the development reflects the desired streetscape character, adequate natural sunlight accesses the dwelling through openings located on the east, north and west elevations of the dwelling, one standard tree is proposed to the front of the dwelling and there is adequate space around the dwelling to provide for soft landscaping to provide an attractive setting for the building, an adequate sized outdoor living area is provided to the middle of the site and Houghton Park is located approximately 70m from the subject site that is available for outdoor pursuits, and there is ample space to the right side of the dwelling for external fixtures and facilities. Considering these points, the overall sitting of the dwelling is considered consistent with the expectations of an R25 density code. The open space variation is therefore supported.

Visual Privacy

The development proposes a variation to the R-Codes deemed-to-comply requirements of visual privacy as the window to Bedroom 3 has a cone of vision setback of 1.77m in lieu of 4.5m to the rear boundary (north).

The R-Codes design principles seek to provide reasonable privacy between active habitable spaces and outdoor living areas, and adjoining properties through offsetting buildings and screening devices. The window from Bed 3 to the rear lot boundary (north) results in overlooking to the theatre room (habitable room) at 3 Cedar Street. Screening to 1.6m from the finished floor level of Bed 3 will be required or an alternate option for the applicant is to provide written consent from the owners of the affected properties stating no objection to the respective proposed privacy encroachment. If this application is supported by Council, the City would recommend a condition to this effect.

Street Verge Tree Removal

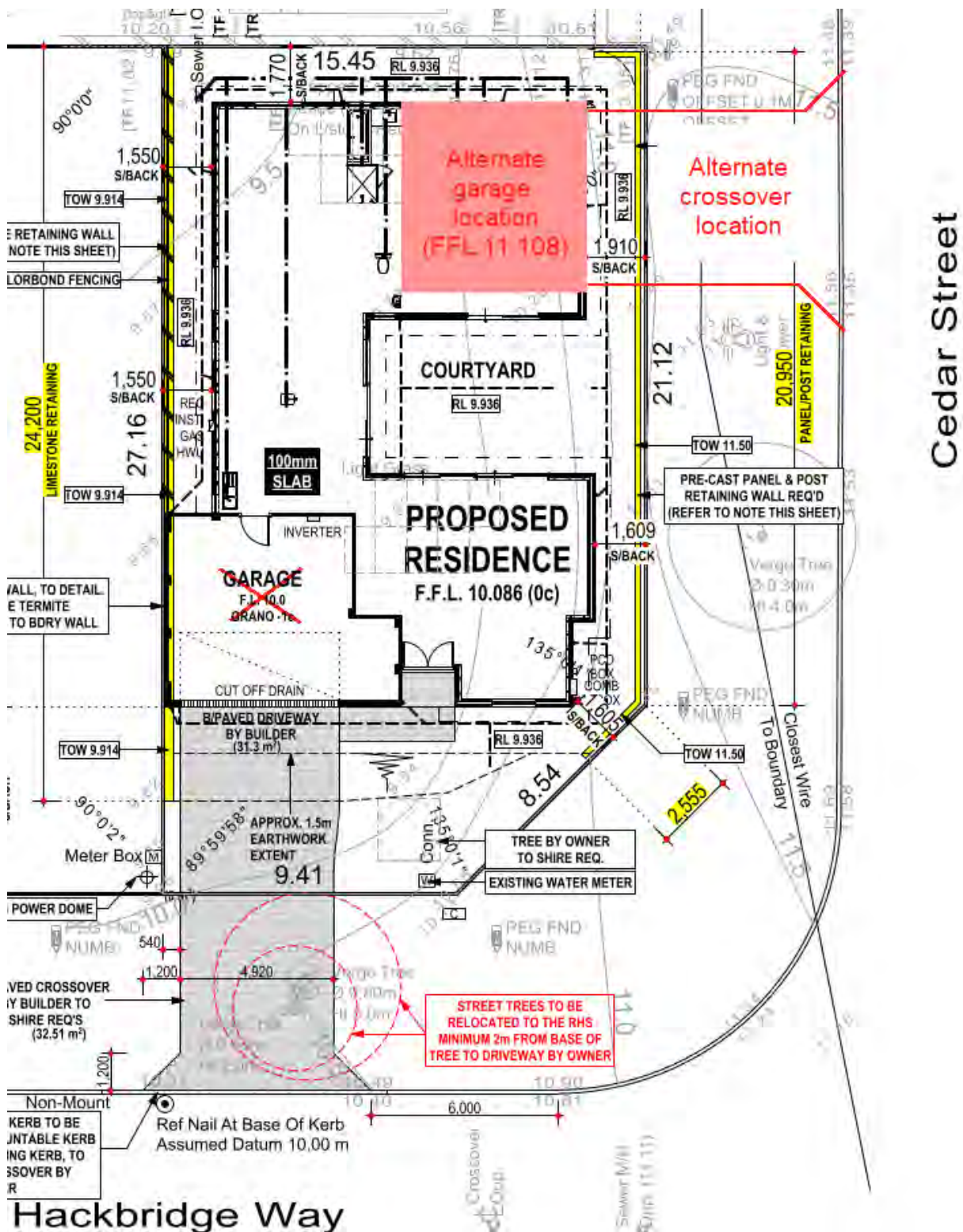
There are two existing street verge trees adjacent to the subject site, with the verge tree within the Hackbridge Way verge being detrimentally impacted by the proposed vehicle access to the development. The City's *Trees on Private Land and Street Verges Policy* and the City's *Urban Trees Policy* specify that street verge trees are to be retained, unless in the opinion of the City of Bayswater the development meets the following criteria:

- (a) The tree is dead;
- (b) Where an unacceptable level of risk exists within the tree's structure and remedial techniques cannot rectify;
- (c) The tree is suffering from a disease where remedial techniques will not prevent further spread of the disease, and the removal will be of benefit to other trees around it;
- (d) The tree is causing significant damage to infrastructure and suitable documented evidence is provided by a suitably qualified currently practising arborist, at the expense of the applicant; and/or
- (e) To facilitate the placement of a permanent vehicle access crossing as a last resort, where there is no other viable option.

The City advises that the verge street tree proposed to be removed within the Hackbridge Way verge is a WA Red Flowering gum that has been in situ since 1989 and is 5.8m tall with a canopy spread of 5m wide. The verge consists of 8m of unobstructed lot frontage to Cedar Street and the City does not see cause for any of the verge trees to be removed.

In this instance, the tree is considered to be in good health, is not causing any infrastructure damage and does not pose a safety risk. It is considered that there is 8m of unobstructed lot frontage to Cedar Street to the northern end where an alternative vehicle access arrangement can be obtained. This means that the development would need to be redesigned to relocate the garage to the north east corner of the lot, which would permit the retention of the street verge trees.

The applicant has noted that to locate the garage off Cedar Street would result in extensive site works along the secondary street boundary to accommodate a crossover to Cedar Street. The City has undertaken a gradient assessment and have determined that a minimum 11.108 finished floor level of the garage can be achieved with a 1.91m setback from the Cedar Street lot boundary. This finished floor level will provide a 20% gradient from the Cedar Street verge to the garage. This level to the garage the dwelling will require approximately six steps to step down from the garage to the main dwelling area. It is noted that dwellings incorporating steps in this area is not unusual due to the variance in natural ground levels across sites with the adjoining dwelling at 3 Cedar Street incorporating a total of five steps throughout the dwelling. The City has prepared the below diagram which details the recommended alternate garage location and recommended finished floor level to the garage.



The City has allocated significant resources into implementing a best practice approach to infill development through an *Urban Forest Strategy* and local planning policy to protect existing trees. Extensive research has been undertaken into the effects of the loss of tree canopy coverage as a result of infill development of which there are numerous documented negative impacts including the 'urban heat island effect'. Community feedback is consistently identifying the loss of mature trees as being of significant concern and the City is progressing towards an aspirational 20% urban green canopy by 2025. The unnecessary removal of a mature verge street tree does not contribute towards these objectives.

The City has also investigated a reduced crossover width to provide a 2m setback from the Hackbridge Way verge tree trunk, however the City requires a minimum crossover width of 3m and to achieve a 2m setback to the trunk will result in a crossover width of 2.2m. A reduced setback to this verge tree of 1.2m to provide a 3m wide crossover would also not be feasible in this instance as the crossover would intrude on the root structure zone by 1.93m, which would be detrimental to the long term health and stability of the verge tree. Therefore, a narrower crossover or a reduced setback to the verge tree cannot be supported in this instance.

Based on the above, the removal of the Hackbridge Way verge tree is not supported.

LEGISLATIVE COMPLIANCE

- The City of Bayswater Town Planning Scheme 24;
- City of Bayswater local planning policies including Trees on Private Land and Street Verges Policy;
- City of Bayswater Urban Tree Policy;
- City of Bayswater Retaining Walls Policy; and
- State Planning Policy 7.3 Residential Design Codes Volume 1.

OPTIONS

The following options are available to Council:

1. Council refuses the development application in accordance with the Officer's Recommendation. The risks associated with this option are considered to be low due to the reasons outlined in the Officer's Recommendation.
2. Council approves the development application subject to no or alternate condition(s). The risks associated with this option are dependent on the reasons given for the approval and any condition(s) and the nature of the condition(s).

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

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

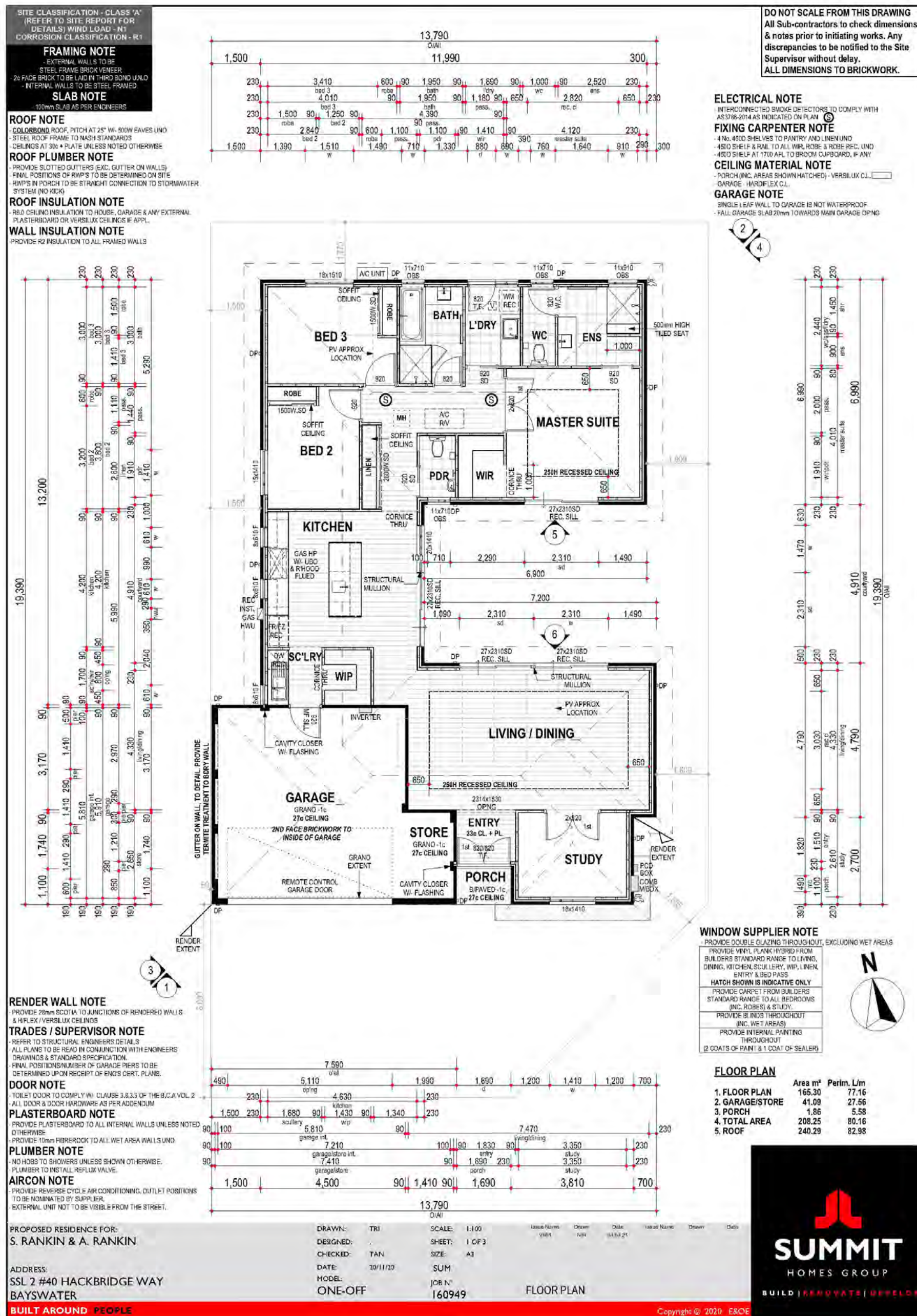
Theme:	Our Built Environment
Aspiration:	A quality and connected built environment.
Outcome B1:	Appealing streetscapes.
Outcome B3:	Quality built environment.

Street verge trees make an important contribution to appealing streetscapes and a quality built environment. The unnecessary removal for mature street verge trees in good health is contrary to the City's Strategic Community Plan.

CONCLUSION

Given the above, it is recommended that the application be refused.

Attachment 1 - Development Plans



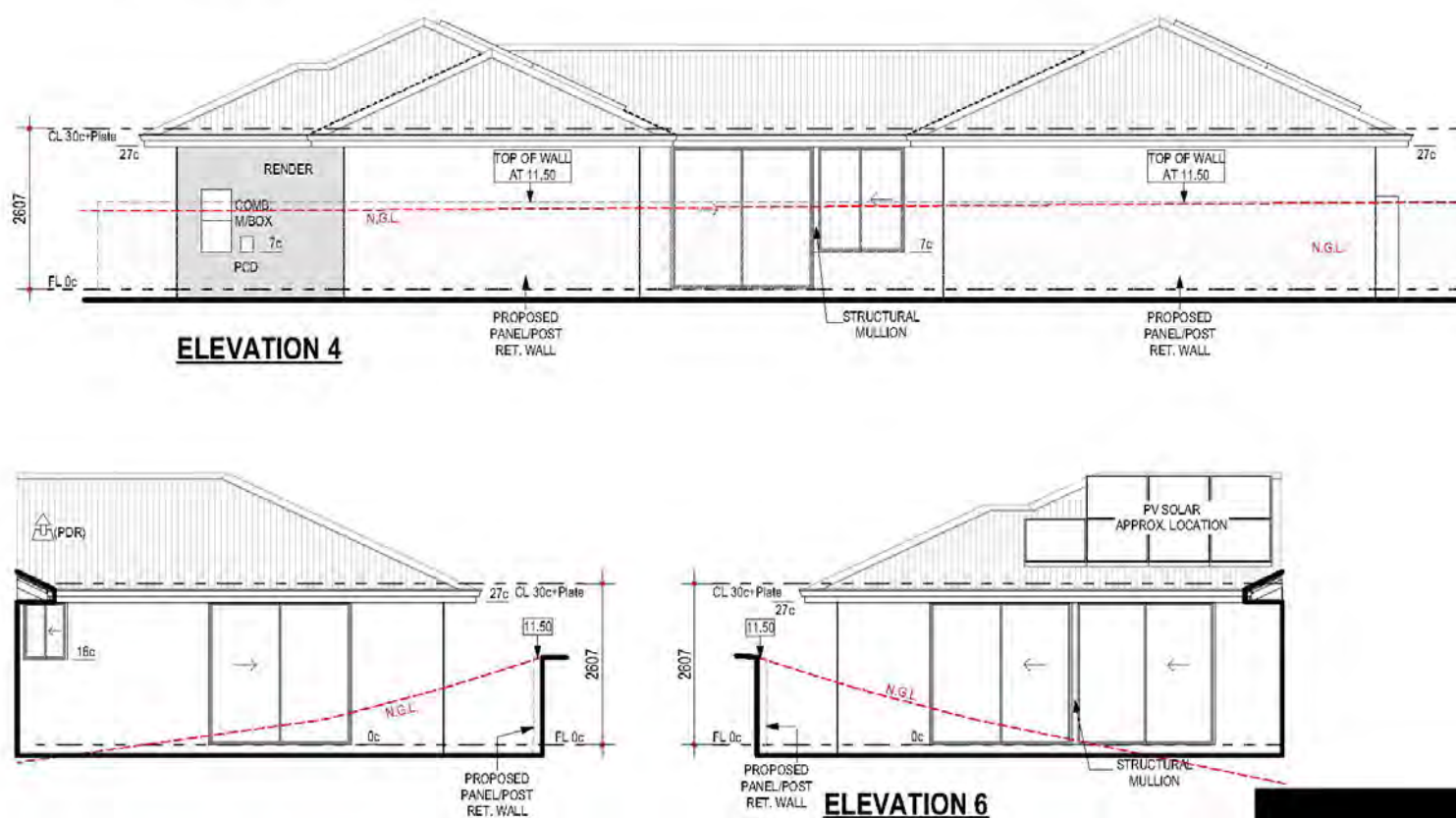
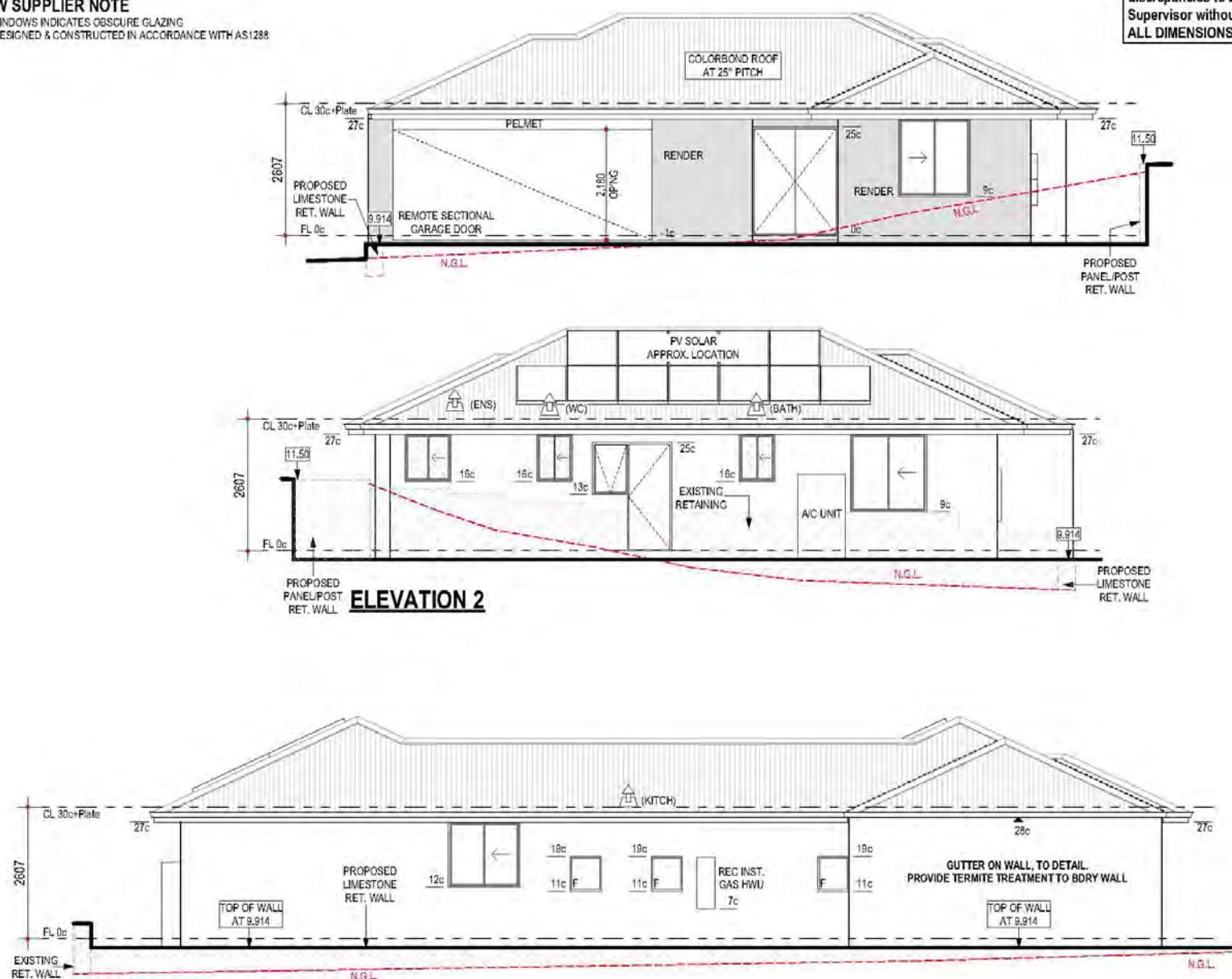
ROOF NOTE

- COLORBOND ROOF, PITCH AT 25° W/ 500W EAVES UND
- STEEL ROOF IN ACCORDANCE TO NASH STANDARD
- CEILINGS AT 30c + PLATE UNLESS NOTED OTHERWISE

WINDOW SUPPLIER NOTE

- SHADED WINDOWS INDICATES OBSCURE GLAZING
- GLAZING DESIGNED & CONSTRUCTED IN ACCORDANCE WITH AS1288

DO NOT SCALE FROM THIS DRAWING
All Sub-contractors to check dimensions
& notes prior to initiating works. Any
discrepancies to be notified to the Site
Supervisor without delay.
ALL DIMENSIONS TO BRICKWORK.



PROPOSED RESIDENCE FOR:
S. RANKIN & A. RANKIN

ADDRESS:
SSL 2 #40 HACKBRIDGE WAY
BAYSWATER

BUILT AROUND PEOPLE

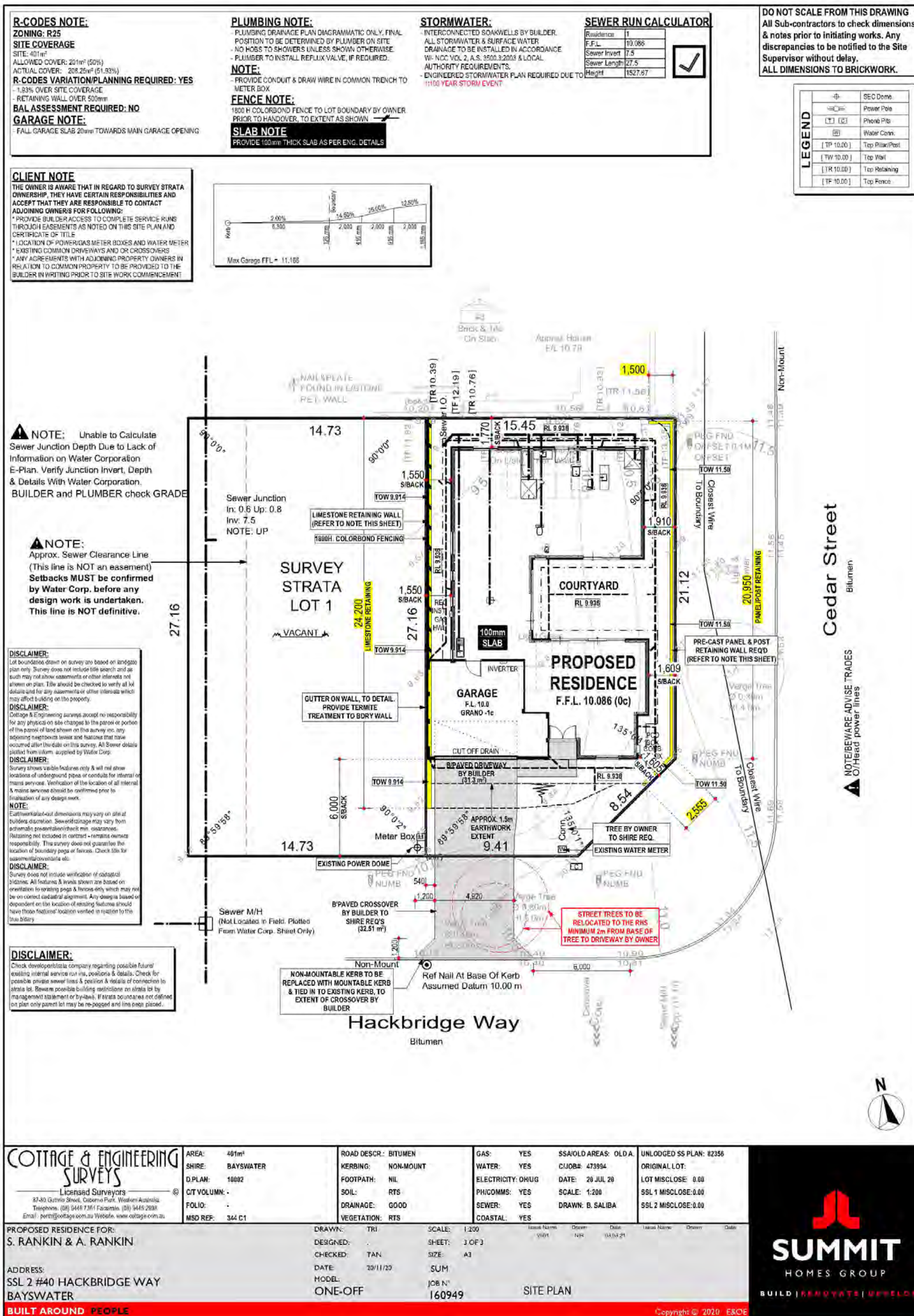
DRAWN: TRI
DESIGNED: .
CHECKED: TAN
DATE: 20/11/20
MODEL: ONE-OFF

SCALE: 1:100
SHEET: 2 OF 3
SIZE: A3
SUM
JOB N° 160949

Issue Name: View1
Drawn: N/A
Date: 03/03/21
Issue Name: Drawn: Date:
ELEVATIONS

SUMMIT
HOMES GROUP
BUILD | RENOVATE | DEVELOP

Copyright © 2020 E&OE



Attachment 2 - Applicants Justification

FORMSCAPE

built form planning solutions

Tuesday 8 December 2020

City of Bayswater
PO Box 467
MORLEY WA 6943

To Whom It May Concern,

SSL2 (No. 40) Hackbridge Way, Bayswater
Proposed Single Residential Dwelling

This letter has been produced in support of the abovementioned proposal with respect to variations to the deemed-to-comply provisions of the Western Australian Residential Design Codes (R-Codes) and the City's Retaining Walls Local Planning Policy for:

- R-Codes Clause 5.1.4 – Open Space;
- R-Codes Clause 5.3.5 – Vehicular Access;
- R-Codes Clause 5.3.7 – Site Works; &
- Retaining Walls Policy & R-Codes Clause 5.3.8 – Retaining Walls.

The proposal also involves in the removal and replacement of two existing street trees, which is subject to the City's Local Planning Policy – Trees on Private Land and Street Verges (LPP TPLSV).



Figure 1: Subject Site Aerial.

Background

1. The subject site is zoned 'Medium and High Density Residential' and designated a density coding of R25 under the provisions of the City of Bayswater Town Planning Scheme No. 24.
2. The subject site is 401m² in area, and is a subdivided corner lot of a regular shape.
3. The subject site has an effective lot frontage of 9.4m to Hackbridge Way, the primary street, and 21.1m to Cedar Street, the secondary street.

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ATF The Greenwood Trust
ABN 14566572499



Document Set ID: 3837019
Version: 1, Version Date: 15/12/2020

Proposed Street Tree Removal

LPP TPLSV provision: Requirements for Trees on Street Verges (1) states the following with regards to the removal of street trees:

Requirements for Trees on Street Verges

1. *Trees on the street verge are to be retained, unless in the opinion of the City of Bayswater:*
 - (a) *The tree is dead;*
 - (b) *Where an unacceptable level of risk exists within the tree's structure and remedial techniques cannot rectify;*
 - (c) *The tree is suffering from a disease where remedial techniques will not prevent further spread of the disease, and the removal will be of benefit to other trees around it;*
 - (d) *The tree is causing significant damage to infrastructure and suitable documented evidence is provided by a suitably qualified currently practising arborist, at the expense of the applicant; and/or*
 - (e) *To facilitate the placement of a permanent vehicle access crossing as a last resort, where there is no other viable option.*

In this instance, an existing verge bush and street tree are proposed to be removed so as to facilitate a new driveway and crossover. The removal of the verge bush and tree is the last resort, as the proposed vehicular access to Hackbridge Way is the most optimal location for the development due to the following reasons:

- Position as furthest as possible from the street intersection for vehicular safety;
- Compliance with R-Codes Clause 5.3.5 with respect to driveway length and width;
- Sloping along the secondary street setback area would result in an unnecessarily steeper driveway as opposed to a more levelled topography from the primary street;
- Extensive site works along the secondary street boundary will be needed to accommodate a crossover to Cedar Street;
- Northern and eastern oriented secondary street setback area ideal for landscaping;
- Garage located towards the southern side of the dwelling to allow for more northern and eastern-oriented spaces facing Cedar Street.

In addition to the above, the proposal will retain the existing verge tree along Cedar Street, and establish a mature tree within the primary street setback area itself. The proposed mature tree within this area is also afforded a large amount of deep soil zone area, and can help reduce the urban heat island effect of the proposed driveway. Additionally, the site's verge areas also retain the ability to host additional street trees, if required. Accordingly, the removal of the verge bush and street tree is acceptable in this instance, and sufficiently compensated for.

Proposed Variations

R-Codes Clause 5.1.4 Open Space

R-Codes Clause 5.1.4 deemed to comply requirements recognise compliance where;

- C4** *Open space provided in accordance with Table 1 (refer Figure Series 6). The site of the grouped dwelling, for the purpose of calculating the open space requirement, shall include the area allocated for the exclusive use of that dwelling and the proportionate share of any associated common property.*

The subject lot is to feature only 48.07% of its area as open space as opposed to the minimum deemed to comply requirement of 50% for R25 coded sites. Accordingly, a 1.93% open space variation is proposed.

R-Codes Clause 5.1.4 provides the following Design Principles which can be addressed to achieve compliance;

- P4** *Development incorporates suitable open space for its context to:*
- *reflect the existing and/or desired streetscape character or as outlined under the local planning framework;*
 - *provide access to natural sunlight for the dwelling;*
 - *reduce building bulk on the site, consistent with the expectations of the applicable density code and/or as outlined in the local planning framework;*
 - *provide an attractive setting for the buildings, landscape, vegetation and streetscape;*
 - *provide opportunities for residents to use space external to the dwelling for outdoor pursuits and access within/around the site; and*
 - *provide space for external fixtures and essential facilities.*

R-Codes Clause 5.3.5 Vehicular Access

R-Codes Clause 5.3.5 Vehicular access deemed-to-comply provisions recognise compliance where;

- C5.1** *Access to on-site car parking spaces to be provided:*
- *where available, from a right-of-way available for lawful use to access the relevant lot and which is adequately paved and drained from the property boundary to a constructed street;*
 - *from a secondary street where no right-of-way exists; or*
 - *from the primary street frontage where no secondary street or right-of way exists.*

The proposal takes vehicular access from Hackbridge Way, which is the primary street, as opposed to the Cedar Street secondary street. In this manner, a vehicular access variation is proposed.

R-Codes Clause 5.3.5 provides the following Design Principles which can be addressed to achieve compliance:

- P5.1** *Vehicular access provided for each development site to provide:*
- *Vehicle access safety;*
 - *Reduced impact of access points on the streetscape;*
 - *Legible access;*
 - *Pedestrian safety;*
 - *Minimal crossovers; and*
 - *High quality landscaping features.*

R-Codes Clause 5.3.7 – Site Works

R-Codes Clause 5.3.7 deemed-to-comply requirements recognise compliance where;

- C7.3** *Subject to subclause C7.2 above, all excavation or filling behind a street setback line and within 1m of a lot boundary, not more than 0.5m above the natural ground level at the lot boundary except where otherwise stated in the scheme, local planning policy, local structure plan or local development plan.*

In order for the desired development to be functional with even finished floor levels, cut and fill in excess of 500mm must be provided across the site in some areas. In this manner, variations to the site works are proposed.

R-Codes Clause 5.3.7 recognises compliance for the proposed cut and fill of the proposal where the following design principles are met:

- P7.1** *Development that considers and responds to the natural features of the site and requires minimal excavation/fill.*
- P7.2** *Where excavation/fill is necessary, all finished levels respecting the natural ground level at the lot boundary of the site and as viewed from the street.*

Retaining Walls Policy & R-Codes Clause 5.3.8 – Retaining walls

The City's Retaining Walls Policy augments R-Codes Clause 5.3.8 deemed-to-comply requirements and states the following:

...

3. *Retaining walls within the primary street setback area shall be deemed as meeting the above design principles where all of the following requirements are met to the satisfaction of the City:*
 - 3.1 *Maximum height of 0.5m above the NGL within 1.0m of the street boundary;*
 - 3.2 *Additional retaining required beyond that in clause 3.1 shall be terraced with maximum wall heights of 1.0m, separated by a minimum distance of 1.0m measured perpendicular to the nearest street boundary (refer to Appendix 2 – Terracing);*
 - 3.3 *Sight line are compliant with the requirements in elements 5.2.5 and 6.2.3 of the R-Codes and landscaping is provided between all terraced retaining walls; and*
 - 3.4 *The maximum retaining wall height within the primary street setback area shall be no higher than the calculated average NGL.*

...

A section of the proposed western retaining wall extends 3.04m into the 6m front setback area. This retaining wall is up to a maximum of approximately 1.14m in height. In this manner, a retaining wall height variation is proposed.

The R-Codes Clause 5.3.8 – Retaining walls design principles recognises compliance where:

- P8** *Retaining walls that result in land which can be effectively used for the benefit of residents and do not detrimentally affect adjoining properties and are designed, engineered and landscaped having due regard to clauses 5.3.7 and 5.4.1.*

Justification

The following justification is provided in line with the design principles of the R-Codes to demonstrate proposal's compliance.

R-Codes Clause 5.1.4 – Open Space

P4 Development incorporates suitable open space for its context to:

Reflect the existing and/or desired streetscape character or as outlined under the local planning framework;

The 1.93% variation to open space will not be visually detectable and will have minimal impact on the streetscape and character of development within the immediate vicinity. The proposed dwelling is appropriately setback from the lot boundaries, meaning the street setback areas around the dwelling has ample opportunities to be landscaped to a high quality. Therefore, it will be difficult for neighbours and passers-by to discern whether or not the amount of site cover/open space provided on-site is compliant. Additionally, the single storey nature of the dwelling, as perceived from the primary and secondary streets, means that the proposal would not appear 'out of character' with that of surrounding residential properties.

Provide access to natural sunlight for the dwelling;

The proposal has been designed with solar orientation in mind. The proposal features its outdoor living area to the east, while also being open to direct northern sunlight. In addition, the main habitable room of the dwelling – Living/Dining Room is also afforded ample access to natural sunlight and ventilation, as it features two sets of 2.3m-wide sliding doors along its northern elevation, these doors are adjacent to one another and are only separated by a structural mullion. This means that the majority of the Living/Dining room's northern elevation comprises of visually permeable material. Meanwhile, the Kitchen component features two major openings facing east to allow for additional natural sunlight to that part of the dwelling. Therefore, sufficient solar access and ventilation will be provided to the dwelling and its outdoor habitable areas

Reduce building bulk on the site, consistent with the expectations of the applicable density code and/or as outlined in the local planning framework;

As mentioned previously, from a streetscape point of view, the site would not be perceived to have non-compliant site coverage/open space. The bulk associated with the proposal is anticipated to be comparable to the building bulk of other 'deemed-to-comply' R25-coded dwellings within the immediate vicinity, especially as it will only be single storey, and since the lot boundary setbacks are congruent with the R-Codes deemed-to-comply requirements. Meanwhile, the street-facing façades feature various architectural elements to provide a sufficient degree of visual interest to Hackbridge Way and Cedar Street, and break up the perceived mass of the building.

Provide an attractive setting for the buildings, landscape, vegetation and streetscape;

The proposal contributes positively to the established streetscape. There is a high degree of potential for hosting a range of vegetation within the site's street setback areas, and also within the proposed outdoor

Provide opportunities for residents to use space external to the dwelling for outdoor pursuits and access within/around the site; and

- The size of 43.1m² in lieu of the minimum deemed-to-comply 30m² required for R25-coded dwellings;
- A minimum outdoor living area width of 4.91m;
- Connectivity to the main habitable room/s of the dwelling (Kitchen/Living/Dining room) via two sets of 2.3m-wide sliding doors from the Living/Dining, and another set of the same dimensions from the Kitchen component;
- Alternate access to the courtyard from the Master Suite, Laundry, as well as the front entrance along the eastern lot boundary.



Therefore, there is considered to be sufficient open space of a suitable quality to allow for occupants to use space external to the dwelling for outdoor pursuits and access around the site.

The proposed open space variation does not impede on the potential to provide external fixtures and essential facilities.

R-Codes Clause 5.3.5 – Vehicular Access

P5.1 Vehicular access provided for each development site to provide:

Vehicle access safety

In reality, the location of the garage affords a sufficient amount of safety to both drivers of vehicles and pedestrians. The proposed crossover will be set back at least 6m of where the street begins to deviate. As a result, if a comparison between the current proposal and the current existing crossover were to be undertaken, there would be little difference in terms of vehicular access safety.

Reduced impact of access points on the streetscape;

The proposed positioning of the crossover/vehicular access will serve to minimise the impact of access points on the streetscape aesthetics of Hackbridge Way and Cedar Street. The driveway is 5.11m wide at the street boundary, which is 0.89m narrower compared to the maximum deemed to comply width of 6m. Moreover, having the crossover to the primary street in lieu of the secondary street will mean that the driveway will remain relatively levelled as opposed to having a much steeper gradient, given the sloping topography along the secondary street. The result is that the site works of the immediate locality will be preserved, thereby keeping the impact of access to the streetscape to a minimum.

Legible access;

The vehicle crossover is in line with the existing streetscape of Hackbridge Way, which already has numerous crossovers fronting it along both sides. Moreover, the driveway and crossover to the primary street will be legible since it will be flanked by soft landscapable areas.

Pedestrian safety;

The proposal is not considered to unduly impact pedestrian safety. Sufficient visual sightlines are provided for, particularly given the absence of street fencing being proposed along the primary street, as well as the 6.31m wide existing uninterrupted verge space for adequate visual sightlines. As a result, reversing out of the garage onto the street can be accomplished in a safe manner.

Minimal crossovers; and

The proposed crossover to the primary street in lieu of the secondary street does not adversely impact the streetscape aesthetics in any way. The overall number of crossovers provided to the street block would remain the same (i.e. one crossover to each lot).

High quality landscaping features.

The proposal does not impact on the ability of the street setback area and/or verge to be landscaped to a high quality. The proposal features sufficient space along the primary and secondary street setback areas as well as within its outdoor living area, to host a diverse range of vegetation and landscaping. Therefore, the proposal does not inhibit the site's ability to provide high quality landscaping features along both street-facing streetscapes, and around the dwelling.

R-Codes Clause 5.3.7 – Site Works

P7.1 Development that considers and responds to the natural features of the site and requires minimal excavation/fill.

The proposal has been designed according to the need to establish a level pad site for the dwelling and useable open spaces, and safe vehicular access. In order to accommodate these aspects, it is considered necessary to retain the site and, in some areas, this means that over 500mm of fill is required from the natural ground level. The proposed site works variations are relatively minor and will not represent a dramatic change to the natural topographical features of the site as viewed from the streetscape, given that the site is subject to downward sloping from west to east (please refer to contour spot heights in the site plan). With this in mind, the site works are not considered to be excessive in terms of height but rather form a necessary part of the development.

P7.2 Where excavation/fill is necessary, all finished levels respecting the natural ground level at the lot boundary of the site and as viewed from the street.

Although the proposed variations to excavation/fill occur at a point that can be appreciated from the street, the proposal features a sufficient amount of landscapable spaces within the primary and secondary street setback areas, which can be easily utilised to host a diverse range of vegetation including hedges, bushes, garden beds and mature trees, in order to reduce the impact of the proposed site works and associated retaining. This assertion is also supported by Table 3.3b of State Planning Policy 7.3 – R-Codes Volume 2 – Apartments (R-Codes V2). Please refer to the below figure for reference in this regard. In this manner, the proposal will ensure that the natural ground level will be respected.

Table 3.3b Tree sizes

Tree size	Indicative canopy diameter at maturity	Nominal height at maturity	Required DSA per tree	Recommended minimum DSA width	Minimum DSA width where additional rootable soil zone (RSZ) width provided ¹ (min 1m depth)	Indicative pot size at planting
Small	4-6m	4-8m	9m ²	2m	1m (DSA) + 1m (RSZ)	100L
Medium	6-8m	8-12m	36m ²	3m	2m (DSA) + 1m (RSZ)	200L
Large	>8m	>12m	64m ²	6m	4.5m (DSA) + 1.5m (RSZ)	500L

¹ Rootable areas are for the purposes of determining minimum width only and do not have the effect of reducing the required DSA.

Figure 3: Extract of Table 3.3b from R-Codes V2 Clause 3.3.

R-Codes Clause 5.3.8 – Retaining Walls

P8 Retaining walls that result in land which can be effectively used for the benefit of residents and do not detrimentally affect adjoining properties and are designed, engineered and landscaped having due regard to clauses 5.3.7 and 5.4.1

The retaining walls have been designed, engineered and landscaped to have due regard for the amenity, and visual privacy afforded to the adjoining properties. The retaining walls essentially work to help formalise and reflect the required topography, and allow the dwelling to remain functional, whilst also facilitate safe vehicular access to the site. As noted previously, the intention is to create a level pad for development for the site, particularly given its sloping characteristics. Nevertheless, enough space remains between the proposed retaining walls and the dwelling to allow for vegetation which can further obscure the walls. Visual privacy will also be maintained as boundary fencing will screen ground floor major openings and outdoor habitable areas.

Moreover, the Western Australian Dividing Fences Act 1961 provides further scope for screening to be provided (for instance, higher fencing, a lattice on top of fencing), as the nature of the fencing is to be subject to agreement with the affected adjoining landowners.

Conclusion

The client has chosen this design to maximise their use and function of the property. The designer has been instructed to create a modestly sized home which has been thoughtfully designed by achieving the most out of the site and maintaining the external amenity of the dwelling. Applying the R-Codes design principles against the proposal demonstrates that this development proposal has been able to suitably address the relevant criteria. Accordingly, the above justification is tendered for the City's approval.

Please do not hesitate to contact the undersigned, should you wish to discuss any aspects of the proposal further.

Yours faithfully,



Alex Chan

BA Urban & Regional Planning (Curtin)
Assistant Statutory Planner | FORMSCAPE Built form planning solutions
Tel | +618 9355 5484
Email | alexc@wabca.com.au Web | www.formscape.com.au

15 February, 2021

City of Bayswater
61 Broun Avenue
Morley WA 6943

Attention: Alisa Spicer, Planning Officer

LOT 2 (1) CEDAR STREET, BAYSWATER - PROPOSED SINGLE STOREY DWELLING

Further to your email of 11 February 2021, please find attached amended plans and further justification as requested.

5.3.5 VEHICLE ACCESS

- Vehicle access from primary st in lieu of secondary st

Cedar Street is a relatively small thoroughfare being only 80m long with prominent landscaping throughout. There is already approximately 40.5m worth of paving required for driveways which makes up over 50% of the street. The driveways existing along Cedar St are wide and have been built in conjunction with neighbouring properties making double and triple width accessways. To propose another 5m-6m wide driveway along Cedar St would adversely affect the existing streetscape and would interrupt the unobstructed verge which is currently offsetting the large sections of paving. In comparison, the section of Hackbridge Way in where the subject lot is located is approximately 290m long. An additional driveway will not have the same adverse impact on the streetscape as it would being located along Cedar.



It is to be noted that the orientation of the home mirrors that of number 23A Alderhurst Way which has a similar frontage of 9m and has vehicle access off of the primary street in lieu of the secondary street. Whilst it can be assumed that the vehicle access was not proposed along Cedar Street due to existing trees, it does confirm that it is not unreasonable or unsafe to propose access from the primary street.



23A Alderhurst Cres

Furthermore, proposing the driveway along Hackbridge Way allows our clients to design a home with a central outdoor living area which can be accessed by two entertaining areas and the Master Suite. Proposing a centralised courtyard with a northern and eastern aspect was a key component when designing the home and would not be possible if the garage was located along Cedar Street.

As the original letter of justification dated 8 December, 2020 addressed all 6 design principles of the RCodes along with the above further information, believe that the variation has grounds to be supported.

Thank you for taking the time to consider the above variation. Should you have any queries regarding this proposal, please contact the Shire Liaison Team on 9317 0168.

Regards

Shire Liaison Team
Summit Homes
Job No. 160949

10.4.4 Proposed Change of Use to Office and Associated Alterations and Additions - Lot 54, 170 Whatley Crescent, Maylands

Applicant/Proponent:	Scribe Design Group (Director Kym Hawkins)	
Owner:	Lorrimar and Robertson Pty Ltd	
Responsible Branch:	Development Approvals	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input checked="" type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. Development Plans	
Refer:	N/A	

SUMMARY

A planning application has been submitted for change of use from community purpose to office including alterations and additions at Lot 54, 170 Whatley Crescent, Maylands. The site is zoned Maylands Activity Centre Zone and located within Special Control Area 1 under the City's Town Planning Scheme No. 24 (TPS 24). Given the property is listed on the City's Scheme Heritage List and Local Heritage Survey (LHS) as a Category 3 heritage place determination of the application falls outside officer's delegation; hence the application is referred to Council for determination. The proposal is considered to not unduly impact the adjoining properties and is recommended for approval.

COUNCIL RESOLUTION

OFFICER'S RECOMMENDATION

That Council approves the development application dated 18 December 2020 and amended plans dated 4 March 2021 for the proposed change of use to office and associated alterations and additions at Lot 54, 170 Whatley Crescent, Maylands, subject to the following conditions:

1. The development shall be carried out only in accordance with the terms of the application as approved herein, and any approved plan.
2. Windows, doors and adjacent areas fronting Whatley Crescent shall maintain an active and interactive relationship with the street, to the satisfaction of the City of Bayswater.
3. Car parking bays as shown on the approved plan(s) shall be marked and thereafter maintained to the satisfaction of the City of Bayswater.
4. A separate application including plans or description of all signs for the proposed development (including signs painted on a building) shall be submitted to, and to the satisfaction of the City of Bayswater, prior to the erection of any signage.
5. A waste management statement shall be submitted to, and to the satisfaction of the City of Bayswater. The statement shall include details of how the waste generated from the proposed use will be handled, stored, collected and disposed from the site.

Advice Notes:

1. This approval is valid for a period four years only from the date of the approval notification. If the development/use, the subject of this approval, is not substantially commenced within this time period, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development/use shall be carried out without the further approval of the responsible authority having first been sought and obtained.

2. Kerbs, roadways, footpaths, open drains, stormwater pits, service authority pits and verge areas including any verge trees must be adequately protected, maintained and reinstated if required, during and as a result of carting and all works associated with this development.
3. This approval is not an authority to ignore any constraint to development on the land, which may exist through contract or on title, such as but not limited to an easement or restrictive covenant. It is the responsibility of the applicant/owner to investigate any such constraints before commencing development.

CR SALLY PALMER MOVED, CR GEORGIA JOHNSON SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 9/0

BACKGROUND

Application Number:	DA20-0854
Address:	Lot 54, 170 Whatley Crescent, Maylands
Town Planning Scheme Zoning:	Maylands Activity Centre Zone- Special Control Area 1
Use Class:	Permitted – 'P'
Lot Area:	446 m ²
Existing Land Use:	Vacant Building
Surrounding Land Use:	Commercial/Residential
Proposed Development:	Proposed change of use to office and associated alterations and additions.

A planning application was received on 21 December 2020 for change of use from community purpose to office and associated alterations and additions. Given the property is listed on the City's Scheme Heritage List and Local Heritage Survey (LHS) as a Category 3 heritage place determination of the application falls outside officer's delegation; hence the application is referred to Council for determination





EXTERNAL CONSULTATION

No consultation was conducted given the proposal involves no variation to the relevant planning requirements.

OFFICER'S COMMENTS

Key Scheme Provisions	Required	Provided	Assessment
Minimum Parking	6 car bays	6 car bays	Compliant

Heritage Assessment

The site is included on the City's TPS 24 Heritage List and Local Heritage Survey (LHS) as a 'Category 3' heritage place. The LHS indicates that the original building was constructed in the 1900s. Any alterations or additions to the building on the site requires the approval of Council, and assessment based on the merits of the application is required. The LHS states the following description for the subject place:

"Physical Description

A single storey shop and residence of brick construction that has been rendered to the front façade. The building has no front set back and adjoins the footpath.

The front entry door is located just right of centre and there is large shopfront glazing to the right side. To the left side is large format glazing, aligning at sill and lintel height but narrower in width.

The shopfront on the right side has a parapet above with engaged piers to the edges, stepping higher in the centre, a contrasting capping and decorative mouldings. A boxed awning extends across the full frontage of the building and sits over the adjoining footpath.

Historical Information

The subdivision plan for this portion of Maylands was approved by the Department of Lands and Surveys in 1899. This followed closely the decision to build the railway station at Maylands, or Falkirk as it was first known. This original name indicated how significant the Mephan Ferguson Factory was to the establishment of the town site of Maylands. The lots close to the railway line were the first to be developed. Whatley Crescent was known as Railway Terrace in the first half of the 20th century.

It has not been possible to determine the date of construction, the first owner or occupant of this premises from the readily available sources. From the style and detail of construction it is proposed that the place was built in three stages; a cottage located within the centre of the lot in the 1910s; the shop premises built at the front in the early 1920s, and an extension alongside the shop premises in the 1940s. Further research may confirm these conclusions.

The first identified occupant of the premises in 1916 was Margaret Jessie McKenzie, a dressmaker. Until the 1920s, the place appears to have just been used as residence by a series of occupants and then was the premises for a plumber, dentist and on occasion both these occupations at the same time. By the 1940s the place was a residence for machinist, John Omerod and his wife Rosina Jane Omerod.

In recent decades the premises have been used as the location for the delivery of charity services to the community under the name of 'The Shopfront'.

Aerial photographs indicate there have been many programs of work on the premises creating a series of structures which have been subsequently linked. The original roof cladding of the shop and cottage were red corrugated iron."

The proposal includes enclosing a courtyard to create an office, internal refurbishments and renovations, and modification of the front façade of the existing building.

The front façade works consist of new windows to existing openings and modification to the door, existing canopy to be patched and repainted and the replication of the existing parapet with stucco ornamentation on the left hand side of the building. It is noted that the existing windows and door have been previously modified and these changes are considered to provide greater uniformity and balance in the external appearance of the building.

Whilst it is not preferred heritage management practise to replicate elements of a heritage building, in this instance given the rhythm of heritage buildings with consistent, balanced parapets along Whatley Crescent, the approach taken with these building works is considered to conserve the façade element and provide symmetry to the building and the streetscape.

Notwithstanding, the proposed changes to the façade will not unduly impact the original fabric of the façade and are reversible which leaves open the possibility of future restoration to its original condition. Therefore it is considered the value of the heritage fabric will not be reduced with these proposed works.

LEGISLATIVE COMPLIANCE

City of Bayswater Town Planning Scheme No. 24 (includes Maylands Activity Centre - Special Control Area 1).

OPTIONS

The following options are available to Council:

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

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027 (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.

The proposed development will contribute towards a quality built environment by having regard to the heritage significance of the place on the Heritage List and Local Heritage Survey in the Maylands Activity Centre Zone.

CONCLUSION

In light of the above assessment of the proposal, the application is recommended for approval subject to appropriate conditions.

Attachment 1



1:250 0 2.5 5 7.5 10 12.5m

LOCATION PLAN
SCALE 1:250 @ A3

D	04.03.21	REVISED PARKING ARRANGEMENT
C	18.12.20	ISSUED FOR DEVELOPMENT APPROVAL
B	17.12.20	ISSUED FOR CLIENT REVIEW AND COMMENT
A	---	NOT USED

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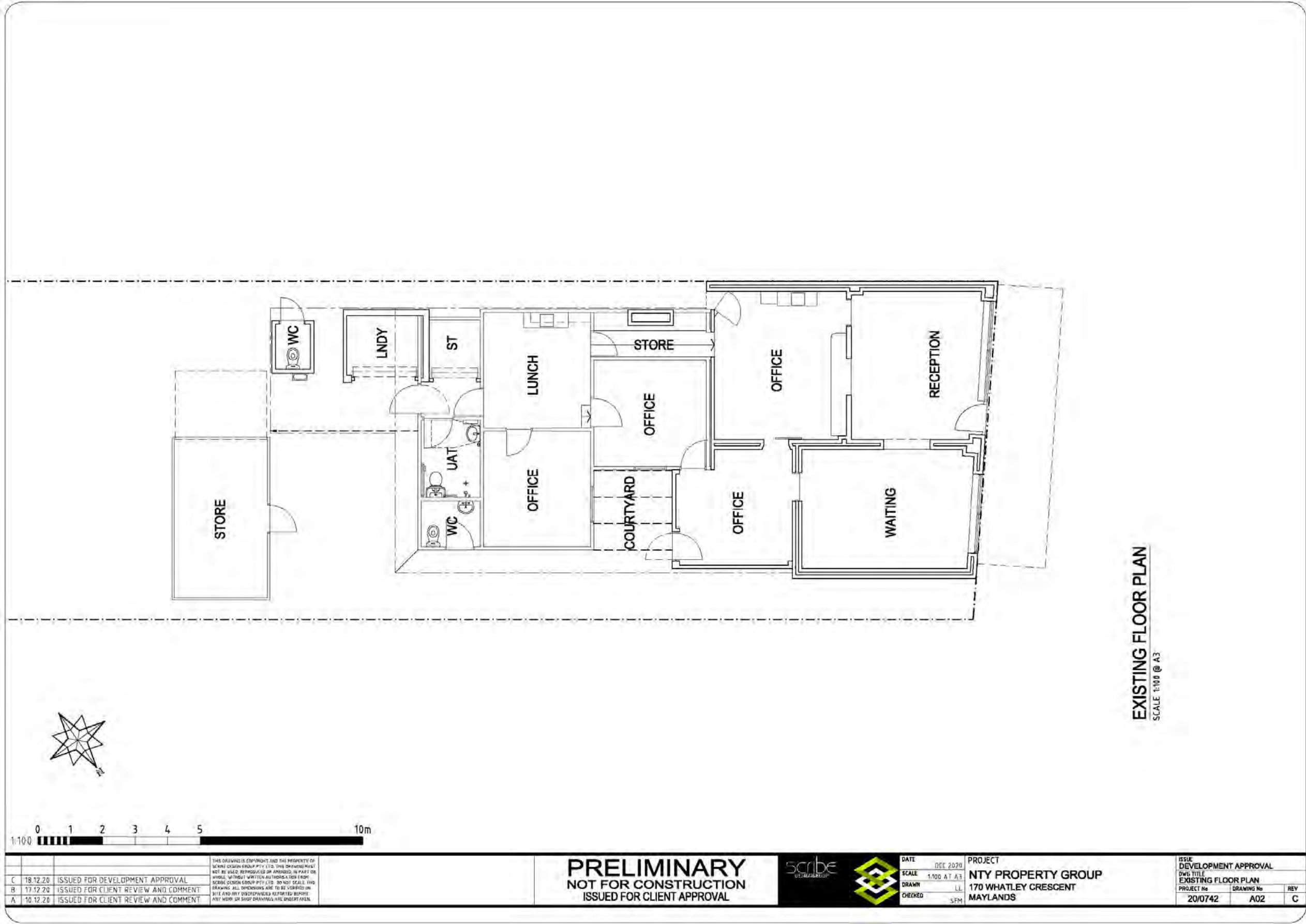
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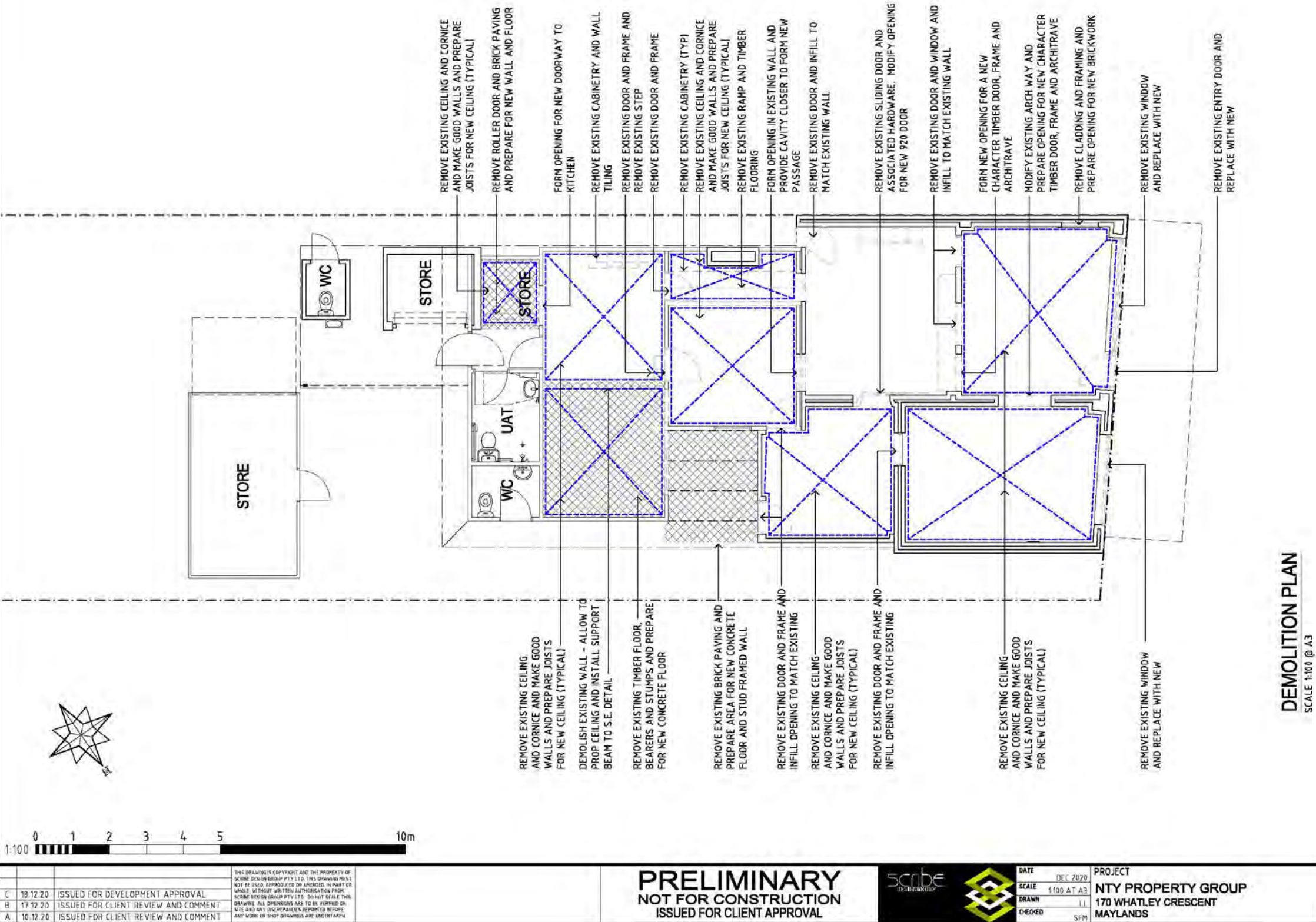


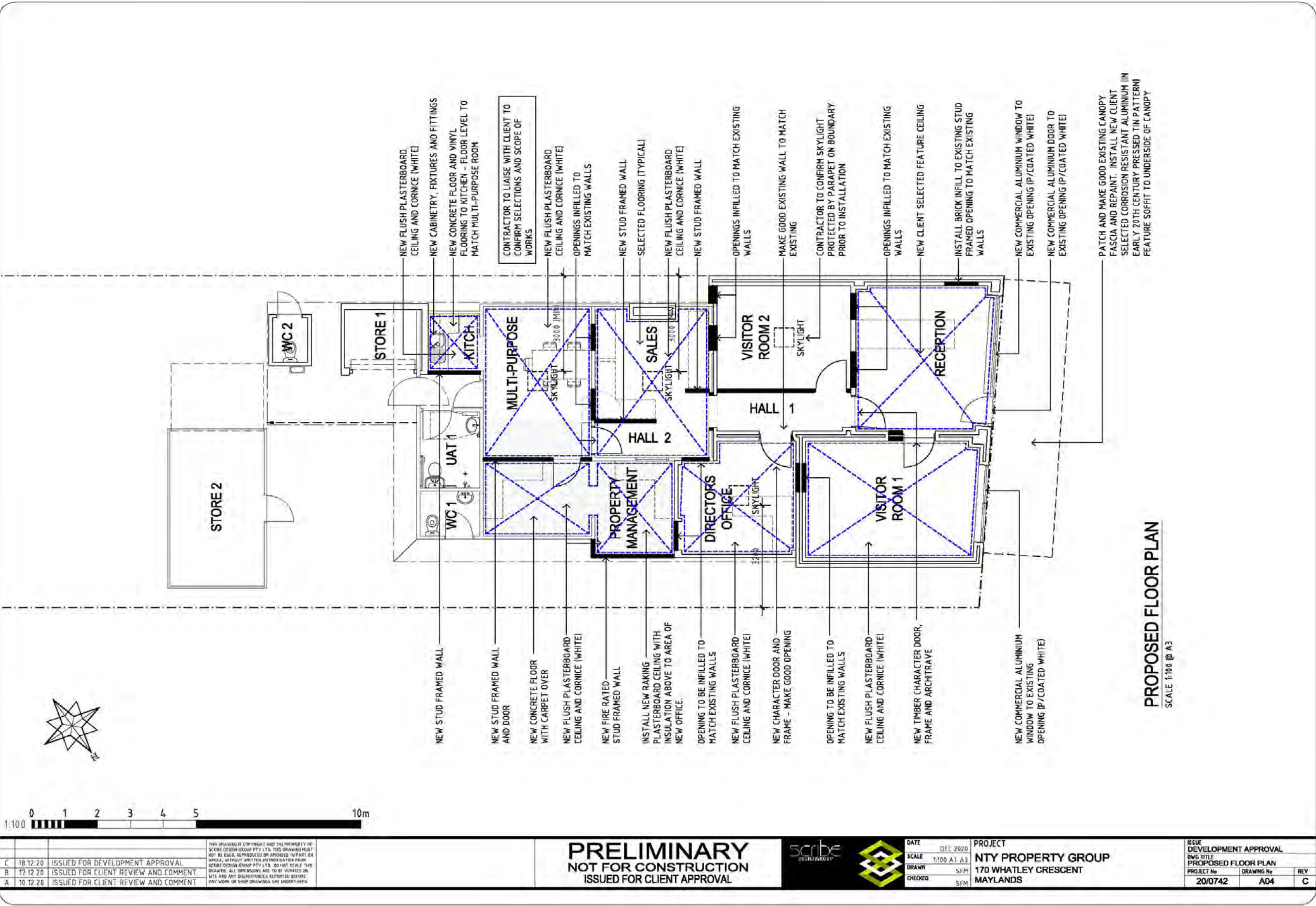
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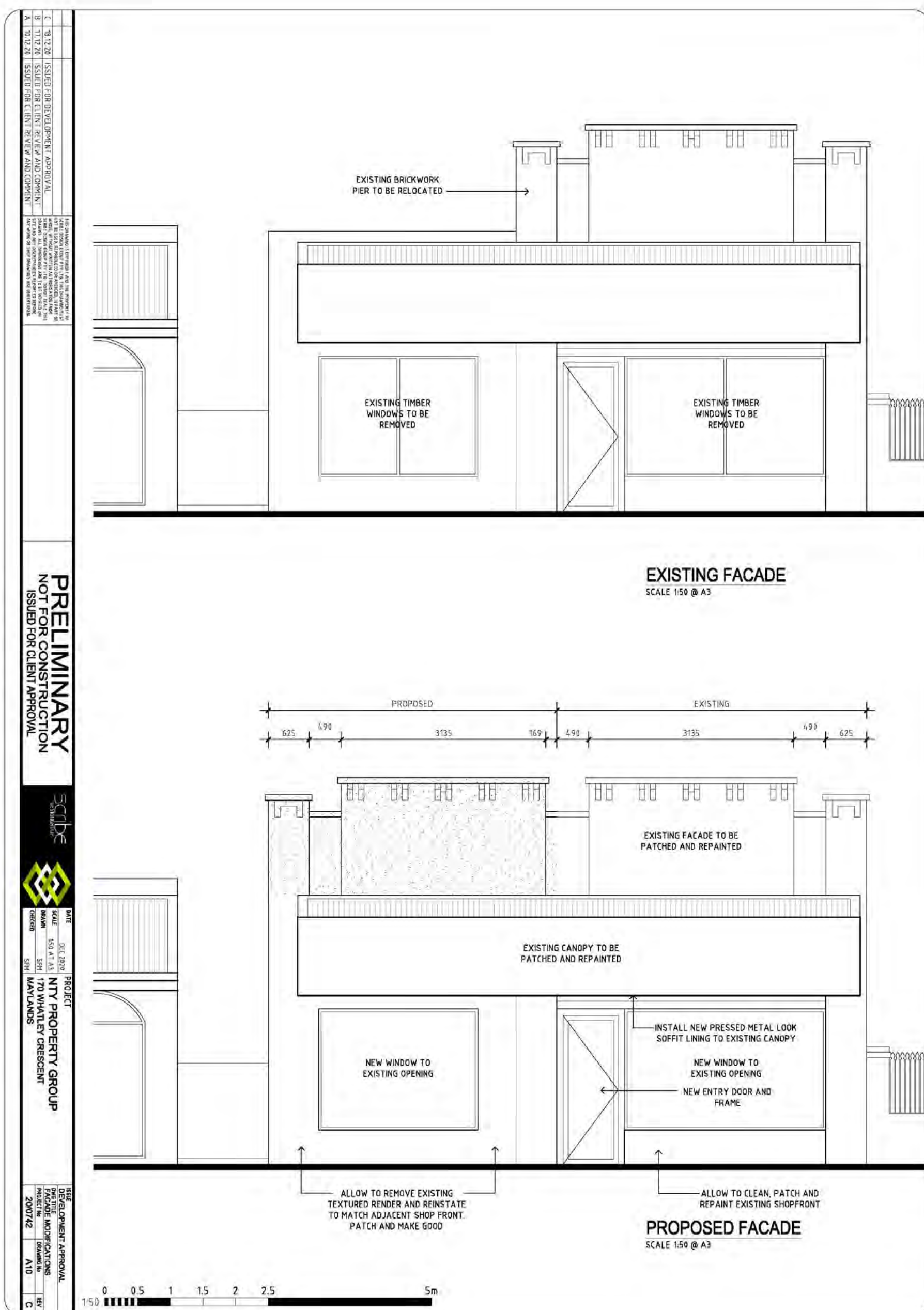
PROJECT
NTY PROPERTY GROUP
170 WHATLEY CRESCENT
MAYLANDS

ISSUE DEVELOPMENT APPROVAL		
DWG TITLE LOCATION PLAN		
PROJECT No	DRAWING No	REV
20/0742	A01	D









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DATE		20/07/20	

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NOT FOR CONSTRUCTION
ISSUED FOR CLIENT APPROVAL



NTY PROPERTY GROUP
170 WHATLEY CRESCENT
MAYLANDS

20/07/20		ISSUE
20/07/20		DEVELOPMENT APPROVAL
20/07/20		FACADE MODIFICATIONS
20/07/20		DRAWING NO.
20/07/20		REV
20/07/20		C



EXISTING FACADE (ACTUAL)
SCALE 1:50 @ A3



PROPOSED FACADE
SCALE 1:50 @ A3

10.4.5 Draft Medium Density Code

Responsible Branch:	Development Approvals	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input checked="" type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. Draft Medium Density Code brochure 2. City of Bayswater Submission to DPLH 3. WALGA Draft Submission	
Refer:	N/A	

SUMMARY

The draft Medium Density Code (MDC) is a State Government initiative to improve the design quality of medium density housing in Western Australia. The draft MDC is focused on the need for greater housing diversity to provide choice and a variety of lifestyle options. The draft MDC are currently being advertised for comment and the purpose of this report is to review the draft MDC and to outline matters to be raised in the City's submission to the Department of Planning, Lands and Heritage (DPLH).

COUNCIL RESOLUTION**OFFICER'S RECOMMENDATION**

That Council endorses the comments on the draft State Planning Policy 7.3 – Residential Design Codes Volume 1 - Part C Medium Density Code and associated documents as contained in Attachment 2 to this report, as the basis for the City's submission to the Department of Planning, Lands and Heritage.

CR SALLY PALMER MOVED, CR GEORGIA JOHNSON SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 9/0

BACKGROUND

In 2014 the Western Australian Planning Commission (WAPC) and the then Department of Planning (DoP) now DPLH prepared a Planning Reform recommendation plan to improve design and development across WA. This led to the DoP, WAPC and the Office of Government Architect collaborative initiative: Design WA project. Stage 1 of the Design WA project has already been implemented through the State Planning Policy 7.3 Residential Design Codes Volume 2 – Apartments. The draft MDC forms stage 2 of the Design WA project.

The full set of documents related to this report can be accessed online at: <https://www.dplh.wa.gov.au/medium-density#consult>

The draft MDC will apply to medium density development, specifically single houses and grouped dwellings in areas coded R30 and above and multiple dwellings up to four storeys in areas coded R30 to R60 inclusive. The current requirements for multiple dwellings in the R30 to R60 zone will be removed from SPP7.3 Volume 2 – Apartments and will be assessed against the draft MDC. The draft MDC policy document is split into four key elements: land, the garden, buildings and neighbourliness which set out the design requirements for development. The policy emphasises more trees and gardens, better solar access and ventilation functional living spaces, safe attractive streetscapes and less cars.

The document will operate in a similar manner to the current Residential Design Codes (R-Codes) and includes Deemed-to-Comply requirements and Design Principles. If a development satisfies the Deemed-to-Comply requirements planning approval may not be required and the applicant could proceed straight to a building permit. Any developments requiring planning approval will be assessed against the relevant Design Principles.

WALGA have not yet finalised their submission in relation to the draft MDC, however their draft submission is included in **Attachment 3**.

EXTERNAL CONSULTATION

The draft Design WA documents have been advertised for public comment until 16 April 2021. Further advertising by the City is not required as the public can submit comments directly to the DPLH.

OFFICER'S COMMENTS

The City of Bayswater due to its close proximity to the Perth CBD is already experiencing significant infill development such as single houses, grouped dwellings and multiple dwellings. It is considered that the current R-Codes facilitate poor development outcomes such as large areas of hardstand associated with the prioritisation of car parking and access, loss of existing tree canopy, dwellings with poor solar access, poor natural ventilation and minimal contribution to the streetscape.

The City of Bayswater has a number of areas zoned R30 to R60 where development requirements will be impacted by the draft MDC. The areas affected within the City include pockets of Bayswater, Noranda, the Morley Activity Centre, and large areas of Maylands/Mount Lawley. In the future additional areas of the City could have increased zoning densities where the MDC would apply. Therefore, the proposed MDC will likely have a significant impact on future development within the City of Bayswater.

This report does not address the entire MDC document but rather the key issues which may significantly affect development in the City and suggested modifications. A detailed summary of the City officers' comments on the MDC document in its entirety is included in **Attachment 2**.

Application of Draft MDC

The current requirements for multiple dwellings in the R30 to R60 zones are proposed to be removed from SPP7.3 Volume 2 – Apartments and will be assessed against the draft MDC. This is not supported as the draft MDC requirements for multiple dwellings do not contain plot ratio requirements and have less development requirements compared to Volume 2. It is considered that recent apartment developments designed in accordance with SPP7.3 Volume 2 have achieved good amenity and streetscape outcomes and that the draft MDC could result in poorer development outcomes for multiple dwellings. It is recommended that the draft MDC only applies to single houses and grouped dwellings.

Local Planning Framework Transitional Arrangements

The City's existing local planning policies (LPP) will be required to be audited within 3 months of the MDC coming into effect to determine whether they are still relevant. If the City wishes to retain a LPP, it may require approval from the WAPC if the LPP varies a deemed-to-comply requirement in the MDC. This may affect many of the City's LPPs including the City's Landscaping Policy, Trees on Private Land and Street Verges Policy, Retaining Walls Policy and the Design Guideline policies. Structure plans, activity centre plans and local development plans approved by WAPC prior to the commencement day of the MDC will continue to have effect until the expiration of the approval period.

Site Area

The draft MDC is proposing to change the way the minimum and average lot sizes are applied by basing the minimum site area requirements on three different categories (Site Categories A, B and C). The draft MDC introduces greater options for smaller lot sizes in locations where lots have direct street frontage, corner lots, lots with right of way access and lots located within close proximity of high frequency public transport or an activity centre. This means that there is potential for lots zoned R30 to be developed at a higher density (such as R40) without being rezoned which may be inconsistent with the expectations of the community in relation to development on an adjoining lot being of inconsistent density.

The changes are considered a positive step to increase smaller more varied dwellings. However the requirements are very detailed and may take considerable time to assess. It is likely that the MDC will deter battle-axe style subdivisions and promote side by side lots to some extent, however a large number of side by side lots with individual vehicle access points is also undesirable within the streetscape unless vehicle access points are minimised as side by side lots often result in proposed street tree removal. There may be merit in removing the site area requirements altogether as other requirements such as building height, setbacks and open space already constrain development potential. It is recommended that DPLH investigate this further to understand how architects or designers may approach development design if they were unconstrained by site area requirements at the start of the process as it may result in a better design outcome.

Primary Garden Area

The draft MDC proposes to increase the current minimum private outdoor living area for single houses and grouped dwellings under the current R-Codes with new requirements for a primary garden area that has access to northern light. This is a positive change to increase the amenity for residents, however some clarification is needed in relation to the maximum permitted roof cover over the primary garden area and potential intrusions into the primary garden area which could reduce its functionality and usability.

Trees, Deep Soil Area and Landscaping

A number of new requirements are proposed under the draft MDC for trees, deep soil area and landscaping including the following:

- A minimum of 20% of the site area is to be provided as deep soil area (with allowances for impervious surface encroachments of up to 30% of the deep soil area);
- A minimum of 50% of the street setback area is to be landscaped;
- Minimum requirements for new trees to be planted within the site; and
- Concessions for retention of significant existing trees.

The requirements for deep soil areas is supported as it will allow space for adequate landscaping and tree growth zones. However, the MDC lacks details of specific landscaping requirements to ensure appropriate species, reticulation and planting density is being implemented which is consistent with the detailed requirements of the City's Landscaping Policy. Lack of detailed requirements may result in garden beds with no plants being deemed-to-comply compliant with the MDC.

Allowing for impervious surfaces within deep soil areas contradicts the definition in the MDC of deep soil area. It is considered that impervious surfaces should not be permitted within the deep soil area. Allowing encroachments within deep soil areas also contradicts the definition of deep soil area and are not supported.

A minimum number of trees and associated root protection are required to be provided depending on the site of the lot and type of development. The inclusion of minimum tree provision is supported, however some of the requirements are considered inconsistent with the City's Trees on Private Land and Street Verges Policy which is how the City currently requires trees as part of a development. The City's policy requires a minimum root protection zone that is measured by a 2m radius from the trunk of the tree for a standard tree which is consistent with the definition of a small tree in the MDC. The MDC requires a smaller root protection zone of 1.5m X 1.5m for small trees, 3m X 3m for medium trees which may not be adequate and there is no requirement for large trees. Trees may also be planted in inappropriate locations where they will not thrive.

Root protection areas should also match the canopy diameter at maturity. This will enable the tree to reach full maturity unimpeded by buildings and other structures. If the root protection areas are too small then the tree's roots and/or branches may impact buildings. Root protection areas should be articulated as a radius rather than an unspecified shape to ensure trees are planted in the centre of the root protection area. It is suggested that the root protection area requirements include minimum depth measurements for when trees are planted above basement parking areas or when planted in raised planting areas. An additional requirement should be included to specify that trees are not to be located too close to each other so they do not restrict tree growth.

The draft MDC also provides concessions for the retention of existing significant trees. A significant tree is defined in the MDC as follows:

"An existing tree that meets the following criteria:

- *healthy specimens with ongoing viability; and*
- *species is not included on a State or local area weed register; and*
- *height of at least 4m; and/or*
- *trunk diameter of at least 160mm, measured 1m from the ground; and/or*
- *average canopy diameter of at least 4m."*

The proposed concessions for retention of a significant tree include:

- A minimum 15% of each site area and common property; or 15% of the lot is provided as deep soil area; and
- The building alignment of the dwelling may project into the street setback line a maximum of 1m, where the tree is located behind the street setback.

There are no requirements in the draft MDC to ensure that trees being retained are protected during construction or any ongoing maintenance requirements in relation to the retention of the tree. There are concerns that applicants may show retention of a tree in their development application to obtain concessions and then neglect to protect the tree during construction, ultimately resulting in the removal of the tree. There is no requirement in the MDC for a replacement tree required to be planted in this circumstance.

The terminology of 'significant tree' may be confused with trees listed on a local government's significant tree register as applicants may assume that a tree that is not listed on the significant tree register is not worthy of retention. It is recommended that the DPLH consider changing the terminology from 'significant tree' to 'tree worthy of retention'. The draft MDC does not specify who is responsible for establishing if a tree is a significant existing tree which may conflict with the City's Trees on Private Land and Street Verges Policy and any future significant tree register. The City officers suggests that applicants should be responsible for this through the provision of an assessment provided by a suitable qualified consulting arborist.

Notwithstanding the above, the City recognised that the loss of existing tree canopy as a result of urban infill development is contributing to the urban heat island effect and loss of amenity and is of concern. It is recommended that DPLH investigate other provisions for greater retention for existing trees and planting of additional trees as part of the MDC.

Natural Ventilation

Although the draft MDC introduce a minimum requirement for habitable rooms to have two openings to allow for natural ventilation, this does not necessarily mean that natural cross ventilation will be achieved. Natural cross ventilation required consideration of the prevailing breezes and position of external openings in different walls. There are concerns that internal openings to corridors will be relied upon and that doors which are unable to be left open (such as fire doors to apartments) may be able to be counted as an opening that would satisfy the deem-to-comply requirement for natural ventilation.

It is recommended that DPLH amend the draft MDC to specify in the deemed-to-comply provisions that dwellings are to be provided with minimum requirements for natural cross ventilation rather than natural ventilation and that the required openings are to be located in different walls as alluded to in Figure 3.2d. The MDC should also address natural ventilation requirements for circulation and communal areas and requirements for openings for natural ventilation to laundries and kitchen where located on external walls.

Parking

The draft MDC is proposing a significant change in policy direction in relation to car parking requirements. A reduction in car parking requirements is proposed for developments located in Location A which is lots located within close proximity to high frequency public transport and Location B which applies to all other lots. The changes include different requirements for car parking based on whether or not the parking bay is within a garage, carport, basement or uncovered.

Resident car parking requirements for Location A sites are proposed to be modified as follows:

- There are no minimum car parking requirements for dwellings (currently one parking bays is required per dwelling);
- There are maximum car parking requirements of 1-2 bays for car parking within a garage which depends on the number of bedrooms in the dwelling; and
- There are no maximum car parking requirements for car bays within carports, basements or uncovered parking bays.

Resident car parking requirements for Location B sites have been modified as follows:

- There is a minimum of one parking bay required for 1-2 bedroom dwellings;
- A minimum of two parking bays are required for dwellings with three or more bedrooms (currently applies to two or more bedrooms);
- There are maximum car parking requirements of 1-2 bays for car parking within a garage which depends on the number of bedrooms in the dwelling; and
- There are no maximum car parking requirements for car bays within carports, basements or uncovered parking bays.

The most significant change in the parking requirement is that lots in Location A are permitted to be developed with no on site car parking. Location A includes all land located within:

- 800m of a train station on a high-frequency rail route, measured in a straight line from the pedestrian entry to the train station platform to any part of a lot;

- 250m of a high-frequency bus route, or multiple bus routes that if combined have timed stops every 15 minutes during weekday peak periods (7 – 9am and 5 – 7pm), measured in a straight line from along any part of the bus route to any part of the lot; and/or
- The defined boundaries of an activity centre.

Given that additional train stations will be constructed at Morley and Noranda, and the presence of existing high frequency bus routes along distributor roads throughout the City, there could be a large number of lots which would fall within Location A and could be developed without any on site car parking. Lack of any onsite parking may result in increase of on street parking and associated amenity impacts but it may also encourage residents to utilise alternative transport options including cycling and public transport. Provision of nil parking is optional and it is considered unlikely that many dwellings will be developed without any car parking as most dwellings are typically provided with at least one parking bay unless the community embraces alternative transport options in the longer term.

Maximum car parking limits for parking bays within garages is also a new requirement which has not previously been implemented. This is considered to be a positive step in reducing the dominance of garages upon the streetscape and will promote more choice and diverse housing options to suit different households. There is no limit placed upon the number of bays within carports, basements or uncovered parking bays (such as driveways) which provides greater flexibility of parking options which do not dominate the streetscape as much as garages. It is noted however, that there is no maximum parking spaces applicable for these types of parking facilities which means that cars parked within front setback areas could still dominate the streetscape.

Visitor car parking requirements remain unchanged for 0-4 dwellings with no visitor bays required, however the visitor parking bays for five or more dwelling in a development has been increased slightly. It is noted that in Location A where there are nil requirements for on-site residents parking bays, there is still a requirement for visitor parking bays for developments with five or more dwellings. It is considered unusual to require visitor parking when no resident parking is required which may lead to residents parking in visitor bays. It is suggested that DPLH consider requiring visitor bays to be based on number of resident's bays rather than number of dwellings. Visitor parking in the front setback area is also undesirable due to the large areas of hardstand and it is suggested that they are located to the rear of the dwelling or are screened from view the street by landscaping. Appropriate management arrangements would need to be incorporated into the MDC to ensure that clear information and directional signage is provided where visitor bays that are not directly visible from the street.

There are also new requirements for all dwellings to have bicycle parking, which will promote cycling as an alternative transport option. It is suggested that bicycle parking bays be provided for Location's A and B, similar to car parking. Location A areas should have a higher bicycle rate to compensate for a lower car parking rate. It is unclear why a single house or grouped dwelling would have a higher minimum bicycle parking requirement then a multiple dwelling as required by the draft MDC. It is also suggested that a provision be introduced that bicycle bays cannot be provided in storage areas as this would reduce the amount of storage space for residents.

Universal Design

The draft MDC contain new universal access requirements for developments with five or more dwellings which is supported as it will create more diverse housing options. Universal access requirements facilitate ageing on place and provide multipurpose housing opportunities. However the draft MDC do not specify who is responsible for establishing if a dwelling meets the requirements of silver gold or platinum level universal access requirements. It is suggested that applicants should be responsible for this through the provision of an assessment provided by a suitably qualified consultant. Universal access requirements facilitate ageing on place and provide multipurpose housing opportunities.

Small Dwellings

A new type of small dwelling is proposed to be introduced as part of the draft MDC. A small dwelling is defined as a single house or grouped dwelling with an internal floor area no greater than 70m². The small dwellings are in response to the 'Tiny House Movement' and will provide an alternative and affordable housing option for people wanting a small home. Small dwellings may be afforded concessions to reduce the minimum lot size by up to 35% in areas coded R50 or less. This initiative is supported as it will provide greater housing diversity.

Houses on lots less than 100m²

As outlined above the draft MDC introduces options for a variety of lot sizes, including lots less than 100m² in area. Additional requirements for single houses on lots less than 100m² are supported as they place some limitations on development of these lots to ensure they are located appropriately and respond to the streetscape character and amenity of adjoining properties. One of the requirements which requires review is the maximum permitted fence height of 0.9m. It is unclear why this requirement has been imposed as other residential lots are permitted to have front fences up to 1.8m high and there is concern that the fencing heights will be inconsistent creating an adhoc streetscape.

Building Height

The draft MDC proposes an increase to the permitted building heights by 1m and measures building heights in both storeys and metres compared to the current maximum permitted building heights. The proposed increases in building height for a two storey dwelling are as follows:

- Wall height from 6m to 7m;
- Concealed roof height from 7m to 8m; and
- Pitched roof height from 9m to 10m.

This change is supported as it allows more flexibility for designers and encourages generous floor to ceiling heights for improved internal amenity. It also responds to modern architectural housing styles such as lofts, concealed and skillion roofs.

Lot Boundary Setbacks

Lot boundary setback are proposed to be simplified compared to the current R-Codes which base the setbacks on wall length, height and placement of major openings. The draft MDC will determine lot boundary setbacks based on building height. This change is supported as it will simplify the assessment and allows greater flexibility for more innovative housing design options. Greater setbacks to upper floors will reduce the bulk and scale impact on adjoining properties. Some clarification is needed in relation to setbacks for buildings which exceed the maximum wall height.

Streetscape

The draft MDC proposes a change to the current maximum permitted width for garages for two storey dwellings by requiring that they are setback 2m behind the dwelling alignment (currently a 1m setback is required). This is a positive change, however it is minor and it is considered that the MDC do not adequately address streetscape issues associated with garages. The City has an increasing number of narrow side by side subdivisions where it is not possible to achieve a compliant double width garage. As a consequence many of these dwellings require planning approval. A double width garage on a narrow lot dominates the front facade of the dwelling which is generally not a desirable outcome for the streetscape in terms of character, amenity and passive surveillance.

It is considered that the draft MDC streetscape provisions will result in poor streetscape outcomes in terms of amenity, activity and interface. In addition, the supporting driveway and crossover will consume most of the lot frontage and leave minimal room for landscaping and trees.

It is suggested that the MDC introduce specific provisions for narrow lots, such as single width or tandem parking arrangements to achieve better streetscape outcomes. Introducing minimum lot widths in the medium density zones could also assist to improve streetscape amenity outcomes.

Vehicle Access

Currently a second vehicle access point is not deemed-to-comply under the R-Codes and can only be considered by the City via a planning application. The draft MDC will permit a second vehicle access point to be retained for an existing dwelling being retained as part of a development, for dwellings which front the street and for lots with a frontage exceeding 40m.

These provisions are not supported as it would allow the front dwelling of a grouped dwelling development to have its own crossover instead of obtaining vehicle access from the common driveway as per the current requirements.

Existing dwellings being retained as part of a development should also be required to achieve vehicle access from the common driveway unless it is not physically feasible to do so. The City has been successful in recent years in limiting crossovers to one per lot which has increased the amount of available on street parking, limited the amount of hardstand and room available on the verge for street trees. The draft MDC provisions could also result in a poor streetscape outcome where the streetscape is heavily dominated by crossovers and driveways.

Visual Privacy

The draft MDC proposes changes to how visual privacy is to be assessed to provide greater consideration of privacy for adjoining lots. The proposed changes include:

- Increased visual privacy cone of vision radius setbacks to adjoining neighbours compared to the current R-Codes requirement;
- Measurement of visual privacy from 1.7m above floor level increased from 1.6m above floor level;
- Deemed-to-comply requirements for offsetting windows and greater variety of screening devices;
- Consideration of overlooking onto vacant lots which are not yet developed; and
- Consideration of vertical visual privacy solutions that takes into account differences in ground levels.

The proposed visual privacy changes are supported as they will improve the visual privacy for adjoining land owners and offer greater options for privacy solutions which will allow for improved access to natural light, ventilation and outlook of the proposed dwelling. It is noted that the visual privacy assessment is much more complex than the current requirements and will require additional officer time to assess. Further it is the view of the DPLH that privacy variations impacting vacant lots will no longer be supported.

Other Matters

Sustainability

The draft MDC does not stipulate any sustainability provisions similar to SPP7.3 Volume 2 – Apartments. It is recommended that the DPLH consider adding sustainability provisions to the MDC such as cool roofs and reflective surfaces, minimum pervious surface areas, passive heating and cooling, native and water sensitive landscaping and trees, renewable sources of power and electric vehicle charging.

Circulation and Common Spaces

The draft MDC does not address minimum requirements for circulation and common spaces such as minimum width requirements for universal access. It is recommended that the draft MDC be modified to address circulation and common spaces similar to SPP7.3 Volume 2 – Apartments.

Resourcing and Fees

The draft MDC requirements are more complex to assess compared to the current R-Codes and will require additional officer time to assess development applications and will increase the number of front counter queries to educate people on the new requirements given that the MDC relate to smaller developments where architects and/or town planners are not always involved in the DA process. A greater reliance on the City staff is expected compared to the launch of the SPP7.3 Volume 2 – Apartments. If officers are spending more time assessing development applications and assisting customers this will in turn impact the timely processing of development applications. Additional time spent on assessing development applications should be reflected in an increase in development application fees, so that local governments can provide adequate resources to adequately manage the expected increased workload in a timely manner.

LEGISLATIVE COMPLIANCE

N/A.

OPTIONS

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

Option 1	That Council endorses the comments on the draft State Planning Policy 7.3 – Residential Design Codes Volume 1 - Part C Medium Density Code and associated documents as contained in <u>Attachment 2</u> to this report as the basis for the City's submission to the Department of Planning, Lands and Heritage.	
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	Moderate
Organisational Health and Safety	Low	Low
Conclusion	It is considered that there is a low risk to the City in the event Council endorses the officer's comments as contained in <u>Attachments 2</u> . The officer's comments have considered the impact the proposed documents will have on the current planning process and how they will be implemented within the City.	

Option 2	That Council provides modified comments to the Department of Planning, Lands and Heritage on the draft State Planning Policy 7.3 – Residential Design Codes Volume 1 - Part C Medium Density Code and associated documents.		
Risk Category		Adopted Risk Appetite	Risk Assessment Outcome Dependent on the modification(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	Dependent on the modification(s) determined by Council.		

Option 3	That Council provides no submission on the draft State Planning Policy 7.3 – Residential Design Codes Volume 1 - Part C Medium Density Code and associated documents to the DPLH.	
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 there is a moderate risk to the City's strategic direction, reputation and community and stakeholder relationship in the event no submission on the proposed document is made. SPP 7.3 will be used to guide development within the City and will have a significant impact on the streetscape and resident amenity of residents. Providing no comment may be perceived as the City not having sufficient regard for such a significant suite of documents or supporting improved outcomes for the community. Further, in the event no comment is provided any comments the City may have will not be considered.	

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 B1: Appealing streetscapes.
 Outcome B3: Quality built environment.

The draft MDC will improve the design quality of medium density housing within the City of Bayswater which will contribute to an improved streetscape, lifestyle choice and amenity for future residents.

CONCLUSION

The draft MDC documents will have implications on the statutory provisions of the R-Codes, development assessment and the City's existing local planning policies. The introduction of the MDC will also automatically override some of the existing provisions under the City's local planning policies as outlined in this document. Further the City's policies will be required to be reviewed to align with the formatting requirements as specified in the MDC. Notwithstanding the MDC will significantly improve the quality of housing in the medium density areas of the City of Bayswater which will benefit future residents and the community.

Attachment 1

Medium Density for Western Australia

A proposed new Medium Density Residential Housing Code has been released for public comment.

The WA Government has released a new Medium Density Housing Code to encourage better designed housing and more choice to match the changing needs and expectations of our community. The policy forms part of the WA Government's initiative to reform the planning system and ensure good design is at the centre of all development.

This draft policy aims to challenge traditional thinking, to prioritise design excellence, improve liveability and deliver better social and environmental outcomes.

More housing diversity

When it comes to housing development, Western Australia is commonly considered to have traditional suburban blocks and high density apartments, with very little diversity of housing in between. In fact, Perth has always had medium density housing, from the quaint workers' cottages through Subiaco and Fremantle, to the two-up, two-down apartment developments alongside the stately homes of Floreat and Mount Lawley.

What we have not had is a unified, policy-driven definition of exactly what 'medium density' is, or many built examples of medium density done well.

Demand drivers

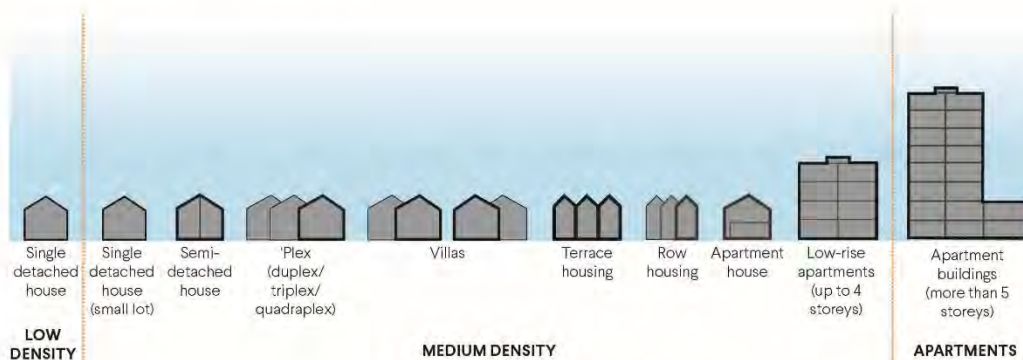
WA needs medium density development and we need to do it better because:

1. **Lifestyles are changing.** People want more choice in homes so they don't have to move out of their neighbourhood as their needs change. Young people also want to be able to afford to buy or rent in suburbs near family, jobs and education. Singles and blended families need flexible accommodation. And a diverse mix of people adds richness to our communities.
2. **Another 1.5 million people are expected to live in Perth and Peel by 2050.** These families don't just need houses, they need easy access to schools, shops, hospitals, transport and jobs.
3. **Good design makes a difference.** Industry and community have both said enough is enough when it comes to traditional infill, with its long driveways, hot rooftops, more cars and few trees. They are asking for new policies that will drive more innovative and thoughtful design.

What's new?

The new Medium Density Housing Code is built into the Residential Design Codes – or R-Codes. This draft new policy contains development controls for single and grouped dwellings, in areas coded R30 and above, and multiple dwellings coded R30-R60. This ranges from single detached or semi-detached houses on small lots, to terraces, villas, apartment houses and low-rise apartment buildings up to four storeys.

Figure 1: Medium density housing types



The cost of poor design

Over the past 30 years, as land values have soared, one form of medium density has dominated Perth. Villa-style infill housing, with three or more units squeezed onto a single suburban block, has proliferated – often with little concern for neighbours, and so tightly packed it has changed entire streets and suburbs.

This outdated approach costs WA an estimated \$117 million a year because of the inefficient way it handles issues like energy, stormwater, heat and the urban tree canopy. Each dwelling costs the community an estimated \$29,000, in social and environmental impacts, over its 20-year life.¹

“Western Australia’s business-as-usual approach to medium density development is not sustainable.”

Rita Saffioti, Minister for Planning

Design priorities

Good design is not about appearance or personal taste but about using the latest insights from architecture, urban planning and related research to achieve more sustainable, functional and cost-efficient development.

The new Medium Density Housing Code will improve the quality and consistency of housing in WA and promote a wider range of building types that are more in keeping with their site, the streetscape and neighbourhood around them. The policy emphasises:

- More trees and gardens
- Better solar access and ventilation
- Flexible, functional living spaces
- Safe, attractive streetscapes
- More space for people and less cars

¹ Wider costs of medium density development, SGS Economics and Planning, 2020.

Four key elements

1. Land

Minimum and average site area requirements are provided in the policy which determine the potential number of dwellings that a development can achieve under the applicable R-Code for that site.

Site area provisions also encourage a diversity of different housing types, including providing incentives for aged and dependent persons' accommodation and small dwellings. The provisions also include yield incentives for development that has street frontage (rather than dwellings in backyards) and those sites that are particularly suited to medium density, including larger sites, corner locations or laneway access.

2. The garden

Clear guidelines for the size and location of gardens recognise the importance of greenspace, sunlight and ventilation to physical and mental health, ensuring residents have access to a good outdoor space for recreation and socialising. The policy includes:

- Minimum garden sizes
- Outdoor spaces linked to main living areas
- Space for trees and deep soil areas
- Communal and private open space
- Climate and passive solar orientation

3. Buildings

The policy incentivises diverse building types, orientated for natural light, ventilation and an attractive outlook, with multi-purpose living spaces focused around 'one good room'. The policy includes:

- Flexible spaces for changing resident needs
- Minimum dwelling and room sizes
- Adaptable housing for people of all abilities
- Car parking that does not dominate
- Provision for ancillary buildings
- Site concessions to encourage one and two-bedroom dwellings

4. Neighbourliness

Well-designed homes that sit well in the streetscape, that encourage social interaction and that provide community amenity, make it easier for people to live closer together. The policy includes:

- Context-sensitive design standards for building height and boundary setbacks
- Site cover controls to preserve open air between buildings
- Consistent street setbacks with space for trees
- Protections for visual privacy and overshadowing
- Dwellings that face the street with reduced garage dominance
- More flexibility in front fencing



Industry and community input

Extensive testing, and consultation with local governments, planning and design experts and the property sector, have helped shape the draft policy to ensure it balances the need for better quality homes with construction costs.

The policy is now ready for public review. At the close of the consultation period, all submissions will be reviewed to help refine the policy.

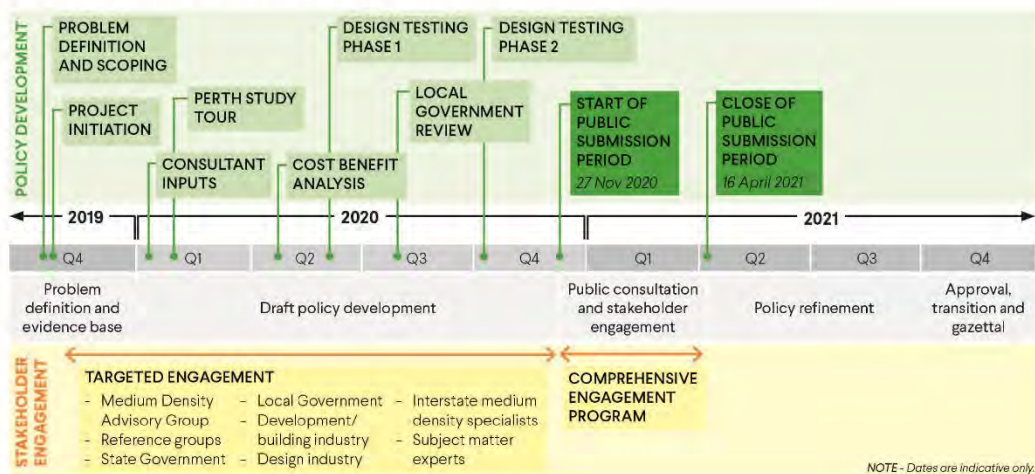
The policy is expected to be finalised and operational by late 2021.

Related publications

State Planning Policy 7.3 - Medium Density Residential Housing Code will form part of Volume 1 of the R-Codes (Residential Design Codes). The draft policy, together with the below supporting documents, can be downloaded from <https://dplh.wa.gov.au/DesignWA>.

- **Medium Density Explanatory Guidelines** – contains guidance to help users understand and apply the principles and comply with the new policy.
- **Medium Density Housing Diversity Guide** – contains information on a range of residential building types with project sheets describing design and planning principles, site suitability, and example design templates for site plans, floorplans and elevation treatments.

Figure 2: Policy development and engagement process



Join the conversation

The future of medium density development is an important conversation for everyone living in Western Australia because it sets up a shared vision for how we are going to address our need for more homes and embrace our growing population. It defines the kind of homes we want to live in and the neighbourhoods we want to be part of. It sets expectations about the importance of thoughtful, considered and sustainable design in meeting our future needs. Please join the conversation and have your say.

Consultation is open until 16 April 2021.

Submit your views online at <https://consultation.dplh.wa.gov.au>

Or in writing to:

Design WA
c/- Department of Planning, Lands and Heritage
Locked Bag 2506, Perth WA 6001
Email: designwa@dplh.wa.gov.au

November 2020

DESIGN WA For a Better Built Environment

10.4.6 Proposed Land Acquisition - Rights of Way Lot 50 Deeley Street and Lot 66 Whatley Crescent, Maylands

Applicant/Proponent:	Richard Noble	
Owner:	Gold Estate Holdings Pty Ltd (Chairman: John Atkins)	
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. Rights of Way Study Extracts 2. Letter of Offer from Owner Confidential Attachment 3. Certificate of Title - Lot 50 and Lot 66	

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

SUMMARY

Council consideration is sought regarding an offer of sale from the applicant for two Right of Ways (ROWs) to the City on behalf of the owner.

Lots 50 Deeley Street and 66 Whatley Crescent, Maylands are owned and registered to Gold Estate Holdings Pty Ltd. The owner is seeking to dispose of both ROWs in accordance with the recommendations outlined in the 2007 Rights of Way Study. Both land parcels have been deemed surplus to the needs of Gold Estate Holdings and the lots are being offered for sale to the City for a nominal fee of \$1 per lot.

COUNCIL RESOLUTION

OFFICER'S RECOMMENDATION

That Council approves the acquisition by purchase (non-major land transaction) of Lot 50 Deeley Street and Lot 66 Whatley Crescent, Maylands by private treaty, for a nominal fee of \$1 per lot, subject to the owner being responsible for their costs associated with the sale.

CR SALLY PALMER MOVED, CR GIORGIA JOHNSON SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 9/0

BACKGROUND

Lot 50, Deeley Street, Maylands

This ROW comprises of two parcels of land, split by Deeley Street. The northern parcel (A) is 253 m² and the southern parcel (B) is 506m²; both parcels are paved and owned in freehold by Gold Estate Holdings. Under the City's Town Planning Scheme No. 24 (TPS24), they are zoned "Medium and High Density Residential 'R50' and 'R30' respectively and are 'Urban' under the Metropolitan Region Scheme (MRS).

Both parcels are 5.03m wide and are used for vehicle and pedestrian access to the abutting properties.

Ariel View**Lot 66, Whatley Crescent, Maylands**

This ROW comprises 592m² of paved land and is owned in freehold by Gold Estate Holdings. The ROW is not zoned and is designated as road reserve under the City's TPS24. Under the MRS it is zoned "Urban".

The ROW width ranges between 3.62 to 4.04m and is used for vehicle and pedestrian access to the abutting residences and businesses. Lot 66 is known as Bakers Lane in the City's mapping system.

Ariel View

There are water services located beneath both Lots.

EXTERNAL CONSULTATION

No public consultation has been undertaken by the City on this matter. As the land is being sold by a private land owner, the City is not required to undertake any consultation.

OFFICER'S COMMENTS

On 10 December 2020, the City received a letter from Richard Noble & Company (**Attachment 2**), on behalf of Gold Estates Holdings Pty Ltd, offering to sell three land parcels (two lots) for \$1 per lot to the City. All land parcels have been identified within the City's Rights of Way Study for acquisition (**Attachment 1**).

Lot 50 Deeley Street, Maylands

Lot 50 Deeley Street, has been identified as ROWs #93 and #94 within the City's ROW Study; the Study provides the following information:

ROW 93

- *"The existing lot at 8 Deeley Street is developed to its full capacity.*
- *12 Deeley Street has been developed with direct access to the ROW.*
- *Two other lots are currently single residential and all have the potential for grouped dwelling development, which may utilise the existing ROW as access.*
- *Gold Estates, the owner of the ROW, was the original developer of the land in the early 1900s."*

It is noted that 12B and 12C Deeley Street can only be accessed via ROW 93.

ROW 94

- *"Majority of the lots adjoining have development potential and could utilise the ROW as access.*
- *Further widening of the ROW may be inhibited by the nil setback of existing dwellings.*
- *Gold Estates, the owner of the land, was the original developer of the area in the 1900s.*
- *ROW should be dedicated as public land and developed/maintained by the City."*

It is noted that there are six lots along ROW 94 which have potential for redevelopment and may require rear access.

The recommendations for both ROW's from the ROW Study were to:

- Acquire
- Dedicate
- Widening (as per the Western Australian Planning Commission's requirements upon subdivision or infill development).

ROW 94 had the following additional recommendation:

- Upgrade (medium level priority)

Both ROWs currently provide pedestrian and vehicular access to a number of residential lots, which have development potential. The ROW is fully bituminised.

The purchase of the ROW by the City will ensure the existing vehicle arrangement will remain as ROW 93 which is currently being used as the primary access to two properties and ROW 94 may be used for primary access in the future.

The City does not currently maintain ROW 93 and in the event the ROW is purchased annual maintenance is estimated to be between \$300 and \$500 per year. ROW 94 is already maintained by the City and will not incur any additional maintenance costs.

Lot 66 Whatley Crescent, Maylands

Lot 66 Whatley Crescent has been identified as ROW #101 within the ROW Study. The ROW Study incorrectly identifies Lot 66 as being Crown land, the certificate of title confirms that it is owned by Gold Estate Holdings. As the land ownership was incorrectly identified it was not recommended to acquire Lot 66. However, the Study provides the following information:

"In addition to the 13 residential lots, there are also 4 'Business' zoned lots abutting. The 2940m² lot at 222 Whatley Crescent has been developed to its maximum potential. Eight of the residential lots have sufficient area for grouped dwelling development.

- *This ROW may be considered in the latter stages of the Maylands Business Precinct Study.*
- *The land is dedicated as road reserve (right-of-way), however it should be scheduled for development in the near future, pre-empting the future development of the adjoining lots."*

The purchase of the ROW by the City would ensure the existing vehicle and pedestrian access arrangement to adjoining properties remain. It is noted that 214, 218, 220 and 222 Whatley Crescent, 56 Ninth Avenue, 1 and 3A Warnes Street can only access their parking facilities from the ROW. The ROW is fully bituminised.

The City's ROW Study does not identify the ROW for acquisition, however, it is considered that had the ROW Study correctly identified the ownership of the ROW it would have been identified it as a priority for acquisition.

The City currently maintains the ROW and in the event it is acquired it will not incur any additional maintenance costs.

Benefits of Purchase

Purchasing the ROWs aligns with the recommendations of the City's ROW Study. It is considered necessary to purchase both ROWs as they are used as the primary vehicle and pedestrian access to existing properties. In the event the City does not purchase the ROWs the current owner may wish to sell to another party, who may not allow the existing access rights to continue, limiting existing residences for accessing their properties.

Further, by purchasing the ROWs it enables the City to take over management and ensure that they are appropriately utilised and adequately developed and maintained.

Purchase Requirements

As Gold Estate Holdings privately own the land, the City may negotiate the purchase of the land for a nominal fee. The transfer of the land will then proceed through the standard land purchasing procedure.

Given that both ROWs are being offered for a nominal fee of \$1 each and provide access to adjoining properties, it is recommended the City accept the offer of sale for both Lot 50 Deeley Street, Maylands and Lot 66 Whatley Crescent, Maylands.

LEGISLATIVE COMPLIANCE

The transfer of the ownership of land is administered by the *Transfer of Land Act 1893*.

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 approves the acquisition by purchase (non-major land transaction) of Lot 50 Deeley Street and Lot 66 Whatley Crescent, Maylands by private treaty, for a nominal fee of \$1 per lot, subject to the owner being responsible for their costs associated with the sale.	
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 financial risk as the acquisition of Lots 50 Deeley Street and Lot 66 Whatley Crescent as they are being offered for a nominal fee and would incur minimal ongoing annual maintenance and costs.	

Option 2	That Council declines the offer to acquire Lot 50 Deeley Street, Maylands and Lot 66 Whatley Crescent, Maylands.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	High
Governance	Low	Low
Community and Stakeholder	Moderate	High
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	High
Organisational Health and Safety	Low	Low
Conclusion	There is a high reputational and community and stakeholder risk should Lot 50 Deeley Street and Lot 66 Whatley Crescent, Maylands not be acquired by the City as they may be sold to another party, which could limit the surrounding owners ability to access their properties. Additionally, there is a high service delivery risk as the City would not be providing access to approved subdivided lots.	

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Purchase of Lot 50 Deeley Street, Maylands and Lot 66 Whatley Crescent, Maylands.

Asset Category: N/A

Source of Funds: Municipal

LTFP Impacts: Not itemised in LTFP

Item 2: Public notice, settlement agent and survey costs – Lot 50 Deeley Street, Maylands and Lot 66 Whatley Crescent, Maylands.

Asset Category: N/A

Source of Funds: Municipal

LTFP Impacts: Not itemised in LTFP

Item 3: Ongoing maintenance.

Asset Category: Renewal

Source of Funds: Municipal

LTFP Impacts: Not itemised in LTFP

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$2	-	-	-	-	-	\$0
2	\$600	-	-	-	-	-	\$10,000
3		\$300 - \$500 for ROW 93	-	-	10	\$3,000 - \$5,000 for Row 93	\$0

* In addition to the ongoing maintenance costs, after 10 years the ROWs are likely to require resurfacing, at an estimated cost of \$18/sqm, which would result in the following estimated costs:

- Lot 50 Deeley Street, Maylands – \$13,662.
- Lot 66 Whatley Crescent, Maylands - \$10,565.

STRATEGIC IMPLICATIONS

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

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

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

It is considered that acquiring Lot 50 Deeley Street, Maylands and Lot 66 Whatley Crescent, Maylands represents good and accountable governance as it aligns with the actions identified in the City's ROW Study. Further it will help result in quality built environment as it enables existing residences to continue to access their properties and other properties to redevelop in the future.

CONCLUSION

In light of the above, it is recommended that the City purchase both Lot 50 Deeley Street, Maylands and Lot 66 Whatley Crescent, Maylands for \$1 per lot.

Attachment 1 – Rights of Way Study Extracts (Landscape A4)**CITY OF BAYSWATER
Rights of Way Study****DESCRIPTION:**

Location	Off Deeley Street, in the block bound by Deeley & Conroy Streets, Fourth Ave East and Central Ave
Owner	Gold Estates of Australia 1903
Width	5.0m
Condition	Bitumen paved and drained, good condition
Usage	Provides access to the parking spaces for the grouped dwelling at 8 Deeley Street
Existing Infill Development	Existing grouped dwelling at 8 Deeley Street that utilises ROW as access. Direct access to carports of dwelling units at 8 Deeley Street. 12 Deeley Street has been developed with direct frontage to the ROW. 19 Fourth Ave East have access gates to the rear of their properties onto the ROW.

**FINAL REPORT
ASSESSMENT SHEET**Reference No: **93****DEVELOPMENT POTENTIAL:**

No. of lots abutting	Lot sizes (range) m ²	TPS No 24 R-Code	No. of lots with development potential	% of lots with development potential
4	649 - 3038	R50	3	75%

COMMENTS:

The existing 3038m² lot is developed to its full capacity. 12 Deeley Street has been developed with direct access to the ROW. Two other lots are currently single residential and all have the potential for grouped dwelling development, which may utilise the existing ROW as access. Gold Estates, the owner of the ROW, was the original developer of the land in the early 1900s.

RECOMMENDATION:

Acquire
Dedicate
Widening (As per the WAPC's requirements upon subdivision or infill development)

CITY OF BAYSWATER
Rights of Way Study

DESCRIPTION:

Location	Block bound by Deeley and View Streets, bound by Fourth Ave East and Central Ave
Owner	Gold Estates of Australia 1903
Width	5.0 metres
Condition	Undeveloped, only just trafficable in parts
Usage	Some rear access to single residential dwellings
Existing Infill Development	None

FINAL REPORT
ASSESSMENT SHEET

Reference No: 94

DEVELOPMENT POTENTIAL:

No. of lots abutting	Lot sizes (range) m ²	TPS No 24 R-Code	No. of lots with development potential	% of lots with development potential
7	222 - 1114	R30, R50	6	86%

COMMENTS:

- Majority of the lots adjoining have development potential and could utilise the ROW as access.
- Further widening of the ROW may be inhibited by the nil setback of existing dwellings.
- Gold Estates, the owner of the land, was the original developer of the area in the 1900s.
- ROW should be dedicated as public land and developed / maintained by the City.

RECOMMENDATION:

Acquire
Dedicate
Upgrade (Medium)
Widening (As per the WAPC's requirements upon subdivision or infill development)

CITY OF BAYSWATER
Rights of Way Study



DESCRIPTION:

Location	Block bound by Whatley Crescent, Rowlands Street, Warnes Street and Ninth Ave
Owner	Crown land - road reserve
Width	3.6 - 4.0 metres
Condition	Part bitumen, remainder is track only
Usage	Access to 222 Whatley Crescent
Existing Infill Development	Some grouped dwelling development, one with direct access to ROW

FINAL REPORT
ASSESSMENT SHEET

Reference No: 101

DEVELOPMENT POTENTIAL:

No. of lots abutting	Lot sizes (range) m ²	TPS No 24 R-Code	No. of lots with development potential	% of lots with development potential
13 (res)	223 - 2940	R40 - R50	8	62%

COMMENTS:

- In addition to the 13 residential lots, there are also 4 'Business' zoned lots abutting. The 2940m² lot at 222 Whatley Crescent has been developed to its maximum potential. Eight of the residential lots have sufficient area for grouped dwelling development.
- This ROW may be considered in the latter stages of the Maylands Business Precinct Study.
- The land is dedicated as road reserve (right-of-way), however it should be scheduled for development in the near future, pre-empting the future development of the adjoining lots.

RECOMMENDATION:

Upgrade (High)
Widening (As per the WAPC's requirements upon subdivision or infill development)

10.5 Major Projects Directorate Reports**10.5.1 Support Baysie Business Campaign**

Responsible Directorate:	Major Projects	
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	
Attachments:	1. Promotional Material	
Refer:	Item 13.3: OCM 23.02.21	

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 Chairperson of Bayswater Community Financial Services which owns 83 Whatley Crescent, Bayswater, within the Town Centre. At 7:17pm, Cr McKenna withdrew from the meeting.

SUMMARY

At the Ordinary Council Meeting of 23 February 2021, Council resolved to allocate funding for the development of a short term campaign to support businesses within the Bayswater Town Centre that are being adversely impacted by the Bayswater Station upgrade works.

In consultation with representatives from the Bayswater Traders Association, Public Transport Authority (PTA) and the Evolve Alliance. A short term campaign has been developed and implementation has commenced.

COUNCIL RESOLUTION**OFFICER'S RECOMMENDATION**

That Council notes the actions taken to date in developing and implementing the 'Support Baysie Business' campaign.

CR LORNA CLARKE MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY: 8/0

At 7:27pm, Cr Barry McKenna returned to the meeting.

BACKGROUND

Council at its Ordinary Meeting of 23 February 2021, considered an item of Urgent Business in relation to an 'Open for Business Strategy' for the Bayswater Town Centre and resolved as follows:

"That Council:

- 1. Notes the significant impact that the construction at Bayswater Train Station is having on local businesses and parking in the Bayswater Town Centre.*
- 2. Allocates funding of \$10,000 to enable the CEO to work with local business operators to develop an 'Open for Business' Strategy to support local traders during the construction period with a progress report to be provided to the March Ordinary Council Meeting.*
- 3. Requests a report to the April Ordinary Council Meeting regarding parking in the Bayswater Town Centre and any further short term options to improve parking whilst construction for the new train station is underway.*

4. *Requests the CEO to seek additional funds from the State Government to assist in the ongoing implementation of the 'Open for Business' Strategy identified in limb 2 above."*

In accordance with the above resolution, and given the urgency of the matter, the City responded quickly and this report provides a status update as requested by Council in the resolution.

EXTERNAL CONSULTATION

The following consultation has taken place to date;

- | | |
|---|-------------|
| • Initial discussions with Evolve | 26Feb 2021 |
| • Initial meeting held with Bayswater Traders Association representatives | 25 Feb 2021 |
| • Follow up meeting with Evolve/PTA | 4 Mar 2021 |
| • Follow up meeting with Bayswater Traders Association representatives | 4 Mar 2021 |

In addition to the above, all businesses in the Town Centre have been contacted via email and advised of the campaign.

The City has also committed to follow up meetings with the above parties to track the progress of the campaign and to pursue funding opportunities for the ongoing implementation of business support initiatives in the Bayswater Town Centre.

OFFICER'S COMMENTS

The businesses in the Bayswater Town Centre are starting to feel the considerable adverse impacts on their businesses as a result of the Bayswater Train Station redevelopment. Given the timeframes for the project, these impacts will be felt over a considerable time period and the intent of the Council resolution was to provide immediate short term support and to explore longer term support options in conjunction with relevant stakeholders.

With this in mind, a short term campaign has been developed and implementation of the campaign has commenced. The main elements of the campaign are summarised below.

Support Baysie Business campaign

Back in April 2020, the City launched Buy in Baysie, a campaign to encourage customers to keep spending their money locally during the COVID-19 pandemic. The campaign involved the creation of the Buy in Baysie online directory, Buy in Baysie grants and the #buyinbaysie Instagram takeover. The campaign was successful in gaining positive media coverage and wide reach on social media. Building on from the success of this original campaign, the City has now launched a new Support Baysie Businesses campaign based around the concept of Buy in Baysie, to support local businesses in the Bayswater Town Centre during the construction of the Bayswater Train Station.

The Support Baysie Business campaign will assist Bayswater businesses by promoting their products, services and unique offerings in an effort to encourage people to shop and visit Bayswater Town Centre. The #supportbaysiebusiness campaign will feature primarily on the City's Instagram page but will also integrate with the City's other existing communication channels including the Bayswater Beat, Facebook, advertorial in the Eastern Reporter, e-newsletter and via the preparation of proactive media releases. The use of the City's existing social media channels will enable content to be easily shared by businesses and community groups, therefore, increasing its reach. It is envisaged that this campaign will offer a boost to businesses in the short-term while a broader strategy is being prepared and funding sourced from Evolve/the State Government.

On Friday, 5 March 2021, the City commenced working with a videographer and photographer to gather content to use as part of the #supportbaysiebusiness campaign. 10 businesses will be featured in videos to kick off the campaign.

All businesses on King William Street and Whatley Crescent in the Bayswater Town Centre, who are keen to participate in the campaign, will be featured in the photoshoot. Campaign branding has been developed and the campaign began on Saturday, 6 March 2021.

Businesses have been contacted via email and in person and advised of the campaign and upcoming photoshoots. They have also been asked to support the campaign by following the City's posts and stories on Instagram and Facebook.

Promotional material including bollard wraps, floor and planter box stickers (**Attachment 1**) will be positioned in the Bayswater Town Centre to increase reach and raise awareness of the campaign. In line with feedback from businesses, a postcard will be delivered to households within 2kms of the Town Centre encouraging residents to come together as a community, and support local business, impacted by the construction of the Bayswater Train Station.

In addition to this short term campaign, the City will continue to work with all relevant stakeholders to identify options and funding opportunities for longer term support for businesses in the Town Centre for the duration of the Train Station redevelopment project.

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 the actions taken to date in developing and implementing the 'Support Baysie Business' campaign.	
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	Given the urgency of the matter, the City responded quickly with short term actions and this report is to note the progress of these actions.	

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Support Baysie Business Campaign

Asset Category: Not applicable

Source of Funds: Municipal

LTFP Impacts: Not applicable

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

STRATEGIC IMPLICATIONS

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

Theme: Our Local Economy
Aspiration: A business and employment destination.
Outcome E1: Support initiatives for local business.

Theme: Leadership and Governance
Aspiration: Open, accountable and responsive service.
Outcome L3: Strong stewardship and leadership.


CONCLUSION

As is the case with many major infrastructure projects, whilst there may be benefits to surrounding businesses once the project is completed, the disruption associated with the implementation of the project can have considerable impacts on businesses in the intervening period. Issues such as road closures, traffic diversions and construction issues (noise and dust) can all impact negatively on business operations in the vicinity of project works.

In recognition of the impacts on businesses in the Bayswater Town Centre, Council adopted an urgent business item at the Ordinary Council Meeting held on 23 February 2021 and the City has responded with the development of the short term Support Baysie Business campaign.

The City will now turn its efforts to identifying options and funding opportunities for longer term support for businesses in the Town Centre for the duration of the Train Station redevelopment project.

Attachment 1



SUPPORT BAYSIE BUSINESS

cityofbayswater
Studio Hair Therapy

cityofbayswater If you need a bit of pampering come in and see Olivia and the girls at @studio_hair_therapy on King William Street 📍


From foils to extensions, balayage to your basic cut, they offer it all. This is no stuffy salon but don't let the fierce artwork fool you 🤪 Enjoy the chilled vibe in a kid friendly environment.

Let's all do our part to
#supportbaysiebusiness

#mybaysie #buylocal #supportlocal
#supportsmallbusiness
#choosetochallenge

Liked by lovmeylands and 36 others
21 HOURS AGO

Add a comment...



SUPPORT BAYSIE BUSINESS

cityofbayswater
Bayswater, Western Australia

cityofbayswater Located at the back of the mini mart on Whatley Crescent, the Bayswater Train Stop Bakery is a hidden gem. From sandwiches to sponges, donuts to fresh bread - everything in this little take away joint is made fresh on site.


After all what tastes better than a sneaky pie? 🥧

Let's all do our part to
#supportbaysiebusiness

3d

Liked by cr_dan_bull and 58 others
3 DAYS AGO

Add a comment...



SUPPORT BAYSIE BUSINESS

cityofbayswater

cityofbayswater If your computer is in need of a little TLC, give Faraidon at @goldpcservices a call 📞

They repair Mac and PCs, sell new and refurbished laptops and PCs, build websites and optimise search engines for business.

Gold PC also offer a pick up and delivery service - so if you are having a PC emergency, give them a call and they will come to your rescue 🙏

Let's all do our part to
#supportbaysiebusiness

Liked by lovmeylands and 4 others
49 MINUTES AGO

Add a comment...

SUPPORT
**BAYSIE
BUSINESS**

 @cityofbayswater

SUPPORT
**BAYSIE
BUSINESS**

#supportbaysiebusiness

**SUPPORT
BAYSIE
BUSINESS**

 @cityofbayswater
#supportbaysiebusiness



SUPPORT
BAYSIE
BUSINESS

📷 @cityofbayswater
#supportbaysiebusiness

SUPPORT
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BUSINESS

📷 @cityofbayswater
#supportbaysiebusiness

SUPPORT
BAYSIE
BUSINESS

📷 @cityofbayswater
#supportbaysiebusiness

10.5.2 Closure of Dunstone Road, Bayswater

Applicant/Proponent:	Tonkin Gap Alliance	
Responsible Directorate:	Major Projects	
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	
Refer:	Item 10.5.2: OCM 23.02.21	

CR DAN BULL, MAYOR, DECLARED A PROXIMITY INTEREST

In accordance with section 5.60B of the Local Government Act 1995, Cr Dan Bull, Mayor, declared a proximity interest as the Tonkin Gap Project is behind his house. At 7:28pm, Cr Bull, Mayor withdrew from the meeting.

Cr Filomena Piffaretti, Deputy Mayor, assumed the Chair.

SUMMARY

For Council to consider endorsing the proposed temporary closure of Dunstone Road, Bayswater (River Road to Wyatt Road) following public advertising as part of the construction works and modifications to the road network associated with the Tonkin Gap Project.

**COUNCIL RESOLUTION
OFFICER'S RECOMMENDATION**

That Council:

- Endorses the full temporary closure to all vehicles, except cyclists and pedestrians, in accordance with section 3.50 of the Local Government Act 1995 of Dunstone Road, Bayswater (River Road to Wyatt Road) from 17 May 2021 for a seven month period.**
- Advises affected residents and service authorities accordingly.**

CR STEPHANIE GRAY MOVED, CR ELLI PETERSEN-PIK SECONDED

CARRIED UNANIMOUSLY: 8/0

At 7:30pm, Cr Dan Bull, Mayor, returned to the meeting and resumed the Chair.

BACKGROUND

Main Roads WA (MRWA) is upgrading the section of Tonkin Highway from Collier Road to Dunreath Drive to resolve a 'gap' in service levels and infrastructure between the Gateway WA and NorthLink WA projects.

Jointly funded by the Federal (\$232M) and State (\$58M) Governments, the Tonkin Gap Project (TGP) construction commenced in 2020 to eliminate the bottleneck on Tonkin Highway that stretches across the Swan River and connecting into the upgraded sections of Tonkin Highway to the north and south, to improve traffic flow and efficiency, as well as facilitate improvements for cyclists and pedestrians.

The project also enables works to support delivery of the METRONET, Morley to Ellenbrook line, which will reduce impacts on Tonkin Highway when the main railway construction commences.

Accordingly, construction works are well underway and to facilitate the works, Tonkin Gap Alliance (TGA), have requested the full closure of Dunstone Road, Bayswater (River Road to Wyatt Road), from 12 April to 15 November 2021 as the works will not allow for traffic to pass through the site safely.



Council, at its Ordinary Meeting of 23 February 2021, endorsed the undertaking of consultation in relation to the proposed temporary full closure of Dunstone Road, Bayswater and resolved as follows:

"That Council endorses the undertaking of consultation in accordance with Section 3.50 of the Local Government Act 1995 regarding the full temporary closure of Dunstone Road, Bayswater (River Road to Wyatt Road) to all vehicles except cyclists and pedestrians from 12 April to 15 November 2021."

Notwithstanding the above, the applicant has now advised that the construction timeline has been reviewed and the closure will now be occurring from 17 May 2021, however, still for a seven month period.

EXTERNAL CONSULTATION

The City undertook formal consultation as required under Section 3.50 of the *Local Government Act 1995*. The proposal was advertised in the Bayswater-Bassendean Reporter on 4 March 2021 with affected property owners and occupiers including service authorities advised in writing to provide their comments on the proposed temporary closure.

The comment period closed on 18 March 2021 and the City received no submissions.

OFFICER'S COMMENTS

In order to facilitate the construction of the Tonkin Gap Project, Tonkin Gap Alliance will need to close sections of road to vehicles as the works will not allow traffic to pass safely through the site.

The applicant is requesting temporary closure of Dunstone Road for seven months for the construction of foundations, abutment walls, barriers and reinstatement of pavement. It should be noted that TGA have confirmed that a safe path for the PSP detour for pedestrians and cyclists will be maintained at all times.

As no submissions have been received in relation to the proposed closure, it appears to indicate that affected residents aren't significantly concerned with the subject closure. This could possibly be due to the fact that all property access will be maintained with traffic management in place and alternative routes being available to access the area. Therefore, the delay of the construction works by a month to 17 May 2021, does not appear to have any major impacts, however, affected residents and service authorities will be advised of the amended closure dates.

The legislative requirement for the closure of a thoroughfare for longer than four weeks requires that consultation be undertaken and submissions received be considered.

LEGISLATIVE COMPLIANCE

Section 3.50 of the *Local Government Act 1995* outlines the requirements relating to the closure of roads to vehicles. The provisions include that prior to approving a closure exceeding four weeks, the local government is to:

“(4)..

- (a) *give local public notice of the proposed order giving details of the proposal, including the location of the thoroughfare and where, when, and why it would be closed, and inviting submissions from any person who wishes to make a submission; and*
- (b) *give written notice to each person who —*
 - (i) *is prescribed for the purposes of this section; or*
 - (ii) *owns land that is prescribed for the purposes of this section;*
- and*
- (c) *allow a reasonable time for submissions to be made and consider any submissions made.”*

The consultation was undertaken by the City to comply with the requirements of the Act.

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"> Endorses the full temporary closure to all vehicles, except cyclists and pedestrians, in accordance with section 3.50 of the <i>Local Government Act 1995</i> of Dunstone Road, Bayswater (River Road to Wyatt Road) from 17 May 2021 for a seven month period. Advises affected residents accordingly. 	
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	The consultation undertaken complies with the requirements of the Act and allows TGA to continue with the TGP whilst still providing safe access for pedestrians and cyclists. Notwithstanding this, approval carries moderate risk in terms of community and stakeholders as there are at times some who are opposed to the closure and there will be a level of inconvenience to the surrounding community.	

Option 2	That Council: <ol style="list-style-type: none"> Endorses the full temporary closure to all vehicles, except cyclists and pedestrians, in accordance with section 3.50 of the <i>Local Government Act 1995</i> of Dunstone Road, Bayswater (River Road to Wyatt Road) for a period of _____ months. Advises affected residents and service authorities accordingly. 	
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	This offers a compromise and shorter nominated period for the closure whilst still allowing works to continue, however, this may delay the construction of a State Government project or result in other mechanisms being used to facilitate the closure with a less favourable outcome for the community and the City.	

Option 3	That Council resolves to maintain Dunstone Road, Bayswater, open to vehicular traffic during the Tonkin Gap Project construction works.	
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	Opposing the temporary road closure is considered to carry high risks in terms of strategic direction, reputation and community and stakeholders as this may delay the construction of a State Government project or result in other mechanisms being used to facilitate the closure with a less favourable outcome for the community and the City.	

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Advising affected residents on the proposed temporary closure of Dunstone Road, Bayswater

Asset Category: N/A

Source of Funds: Municipal

LTFP Impacts: Not itemised in the LTFP.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$800	-	-	-	-	-	\$6,600

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.

The closure will facilitate the construction of the Tonkin Gap Project and ensure safe pedestrian and cyclist movements.

CONCLUSION

The key benefits of the TGP includes:

- More traffic lanes;
- New traffic bridges;
- Upgraded interchanges;
- Improved cycling and pedestrian facilities;
- Noise walls; and
- Early works for the METRONET Morley - Ellenbrook line.

To enable the continuation of the TGP construction works, the contractor has requested Council approval to fully close Dunstone Road, Bayswater, to traffic, whilst still ensuring safe pedestrian and cyclist movements through the area. Therefore, Council endorsement is sought for the full temporary road closure to vehicular traffic.

10.6 Sub Committee Reports**10.6.1 Chief Executive Officer Review Committee – 23 February 2021****10.6.1.1 Quarterly KPI Report**

Applicant/Proponent:	City of Bayswater	
Responsible Directorate:	Office of the Chief Executive Officer	
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. Corporate Business Plan Progress Report - Quarter ended 31 December 2020 <i>Confidential</i> 2. Draft Bayswater 2050 Strategy	
Refer:	Nil.	

Confidential Attachment(s) - in accordance with section 5.23(2)(e)(iii) of the Local Government Act 1995 – information about the business, professional, commercial or financial affairs of a person.

SUMMARY

For Council to receive and note the progress report in relation to the CEO performance against the draft Key Performance Indicators.

COUNCIL RESOLUTION**COMMITTEE/OFFICER'S RECOMMENDATION****That Council**

1. Notes the progress and development against the draft Chief Executive Officer Key Performance Indicators as outlined in this report;
2. Endorses the Key Performance Indicators as the basis for the Annual Review to be undertaken in in July 2021; and
3. Notes the draft discussion paper and framework concept which will be further developed for the next Strategic Planning Forum for Elected Members which has been circulated under confidential separate cover.

CR SALLY PALMER MOVED, CR GIORGIA JOHNSON SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 9/0

BACKGROUND

At the Ordinary Council Meeting on 24 November 2020 it was recommended that the key performance indicators for 2020/2021 be developed around the following:

KPI One – Organisational Performance

This indicator will be assessed based on the performance of the entire organisation using the outcomes of the Corporate Business Plan for 2020/21.

KPI Two – Major Projects

This indicator will be assessed against the delivery of the following major projects:

- Implementation of Local Economic and Social Stimulus Package in response to COVID-19
- Council Advocacy Strategy
- Financial Management
- Service Reviews

KPI Three – Individual Performance

The follow specific areas were identified by the CEO Review Committee or the CEO as area for professional development:

- Professional Development
- Engagement and Communication

KPI Four - 360° Survey

Whilst not forming part of the assessment outcome, a 360° survey is undertaken on an annual basis to help inform any future areas to be focused on during the years.

The original draft recommendation was prepared and presented to the Committee on 8 September 2020, however as the Committee wanted to seek legal advice in relation to the proposed contract extension to be considered at the same time, the development and endorsement of the Key Performance Indicators was not considered until December 2020. As such there has not been time to further develop and refine the Key Performance Indicators.

EXTERNAL CONSULTATION

Nil.

OFFICER'S COMMENTS

The CEO has provided the below self-assessment against progress of the 2021/21 KPIs.

KPI One – Organisational Performance

This indicator will be assessed based on the performance of the entire organisation using the outcomes of the Corporate Business Plan for 2020/21.

A complete summary of all actions and status for the quarter ending 31 December 2020 is contained in **Attachment 1** to this report.

Of the 23 actions that are on track this quarter, the following are of note:

- Work on actions L2.1.2 and L3.1.2 have commenced moving their status from *not started* to *on track*
- Action item B2.1.1 moved from *complete* back to *on track* so reports can continue to be provided on the future partnership activities with the Department of Transport.

Action	Target	Comments
L2.1.2 Undertake a community perception survey every two years.	2020/21	Work in preparation for the community perception survey has commenced.
L3.1.2 Undertake annual staff satisfaction surveys.	2022/23	The recent COVID-19 survey was intended to replace the annual Pulse survey, originally managed by the People, Culture and Safety Team. The questions asked as part of the survey will help to benchmark performance against the previous surveys however, this survey is just framed in the context of COVID-

Action	Target	Comments
		19. In particular, there are three common elements previously identified as areas for improvement relating to: Trust; City policies, processes and systems; and Adequate equipment and resources. High level results have been provided to staff.
B2.1.1 Partner with the Department of Transport to deliver strategic bicycle routes.	2022/23	The City submitted a grant application for FY 2021/22 to fund the review of the 2014 Local Bike Plan and provision of a cycling facility along Drake Street from Evans Place to Bay View. A decision from the Department of Transport is expected in early 2021.

Complete

The below actions moved from on track to *complete* as of this quarter.

Action	Target	Comments
C1.1.2 Implement a library services strategy	2022/23	A report on recommended actions emanating from the Library Services Strategy document and the actions completed, underway and planned to be delivered; was provided to ELT in December 2020. This strategy will now be implemented and implementation updates can be provided through quarterly strategy reporting if required.
L3.1.3 Provide an annual report on the implementation of approved strategies	2022/23	During the 2020 calendar year, progress reports of identified Council endorsed strategies and plans were provided to the Audit and Risk Management Committee. To date, the progress reports have been well received by the Audit and Risk Management Committee and they are serving their purpose by raising the strategies and plans for discussion and review at a strategic level. This process will continue as is in 2021.

Not Started

The below action has not yet commenced.

Action	Target	Comments
B1.1.2 Develop and implement a streetscape upgrade plan for Noranda.	2021/22	In accordance with the Corporate Business Plan, this will commence in 2021/22.

Off Track

The below action has been reported as *off track*. As previously reported, action B1.1.1 does not have a budget allocation in 2020/21.

Action	Target	Comments
B1.1.1 Develop and implement a streetscape upgrade plan for Morley and Bayswater.	2020/21	Council adopted the Morley Activity Centre Streetscape Plan and Implementation Plan in March 2020. The implementation was not funded in the 2020/21 annual budget. The project will be resubmitted for consideration as part of the 2021/22 budget process. The City's newly created Major Projects team is working directly with Development WA and the Public Transport Authority in relation to Bayswater's Town Centre Streetscape Plan.

It is noted that no allocation of funding for the Morley Streetscape implementation was made in the 2020/21 budget and as such the action cannot be completed this financial year. This will be considered as part of the development of the 2021/22 budget.

Assessment KPI TWO – Major Projects

This indicator will be assessed against the delivery of the following major projects:

- *Implementation of Local Economic and Social Stimulus Package in response to COVID-19*
- *Council Advocacy Strategy*
- *Financial Management*
- *Service Reviews*

Within this key performance indicator there are four sub-components and each of these are addressed below:

Implementation of Local Economic and Social Stimulus Package

The following projects were included in stimulus program and have been completed:

- Upgrading of Eighth Avenue Planter boxes
- Supply and install of Solar PV systems at Morley Windmills Soccer Club, Bayswater Morley Districts Cricket Club, Morley Noranda Recreation Club, Bayswater Bowling Club
- Upgrade existing lighting to LED at Bayswater Library, Bayswater Community Centre, Maylands Sports Centre (Bowling)
- Upgrade of refrigeration system in bar area at Bedford Bowling Club
- Installation of Equipment Storage Area at Bayswater SES
- Installation of nature-based equipment at Ingelwood Pre-Primary
- Refurbishment of male toilet at Maylands Tennis Club
- Refurbishment of change room facilities at Lightning Park Recreation Centre
- Installation of suspended ceiling and LED lights at Scale Modellers Club of WA
- Installation of accessible ramp to storage area at WA Rogaining
- Upgrade of internal furniture at Bayswater Petanque Club
- Internal painting at Morley Noranda Recreation Club
- Refurbish of bar flooring at Morley Noranda Recreation Club
- Supply and installation of shaded grandstand at Bayswater Tennis Club
- Replacement of external doors at Bayswater Bowling Club
- Stage two of lift installation at Bayswater Library
- Roof replacement at Paddy Walker Works Depot
- Workroom modifications at Maylands Library
- Roof replacement at Morley Noranda Sporting Complex
- External painting of Noranda Netball Courts
- Internal painting of Hampton Scout Hall
- Installation of security screen at Pat O'Hara Reserve – Rugby Club
- External painting of Roxy Lane Theatre
- Internal and external painting of Riverside Gardens toilets
- Replacement of paths at Bedford Bowling Club
- External painting of Hinds Reserve pavilion
- Replacement of tiling at Light Car Club
- Carpet replacement at Lower Hillcrest Clubrooms
- Resurfacing of carpark and drainage upgrades at Bayswater Waves
- New footpaths at the following locations: Benara Rd (Holden to bus stop), Benara Road (McGilvray to Millerick), Camboon Road (Widgee to Smeed), Crimea Street (Walmsley to bus stop)
- Upgrade of infrastructure and landscaping at Alf Brookes Park
- Upgrade of infrastructure and landscaping at Belstead Reserve
- Bore pump replacements at De Lacy Reserve, Gibbney Reserve, Grand Promenade Reserve, Halliday Park and Lower Hillcrest Reserve
- Supply and install of shade patio at Morley Eagles Softball Club

- Removal and installation of internal walls and flooring at ECHO
- Replacement of external doors and door furniture at Morley Scout Hall

The following projects have commenced and are at various stages of completion:

- Bayswater Town Centre – Streetscape improvements
- Maylands Town Centre – Streetscape improvements
- Morley Town Centre – Streetscape improvements
- Noranda Town Centre – Streetscape improvements
- Improvements to public space in front of The Rise
- Supply and install of solar PV system at RA Cook Pavillion
- Installation of 1000L catering grease trap at ANA Rowing Club
- Installation of play equipment at Bayswater Primary School
- Detailed design of Morley Sport and Recreation Centre
- Detailed design of Maylands Waterland
- Noranda Netball Court Redevelopment
- Bayswater Waves Refurbishment
- Upgrade of lighting at Guildford Rd, King William Street, Pat O'Hara Reserve, Jakobsen Way Reserve, Eric Singleton Bird Sanctuary, Wattle Park
- New footpaths at the following locations: Embleton Ave (Dual use path Wotton to Collier), Camboon Rd (Dual use path Benara to Wylde), Coode St (Concrete Path Walter to Fort), Crimea St (Dual use path Bransby to Aliffe), Malaga Dr (Dual use path Crimea to McGilvray)
- Drainage grates renewal program
- Provision of extra entry point for low points (drainage design)

Council Advocacy Strategy

Many of the projects and initiatives which were identified in the original advocacy strategy have progressed either through direct funding by Council under the local Economic and Stimulus Program or through direct funding by Council/grants.

In reflecting on the Advocacy Program, I have identified the need to look longer term and set more of a strategic vision for the City and have commenced work on the development of a discussion paper titled "Bayswater 2050" which is intended as an overarching aspirational document which will help to guide the City's advocacy efforts in future years. In discussions with State and Commonwealth agencies, the need to tie the projects into the longer vision for the City is becoming more and more essential to gain access to the larger funding pools. The working draft discussion paper (**circulated under confidential separate cover**) will continue to be progressed over the next month and will then be presented to Council for use as a supporting/guiding document for assisting in project development and for advocacy purposes. The draft paper builds upon the work undertaken by Council in early 2020 and will help focus the development of strategic grant applications and assist with the advocacy of major projects which the City has the ability to directly influence or deliver.

It is proposed to use the discussion paper as the starting point for a strategic planning workshop with Elected Members following the 2021 local government elections. Incorporated into the discussion paper will be a draft framework outlining how the 2050 vision will be finalised and delivered.

Financial Management

The management of the City's budget over the past year has been an extremely complex and sometimes controversial process. The development of the budget during COVID-19, increasing capital expenditure, delivering more projects, reducing or waiving of fees and the effective freezing of rates has presented numerous issues to be managed.

The City was one of the first to develop and implement new infrastructure projects in direct response to the COVID-19 community impacts and this has helped to ensure upgraded infrastructure and community acceptance of the program. Based on the latest monthly financial report expenditure is in line with expectations and the revenue forecasts are above what was anticipated when the budget was developed.

This in part has been due to the earlier reopening of Council facilities and also the higher level than anticipated of rate income. It is likely that the full financial impacts of COVI-19 may not be realised until the 21/22 budget is developed.

The focus at the present time is the finalisation of the mid-year budget review and the development of the draft Long Term Financial Plan which will address the issues of asset renewals and replacement over the longer term. This was an issue identified in the last audit and needs to be fully considered in the development of the longer plan plans.

Whilst the overall budget position is still relatively positive, there will remain a focus on the development of alternative revenue generating opportunities to try and shift the reliance away from general rates from residential properties. This is covered in some part through the development of the 2050 discussion paper and looking at the development of a property portfolio in line with the Land Acquisition and Disposal Strategy.

Service Reviews

Over the year work has continued on the final implementation of the SEED Project Recommendations along with the development of identified strategies and actions. The close out reports have been provided previously and are recorded in the Corporate Performance Reporting process. There have not been any formal service reviews commenced this year, however managers are undertaking informal reviews as part of the development of budgets and Branch Business Plans.

General Comments/Observations

The impacts of COVID-19 continue to be felt across the organisation and whilst staff have responded positively to all requests, the ongoing drain on individual areas has been noted. This is continuing to be managed, specifically in terms of service delivery and adjustments will be made as required.

There has been limited opportunity for professional development for all staff, however we are continuing the roll-out of the emotional intelligence program for staff along with ongoing compulsory workplace training.

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

The CEO KPI Report identified progress against the adopted Chief Executive Officer Key Performance Indicators, highlighting strong stewardship and leadership within the City.

CONCLUSION

The report and associated attachments provide a progress report in relation to the overall performance of the Chief Executive Officer. In accordance with the provisions of the contract of employment, an annual review will be undertaken in July and as such the recommendation to simply note the progress at this point in time is considered appropriate.

Attachment 1City of
Bayswater**Corporate Business Plan 2019-23**

Status update - 1 October 2020 to 31 December 2020



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 2020 to 31 December 2020

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 diversity.



On track (4)
Off track (0)
Not started (0)
Complete (5)

**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 (6)
Off track (1)
Not started (1)
Complete (2)

**OUR LOCAL ECONOMY****Aspiration:** An active and engaged community.

Strategies: E1 Support initiatives for local business.
E2 Active and engaging town and city



On track (4)
Off track (0)
Not started (0)
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 (0)
Not started (0)
Complete (2)



OUR COMMUNITY

Aspiration: An active and engaged community.

1 October 2020 to 31 December 2020

Outcomes	Strategies	Actions	Timeframes				Status	Comments
			19/20	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	Josh Byrne and Associates have been appointed as lead project consultant. The consultant will develop detailed design and progress construction tender documentation and oversee the construction process.
		C1.1.2 Implement a library services strategy.	●	●	●	●	Complete	Report on recommended actions emanating from the Library Services Strategy document and the actions completed, underway and planned to be delivered, was provided to ELT in December 2020. This strategy is now developed and implemented and implementation updates can be provided through quarterly strategy reporting if required.
		C1.1.3 Investigate possible locations for permanent event stage structures within the City's Regional reserves.	●	●			Complete	In August 2020, Council resolved not to progress a community event stage.
	C1.2 Deliver community programs that encourage community interaction and participation.	C1.2.1 Develop and implement a Community Recreation Plan.	●	●	●	●	On Track	The development of a community recreation plan is on hold until a new management contract is awarded for the management of the Morley Sport and Recreation Centre. The outcome of this process will provide scope and strategic direction to develop a long term Community Recreation Plan for the City.
		C1.2.2 Deliver and implement a youth plan.	●	●	●	●	Complete	The City's Youth Action Plan, The Platform, was adopted by Council at the OCM 3 September 2019. The Plan is now available on the City's website and was successfully launched to key external stakeholders at The RISE on 4 December 2019. Actions will be implemented as part of ongoing business as usual operations. Outcomes will be reported annually as prescribed by action L3.1.3.
		C1.2.3 Develop and implement a Public Health Plan.	●	●	●	●	Complete	The Public Health and Wellbeing Plan was completed and endorsed by Council in June 2019. It was reviewed in July 2020 and a progress report was provided to the Audit and Risk Committee in August 2020. Actions will be implemented as part of ongoing business as usual operations. Outcomes will be reported annually as prescribed by action L3.1.3.



OUR COMMUNITY

Aspiration: An active and engaged community.

1 October 2020 to 31 December 2020

Outcomes	Strategies	Actions	Timeframes				Status	Comments
			19/20	20/21	21/22	22/23		
C2 Accessible services that recognise diversity.		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. The Plan was launched to the wider workforce and community in September 2019. Actions will be implemented as part of ongoing business as usual operations. Outcomes will be reported annually as prescribed by action L3.1.3.
	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.
	C2.1 Ensure the City's services and facilities are accessible and inclusive.	C2.1.1 Review of Aged Care assets.	●	●			On Track	After consideration of the timeframe issues, Council accepted the recommendation for an interim management agreement via tender process. The EOI is expected to go to market in January 2021. Tender responses will be evaluated in February 2021 with view to transition decision by April 2021.



OUR NATURAL ENVIRONMENT

Aspiration: A green and sustainable environment.

1 October 2020 to 31 December 2020

Outcomes	Strategies	Actions	Timeframes				Status	Comments
			19/20	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	Josh Byrne and Associates have been appointed as lead project consultant. The consultant will develop detailed design and progress construction tender documentation and oversee the construction process.
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	The City's Waste Plan has been submitted to the Department of Water and Environmental Regulation for review and approval. The City has been working closely with the Eastern Metropolitan Regional Council (EMRC) to the procure caddy bins and liners to facilitate the March 2021 rollout of FOGO. Further investigations are being undertaken into alternate treatment options for residual waste.
		N2.1.2 Deliver waste education to the community in partnership with other stakeholders.	●	●	●	●	On Track	The City is continuing to provide waste education through local schools in conjunction with Cleanaway. The City is currently working with the EMRC in relation to delivering waste education to the community as a part of the FOGO rollout. Information stalls have been setup at local shopping centres and community events.



OUR BUILT ENVIRONMENT

Aspiration A quality and connected built environment.

1 October 2020 to 31 December 2020

Outcomes	Strategies	Actions	Timeframes				Status	Comments
			19/20	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.	■	■			Off Track	Council adopted the Morley Activity Centre Streetscape Plan and Implementation Plan in March 2020. The implementation was not funded in the 2020/21 annual budget. The project will be resubmitted for consideration as part of the 2021/22 budget process. The City's newly created Major Projects team is working directly with DevelopmentWA and the Public Transport Authority in relation to Bayswater's streetscape.
		B1.1.2 Develop and implement a streetscape upgrade plan for Noranda.			■		Not Started	In accordance with the Corporate Business Plan, this will commence in 2021/22.
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	The City submitted a grant application for FY 2021/22 to fund the review of the 2014 Local Bike Plan and provision of a cycling facility along Drake Street from Evans Place to Bay View. A decision from the Department of Transport is expected in early 2021.
		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. 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, Bayswater and Maylands have now been adopted and implementation is underway. Noranda will be undertaken following or in-conjunction with the precinct plan for the Noranda town centre, currently scheduled for 2021/22.
		B2.1.4 Investigate a pedestrian friendly shared place in the Bayswater Town Centre.	■	■	■	■	On Track	Will be implemented with DevelopmentWA and PTA 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



1 October 2020 to 31 December 2020

Outcomes	Strategies	Actions	Timeframes				Status	Comments
			19/20	20/21	21/22	22/23		
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.	●	●	●	●	On Track	The Walter Road West Plan (Bedford North project) will be finalised in early 2021. The Plan will identify further preliminary actions. Funding will be sought in the 2021/22 budget process. Precinct Plans for Noranda and the Morley Train Station precinct were not funded as a part of the 2020/21 budget.
		B3.1.2 Develop and implement a Local Planning Strategy and develop a new town planning scheme.	●	●	●	●	On Track	The City is working through the feedback provided by the Department of Planning. An engagement plan is being prepared and will to be presented to Council in early 2021.
		B3.1.3 Review and implement the Municipal Heritage Inventory and associated processes.	●	●	●	●	Complete	The Local Heritage Survey was adopted at the OCM held 12 February 2020. The document has been finalised and is available on the City's website.
	B3.2 Facilitate the development of activity nodes.	B3.2.1 Facilitate the development of shopping precincts.	●	●	●	●	On Track	Work on the Council approved Bedford shopping precincts program will commence in February 2021.



OUR LOCAL ECONOMY

Aspiration: A business and employment destination.

1 October 2020 to 31 December 2020

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	Destination Marketing plans are being finalised for the City town centres. City officers are currently reviewing the documents and recommendations.
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	Following adoption of the final Morley Streetscape plan in March 2020, funding for the implementation of the plan was not allocated in the City's 2020/21 budget. The project will be resubmitted for consideration as part of the 2021/22 budget process and incorporated into the Long Term Financial Plan.
		E2.1.2 Implement Town Centre Activation Plans.	●	●	●	●	On Track	Implementation of the COVID-19 stimulus enhancements for City Town Centres is ongoing. Recently underway and completed works include: - Shade structure and other works at Bert Wright Park; - Changeable sign at Bert Wright Park; - Removal of planter boxes on Eighth Avenue; - Morley Library Pocket Park; and - Noranda Nook additional infrastructure.
		E2.1.3 Develop and implement a Public Art Strategic Plan.	●	●			On Track	The City is in initial stages of research and investigation. In addition to seeking external opportunities for the project, the City will liaise with other local governments to ensure best practice is achieved.

LEADERSHIP & GOVERNANCE

Aspiration: Open, accountable and responsive service.

1 October 2020 to 31 December 2020

Outcomes	Strategies	Actions	Timeframes				Status	Comments
			19/20	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	Two new software systems are currently going live, these include a new minutes and agenda software system to develop reports, pull agendas together and create minutes documents; and a new contract management system to streamline contracts management across the City. Both of these initiatives will save staff time and improve compliance.
	L1.2 Deliver long term financial planning.	L1.2.1 Develop a land asset disposal and acquisition strategy and program, including review of use.	●	●			Complete	Council adopted the Land Acquisition and Disposal Strategy and associated Policy at the OCM held 23 June 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 new Strategic Communications Plan and Social Media Strategy will be developed, with completion expected in June 2021.
		L2.1.2 Undertake a community perception survey every two years.		●		●	On Track	Work in preparation for the community perception survey to be undertaken in 2021 has commenced.
	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 City's Customer Service Charter has been revised. Training has been provided for this new document for all staff through Litmos (online training environment) and the new document has been uploaded to the City's website.
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	Coordination of Councillor training programs is provided as required and updated upon request.
		L3.1.2 Undertake annual staff satisfaction surveys.	●	●	●	●	On Track	The recent COVID-19 survey was intended to replace the annual Pulse survey, originally managed by the People, Culture and Safety Team. The questions asked as part of the survey will help to benchmark performance against the previous surveys however, this survey is just framed in the context of COVID-19. In particular, there are three common elements previously identified as areas for improvement relating to: Trust; City policies, processes and systems; and Adequate equipment and resources. High level results have been provided to staff.

LEADERSHIP & GOVERNANCE

Aspiration: Open, accountable and responsive service.

1 October 2020 to 31 December 2020

Outcomes	Strategies	Actions	Timeframes				Status	Comments
			19/20	20/21	21/22	22/23		
		L3.1.3 Provide an annual report on the implementation of approved strategies.					Complete	During the 2020 calendar year, progress reports of identified Council endorsed strategies and plans were provided to the Audit and Risk Management Committee. To date, the progress reports have been well received by the Audit and Risk Management Committee and they are serving their purpose by raising the strategies and plans for discussion and critique at a strategic level. This process will continue as is in 2021.

10.6.2 Community Access and Inclusion Advisory Committee – 24 February 2021**10.6.2.1 Progress Report - Access and Inclusion Plan 2020 - 2024**

Responsible Branch:	Community Development	
Responsible Directorate:	Community and Development	
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. Access and Inclusion Plan 2020-2024 – Information Update Reports, October to December 2020.	
Refer:	Item 10.6.2: OCM 24.11.2020 Item 10.5.3: OCM 25.08.2020 Item 10.4.11: OCM 24.03.2020	

SUMMARY

For Council to note the City of Bayswater Access and Inclusion Plan 2020–2024 progress to date, as contained within **Attachment 1**.

COUNCIL RESOLUTION**COMMITTEE/OFFICER'S RECOMMENDATION**

That Council notes the information as detailed in **Attachment 1** to this report on the City's Access and Inclusion Plan 2020–2024 progress between October and December 2020.

CR SALLY PALMER MOVED, CR GEORGIA JOHNSON SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 9/0

BACKGROUND

At the Ordinary Council Meeting held on 24 March 2020, Council adopted the City of Bayswater Access and Inclusion Plan (AIP) 2020 – 2024. The City's Access and Inclusion Plan outlines seven desired Outcome Areas and associated actions, which are progressed each financial year over the four-year term of the Plan. The Outcome areas are:

- Outcome area 1 – Services and Events;
- Outcome area 2 – Buildings and Facilities;
- Outcome area 3 – Information;
- Outcome area 4 – Customer Service;
- Outcome area 5 – Complaint Mechanisms;
- Outcome area 6 – Consultation Processes; and
- Outcome area 7 – Employment.

During the 2020 – 2021 financial year, the City will provide reports relating to 28 actions associated with the seven Outcome areas within the AIP. This report provides a progress update for the City's Community Access Inclusion Advisory Committee (CAIAC) on the AIP 2020-2024 strategies progressed between October and December 2020.

EXTERNAL CONSULTATION

Community consultation was not required for this report.

OFFICER'S COMMENTS

The City has progressed six out of seven Outcome Areas between October and December 2020, as detailed in **Attachment 1**.

LEGISLATIVE COMPLIANCE

- *Disability Services Act 1993 (amended 2004).*

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 the information as detailed in Attachment 1 to this report on the City's Access and Inclusion Plan 2020–2024 progress between October and December 2020.	
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 is for noting and meets the outcomes and objectives of the City's AIP 2020-2024. The information will be used to inform the City's Annual Progress Report to the Department of Communities for 2020/21.	

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Implementation of the City's AIP 2020-2024, first year (2020/21)

Asset Category: Strategic document **Source of Funds:** Municipal

LTFP Impacts: Item not listed in the City's Long Term Financial Plan

Notes: The budget amount listed in the table below was adopted by Council at the Ordinary Council Meeting 24 March 2020. The current budget listed is reflective of the 2020/21 adopted annual operational budget to implement the City's AIP 2020-2024 strategies in 2020/21.

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	\$35,800

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.

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. This is in direct alignment to Outcome C2 of the City's Strategic Community Plan.

Outcome 2 - People with disability have the same opportunities as other people to access buildings and other facilities of the City of Bayswater. This is in direct alignment to Outcome C1 of the City's Strategic Community Plan.

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. This is in direct alignment to Outcome C2 of the City's Strategic Community Plan.

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. This is in direct alignment to Outcomes C1 and C2 of the City's Strategic Community Plan.

Outcome 6 - People with disability have the same opportunities as other people to participate in any public consultation by the City of Bayswater. This is in direct alignment to Outcome C2 of the City's Strategic Community Plan.

Outcome 7 – People with disability have the same opportunities as other people to obtain and maintain employment with the City of Bayswater. This is in direct alignment to Outcome C2 of the City's Strategic Community Plan.

CONCLUSION

It is recommended that Council notes the information provided in **Attachment 1**. The following AIP 2020-2024 progress report between January and March 2021 will be provided to the CAIAC and Council in May 2021.

Attachment 1

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager Community Development Manager Project Services Manager Governance Manager Strategic Planning and Place Manager Library and Customer Services Manager Communications and Marketing
BRANCH	Community Development
STRATEGY	1.2 Build partnerships to support people with disability to participate in their community.
ACTION	(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.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input checked="" type="checkbox"/> 2021/22 <input checked="" type="checkbox"/> 2022/23 <input checked="" type="checkbox"/> 2023/24
INFORMATION	<p>The City is committed to ensuring people with disability are provided with information in their preferred format on request and can access City services, programs and events. This includes Citizenship Ceremonies; Christmas Markets; Carols by Candlelight; Community Upskiller workshops; Youth activities; Library programs; and the Better Bayswater Grant.</p> <p>The City informs community about the free and accessible opportunities when promoting community funding opportunities and events. In addition, community are advised that information is available in hard copy and in alternative formats, such as large print, upon request.</p>
OUTCOMES	<p>For this reporting period (October to December 2020) the City of Bayswater has embedded access and inclusion information into the following community programs and events promotional material.</p> <p><u>Get On Down Disco</u> On Monday 9 October 2020 (6.30pm – 9.00pm), the City supported Matrix Productions Australia to host a free, all ages, inclusive disco suitable for young people at The RISE, Maylands. There were games, prizes and music, and a fun night was had by all. Refer Images 1 to 4.</p> <p><u>City of Bayswater Carols by Candlelight</u> On Saturday 19 December the City hosted the annual Carols by Candlelight event at Halliday Park, Bayswater. This free community event attracted approximately 2,500 people. A five question survey with an additional feedback section was promoted to the community following the event. A total of 28 people responded of which 26(93%) said that they were "happy" with the event. Two people (7%) said they were neither happy nor unhappy with the event. General feedback from the community included;</p> <ul style="list-style-type: none"> • "Parking was good!" • "Very organised, mainly parking" <p>In support of an inclusive community event the City provided the following accessible services:</p> <ul style="list-style-type: none"> • Online information on the City's 'What's On Calendar' and Eventbrite registration web page acknowledging that the event is 'free' and

	<p>'accessible'. The International symbol of Access was also used. Refer Images 5 & 6.</p> <ul style="list-style-type: none">• Online information on the City's 'What's On Calendar' and Eventbrite registration web page acknowledged the presence of an AUSLAN interpreter. This service was provided by Vital Interpreting Personnel and was acknowledged using the International symbol for deafness. Refer Images 5, 6 and 7.• Accessible matting and three universal accessible toilets were hired. Refer Image 8.
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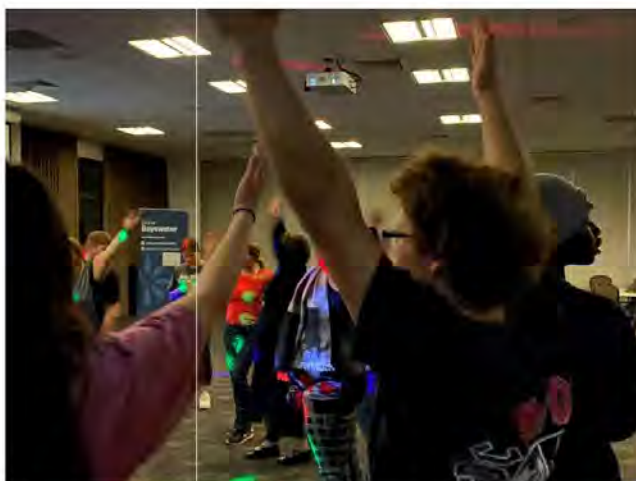


Image 1 *Matrix Productions Australia, Get On Down Disco, The RISE, Maylands, 9 October 2020*



Image 2 *Matrix Productions Australia, Get On Down Disco, The RISE, Maylands, 9 October 2020*




Image 3 *Matrix Productions Australia, Get On Down Disco, The RISE, Maylands, 9 October 2020*



Image 4 *Matrix Productions Australia, Get On Down Disco, The RISE, Maylands, 9 October 2020*

CAROLS BY CANDLELIGHT

Pack a picnic and invite your family and friends along to celebrate the festive season



DEC 19 2020

TIME
5pm

WHERE
Halliday Park, Bayswater
BAYSWATER 6053

TAGS
FESTIVALS AND CONCERTS FAMILY FUN MUSIC, ART AND CULTURE

SUITABLE FOR
• ADULTS ONLY • FAMILIES • CHILDREN • YOUTH • SENIORS
• PEOPLE WITH A DISABILITY

1. OVERVIEW

OVERVIEW

Carols featuring the WA Symphonic Wind Ensemble and the Sweet Thursday Community Singers followed by our fun Christmas Party Band.


Free children's entertainment from 5pm onwards. Carols start at 6.30pm.

Programs and candles will be available for a gold coin conation. Food and drinks will be available for purchase. Support the Christmas Food Appeal! Donations of non perishable food items are welcomed for the City's selected charity.

There will also be an AUSLAN interpreter at this event.

Image 5

City of Bayswater What's On Calendar, Carols By Candlelight, 19 December 2020



DEC.
19

Carols by Candlelight

by City of Bayswater [Follow](#)

Free

♥ Sales Ended [Details](#)

Pack a picnic and invite your family and friends along to celebrate the festive season.

About this Event

Pack a picnic and invite your family and friends along to celebrate the festive season. Carols featuring the WA Symphonic Wind Ensemble and the Sweet Thursday Community Singers followed by our fun Christmas Party Band.

Free children's entertainment from 5pm onwards. Carols start at 6.30pm.

Programs and candles will be available for a gold coin donation. Food and drinks will be available for purchase. Support the Christmas Food Appeal! Donations of non-perishable food items are welcomed for the City's selected charity.

There will also be an AUSLAN Interpreter at this event

COVID-19: Please practice good hygiene and physical distancing at the event, and use the hand sanitiser stations provided. If you are feeling unwell or have travelled outside WA in the 14 days prior to this event, please do not attend.

Date And Time
Sat., 19 December 2020
5:00 pm - 9:00 pm AWST
[Add to Calendar](#)

Location
Halliday Park
Coode St
Bayswater, WA 6053
[View Map](#)




Image 6 *EventBrite page, Carols By Candlelight, 19 December 2020*



Image 7 Vital Interpreting Personnel AUSLAN Interpreter with Mayor Dan Bull, City of Bayswater Carols By Candlelight, Halliday Park, 19 December 2020



Image 8 Accessible matting and universal accessible toilets, Carols By Candlelight, Halliday Park, Bayswater, 19 December 2020

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager Community Development Manager Strategic Planning and Place
BRANCH	Community Development
STRATEGY	1.2 Build partnerships to support people with disability to participate in their community.
ACTION	(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.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input type="checkbox"/> 2021/22 <input type="checkbox"/> 2022/23 <input type="checkbox"/> 2023/24
INFORMATION	<p>The City investigated a partnership opportunity with People With Disability WA (PWDWA) to deliver the 'Diversity Field Officer Service Project'. The project is an initiative of the Australian Federation of Disability Organisations (AFDO) Diversity Field Officer (DFO) project. PWDWA were funded by the Australian Government - Information Linkages and Capacity Grant fund - Economic Participation for People with Disability to deliver the project in Western Australia up until and including December 2020.</p> <p>The externally funded Project involves working with small and medium sized businesses to educate and inform about making their businesses more welcoming and inclusive. There are two parts to the Project that businesses can choose to engage in. The first is an information session to inform participants about the Project. Content covered includes disability awareness, inclusive practices such as customer considerations and information access, unconscious bias; and disability confidence.</p> <p>For the second part, participating businesses receive a tailored accessible business audit including business layout and print and online communications. Businesses are also connected to local Disability Employment Service providers and the Employment Assistance Fund.</p>
OUTCOMES	<p>During the October to December 2020 reporting period the City hosted part one of the 'Diversity Field Officer Service Project' in partnership with PWDWA. The Project was held on Monday 19 October 2020, 7:00am to 9:00am, at the City of Bayswater Civic Centre.</p> <p>The Project, named '<i>Accessible Baysie Businesses Breakfast</i>' was promoted via the City's Facebook page, Bayswater Beat Spring 2020 Edition and Community Newspaper advertorials. Refer Images 1 to 4. Invitations were also emailed directly to over 90 local small and medium sized businesses including local NDIS partners; Bayswater City Residents Association (Inc.) and Maylands Residents and Ratepayers Association. 20 local businesses registered of which 12 attended. Three businesses embraced the opportunity for a free business accessibility audit and have actively made improvements to their online and building infrastructure to provide for a more accessible business.</p> <p>A five question evaluation survey was sent post event of which four businesses responded. Businesses commented on how informative the '<i>Accessible Baysie Businesses Breakfast</i>' was and all four businesses agreed that the event improved their knowledge and /or skills about access and inclusion. They also appreciated</p>

	<p>the "face to face" networking opportunity to re-connect with old friends and meet new people.</p> <p>Other comments included:</p> <ul style="list-style-type: none"> • I was pleased to see the CoB hold this event and by doing so showing its commitment to improving access and inclusion in the community, particularly supporting local businesses by raising awareness. • It was informative and timed well. • The updated statistics shared are always important. • Good networking opportunities. <p>At the conclusion of the event PWDWA kindly shared two photographs on their Facebook page. Refer Images 5 and 6.</p>
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Image 1 *City of Bayswater Facebook - events page promotion for the 'Accessible Baysie Business Breakfast', Monday 19 October 2020.*



Image 2 City of Bayswater Deputy Mayor, Cr Filomena Piffaretti and Rebecca from Maylands Wellness Centre - Facebook promotional post for the 'Accessible Baysie Business Breakfast', Monday 19 October 2020.

Baysie Business Breakfast

Monday, 19 October 2020

The City is hosting a free event to help small and medium-sized businesses become more accessible and attract more customers. In partnership with People With Disability WA, the free information session provides tips on how to make your goods and services more inclusive, as well as how to tap into a customer base your business might be missing. Free one-on-one analysis and accessibility audits are available for the first five businesses to book.

We are in the process of confirming the venue, so for further information or to register, please email our Place Management team at place.management@bayswater.wa.gov.au.

Image 3 *City of Bayswater, Bayswater Beat Spring 2020 Edition.*

What's on in the City of Bayswater

bayswater.wa.gov.au





Community Art Awards 2020

Entries are now open for the City's Community Art Awards, with prizes to be won across 11 categories. Submissions will be exhibited for two weeks at The RISE from Sunday 1 November.

Entries Close: Friday 2 Oct

Exhibition: Sunday 1 Nov - Saturday 14 Nov
The RISE, Maylands

Submission forms and full entry details online at bayswater.wa.gov.au



Accessible Baysie Business Breakfast

In partnership with People With Disability WA, the City of Bayswater is hosting a free networking breakfast opportunity to help local small and medium-sized businesses create accessible and inclusive services for people with disability.

 Monday 19 Oct
7am - 9am

 City of Bayswater
Civic Centre

Registrations essential at bayswater.wa.gov.au



Sustainable Bayswater

Five free interactive events throughout October and November to inspire sustainable living ideas for your everyday life. From home composting to decluttering, there's something for all ages and interests.

 Sunday 4 Oct - Monday 9 Nov

Full program of events and registration details can be found at bayswater.wa.gov.au

Image 4 *City of Bayswater Community Newspaper Advertorial for the 'Accessible Baysie Business Breakfast', Monday 19 October 2020.*



Image 5 *City of Bayswater Cr Sally Palmer, City of Bayswater Mayor Cr Dan Bull, People With Disability WA Executive Director Brendan Cullinan, and Diversity Field Officer Tania Stefanoska at the Accessible Baysie Business Breakfast, Monday 19 October 2020.*



Image 6 *People With Disability WA - Diversity Field Services Project hosted by the City of Bayswater for the Accessible Baysie Business Breakfast, Monday 19 October 2020.*

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager Community Development
BRANCH	Community Development
STRATEGY	1.2 Build partnerships to support people with disability to participate in their community.
ACTION	(d) Provide and promote information to sporting clubs and community groups to assist with the inclusion of people with disability.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input checked="" type="checkbox"/> 2021/22 <input checked="" type="checkbox"/> 2022/23 <input checked="" type="checkbox"/> 2023/24
INFORMATION	<p>The City supports local community sports clubs and community groups with a range of free opportunities to support members and volunteers to provide for inclusive service delivery. This is achieved via the City's Community Upskiller program, City of Bayswater Community Grants Program and informing clubs and community groups via the City's Club Connection E-newsletter.</p> <p>The City's Community Upskiller program provides free learning opportunities for community group representatives and local residents to increase their knowledge, skills and confidence.</p> <p>The City of Bayswater's Community Grants Program is made up of four funding streams that can be applied for to financially support clubs and community groups with inclusive activities. They include:</p> <ul style="list-style-type: none"> • Better Bayswater Grant • Community Capital Requests • Community Events Grants • Donations <p>Community sports clubs and community groups can also sign up to the monthly free Club Connection E-newsletter that provides up-to-date information in grants, training and workshops, plus important sport and community news and information.</p>
OUTCOMES	<p>For this reporting period (October to December 2020) the City of Bayswater has assisted local sporting clubs and community groups with access and inclusion information as follows:</p> <p><u>City of Bayswater Club Connection - December 2020</u> This edition featured promotional information taking place on Thursday 3 December 2020 for International Day of People with Disability. Clubs and community groups were informed of the 'Ready Steady Golf - Inclusive programs for all abilities' event. Refer Image 1.</p> <p>Clubs and community groups were also informed of the City's support for the National Disability Services ACROD parking campaign - 'This Bay is Someone's Day'. They were encouraged to share the Facebook campaign amongst their networks to help raise awareness of the misuse of ACROD Parking Bays (accessible parking). Refer Image 2.</p>



To help celebrate International Day of People with Disability on 3 December 2020, Ready Steady Golf are offering FREE come and try golf classes for all abilities.

ADULTS - Thursday 3 December 2020 from 9.30am to 10.30am
 CHILDREN & TEENS - Saturday 5 December 2020 from 9.30am to 10.30am

Classes held at The Vines Resort & Country Club and bookings are essential.

For more information or to register please contact Mark Tibbles.

[Register here](#)

Image 1 City of Bayswater Club Connection E-newsletter - December 2020.



No images? [Click here](#)

City of Bayswater

Club Connection

City News



Celebrating International Day of People with Disability

"This Bay is Someone's Day"

The City of Bayswater is proudly supporting the National Disability Services ACROD Parking Campaign - 'This Bay is Someone's Day', launching Thursday 3 December 2020 as part of International Day of People with Disability 2020.

"This Bay is Someone's Day" has been created to raise awareness of the misuse of ACROD Parking Bays (accessible parking) for people with disability and we encourage you to share this campaign with your club/organisation by visiting the City's Facebook page.

Image 2 City of Bayswater Club Connection E-newsletter - December 2020.

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager Community Development Manager Communications and Marketing
BRANCH	Community Development
STRATEGY	1.2 Build partnerships to support people with disability to participate in their community.
ACTION	(e) Raise public awareness and understanding of people with disability by celebrating local achievements on 'International Day of People with Disability'.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input checked="" type="checkbox"/> 2021/22 <input checked="" type="checkbox"/> 2022/23 <input checked="" type="checkbox"/> 2023/24
INFORMATION	<p>The International Day of People with Disability is held on 3 December each year. It is a United Nations observed day celebrated internationally. This day aims to increase public awareness, understanding and acceptance of people with disability and celebrate their achievements and contributions.</p> <p>For International Day of People with Disability 2020, National Disability Services (WA) developed an ACROD Parking Campaign - <i>This Bay is Someone's Day</i>. This Western Australia campaign was created with ACROD permit holders, local government and private enterprise to increase their capacity to reduce the misuse of ACROD Parking Bays (accessible parking) in their respective localities.</p> <p>The campaign was launched on 3 December 2020 alongside the new State Disability Strategy: <i>A Western Australia for Everyone - State Disability Strategy 2020-2030</i> to ensure ACROD parking bays are better monitored and penalties are enforced for parking infringements and demerit points.</p> <p>The City committed to this state-wide campaign to both celebrate International Day of People With Disability and create community awareness about the City's commitment to <i>"Improve and promote accessible parking infrastructure"</i> (Outcome 2.3).</p>
OUTCOMES	<p>For International Day of People with Disability 2020, the City proudly supported the National Disability Services ACROD Parking Campaign - <i>This Bay is Someone's Day</i>.</p> <p>Together with the City's Community Access and Inclusion Advisory Committee (CAIAC) Chair, Suresh Rajan and committee member Catherine Marion, the City produced a video recognising the importance of improving and promoting accessible parking infrastructure. Refer Images 1 and 2. The City further promoted the campaign in the Bayswater Beat, Summer 2020/21 and on the City's website - 'News' page. Refer Images 3 to 5.</p> <p>The City featured the recently upgraded carpark at Bayswater Waves facility. The 25-year-old Bayswater Waves carpark was fast-tracked as part of the City's \$5.09 million local stimulus package to help the City recover from COVID-19 impacts. This included the opportunity to widen the ACROD car bays now making it easier and faster for anyone with an ACROD permit to enter and exit the carpark with their vehicles. These works were scheduled and budgeted to start from 2021/2022. However, the City is fortunate to have accelerated the Bayswater Waves ACROD bay upgrades due to our \$5.09 million local stimulus package.</p> <p>In addition to the City's promotions, the National Disability Services (WA) also recognised the City's commitment to the campaign via two of their Facebook posts. Refer Images 6 and 7.</p>



Image 1 *Mayor Dan Bull with CAIAC Chair Suresh Rajan and CAIAC member Catherine Marion at Bayswater Waves.*

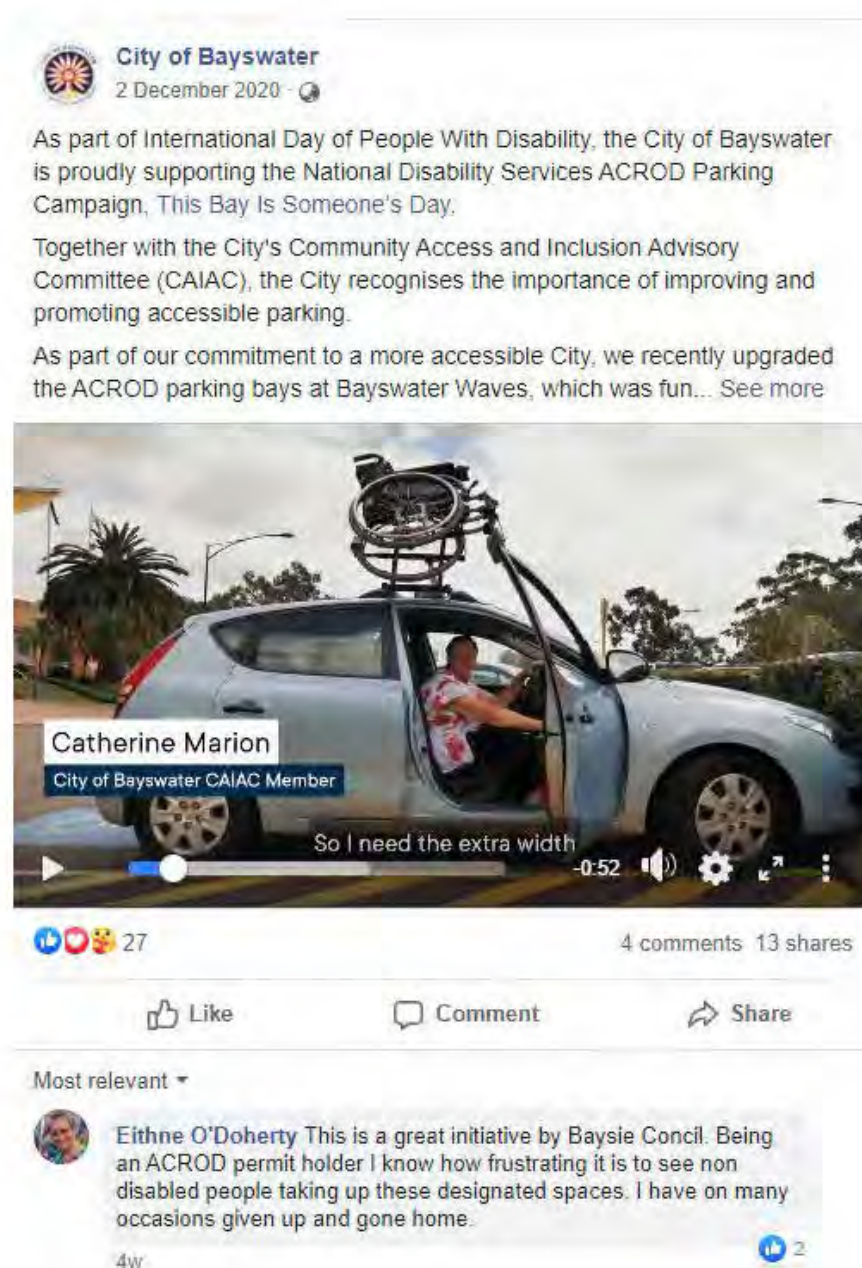


Image 2 CAIAC member Catherine Marion using the upgraded ACROD parking bay at Bayswater Waves.



Image 3 City of Bayswater website - News page, 3 December 2020



Image 4 City of Bayswater website - News page, 3 December 2020



8 Bayswater Beat

Image 5 *City of Bayswater - Bayswater Beat Summer 2020 Edition*



Image 6 *National Disability Services - This Bay is Someone's Day Facebook post of the City of Bayswater video, 3 December 2020.*

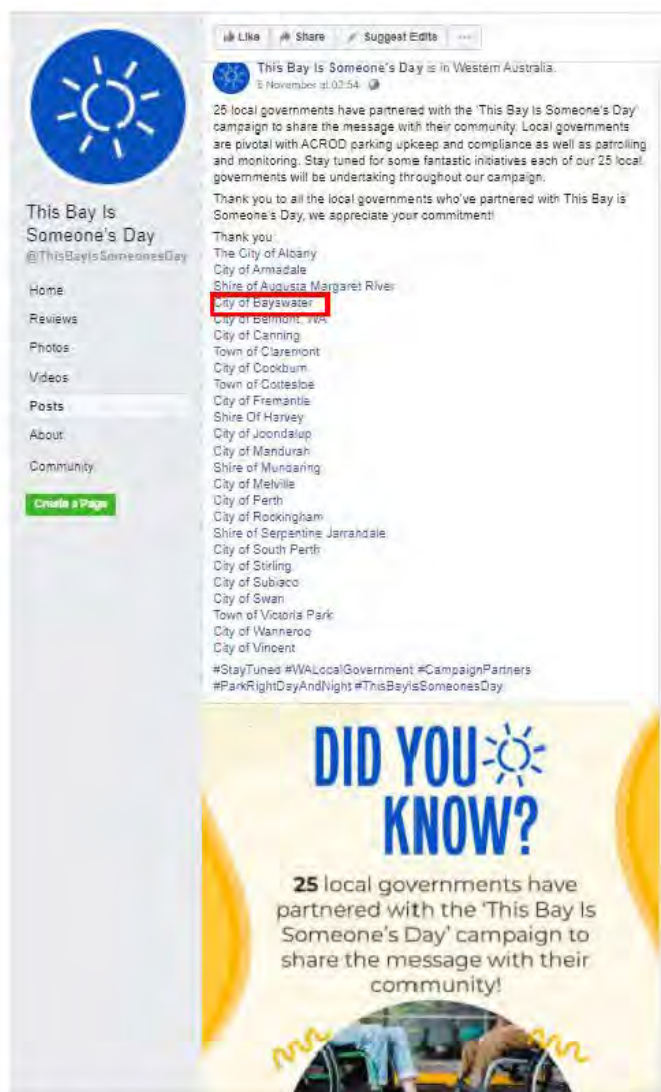


Image 7 *National Disability Services - This Bay is Someone's Day Facebook post acknowledging the City of Bayswater commitment to the campaign, 6 November 2020.*

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager Parks and Gardens Manager Governance Manager Building Works Manager Development Approvals
BRANCH	Project Services
STRATEGY	2.1 Improve building accessibility in the planning, design and construction phases.
ACTION	(a) Embed universal access considerations into the Project Management Framework, including procurement, approvals, and construction.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input type="checkbox"/> 2021/22 <input type="checkbox"/> 2022/23 <input type="checkbox"/> 2023/24
INFORMATION	This City is committed to ensuring and safeguarding accessibility in the planning, design, and improvement of built infrastructure. This includes taking practicable measures to engage with key agents and contractors and Australian Disability Enterprises to progressively work towards full sustainability and corporate social responsibility principles. The City acknowledges that Tender Exemption is also applicable to Australian Disability Enterprises and the City works with WA Disability Enterprises, where appropriate.
OUTCOMES	<p>Between October and December 2020, the following improvement in building accessibility - planning, design, procurement and construction have been implemented, as listed below:</p> <ul style="list-style-type: none"> Mowing of unkempt verges - 20 October 2020 The City approached Registered Disability Service Enterprise providers requesting tender submissions for the mowing on unkempt residential verges throughout the City of Bayswater. The tender was released through vendor Panel to the following companies to provide for a competitive process and include: <ul style="list-style-type: none"> ○ Active Industries ○ Work Power ○ Interlife <p>Submissions were received from Interlife and Work Power, Active chose not to make a submission. The submission made by Interlife was very comprehensive and went above what was being requested. By comparison Interlife provided quality risk assessments; traffic management plans; demonstrated a good track record in providing a similar service to other local government authorities, and a competitive price. As such, Interlife was awarded the City contract from October 2020 to September 2023 with a possibility to extend for another two 12 month periods based upon performance.</p>

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager Governance Manager Community Development
BRANCH	Governance
STRATEGY	2.1 Improve building accessibility in the planning, design and construction phases.
ACTION	(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.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input type="checkbox"/> 2021/22 <input type="checkbox"/> 2022/23 <input type="checkbox"/> 2023/24
INFORMATION	<p>Australian Standard AS 1428 <i>Design for Access and Mobility</i> requires access for people with disability to be incorporated into the design of all new buildings and also applies to modifications and enhancements to existing buildings. Design considerations must include wheelchair access, i.e. ramp gradients, door widths, bathroom access, non-slip surfacing, bench heights and so on, as well as visual and hearing impairment i.e. using tactile indicators and wayfinding signage. The Standards are aligned to the Building Code of Australia (BCA) and the project management of all of the City's construction includes ensuring that the building works are compliant with the Standards (including AS 1428) and the BCA.</p> <p>In respect to general services and supply of goods, most of the City's contractors are not directly public-facing, however where there is likely to be contact with the public, the contract sourcing documentation (quotations and requests for tender) include appropriate statements to inform the Contractor's obligations and the on-going contract reviews include checking whether the accessibility requirements are being met.</p>
OUTCOMES	<p>Several building construction projects occurred during the reporting period October – December 2020, and all involved project management in accordance with the design requirements under the BCA and AS 1428. These included toilet upgrades at several sports clubs and community centres and extensions to a recreation centre. Several parks and public open space projects also occurred during the reporting period and access and inclusion design elements were included in those.</p> <p>All routine goods and service contracts developed during the reporting period were either for direct supply to the City for internal operations only, or the nature of the goods or services provided were such that they did not require consideration of access and inclusion issues.</p>

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager Project Services
BRANCH	Project Services
STRATEGY	2.6 Develop accessible design and inclusive play spaces to support social development for people with a range of disability.
ACTION	(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.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input checked="" type="checkbox"/> 2021/22 <input checked="" type="checkbox"/> 2022/23 <input checked="" type="checkbox"/> 2023/24
INFORMATION	In July 2019 the City endorsed a 'Play Space Strategy', as a framework to guide the planning, design and management of play spaces across the City. The City remains committed to ensuring that all future regional and district playground renewal projects have at least one piece of equipment in each playground that is accessible and inclusive for all people, including children with a disability.
OUTCOMES	<p>Between October and December 2020, the following initiatives have been implemented as listed below:</p> <ul style="list-style-type: none"> <u>Cloughton Reserve - upgrades</u> As part of the City's Play Space Redevelopment program, facilities at Cloughton Reserve were upgraded just in time for summer. Features include a basket swing with a wheelchair accessible soft fall rubber pathway, tightrope walk, a climbing fort, horizontal spider net, turtle shaped steppers and a fairy trail. As part of the redevelopment, the play space has been repositioned closer to trees for natural shade; and accessible pathways now link the picnic and BBQ area with the play equipment. Refer Image 1. <u>Luderman and Bohemia Reserves, Noranda</u> Pathways connecting play spaces to other park assets including existing parking and/or pathways have recently been installed at Luderman and Bohemia Reserves, Noranda. Further reserve path works are due to continue in February/March 2021. Refer Image 2.

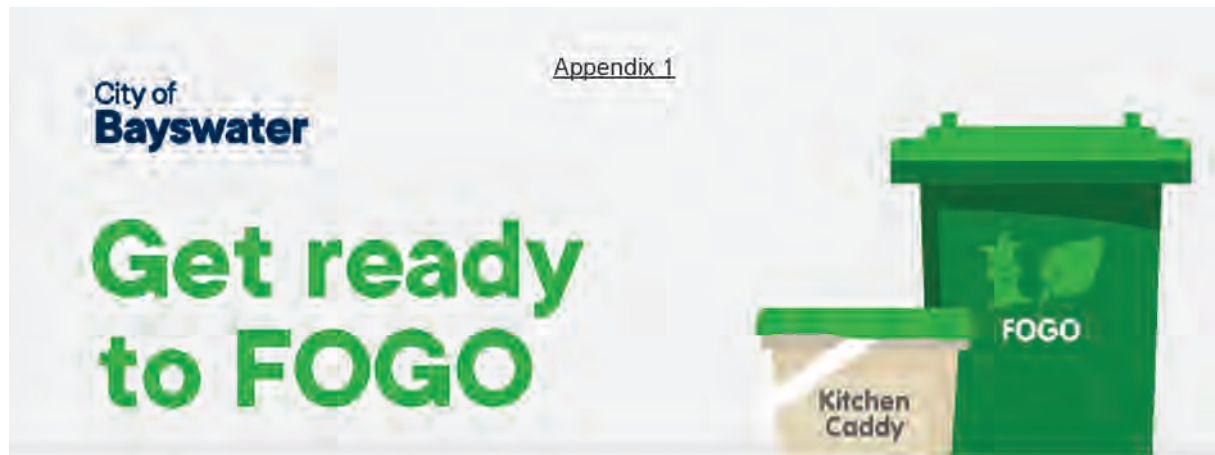


Image 1 *Cloughton Reserve upgrades completed December 2020*



Image 2 Connecting pathways at *Luderman and Bohemia Reserves, Noranda,*
completed December 2020

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager Community Development Manager Communications and Marketing
BRANCH	Community Development
STRATEGY	3.1 Diversify accessible information and communication methods.
ACTION	(b) Provide information in accessible formats on request for people with disability.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input checked="" type="checkbox"/> 2021/22 <input checked="" type="checkbox"/> 2022/23 <input checked="" type="checkbox"/> 2023/24
INFORMATION	The Communications and Marketing Unit provide numerous publications in accessible formats, upon request.
OUTCOMES	<p>Between October and December 2020, the following communication initiatives were implemented as listed below:</p> <ul style="list-style-type: none"> • International Day of People With Disability - This Bay is Someone's Day social media video with video captioning. Refer Image 1 <p>Our recent videos that have had subtitles included:</p> <ul style="list-style-type: none"> • Art Awards: https://www.facebook.com/bayswatercity/posts/10157767721878663 • Garage Sale Trail 1: https://www.facebook.com/bayswatercity/posts/10157751770188663 • Garage Sale Trail 2: https://www.facebook.com/bayswatercity/posts/10157751725783663 • Arbor Park & Belstead Reserve upgrades: https://www.facebook.com/bayswatercity/posts/10157730295218663 • 34,000 letters regarding Food Organics Garden Organics (FOGO) went to residents explaining upcoming changes to recycling and green waste printed in Italian, Vietnamese, Chinese and simple English. These were also placed on the City's website and is available to residents at shopping centres and on request. Refer appendices 1, 2 and 3. • Publications such as the Bayswater Beat Summer 2020/21 and Caring for our community flyer were available in multiple formats.



Caro Residente,

Per prepararci al cambiamento verso un futuro migliore, la invitiamo a saperne di più riguardo al sistema FOGO.

Stiamo per compiere un grande passo a favore della sostenibilità, muovendoci verso il nuovo sistema di raccolta differenziata dei rifiuti domestici FOGO, Food Organics Garden Organics (Cibo Biologico Giardino Biologico), a partire da marzo 2021.

Lo stato dell'Australia Occidentale ha richiesto a tutti gli enti locali di completare la transizione al sistema FOGO entro il 2025 e il nostro Comune è fiero di essere uno tra i primi a compiere questa transizione.

Il cambiamento verso il sistema FOGO implica che il bidone dei rifiuti col coperchio verde lime diventerà il bidone FOGO e in questo bidone si dovranno mettere tutti gli scarti alimentari e i rifiuti di giardino. Per facilitare l'operazione, il Comune le consegnerà un bidoncino da cucina e una fornitura di sacchetti biodegradabili che durerà un anno in modo da poter differenziare i rifiuti alimentari dai rifiuti generici e metterli nel bidone verde lime FOGO.

Il bidone FOGO sarà svuotato settimanalmente ed il contenuto, anziché essere portato alla discarica, sarà trasformato in compost. Il bidone dei rifiuti generici col coperchio rosso ed il bidone dei rifiuti riciclabili col coperchio giallo saranno svuotati ogni 15 giorni. La dimensione dei bidoni e i giorni di raccolta rimangono invariati.

Cambiando il modo in cui ricicliamo i rifiuti, più della metà dei rifiuti domestici potrà essere riconvertito. Ciò ridurrà le emissioni di gas a effetto serra che avrà un impatto positivo e duraturo sull'ambiente.

Tuttavia, il cambiamento non è solo a livello ambientale: adottare il Sistema FOGO ha anche un'importanza a livello finanziario poiché si eviterà la tassa statale che si paga quando i rifiuti alimentari e di giardino vengono portati alle discariche.

Per rendere la transizione il più facile possibile, abbiamo organizzato alcune sessioni informative che spiegheranno tutto ciò che occorre sapere riguardo al sistema FOGO.

Appendix 1

Le sessioni includono:

- Cosa succede ai rifiuti domestici?
- In che modo il sistema di raccolta dei rifiuti FOGO aiuta l'ambiente?
- Come funziona il sistema FOGO?
- Cosa si può mettere nei bidoni FOGO, nei bidoni dei rifiuti riciclabili e nei bidoni dei rifiuti generici?
- Come si usano il bidoncino da cucina e i sacchetti biodegradabili?

Le sessioni informative si svolgeranno come segue:

mercoledì 17 febbraio	Centro Civico - City of Bayswater
9.00 – 20.00 (senza prenotazione)	61 Broun Avenue, Morley
sabato 20 febbraio	The RISE (secondo piano sopra la Maylands Library)
9.00 – 12.00 (senza prenotazione)	28 Eighth Avenue, Maylands
martedì 23 febbraio	Morley Library
18.30 – 19.30	240 Walter Road West, Morley
mercoledì 24 febbraio	Morley-Noranda Recreation Club
18.30 – 19.30	85 McGilvray Avenue, Noranda

Qualora non si possa attendere una di queste sessioni, non c'è problema. Le sessioni saranno registrate e le registrazioni saranno disponibili sul nostro sito FOGO.

Fino a che non saremo pronti ad utilizzare il sistema FOGO in marzo, è importante continuare ad usare il bidone col coperchio verde lime esclusivamente per i rifiuti di giardino. Quando riceverà il bidoncino da cucina, saprà che è arrivato il momento di cambiare.

Nel frattempo, se non possiede un bidone col coperchio verde lime o se il suo bidone dei rifiuti di giardino ha il coperchio marrone, voglia gentilmente chiamare il numero 9272 0622 per farlo cambiare gratuitamente.

Per registrarsi ad una sessione informativa gratuita o per saperne di più riguardo al sistema FOGO, si prega di visitare il sito: www.bayswater.wa.gov.au/fogo o mandare un'email al Team FOGO: fogo@bayswater.wa.gov.au.

Aspiriamo insieme ad una città più verde.

Team FOGO

City of Bayswater

City of Bayswater

61 Broun Avenue, Morley WA 6062 | PO Box 467, Morley WA 6943

P: (08) 9272 0622 | F: (08) 9272 0665 | National Relay Service: 1800 555 660
mail@bayswater.wa.gov.au | www.bayswater.wa.gov.au





亲爱的居民，

我们诚挚地邀请您学习有关FOGO的更多信息，因为我们准备为了更好的未来而做出改变。

从2021年3月起，我们将朝着新的生活垃圾分类系统 - 食品有机物花园有机物 (Food Organics Garden Organics) 即FOGO迈进，向可持续发展迈出一大步。

西澳大利亚州政府要求所有地方政府在2025年前过渡到FOGO，本市作为第一个过渡的地方政府而倍感自豪。

更改为FOGO意味着您的淡绿色盖子的垃圾桶将成为FOGO垃圾桶，您将可以把所有食物残渣和花园垃圾放入该垃圾桶。为了方便起见，我们会给您寄送一个厨房回收箱和一年的可降解的回收箱内衬，以便您将食物垃圾从生活垃圾中分类后放入淡绿色的FOGO垃圾桶中。

我们会每周收集您的FOGO垃圾桶，其中的垃圾会变成堆肥，而不是进行垃圾填埋。我们会每两周收集红盖的普通垃圾桶和黄盖的可回收垃圾桶，您的垃圾桶大小和垃圾收集日将保持不变。

通过改变垃圾分类的方式，一半以上的家庭垃圾将被重新利用。这将减少温室气体排放，并对我们的环境产生积极而持久的影响。

不过，这不仅关乎环境，过渡至FOGO也是有经济意义的，这是因为我们将免除因填埋食品和花园有机垃圾而向州政府支付的垃圾税。

我们将使这种过渡尽可能地简单，我们的宣传会将帮助您了解有关FOGO的所有知识。

宣传会将涉及：

- 我们的家庭垃圾会怎样？
- FOGO垃圾系统将如何保护环境？
- 向FOGO的过渡将如何进行？
- 您的FOGO垃圾桶、可回收垃圾桶和一般垃圾桶中可以放入什么？
- 如何使用新的厨房回收箱和回收箱内衬？

Appendix 2

宣传会将在以下地点举行：

2月17日，星期三	City of Bayswater Civic Centre
9am - 8pm (随时拜访)	61 Broun Avenue, Morley
2月20日，星期六	The RISE (second floor above Maylands Library)
9am 至 12pm (随时拜访)	28 Eighth Avenue, Maylands
2月23日，星期二	Morley Library
6.30pm 至 7.30pm	240 Walter Road West, Morley
2月24日，星期三	Morley-Noranda Recreation Club
6.30pm 至 7.30pm	85 McGilvray Avenue, Noranda

如果您无法参加这些宣传会，请不要担心，可以在我们的FOGO网页上获取录音。

直到三月份我们开始使用FOGO之前，请务必继续使用淡绿色的垃圾桶作为花园垃圾桶。当收到您的厨房回收箱时，您就知道该改变了。

与此同时，如果您没有淡绿色垃圾桶或您的花园垃圾桶是棕色的，请致电9272 0622免费进行更换。

要注册前往宣传会或了解有关FOGO的更多信息，请访问
www.bayswater.wa.gov.au/fogo或给我们的FOGO团队发送电子邮件至
fogo@bayswater.wa.gov.au。

我们期待着和大家一起变得更加绿色环保。

您的FOGO团队
 贝斯沃特市 (City of Bayswater)

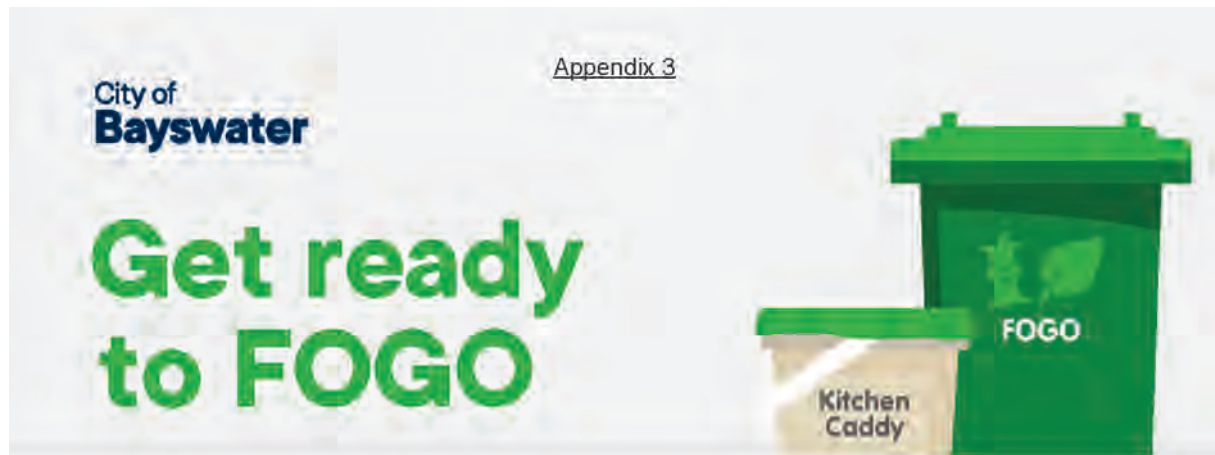
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Appendix 3

Kính gửi cư dân,

Chúng tôi mời bạn tìm hiểu thêm về chương trình FOGO trong thời gian chúng tôi chuẩn bị thực hiện những thay đổi để có thể tiến triển tốt hơn

Chúng tôi đang mong muốn thực hiện một bước tiến lớn theo phát triển bền vững khi chúng tôi chuyển sang hệ thống phân loại rác mới, tạm dịch là “Thực Phẩm Hữu Cơ Vườn Trồng Hữu Cơ” (Food Organics Garden Organics - FOGO), kể từ tháng 3 năm 2021.

Chính quyền Tiểu Bang Tây Úc yêu cầu tất cả các cơ quan chính quyền địa phương chuyển đổi sang FOGO vào năm 2025 và Thành phố chúng ta tự hào là một trong những cơ quan đầu tiên thực hiện chuyển đổi.

Thay đổi với FOGO có nghĩa là thùng có nắp màu xanh lá cây của bạn sẽ trở thành thùng FOGO của bạn và bạn sẽ có thể bỏ tất cả thức ăn thừa và rác vườn của mình vào thùng này. Để giúp việc này trở nên dễ dàng hơn, chúng tôi sẽ giao tới nhà bạn một thùng nhỏ đựng thức ăn thừa và bao dùng trong việc phân hủy rác đủ dùng trong một năm để bạn có thể phân loại rác thực phẩm ra khỏi rác thải thông thường và bỏ vào thùng FOGO màu xanh lá cây của bạn.

Thùng FOGO của bạn sẽ được thu gom hàng tuần và rác trong thùng sẽ được chế biến thành phân trộn, thay vì đem đi đổ tại bãi rác. Thùng đựng rác có nắp đỏ và thùng rác tái chế có nắp vàng của bạn sẽ được thu gom hai tuần một lần - và kích thước thùng cũng như ngày thu gom rác của bạn sẽ vẫn như cũ.

Bằng cách thay đổi cách chúng ta phân loại rác, hơn một nửa số rác thải từ nhà của chúng ta sẽ được tái chế. Điều này sẽ làm giảm phát thải khí nhà kính (greenhouse gas emissions) và tác động tích cực và lâu dài đến môi trường của chúng ta.

Tuy nhiên, vấn đề không chỉ là về môi trường - việc chuyển sang FOGO còn có ý nghĩa về mặt tài chính vì chúng tôi sẽ tránh phải trả Chính phủ tiểu bang phí tổn lãng phí đối với thực phẩm và chất thải hữu cơ từ vườn được đưa đến bãi rác.

Chúng tôi sẽ làm cho quá trình chuyển đổi này trở nên đơn giản nhất và các buổi thông tin của chúng tôi sẽ giúp bạn tìm hiểu tất cả những gì bạn cần biết về FOGO.

Appendix 3

Các phiên thông tin sẽ bao gồm:

- Điều gì xảy ra với rác thải từ nhà của chúng ta?
- Hệ thống xử lý chất thải FOGO sẽ giúp ích gì cho môi trường?
- Việc chuyển sang FOGO sẽ tiến hành như thế nào?
- Những gì có thể bỏ vào thùng FOGO, thùng rác tái chế và thùng rác chung của bạn?
- Sử dụng thùng rác nhỏ trong nhà bếp và cách dùng bao lót như thế nào?

Các buổi thông tin sẽ được tổ chức tại:

Thứ Tư ngày 17 tháng Hai Trung tâm Hành chính Thành phố Bayswater
9 giờ sáng - 8 giờ tối (đến khi thuận tiện), 61 Broun Avenue, Morley

Thứ Bảy ngày 20 tháng 2 tại Trung Tâm The RISE (tầng hai phía trên Thư viện Maylands)
9 giờ sáng đến 12 giờ trưa (đến khi thuận tiện) tại 28 Eighth Avenue, Maylands

Thứ Ba ngày 23 tháng Hai Thư viện Morley
6h30 chiều đến 7h30 tối 240 Walter Road West, Morley

Thứ 4 ngày 24 tháng 2 Câu lạc bộ giải trí Morley-Noranda
18:30 pm đến 7:30 pm 85 McGilvray Avenue, Noranda

Quý vị không nên ưu tư nếu không thể tham dự một trong những phiên này, vì bản ghi lại sẽ có sẵn trên trang web FOGO của chúng tôi.

Cho đến khi chúng tôi sẵn sàng áp dụng chương trình FOGO vào tháng 3, điều quan trọng là bạn phải tiếp tục sử dụng thùng có nắp màu xanh lá cây chỉ để đựng rác vườn. Khi bạn nhận được thùng rác thải nhỏ cho nhà bếp, bạn sẽ biết đã đến lúc có thay đổi.

Trong thời gian chờ đợi, nếu bạn không có thùng có nắp màu xanh lá cây hoặc bạn có thùng nắp màu nâu đựng rác thải vườn, vui lòng gọi đến số 9272 0622 để được đổi thùng này miễn phí.

Để đăng ký phiên thông tin hoặc để tìm hiểu thêm về FOGO, bạn có thể truy cập www.bayswater.wa.gov.au/fogo hoặc gửi email cho nhóm FOGO của chúng tôi tại fogo@bayswater.wa.gov.au.

Chúng tôi mong muốn chúng ta trở nên xanh hơn cùng nhau.

Nhóm FOGO của bạn
Thành phố Bayswater

City of Bayswater

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City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager Communications and Marketing
BRANCH	Communications and Marketing
STRATEGY	3.1 Diversify accessible information and communication methods.
ACTION	(e) Adopt an internal Written Style Guide that encourages staff to use plain English in all communications.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input type="checkbox"/> 2021/22 <input type="checkbox"/> 2022/23 <input type="checkbox"/> 2023/24
OUTCOMES	The Written Style Guide was presented to the City's Operational Management Team in November 2020 and the feedback from managers was incorporated into the final draft document. The Guide is now with the City's executive Leadership Team for final approval and ahead of its release to all staff early in the New Year.

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager Library and Customer Services Manager Communications and Marketing
BRANCH	Library and Customer Services
STRATEGY	4.1 Promote the City's commitment to access and inclusion in the Customer Service Charter.
ACTION	(a) Provide and promote a range of options for community members to connect and communicate with the City.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input checked="" type="checkbox"/> 2021/22 <input type="checkbox"/> 2022/23 <input type="checkbox"/> 2023/24
INFORMATION	<p>Our employees are the City of Bayswater's most valuable resource in terms of delivering a high standard of customer service to our community. Together we provide a wide range of services to our residents and these contribute to the quality of life enjoyed by all those who live, work and visit our City.</p> <p>The current Customer Service Charter (CSC) was adopted by Council in 1997 and revised in 2012. The new CSC was developed following a review in late 2019. The new CSC is streamlined and simplified, it sets out the City's commitment to staff, customers and outlines the service that can be expected. It is also a mechanism to explain to customers the options for redress if their expectations for service delivery are not met.</p>
OUTCOMES	<p>During the October to December 2020 reporting quarter the City implemented the following:</p> <ul style="list-style-type: none"> • Compulsory Staff online training commenced from 11 November 2020 for current employees. • Online training was included in the on-boarding of new City staff. • Production of hard copies of the Customer Service Charter were organised to be provided to community members who are unable to view the online version.

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager Community Development
BRANCH	Community Development
STRATEGY	4.2 Build disability confidence to enhance staff and community capacity.
ACTION	(d) Support and partner with disability service providers to facilitate workshops aligned with the City's access and inclusion outcomes.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input checked="" type="checkbox"/> 2021/22 <input checked="" type="checkbox"/> 2022/23 <input checked="" type="checkbox"/> 2023/24
INFORMATION	<p>The City partnered with key advocacy organisation People With Disability WA (PWDWA) to deliver a local business awareness program named 'Diversity Field Officer Service Project'.</p> <p>PWDWA were funded by the Australian Government - Information Linkages and Capacity Grant fund - Economic Participation for People with Disability, to deliver free business awareness program across Western Australia up until and including December 2020.</p> <p>Together with PWDWA, the City delivered a free local business event that aligns with the City's Access and Inclusion Plan Outcome 1.2 (c)</p> <p><i>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.</i></p>
OUTCOMES	<p>During the October to December 2020 reporting period the City hosted the PWDWA - 'Diversity Field Officer Service Project'. The free local business Project was held on Monday 19 October 2020, 7:00am to 9:00am, at the City of Bayswater Civic Centre.</p> <p>The Project, named '<i>Accessible Baysie Businesses Breakfast</i>' attracted twelve local small to medium size businesses. Overall the businesses felt that the event improved their knowledge and /or skills about access and inclusion. They also appreciated the face to face networking opportunity. Other comments included:</p> <ul style="list-style-type: none"> • I was pleased to see the CoB hold this event and by doing so showing its commitment to improving access and inclusion in the community, particularly supporting local businesses by raising awareness. • It was informative and timed well. • The updated statistics shared are always important. • Good networking opportunities. <p>Further to the event, three businesses accepted the opportunity to receive a free business accessibility audit from PWDWA. Since the October event the three local businesses have actively made improvements to their online and building infrastructure to provide for a more accessible and welcoming business.</p>

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager Community Development
BRANCH	Community Development
STRATEGY	4.2 Build disability confidence to enhance staff and community capacity.
ACTION	(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.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21
INFORMATION	<p>The City is committed to demonstrating best practice in access and inclusion and customer communications which is reflected in the City's Customer Service Charter. This includes providing for people who are deaf or hearing impaired and non-English speaking customers.</p> <p>To support frontline staff in delivering inclusive customer service, the City developed training that was informed by the following key agencies:</p> <ul style="list-style-type: none"> • Australian Government: National Relay Service; • Australian Government: Department of Home Affairs - Translating and Interpreting Service; and • WA Department of Local Government, Sport and Cultural Industries - Office of Multicultural Interests. <p>The City's new portable audio loop was included in the training and staff are encouraged to use as appropriate.</p>
OUTCOMES	<p>From August to November 2020 the City's Community Development and Customer Service branches planned and delivered a series of 'Accessible Customer Service' training information sessions. Training was designed for all staff but was particularly focussed on supporting frontline staff from the following City branches:</p> <ul style="list-style-type: none"> • Library and Customer Services • Community Development • Recreation <p>Three 30 minute 'Accessible Customer Service' staff training sessions were coordinated that took place on:</p> <ul style="list-style-type: none"> • Thursday 3 September 2020, with Library and Customer Services branch at the City of Bayswater Civic Centre. • Wednesday 23 September 2020, attended by staff from various City branches at the City of Bayswater Civic Centre. • Tuesday 24 November, with Recreation branch at Bayswater Waves. <p>Training material comprised of short training videos, a practical demonstration of the City's new portable audio loop and complimentary handouts provided by:</p> <ul style="list-style-type: none"> • Australian Government: National Relay Service; • Australian Government: Department of Home Affairs - Translating and Interpreting Service; and • WA Department of Local Government, Sport and Cultural Industries - Office of Multicultural Interests.

	<p>The training material is summarised in an internal three page document titled: <i>City of Bayswater Interpreter and Communication Essentials</i>. This document is uploaded to the City's intranet system for staff to access any time. Contained within the document are hyperlinks to training videos and websites including:</p> <ul style="list-style-type: none">• Translating and Interpreting Service (TIS) National and the City's client code• National Relay Service• Auslan Interpreting Services• Easy English Interpreter Services• Agencies who provide Alternative formats (Large print, audio and braille)• Document Translation Services• Staff contacts for further information and/or assistance <p>In accordance with the City's Access and Inclusion Plan 2020-2024, this training was to be delivered in 2020/21 only. However given the importance of this training, the City will ensure that all staff are informed and offered practical assistance as needed. Furthermore, in alignment with action 4.2 (d) of the City's AIP, a new access and inclusion induction training program is currently being developed, of which the <i>City of Bayswater Interpreter and Communication Essentials</i> document will be incorporated.</p>
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City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Community Engagement Advisor
BRANCH	Community Engagement
STRATEGY	6.1 Consider access and inclusion in the planning, design and delivery of public consultation.
ACTION	(a) Embed access and inclusion in community engagement planning process.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input type="checkbox"/> 2021/22 <input type="checkbox"/> 2022/23 <input type="checkbox"/> 2023/24
INFORMATION	<p>From October to December 2020, several community engagement initiatives have been planned and delivered, with access and inclusion being considered as part of the process. This has included:</p> <ul style="list-style-type: none"> • Wotton skate park relocation • Community Engagement Framework review • Fenced dog exercise area. <p>Engagement activities have included measures to improve access and inclusion, including:</p> <ul style="list-style-type: none"> • Hard copy surveys available at libraries • Pop up stalls in community spaces to reach people and provide opportunities to participate in person • Inclusion of three Age Friendly Ambassadors at a pop up stall at Noranda Shops, two of who also speak other languages • Inclusion of Word versions of surveys on Engage Bayswater • Promotion of initiatives via a variety of mediums, including social media, e-newsletter and Bayswater Beat. <div data-bbox="671 1167 1147 1523">  </div> <div data-bbox="639 1579 1179 1881">  </div>

	In addition, the Community Engagement team has established a relationship with the Neighbourhood Watch Chinese group, who translated the Community Engagement review survey and distributed to their City of Bayswater members. City staff also worked with the group to develop a video to accompany the survey, encouraging participation. This is a trial initiative to improve engagement with our Chinese community and the feedback will be included in the Community Engagement Framework review.
OUTCOMES	The three projects listed above received very good participation, with between 300 – 600 participants contributing to the relevant surveys.

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager People, Culture and Safety
BRANCH	People, Culture and Safety
STRATEGY	7.1 Advance employment practices to increase the employment of people with disability.
ACTION	<p>(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.</p> <p>(b) Formalise a roadmap for improvement based on the annual Access and Inclusion Index Self-Assessment Comprehensive Report.</p>
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input checked="" type="checkbox"/> 2021/22 <input checked="" type="checkbox"/> 2022/23 <input checked="" type="checkbox"/> 2023/24
INFORMATION	<p>The City services a diverse and multicultural community. In preparing our Workforce Plan 2020-24, we identified that there is the opportunity to do more with our workforce, so it is representative of the diverse community of the City. In the Plan, we are committed to a workplace and workforce that is inclusive and diverse and have progress measures for the number of employees with disability.</p> <p>The City has an agreed target of 5% of the workforce having a disclosed disability by 2025.</p> <p>The Australian Network on Disability (AND), can provide us with a range of opportunities, not limited to conducting an organisation wide assessment, which will help to inform our road map for future actions.</p> <p>Some of the benefits of having a membership with AND are:</p> <ol style="list-style-type: none"> 1. Help us develop the behaviours, attitudes, systems and knowledge to successfully engage with people with disability as employees, customers and stakeholders. 2. Provide an effective management tool to measure our performance and help us identify where to direct our resources for maximum impact - Access and Inclusion Index. 3. Increase opportunities to engage with skilled people with disability through innovative programs such as our Stepping Into internship program and PACE mentoring program. 4. Facilitate networking opportunities for mutual learning and information sharing – roundtable events and webinars. 5. Collaborate to develop customised tools and specialist publications. 6. Provide training in Disability Confidence for Human Resources, Disability Confidence for Managers and Disability Confident Recruiter. 7. Undertake valuable projects that inform us on what it takes to successfully include people with disability as employees, customers and suppliers in a range of businesses and locations.
OUTCOMES	<p>Between October and December 2020, the following initiatives have been implemented as listed below:</p> <ul style="list-style-type: none"> • Beginning of October, we engaged with a Disability Agency – Bizlink who introduced us to a candidate that had potential to work within our Library team. We have since interviewed him and offered a casual Library Officer position, starting in February 2021.

	<ul style="list-style-type: none">• Re-engagement of Customer Service Support Role within Recreation that has a diverse candidate supported by Edge Employment Solutions as our Disability Agency.• Continued our partnership with Edge Employment Solutions looking at potential opportunity for a Cleaner role within Recreation.• During the month of November there were a number of meetings conducted with key managers to gather pertinent information and specific examples as a requirement to complete the Access and Inclusion Index Self-Assessment for AND. The areas involved were People, Culture and Safety, Library and Customer Services, Recreation, Information Services, Strategic Projects, Building Works, Communication and Marketing and Community Development.• This assessment document was submitted in December, and we are expecting to receive the results during the first quarter of 2021.
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10.6.2.2 Update on the City's Current Practices - Footpath and Crossovers

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	
Refer:	Item 10.6.2: OCM 24.11.2020	

SUMMARY

For Council to consider an update on the current practices for the alignment and the associated visibility issues with footpaths and crossovers.

COUNCIL RESOLUTION**COMMITTEE/OFFICER'S RECOMMENDATION**

That Council to note the City's current practices of constructing new and reconstructed footpaths and cycleways along the kerb line with crossovers being retained in place between the property boundary and the roadway unless the grade is adverse and/or presents an unacceptable risk to the walking environment for people with disabilities or seniors.

CR SALLY PALMER MOVED, CR GIORGIA JOHNSON SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 9/0

BACKGROUND

At the 4 November 2020 Community Access and Inclusion Advisory Committee (CAIAC) Meeting, the Committee requested a report on an *'Update of the City's Current Practices - Footpaths and Crossovers'* as follows:

"....., the Committee requested the City to prepare a report for the next Community Access and Inclusion Advisory Committee about the ways/options to achieve footpath continuity around the City to give clear priority for pedestrians, in particular people with disability and seniors, in accordance with WALGA guidelines."

EXTERNAL CONSULTATION

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

OFFICER'S COMMENTS

The Western Australian Local Government Association's (WALGA) 'Guidelines and Specifications for Residential Crossovers' makes reference to Austroads Guide to Road Design 6A, Clause 5.6 in relation to crossfall for people who have disabilities, however, discusses more broadly and importantly the pedestrian priorities under the *Road Traffic Code 2000* no matter the users.

The 'Guidelines and Specifications for Residential Crossovers' section 4.1.3, Pedestrian Interface, makes mention that pedestrians and cyclists in road related (verge) areas should have priority over vehicles. It further recommends that the pedestrian infrastructure should be provided in a continuous manner across all residential driveways (crossovers), maintaining crossfall and material in preference to crossover construction. This implies that the footpath should be continuous through all residential crossovers. Figure 7 below that accompanies the section that goes onto explain the broad specification (section 4.0) shows a continuous footpath along the kerb line, however, that is not consistently applied throughout the document.



Figure 7 Plan View of Model Crossover Design

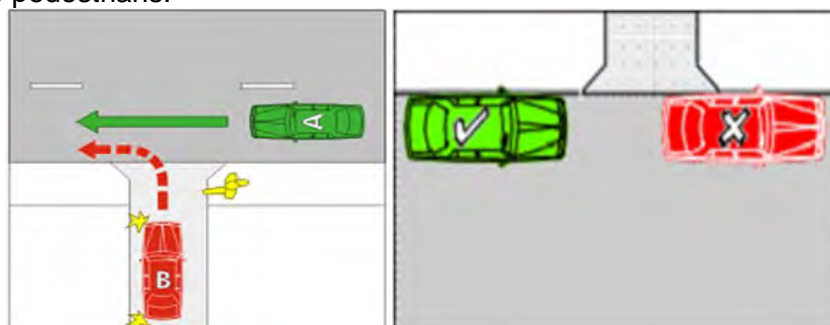
The City of Bayswater's current practice is to construct all (new) footpaths along the kerb line, however, the footpath does not continue through existing crossovers. This meets the intent of the *Road Traffic Code 2000*, and Austroads Guide to Road Design, to provide clear visibility of pedestrians to vehicles on the roadway and clear visibility of pedestrians by motorists reversing from driveways onto the crossover and turning traffic. The traditional practice was to construct the footpath (300mm off) along the boundary alignment, and a majority of footpaths remain on this alignment.

Whilst this change of alignment of the footpath along the road kerb line has generally been accepted, it has not been without dissent due to the perceived benefit vs cost and competition with other uses, such as bin presentation days, however, it is considered to be best practice.

The rationale of constructing footpaths through crossovers was considered, however, experience indicates that this has not been acceptable to the community at large. In instances where the crossover has been cut through (for other reasons) the benefit has not been recognisable and has resulted in complaints from residents.

As all homes, apart from new developments, have existing crossovers with a majority constructed in concrete, the cutting through of an existing crossover is not only disruptive to the household for a number of days, it is considered excessively wasteful. It is not uncommon for households to have high material finished crossovers constructed and these households are most likely to invoke complaints that not even best practice guidelines can placate when to a large extent it is about public education of the *Road Traffic Code* priority of pedestrians over cyclists and motorists.

The *Road Traffic Code* in all its diagrammatic representations shows the driveways clearly defined from the property boundary to the road edge. This allows a crossover to be clearly defined for the motorist and the pedestrians.



It is considered that the City's current practice of constructing new and reconstructed footpaths and cycleways along the kerb line, where practicable, is reasonable and should continue with crossovers being retained in place between the property boundary and the roadway, unless the grade is adverse and/or presents an unacceptable risk to the walking environment for people with a disability or seniors.

LEGISLATIVE COMPLIANCE

- Asset Management Policy; and
- Crossovers 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 notes the City's current practices of constructing new and reconstructed footpaths and cycleways along the kerb line with crossovers being retained in place between the property boundary and the roadway unless the grade is adverse and/or presents an unacceptable risk to the walking environment for people with disabilities or seniors.	
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 for noting and is in line with the City's current practices for the reasons outlined in this report.	

FINANCIAL IMPLICATIONS

Not applicable.

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

It is recommended that Council notes the City's current practices of constructing new and reconstructed footpaths and cycleways along the kerb line.

10.6.3 Aged Care Governance Committee Meeting – 2 March 2021**10.6.3.1 Update on Aged Care Governance Framework**

Responsible Branch:	Strategic Projects	
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:	Confidential Attachments 1. Juniper Report – <i>Assessment of Compliance Risk – Aged Care Quality Standards, 11 February 2021.</i> 2. Juniper Report – <i>Risk and Governance Framework – City of Bayswater (Approved Provider), 11 February 2021</i> 3. Juniper Report – <i>Clinical Indicators – City of Bayswater Hostel.</i> 4. Juniper Report – <i>Clinical Indicators – Carramar Residential care Facility</i>	
Refer:	Item 10.5.1.2: OCM 25/08/2020 Item 10.6.1: OCM 22/09/2020 Item 10.6.3: OCM 27/01/2021	

Confidential Attachment(s) - in accordance with section 5.23(2)(e)(iii) of the *Local Government Act 1995* – information about the business, professional, commercial or financial affairs of a person.

SUMMARY

The City has two residential aged care facilities, both of which are subject to three yearly accreditation visits which are conducted by the Aged Care Quality and safety Commission ('the Commission').

At its meeting of 22 September 2020, the Committee was advised that the Carramar residential care facility was last accredited in March 2020, which was after the implementation of new Aged Care Quality Standards.

The City of Bayswater Hostel was last accredited under the four previous (pre July 2019) standards and at its meeting of 15 December 2020, the Committee was provided with information on how Juniper has been developing its governance reporting in line with the eight current standards.

The Commission requires providers to have a written Plan for Continuous Improvement ('PCI') PCI for the assessment, monitoring and improvement of care and services. Juniper has been meeting that requirement through its Quality Management System which extends to all sites, and progress reports were provided at the 22 September and 15 December 2020 Committee meetings.

The Committee is now provided with an update on the work that Juniper has been doing since then to adapt all site processes and procedures to the current standards, including at the City of Bayswater Hostel. Separate information is provided by Juniper to show performance against indicators developed in response to a request by the Committee, and the detailed clinical reporting which Juniper has since developed for each site.

COUNCIL RESOLUTION
COMMITTEE/OFFICER'S RECOMMENDATION

That Council notes the update on the Aged Care governance reporting, as contained in this report and the four confidential attachments.

CR SALLY PALMER MOVED, CR GEORGIA JOHNSON SECONDED
CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 9/0

BACKGROUND

Prior to July 2019, the aged care quality standards covered management systems, the recipient's health and personal care needs, lifestyle, the physical environment and safety.

The fundamental shift under the current standards is that there is now much more emphasis on consumer dignity and choice, as well as an expectation of involvement by the care recipients in determining their personal and clinical care needs. There is also a requirement for greater transparency in complaint handling and responsiveness to feedback.

As the last accreditation for Carramar residential care facility was conducted under the current aged care governance standards, Juniper's reporting for that site is aligned to the City's own requirements as the Approved Provider.

The last accreditation of the City of Bayswater Hostel was done just prior to implementation of the current standards, and is valid to 2022. Juniper has however, been working to develop appropriate compliance and performance indicators to demonstrate that the site is meeting the current standards anyway. The first such reporting was provided to the Committee at its meeting of 22 September 2020, and a detailed clinical report for the Hostel was provided to the Committee at its meeting of 15 December 2020. Juniper has now provided a similar report for the Carramar residential care facility.

EXTERNAL CONSULTATION

Ansell Strategic was commissioned to assist with development of the City's aged care governance framework. Aged Care Management Australia has also provided some independent advice on the respective obligations of Juniper and the City under the standards and the aged care legislation generally.

OFFICER'S COMMENTS

At its meeting of 22 September 2020, the Committee was advised of progress by Juniper on adapting its procedures and reporting across all sites, including the City's, to the new standards. That work has included gathering data and the development of performance reporting against the agreed indicators primarily to provide assurance of the governance obligations under standard 8. The report now includes financial indicators (government subsidies) and occupancy indicators and additional information on the internal work that has since been completed. Of particular significance is that the internal and external complaints performance targets have continued to be met. As part of that report, Juniper has provided a summary of the work being done to meet the quality of care elements in standards 1 – 7 and that includes resident surveys, feedback and complaints and internal audits of equipment, housekeeping, pain management, falls prevention and so on.

While the performance reports are essentially a self-assessment, Juniper has appointed an internal review officer with extensive experience in the Commission's accreditation requirements.

Further information on how the sites are operating against the performance indicators was provided to the Committee at its meeting of 15 December 2020, and covered the period ending November 2020. An updated performance report has now been provided by Juniper for the period ending 11 February 2021, and that shows no change. As before, the only area under review is employee engagement.

Juniper has also provided detailed clinical reports for each of the sites which covers extensive data on falls, medications, infection incidents and other health related issues, unplanned weight loss and behaviour related incidents. The results vary slightly due to the different reporting periods. The first such report covered January 2020 to October 2020 and the latest report covers January 2020 to January 2021. Juniper to comment on the statistics.

LEGISLATIVE COMPLIANCE

The prevailing legislation is the *Aged Care Act 1997*. The Commission commenced on 1 January 2019 with a range of functions specified in the *Aged Care Quality and Safety Commission Act 2018*. On 1 July 2019, the eight Aged Care Quality Standards came into effect, and apply to the City's two residential care facilities, Carramar in Morley and the City of Bayswater Hostel in Embleton. The City's other aged care sites are independent living retirement villages which are subject to separate legislation.

OPTIONS

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

Option 1	That Council notes the update on the Aged Care Governance Framework, as contained in 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	Updates on performance indicators have been provided by Juniper for both of the City's residential care facilities. The last accreditation for the City of Bayswater Hostel was conducted under the previous aged care quality standards and therefore does not align directly with the City's aged care governance framework. Juniper is progressing its reporting for all sites in accordance with the current standards and the low risk assessment reflects that the Committee is only requested to note the update on the Aged Care Governance Framework.	

FINANCIAL IMPLICATIONS

NIL. Provision of \$25,000 was made in the Aged Care Operating Budget 2021 for external consultants to assist with the aged care governance assurance processes, which has since been adjusted in the mid-year budget review.

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 management agreement with Juniper expires in June 2021, and the aged care governance framework is intended to ensure that the City meets its obligations as the governing body for the duration of the current agreement.

CONCLUSION

The City has obligations as the governing body ('approved provider') under the Aged Care Governance Standards for its two residential care facilities, and an aged care governance framework has been developed, based on the current standards. Those obligations extend across all eight standards, however they principally apply to Standard 8 (Governance Framework)

Juniper's report *Assessment of Compliance Risk – Aged Care Quality Standards, 11 February 2021* shows Juniper's clinical and operational performance against indicators which were developed in response to a request by the Committee.

(Confidential Attachment 1).

Juniper has also provided a separate report *Risk and Governance Framework – City of Bayswater, Standard 8, Aged Care Quality Standards* provides an overview of the site compliance under that standard, using a 'traffic light' system. Additional information to the last report is highlighted.

(Confidential Attachment 2).

Juniper has also provided detailed clinical reports for each site **(Confidential Attachments 3 and 4).**

These are intended to demonstrate that Juniper is able to capture the data required to meet the clinical governance requirements for the Aged Care Quality Commission.

10.6.4 Aged Care Asset Divestment Committee – 2 March 2021**10.6.4.1 Update on the Divestment of the City's Aged Care Assets**

Responsible Branch:	Strategic Projects	
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:	Confidential Attachment 1. Ansell Strategic - Preliminary report on tender submissions	
Refer:	Item 3.2: OCM 26/03/2019 Item 14.1.1: OCM 24/03/2020 Item 14.1.1: OCM 24/11/2020 Item 10.6.4: OCM 27/01/2021	

Confidential Attachments - in accordance with Section 5.23(2)(e)(iii) of the Local Government Act 1995 – information about the business, professional, commercial or financial affairs of a person.

SUMMARY

At its meeting of 24 March 2020, Council approved a recommendation to proceed with an open market expression of interest (EOI) process for divestment of its aged care assets.

That process required extensive collection of data on the operations to appropriately inform the market, and as the current management agreement with Juniper (Uniting Church Homes) expires on 30 June 2021, Council adopted a recommendation at its Ordinary Meeting of 24 November 2020 for the City to seek an interim management agreement for up to three years through an open tender process.

Ansell Strategic, specialist aged care consultants, have been advising the City throughout that process and have also assisted with tender enquiries. The tender process closed on 26 February 2021 and Ansell Strategic have provided a preliminary assessment of the tender offers which is now provided to the Committee for information.

COUNCIL RESOLUTION**COMMITTEE/OFFICER'S RECOMMENDATION**

That Council notes the update on the tender process for an interim agreement to manage the City's aged care assets, as contained in this report.

CR SALLY PALMER MOVED, CR GEORGIA JOHNSON SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 9/0

BACKGROUND

At the Ordinary Meeting of 24 March 2020, Council adopted the Committee's recommendation to proceed with an open market expression of interest (EOI) followed by a select tender process to identify a suitable buyer for the Salisbury, Noranda, Carramar and City of Bayswater Hostel aged care sites.

Due to delays in finalising all of the operational information for the EOI process, the Committee supported an alternative recommendation to seek an interim management agreement for the sites from 1 July 2021 for a period of up to three years, with provision for the managing organisation to negotiate directly during that period for divestment of the sites.

The most pressing issue has been the 30 June 2021 expiry of the current management agreement with Juniper. The interim management agreement will provide business continuity while the City finalises all issues related to the divestment, in particular resolving the leases for two of the sites (City of Bayswater Hostel and the Salisbury Retreat retirement village) with the Department of Communities.

EXTERNAL CONSULTATION

External consultants, Colliers International Healthcare, were engaged to carry out detailed valuations of each of the aged care sites in September 2019.

The City has also been working with Ansell Strategic on development of the tender documents and lawyers Jackson McDonald on the draft terms of the interim management agreement.

OFFICER'S COMMENTS

Tender criteria

The Committee was advised at its last meeting of 15 December 2020 that criteria for public tender must be pre-determined, and the following summarised criteria were endorsed by the Committee:

- Management and Operations (allocated weighting of 30%)
- Risk (allocated weighting of 35%)
- Reputation and Experience (allocated weighting of 35%)

Site briefings

The City and Juniper have recognised the sensitivities of the tender process, particularly for residents at each of the sites and their families, as well as for staff.

A series of sessions were held for the residential care residents and their families at Carramar and the City of Bayswater Hostel early in January 2021 which provided an opportunity for them to raise any concerns, and that was followed by a letter to each resident outlining the process. General concern related to whether residents would have to move in the event of any change in management, the Juniper executive also attended those sessions.

Similar sessions were held with the independent living residents, and their concerns were similar. They were also all provided with a letter outlining the process, and generally the level of concern at all sites was less than anticipated.

Several residents commented that they had enjoyed a long association with Juniper, and were advised that their comments would be considered in the evaluation process.

Tender responses

There has been quite strong interest from aged care providers in tendering for the interim management agreement. The tender required prospective parties to indicate their interest in negotiating towards eventual acquisition of the sites, and the level of commitment to that end will be considered in the evaluation as that is ultimately the objective.

Ansell Strategic has prepared a preliminary report on the submissions received, as contained in **Attachment 1**.

LEGISLATIVE COMPLIANCE

The City is the Approved Provider for the two residential care facilities, and therefore must comply with the *Aged Care Quality and Safety Commission Act 2018*. The independent living sites are subject to the *Retirement Villages Act 1992*.

The tender process for an interim management agreement is subject to the requirements of s3.57 of the *Local Government Act 1995*, which covers tenders for goods and services and the detailed requirements are covered under the *Local Government (Functions and General) Regulations 1996* (the Regulations).

Any separate negotiation regarding divestment of the sites that may occur at a later date would be subject to section 3.58 of the Act which provides for disposal of land and property including by direct negotiation. That process requires a public consultation period and a current market valuation, therefore the property valuations carried out in September 2019 will need to be reviewed in due course.

The tendering requirements are set out in s3.57 of the *Local Government Act 1995* and r. 11A – 24AJ of the *Local Government (Functions and General) Regulations 1996*.

OPTIONS

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

Option 1	That Council notes the update on the tender process for an interim agreement to manage the City's aged care assets, as contained in 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	The update on the divestment of the City's aged care assets is provided to Council for information. Residents and staff at each site have been advised of the process, and the tender for an interim management agreement has now closed. The intention is to appoint an interim managing organisation while the divestment negotiations continue. Juniper has been formally advised of the process and has submitted a tender offer which is introduced in Ansell Strategic's preliminary report. The low risk assessment reflects the requirement to note the update on the tender process, including the proposed next steps.	

FINANCIAL IMPLICATIONS

\$151,624 has been carried forward from aged care operating for funding the divestment process, including any associated consultancy work and officer salaries. \$106,340 has been expended to date.

The City currently pays Juniper a management fee of \$254,000 per annum and in the event that the interim management fee is higher than that, budget adjustments will need to be done.

The cost of resolving the land title issues with the State Government are yet to be determined, and further reports will be provided on that in due course.

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

Council has resolved to divest the City's aged care sites.

The interim management agreement will be critical to the welfare of the residents at the City's two residential care sites.

CONCLUSION

While the intention since March 2019 has been to divest the City's aged care sites, that has been challenged by a lack of operational information and the requirement to resolve leasing and land title issues with the State Government. The interim management agreement is intended to provide for business continuity while those issues are resolved. In particular, it is critical that the residential care facilities are managed in accordance with the clinical and governance requirements of the Aged Care Quality Commission.

The City has consulted with residents at each site on the tender process and Juniper has similarly informed staff.

As the tender has closed, Ansell Strategic has prepared a preliminary report on the submissions received, with recommendations for progressing the evaluation and/or appointment process. Further updates will be provided to the Committee at its next meeting.

10.6.5 Reconciliation Advisory Committee – 3 March 2021**10.6.5.1 Draft Innovate Reconciliation Action Plan 2021 - 2023**

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. Draft Innovate Reconciliation Action Plan 2021- 2023 2. Summary of Public Comments - Draft Innovate Reconciliation Action Plan 2021-2023	
Refer:	Item 10.6.1.1 OCM 27.01.2021 Item 10.2 RAC Meeting 02.12.2020 Item 10.5.2 OCM 03.09.2019 Item 9.2: RAC Meeting 02.09.2020	

SUMMARY

For Council to approve the draft City of Bayswater Innovate Reconciliation Action Plan 2021- 2023, as presented in **Attachment 1** to this report for subsequent submission to Reconciliation Australia for compliance review and endorsement.

COUNCIL RESOLUTION**COMMITTEE/OFFICER'S RECOMMENDATION**

That Council:

1. Approves the draft Innovate Reconciliation Action Plan 2021 – 2023 as contained in **Attachment 1** to this report for submission to Reconciliation Australia for compliance review and endorsement.
2. Considers the revised implementation costs as contained in **Attachment 1** as part of the 2021/22 and 2022/23 budget process and the Long Term Financial Plan.
3. Authorises the Chief Executive Officer to make amendments to the Innovate Reconciliation Action Plan 2021 – 2023 as contained in **Attachment 1** following submission to Reconciliation Australia for compliance review and endorsement, so long as the changes are to address feedback from Reconciliation Australia and do not have further financial implications or change the intent of the current deliverables.

CR STEPHANIE GRAY MOVED, CR SALLY PALMER SECONDED

CARRIED UNANIMOUSLY BY AN ABSOLUTE MAJORITY: 9/0

At 7:35pm, Ms Karen Quigley, Manager Community Development, left the meeting and did not return.

BACKGROUND

Reconciliation Action Plans (RAPs) help workplaces build understanding, promote meaningful engagement, increase equality, and create sustainable employment opportunities and positive outcomes in relation to Aboriginal and Torres Strait Islander peoples. Furthermore, RAPs provide a framework for organisations to support the national reconciliation movement and contribute to advancing the five elements of reconciliation:

1. Race relations;
2. Equality and equity;
3. Institutional integrity;

4. Historical acceptance; and
5. Unity.

Reconciliation Australia is the nation's reconciliation peak body and provides for the four different types of RAPs depending on the stage of an organisations' reconciliation journey:

1. Reflect;
2. Innovate;
3. Stretch; and
4. Elevate.

At the Ordinary Council Meeting held on 3 September 2019, Council adopted the inaugural City of Bayswater Reflect Reconciliation Action Plan 2019 –2020 (Reflect RAP), 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 RAP 2019 –2020 was subsequently endorsed by Reconciliation Australia.

One of the actions listed in the City's Reflect Reconciliation Action Plan (RAP) 2019- 2020 under the pillar of Governance, is for the City to “*Continue our reconciliation journey by developing our next RAP (Innovate)*”. Accordingly, on 2 September 2020, the City's RAC resolved the following:

“That Council notes the proposed Innovate Reconciliation Action Plan – project timeframe and key engagement activities, as detailed in Attachment 1 to this report.”

Since the RAC approval of the Innovate Reconciliation Action Plan project timeframe, the City conducted comprehensive consultation to inform the draft Innovate Reconciliation Action Plan (RAP) 2021 - 2023, as presented in **Attachment 1** to this report and at the Ordinary Council Meeting of 27 January 2021, Council further resolved the following:

“That Council:

- 1. Approves the draft Innovate Reconciliation Action Plan 2021 – 2023 as contained in Attachment 1 to this report.*
- 2. Approves the proposed implementation costs for consideration in the corresponding 2021-2022 annual budgets and the Long Term Financial Plan.*
- 3. Approves for the draft Innovate Reconciliation Action Plan 2021 – 2023 to be released for public comment for a period of two weeks.*
- 4. Approves for a revised draft Innovate Reconciliation Action Plan 2021 – 2023 to be presented to the Reconciliation Advisory Committee in March 2021, following a period of public comment.”*

EXTERNAL CONSULTATION

Reconciliation Australia

Due to the disruption in operations caused by the COVID-19 pandemic, Reconciliation Australia provided an opportunity to extend timeframes on deliverables listed in Reconciliation Action Plans. The City of Bayswater Reflect RAP was due to expire in November 2020.

Given the opportunity for extension provided by Reconciliation Australia, the City was granted an extension to finalise the City's Reflect RAP deliverables by June 2021. Importantly this includes the submission of the City of Bayswater draft Innovate RAP 2021 - 2023 for their compliance review and endorsement by June 2021.

Reconciliation Australia provides organisations with a framework and template for the development of each RAP. An Innovate RAP template was therefore provided to the City, to support the development of the City of Bayswater draft Innovate RAP 2021 – 2023, which the City has followed.

Community Engagement Workshop – November 2020

On 5 November 2020, the City held a community engagement workshop at the City's Civic Centre. Approximately 50 people registered to attend the workshop and included the City's RAC, local Aboriginal families, Maylands Ratepayers Association, local schools, community organisations, Aboriginal businesses and organisations that support Aboriginal and Torres Strait Islander peoples. The workshop was facilitated by Mr Danny Ford and 31 people attended on the day. The purpose of the workshop was to receive feedback from participants about priority actions to be considered for inclusion into the City's draft Innovate RAP 2021 – 2023, in accordance with the Innovate RAP frameworks provided by Reconciliation Australia.

Community Survey on Engage Bayswater - November 2020

The wider community was also consulted via a community survey promoted through the City's Engage Bayswater site from 30 October to 15 November 2020. A total of 59 surveys were received and this feedback was taken into consideration in the development of the draft Innovate RAP 2021-2023 that was approved by Council on 27 January 2021 to be released for public comment.

Internal Consultation

A staff workshop was held on 12 November 2020 with the City's executive leadership and management team. The workshop provided an opportunity for staff to go through the proposed draft Innovate RAP 2021-2023 and feedback on budget and timeframes for delivery in alignment with other City projects.

A Councillor briefing was also held on 18 November 2020 to inform Councillors of the engagement activities completed and present the draft Innovate RAP 2021-2023 for their information and feedback before formally presenting the draft to the City's RAC on 2 December 2020 and subsequently to Council on 27 January 2021.

Public Comment on Draft Implementation of the Innovate RAP 2021-2023

The draft Innovate RAP 2021-2023 was released for public comment for a period of two weeks, from 28 January until 11 February 2021. Below is a summary of the public comment outcomes.

- A total of 166 people visited the City's Engage Bayswater website to read about the City's reconciliation journey and draft Innovate RAP 2021-2023.
- A total of 45 people downloaded the City's draft Innovate RAP 2021-2023 document to self-inform.
- A total of 38 people familiarised themselves with the draft Innovate RAP 2021-2023 survey and of those, 9 people made contributions.
- A full summary of the feedback received through the public comment phase is presented as **Attachment 2** to this report, including the City's response to feedback/comments received.

OFFICER'S COMMENTS

An Innovate RAP is the second plan in a series of four Reconciliation Action Plans. According to Reconciliation Australia:

"An Innovate RAP outlines actions that work towards achieving your organisations' unique vision for reconciliation. Commitments within this RAP allow your organisation to gain a deeper understanding of its sphere of influence, and establish the best approach to advance reconciliation. An Innovate RAP focuses on developing and strengthening relationships with Aboriginal and Torres Strait Islander peoples, engaging staff and stakeholders in reconciliation, developing and piloting innovative strategies to empower Aboriginal and Torres Strait Islander peoples."

The draft City of Bayswater Innovate RAP 2021 – 2023, as presented in **Attachment 1** has been developed following extensive consultation with community and City staff, as presented in the *External and Internal Consultation* section of this report.

Feedback Received and Minor Changes made to the Draft Innovate RAP 2021-2023

Concurrent to the two week public comment phase, the City's management team also had an opportunity to further revise the Innovate RAP 2021-2023 implementation plan and the following minor changes have now been made, as presented in **Attachment 1**:

- Each of the four pillars (Governance, Opportunities, Relationships and Respect) has been given a description, in accordance with the Reconciliation Australia Innovate RAP framework.
- Each deliverable has been given a specific timeframe for implementation, including the month/s. This is also in accordance with the Reconciliation Australia Innovate RAP framework.
- The previous Plan approved by Council on 27 January 2021, had an asterisk placed against some deliverables, which reflected the deliverables that a dedicated 50D position would be responsible for implementing. These have now been removed, as actions listed for implementation after December 2021 and aligned to Community Development, will all be driven by a dedicated 50D position or consultant, as relevant.
- The wording for deliverable 1(a) listed in the Opportunities pillar regarding a dedicated 50D position has been amended, as has the budget associated with that deliverable, which has now decreased.
- Under the Manager Responsibility column of the document, additional managers have been identified as needing to be involved or play a supporting role to specific deliverables.
- A deliverable previously listed within the Opportunities pillar 4(c) has now been deleted from the plan – "Consult *the City's Reconciliation Advisory Committee in the development of the City's Public Art Strategy.*" Consultation with committees of Council on major projects or strategic documents that are relevant to a specific committee, is business as usual for the City.
- Minor word and grammatical changes were made throughout the document. None of these minor amendments have changed the purpose or integrity of any of the deliverables previously approved by Council on 27 January 2021.

Following a period of public comment and analysis of feedback received, it is considered that no further amendments are required to be made to the draft Innovate RAP 2021-2023 implementation plan.

Draft Innovate RAP 2021 – 2023 Prescribed Actions from Reconciliation Australia

The draft Innovate RAP 2021-2023, is aligned to the Reconciliation Australia Innovate RAP framework to ensure that actions are within the scope of an Innovate level RAP.

In accordance with the Innovate RAP framework, the City has included the prescribed actions detailed within the framework into its draft Innovate RAP 2021 – 2023 for compliance purposes. These prescribed actions, are considered to be non-negotiable actions by Reconciliation Australia, as they are the minimum requirements for an organisation to implement through an Innovate RAP. These prescribed actions have been highlighted in blue in the draft Innovate 2021-2023 document (**Attachment 1**) for easier identification and differentiation from other actions listed.

Other Actions in the Draft Innovate RAP 2021- 2023

As part of the City's previous community consultation on its Reflect RAP, there were some actions suggested which were not included in that Plan, as those actions were considered by Reconciliation Australia to better align to future RAPs (Innovate, Stretch or Elevate). The majority of those 'saved' actions have now been included into the draft Innovate RAP 2021-2023 for consideration. There are also new actions that have been added, as per the recent feedback received from various workshops and the community surveys. All actions listed are reportable annually to Reconciliation Australia.

City's Capacity to Deliver Actions in the Draft Innovate RAP 2021- 2023

Currently, the City employs a Community Development Officer (0.5 FTE) to oversee the City's reconciliation portfolio.

From December 2021, the implementation of the actions listed in the draft Innovate RAP 2021-2023 would require a marginal increase to human resources, namely 0.6FTE (an increase of 0.1 FTE to the current FTE allocation). This increase in FTE is reflected in the following RAP Innovate 2021-2023 action under the theme of Opportunities:

"1 (a) Appoint a dedicated 50D Reconciliation Community Development Officer or consultant, to assist with the implementation of the City's Innovate RAP 2021-2023."

The marginal FTE increase is also detailed in the Financial Implications section of this report.

Next Steps

Following approval of the draft Innovate RAP 2021-2023 by Council, the Plan will be formerly submitted to Reconciliation Australia for compliance review and endorsement.

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 draft Innovate Reconciliation Action Plan 2021 – 2023 as contained in <u>Attachment 1</u> to this report for submission to Reconciliation Australia for compliance review and endorsement. Considers the revised implementation costs as contained in <u>Attachment 1</u> as part of the 2021/22 and 2022/23 budget process and the Long Term Financial Plan. Authorises the Chief Executive Officer to make amendments to the Innovate Reconciliation Action Plan 2021 – 2023 as contained in <u>Attachment 1</u> following submission to Reconciliation Australia for compliance review and endorsement, so long as the changes are to address feedback from Reconciliation Australia and do not have further financial implications or change the intent of the current deliverables. 	
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 approving the draft Innovate RAP 2021-2023 as contained in Attachment 1 to this report, as it has been developed in alignment with the Reconciliation Australia Innovate RAP Framework and document template. It also includes Innovate RAP level actions, as per the priority actions identified throughout the various community engagement activities. Approval of the City's draft Innovate RAP 2021- 2023 is also in alignment with the approved Innovate RAP project timeframe. It is also considered low risk to make changes to the document following a compliance review from Reconciliation Australia if the amendments proposed are minor (e.g. word smithing or moving a deliverable to a different pillar) and do not impact budget or the intent of the deliverable listed.
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Option 2	<p>That Council:</p> <ol style="list-style-type: none"> Approves the draft Innovate Reconciliation Action Plan 2021 – 2023 as contained in <u>Attachment 1</u> to this report with amendments as determined by Council, for submission to Reconciliation Australia for compliance review and endorsement: Considers the revised implementation costs as contained in <u>Attachment 1</u> as part of the 2021/22 and 2022/23 budget process and the Long Term Financial Plan. Authorises the Chief Executive Officer to make amendments to the Innovate Reconciliation Action Plan 2021 – 2023 as contained in <u>Attachment 1</u> following submission to Reconciliation Australia for compliance review and endorsement, so long as the changes are to address feedback from Reconciliation Australia and do not have further financial implications or change the intent of the current deliverables..
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Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Dependent on the amendments 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	Any associated risks with amendments made to the draft Innovate Reconciliation Plan 2021-2023 are at this stage undetermined. The draft Innovate RAP 2021-2023, as presented in Attachment 1 to this report, has been developed in alignment with the Reconciliation Australia Innovate RAP Framework and document template. In addition, the current actions listed within the draft Innovate RAP have been developed in consultation with key stakeholders and community members through various engagement activities, therefore, any newly introduced actions would not have been workshopped previously nor have had financial implications or timeframes considered. It is considered low risk to make changes to the document following a compliance review from Reconciliation Australia if the amendments proposed are minor (e.g. word smithing or moving a deliverable to a different pillar) and do not impact budget or the intent of the deliverable listed.
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Option 3	That Council declines the draft Innovate Reconciliation Action Plan 2021 – 2023 as contained in <u>Attachment 1</u> to this report for submission to Reconciliation Australia for compliance review and endorsement.
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Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	High
Governance	Low	Moderate
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 this option has a moderate Strategic Direction and Governance risk, as one of the actions listed in the City's Reflect Reconciliation Action Plan (RAP) 2019-2020 under the pillar of Governance, is for the City to " <i>Continue our reconciliation journey by developing our next RAP (Innovate)</i> ". By declining the draft Innovate RAP 2021 - 2023, there could be a delay in its implementation, therefore not meeting the intent of the strategy listed above. In addition, it is considered a high reputation and community and stakeholder risk, as the City would not be able to formerly submit the draft Innovate RAP 2021 - 2023 for the first compliance review by Reconciliation Australia in April 2021, as per the approved Innovate RAP project timeframe. Equally, it may not meet the community's expectation on the City progressing reconciliation matters, as prioritised during recent engagement activities.
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FINANCIAL IMPLICATIONS

Item 1: Implementation of the City of Bayswater Innovate Reconciliation Action Plan 2021 – 2023

Asset Category: N/A

Source of Funds: Municipal

LTFP Impacts: Not yet itemised in the City's Long Term Financial Plan.

Notes:

The projected cost of implementing actions listed in the draft Innovate RAP 2021-2023 have been separated into the two year lifespan of the Plan. One of the actions is regarding the employment of a dedicated 50D Reconciliation Community Development Officer, or contractor, and this is individually reflected in the *Staffing* costs in the table below. This additional staffing cost has been incorporated into the total cost of the Plan, as listed in the *Capital/Upfront Costs* column.

	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$47,933 for year one (2021-2022); and \$66,433 for year two (2022-2023). Total for the 2 year RAP lifespan: \$114,366		0.1 additional FTE to the City's current 0.5 FTE allocation (Reconciliation Community Development Officer or contractor) – additional \$7,433 per annum for two years	N/A	N/A	N/A	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

Strategy C2.1: Ensure the City's services and facilities are accessible and inclusive.

Theme: Leadership and Governance

Aspiration: Open, accountable and responsive service

Outcome L2: Proactively communicates and consults

Strategy L2.1: Communicate and engage with the community.

A RAP is a strategic document that supports the City of Bayswater's community aspirations. Similar to the City's Reflect RAP 2019-2020, the Innovate RAP 2021 - 2023, will include practical actions that will drive the City's contribution to reconciliation within the organisation, and in the community.

CONCLUSION

The draft Innovate RAP 2021-2023 is a two year plan. It is the second Reconciliation Action Plan in a series of four to be developed and implemented by the City.

An extensive consultation process has been undertaken to inform the draft Innovate RAP 2021-2023, including workshops with key community stakeholders, staff and Councillors and two community wide surveys. To that end, Option 1 is recommended for approval by Council. The draft Innovate RAP 2021- 2023 takes into consideration the budget that is required per action including additional human resources, the Managers responsible for delivery of each action and implementation timeframes.

Following approval of the City's Innovate RAP 2021 – 2023 it will be submitted to Council in April 2021 for approval then subsequently forwarded to Reconciliation Australia for a compliance review and endorsement. Following endorsement by Reconciliation Australia, the final document will be graphically designed and the City will officially launch its Innovate RAP 2021-2023.

Attachment 1



Innovate RAP - Opportunities

OPPORTUNITIES Note: Blue highlighted sections indicate deliverables detailed in the Reconciliation Australia Innovate RAP Framework					
<i>The City of Bayswater will continue to strengthen sustainable employment and will enhance procurement practices to increase the social and economic inclusion of Aboriginal and Torres Strait Islander peoples.</i>					
Action	Deliverable	Responsibility	Timeframe		Budget (\$)
			2021/22	2022/23	
1. Appoint a dedicated 50D Reconciliation Community Development Officer or consultant, as required.	(a) Appoint a dedicated 50D Reconciliation Community Development Officer or consultant, as required, to assist with the implementation of the City's Innovate RAP 2021-2023.	<ul style="list-style-type: none"> Manager Community Development Manager People, Culture and Safety 	December 2021 – June 2022	July 2022 - June 2023	7,433 pa (funds for an additional 0.1 FTE to existing 0.5 FTE allocation)
	(b) Ensure the needs of Aboriginal and Torres Strait Islander families within the City of Bayswater are considered within the City's emergency management arrangements.	<ul style="list-style-type: none"> Manager Community Development Manager Environmental Health Community Engagement Advisor 	June 2022	June 2023	Operational
2. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development within the City's workforce.	(a) Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities through the establishment of a diversity champions' internal working group.	<ul style="list-style-type: none"> Manager People, Culture and Safety Manager Community Development 	July 2021	July 2022	Operational
	(b) Engage with Aboriginal and Torres Strait Islander staff to consult on our recruitment, retention and professional development strategy, including peer mentoring.	<ul style="list-style-type: none"> Manager People, Culture and Safety Manager Community Development 	September 2021	July 2022	Operational
	(c) Develop and implement an Aboriginal and Torres Strait Islander recruitment, retention and professional development strategy.	<ul style="list-style-type: none"> Manager People, Culture and Safety Manager Community Development 	March 2022		Operational
	(d) Engage with external parties, employment agencies and training organisations to advertise and provide opportunities for employment and work placements for students, as well as traineeships.	<ul style="list-style-type: none"> Manager People, Culture and Safety 	January 2022	January 2023	Operational
	(e) Review the City's Human Resource and recruitment processes to remove barriers to Aboriginal and Torres Strait Islander participation in our workplace.	<ul style="list-style-type: none"> Manager People, Culture and Safety 	December 2021		Operational
	(f) Increase the percentage of Aboriginal and Torres Strait Islander peoples within our workforce including; staff employment, school based traineeships and work experience placements	<ul style="list-style-type: none"> Manager People, Culture and Safety With support of all Managers 	July 2021	July 2022	Operational
	(g) Identify opportunities to attract Aboriginal and Torres Strait Islander candidates through recruitment practices and policies.	<ul style="list-style-type: none"> Manager People, Culture and Safety 	December 2021	December 2022	Operational

Action	Deliverable	Responsibility	Timeframe		Budget (\$)
			2021/22	2022/23	
3. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	(a) Utilise and communicate the Aboriginal Business Directory to-increase supplier procurement	• Manager Strategic Projects	July 2021		Operational
	(b) Implement a new Contract Management System, which will give the City greater reporting capability to help identify the participation rates of Aboriginal businesses.	• Manager Strategic Projects	July 2021		Operational
	(c) Increase the number of commercial relationships with Aboriginal and/or Torres Strait Islander businesses.	• All Branches	September 2021	September 2022	Operational
	(d) Encourage and support Aboriginal and Torres Strait Islander community groups, clubs, and businesses to apply for community grant funding to deliver programs in the City of Bayswater.	• Manager Community Development	July 2021-June 2022	July 2022-June 2023	Operational
4. Promote connection to the City's natural and built environment and focus on importance of native flora and fauna.	(a) Identify endemic native plants to the area and continue with existing City native planting programs and restoration of original natural areas and establishment of nature links.	• Manager Sustainability and Environment • Manager Parks and Gardens	July 2021-June 2022	July 2022-June 2023	Operational
	(b) Engage with local Elders and the South West Aboriginal Land and Sea Council who have knowledge in the area of native flora and fauna history, to better inform practices. E.g. Scar trees.	• Manager Sustainability and Environment • Manager Parks and Gardens • Community Engagement Advisor	August 2021	August 2022	1,000 pa
	(c) Identify and apply for funding to formally record Aboriginal sacred sites and sites of significance in the City of Bayswater.	• Manager Community Development • Manager Asset and Mapping Services	July 2021-June 2022	July 2022-June 2023	5,000 pa (with additional funding from external grant opportunities)
	(d) Consult local Elders and Aboriginal families and respective Aboriginal organisations to identify community need and prioritisation for the first naming and co-naming of City buildings, places and spaces, in alignment with Landgate's Aboriginal Dual Naming Guidelines, and planned City projects and upgrades.	With support from Community Development: • Community Engagement • Strategic Planning and Place • Manager Building Services • Manager Sustainability and Environment • Manager Project Services • Manager Parks and Gardens • Manager Asset and Mapping Services	July 2021-June 2022	July 2022-June 2023	5,000 pa
	(e) Review the City's Naming Policy to include dual and renaming to Aboriginal names	• Manager Strategic Planning and Place	July 2021	July 2022	Operational
5. Promote healing at local sites of significance to promote reconciliation.	(a) Explore and seek funding to establish and facilitate local gatherings to support truth telling conversations at sites of significance.	• Manager Community Development	July 2021-June 2022	July 2022-June 2023	5,000



Innovate RAP - Respect

RESPECT Note: Blue highlighted sections indicate deliverables detailed in the Reconciliation Australia Innovate RAP Framework					
<i>The City of Bayswater is committed to advancing cultural understanding and respect of Aboriginal and Torres Strait Islander cultures and histories within our sphere of influence.</i>					
Action	Deliverable	Responsibility	Timeframe		Budget (\$)
			2021/22	2022/23	
1. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	(a) Conduct a review of cultural learning needs within our organisation.	• Manager People, Culture and Safety	October 2021		10,000
	(b) Consult local Traditional Owners and/or Aboriginal and Torres Strait Islander advisors and the City's Reconciliation Advisory Committee on the development and implementation of a cultural learning strategy for Elected Members and staff.	• Manager Community Development • Manager People, Culture and Safety	March - June 2022		4,000
	(c) Develop, implement and communicate a cultural learning strategy for Elected Members and staff. Add the City's Reconciliation Action Plan to the new employee information pack and investigate options of inclusion in new employee inductions.	• Manager People, Culture and Safety • Manager Community Development		October 2022	Operational
	(d) Provide opportunities for Reconciliation Advisory Committee members, Elected Members, Youth Advisory Committee members and all City staff to participate in formal and structured cultural learning.	• Manager People, Culture and Safety • Manager Community Development		October 2022	10,000
	(e) Facilitate training opportunities for community groups and sporting clubs to attend Aboriginal cultural learning training.	• Manager Community Development	July – September 2021	February – May 2023	2,000 pa
	(f) Identify opportunities for the inclusion of Noongar greetings in communications, where appropriate i.e. on social media platforms, and corporate publications and oral communications.	• Manager Marketing and Communications • Manager Library and Customer Services	June 2022	June 2023	Operational
	(g) Provide opportunities to the community to learn more about Noongar language and build partnerships with external training organisations.	• Manager Library and Customer Services • Manager Community Development	June 2022	June 2023	Operational
	(h) Support City staff to attend the annual 'Danjoo Koorliny Walking Together Social Impact' events series relevant to local government.	• Manager Community Development	June 2022	June 2023	1,500 pa

Action	Deliverable	Responsibility	Timeframe		Budget (\$)
			2021/22	2022/23	
2. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	(a) Increase staff understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	• Manager Community Development	May 2022	May 2023	Operational
	(b) Evaluate and communicate the City's Reconciliation Protocols and Rituals Management Practice.	• Manager Community Development	February-May 2022	February-May 2023	Operational
	(c) Develop a calendar of significant events and invite a local Traditional Owner or Custodian to provide a Welcome to Country or other appropriate cultural protocol at significant events each year.	• Manager Community Development	July 2021	July 2022	3,600 pa
	(d) Develop Citizenship Ceremonies to further acknowledge the Traditional Owners (i.e. Welcome to Country, cultural information package)	• Manager Community Development	July 2021-June 2022	July 2022 – June 2023	7,200 pa
3. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	(a) Reconciliation Advisory Committee to participate in an external NAIDOC Week event.	• Manager Community Development	July 2021	July 2022	Operational
	(b) Promote and encourage participation in external NAIDOC events to all staff.	• Manager Community Development	July 2021	July 2022	Operational



Innovate RAP - Governance

GOVERNANCE					
Note: Blue highlighted sections indicate deliverables detailed in the Reconciliation Australia Innovate RAP Framework					
The City of Bayswater has an established governance structure, including a Reconciliation Advisory Committee with Aboriginal and/or Torres Strait Islander representation. This allows us to continue in our commitment to strengthen engagement with local Aboriginal and Torres Strait Islander peoples and continuously report on our Innovate RAP 2021 – 2023 milestones.					
Action	Deliverable	Responsibility	Timeframe		Budget (\$)
			2021/22	2022/23	
1. Establish and maintain an effective RAP Working group (Reconciliation Advisory Committee) to drive governance of the RAP.	(a) Maintain Aboriginal and Torres Strait Islander representation on the Reconciliation Advisory Committee.	• Manager Community Development	October 2021- June 2022	July 2022 – June 2023	Operational
	(b) Establish and apply a Terms of Reference for the Reconciliation Advisory Committee.	• Manager Community Development	October 2021		Operational
	(c) Meet at least four times per year to drive and monitor RAP implementation.	• Manager Community Development	October 2021- June 2022	July 2022 – June 2023	Operational
2. Provide appropriate support for effective implementation of RAP commitments.	(a) Define resource needs for RAP implementation.	• Manager Community Development	January 2022	January 2023	Operational
	(b) Engage our senior leaders and other staff in the delivery of RAP commitments.	• Manager Community Development • Executive Leadership Team • Manager People, Culture and Safety • Manager Financial Services	October 2021- June 2022	July 2022 – June 2023	Operational
	(c) Define and maintain appropriate systems to track, measure and report on RAP commitments.	• Manager Community Development	September 2021	September 2022	Operational
	(d) Appoint and maintain an internal RAP Champion from senior management.	• Manager Community Development • Director Community and Development	July 2021- June 2022	July 2022 – June 2023	Operational
3. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	(a) Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	• Manager Community Development	September 2021	September 2022	Operational
	(b) Report RAP progress to all staff and senior leaders quarterly.	• Manager Community Development	October 2021- June 2022	July 2022 – June 2023	Operational
	(c) Publicly report our RAP achievements, challenges and learnings, annually.	• Manager Marketing and Communications • Manager Community Development • Manager People, Culture and Safety	September 2021	September 2022	Operational
	(d) Investigate participating in Reconciliation Australia's biennial Workplace RAP Barometer.	• Manager Community Development		July 2022	3,000
4. Continue our reconciliation journey by developing our next RAP.	(a) Register via Reconciliation Australia's website to begin developing our next Reconciliation Action Plan- 'Stretch'			January 2023	Operational



Innovate RAP - Relationships

RELATIONSHIPS Note: Blue highlighted sections indicate deliverables detailed in the Reconciliation Australia Innovate RAP Framework					
<i>The City of Bayswater is committed to developing strong and mutually beneficial relationships with Aboriginal and Torres Strait Islander peoples and will continue to focus on connecting our diverse community to inclusive and respectful cultural learning experiences.</i>					
Action	Deliverable	Responsibility	Timeframe		Budget (\$)
			2021/22	2022/23	
1. Establish and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	(a) Develop and communicate an Aboriginal and Torres Strait Islander engagement plan in consultation with local Elders to support a clear approach for engaging Aboriginal community stakeholders.	<ul style="list-style-type: none"> Manager Community Development Community Engagement Advisor 		March 2023	3,000
2. Build relationships through celebrating National Reconciliation Week (NRW) and other days of significance.	(a) Circulate Reconciliation Australia's NRW resources and reconciliation materials to City staff.	<ul style="list-style-type: none"> Manager Community Development 	May 2022	May 2023	Operational
	(b) Reconciliation Advisory Committee members to participate in an external NRW event.	<ul style="list-style-type: none"> All Managers 	27 May - 3 June 2022	27 May - 3 June 2023	Operational
	(c) Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.	<ul style="list-style-type: none"> Manager Community Development Executive Leadership Team Manager People, Culture and Safety 	27 May - 3 June 2022	27 May - 3 June 2023	Operational
	(d) Organise at least one NRW event each year and register all our NRW events on Reconciliation Australia's NRW website.	<ul style="list-style-type: none"> Manager Community Development 	27 May - 3 June 2022	27 May - 3 June 2023	5,000 pa
	(e) Raise awareness of the activities and events organised by the City to celebrate days of significance.	<ul style="list-style-type: none"> Manager Marketing and Communications Manager Community Development Manager Library and Customer Services 	July 2021 - June 2022	July 2022 - June 2023	Operational
	(f) NAIDOC Week - seek opportunities for the City to produce stories in Noongar language and videos in Noongar language.	<ul style="list-style-type: none"> Manager Community Development 	July 2021 - June 2022	July 2022 - June 2023	5,000 pa
3. Promote reconciliation through our sphere of influence.	(a) Prepare a communication plan to promote the achievements, milestones and events of the City's Innovate Reconciliation Action Plan including online and traditional media. The Plan will target Noongar radio** as part of its public relations activities.	<ul style="list-style-type: none"> Manager Marketing and Communications Manager Community Development 	June 2022	June 2023	**10,000 (year 2, Noongar Radio cost)
	(b) Collaborate with external stakeholders to drive reconciliation outcomes. I.e. schools, community groups, sporting clubs.	<ul style="list-style-type: none"> Manager Community Development Manager People, Culture and Safety 	July 2021 - June 2022	July 2022 - June 2023	2,500 pa
	(c) Increase provision of information relating to reconciliation matters on the City's website. (i.e. RAP contacts, Noongar six seasons)	<ul style="list-style-type: none"> Manager Community Development 	July 2021 - June 2022	July 2022 - June 2023	Operational

Action	Deliverable	Responsibility	Timeframe		Budget
4. Promote positive race relations through anti-discrimination strategies.	(a) Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions and future needs.	• Manager People, Culture and Safety	December 2021		Operational
	(b) Develop, implement and communicate a City of Bayswater Policy for Reconciliation	• Manager Community Development • Community Engagement Advisor		July 2022	Operational
	(c) Engage with Aboriginal and Torres Strait Islander staff and the Reconciliation Advisory Committee to consult on the City of Bayswater Policy for Reconciliation.	• Manager Community Development • Community Engagement Advisor	March 2022		Operational

Attachment 2**Innovate Reconciliation Action Plan - Implementation Plan Survey**

Are you satisfied with the deliverables in Relationships?	Which deliverable/s could be improved? e.g. Relationships 2(a)	Are you satisfied with the deliverables in Respect?	Which deliverable/s could be improved? e.g. Respect 2(a)	Are you satisfied with the deliverables in Opportunities?	Which deliverable/s could be improved? e.g. Opportunities 2(a)	Are you satisfied with the deliverables in Governance?	Which deliverable/s could be improved? e.g. Governance 2(a)	Do you have any general comments relating to the Draft Implementation Plan for the Innovate RAP 2021-2023?	What suburb do you live in?	Which of the following describes you? (tick all that apply)	What is your connection to the City of Bayswater?	City of Bayswater response
Yes	N/A	Yes	N/A	Yes	N/A	Yes	N/A	Not provided	Non resident	None of the above	Organisation: Nyoongar Outreach Services	Survey responses have been noted by the City.
Yes	N/A	Yes	N/A	Yes	N/A	Yes	N/A	A great movement forward for City of Bayswater. Employment of a 50D Community Development Officer, with the community connections and appropriate cultural understanding to progress these initiatives meaningfully, must be a priority.	Bayswater	A community group or sporting club representative	Resident	Survey responses and comment made have been noted by the City.
Yes	N/A	Yes	N/A	Yes	N/A	Yes	N/A	It provides for a comprehensive approach to the reconciliation in the varying work and scope of the City.	Office in Mirrabooka that provides services to people living within the city	None of the above	Business owner	Survey responses and comment made have been noted by the City.
No	It appears this is lead and driven by Management, the time is right where there are many qualified Aboriginal People who are capable to Lead the RAP. Then Management can support this leadership. Appears this is a bit back to front - Hand over to Aboriginal People leadership.	Yes	N/A	No	Again there are opportunities for Aboriginal People to Lead and City of Bayswater Management support and train. What percentage of the RAP committee are Aboriginal V's Management and others. Do Aboriginal people Chair and run the RAP meetings if not it is an ideal opportunity to build their confidence and standing in the community by handing over most of the Responsibility with Management Guidance and support.	Yes	N/A	The time is Right for Aboriginal People to take over majority of Responsibility and Management step back into a more support Role rather than major Responsibility as indicated on Draft.	Maylands	A community group or sporting club representative	Ratepayer	Survey responses have been noted by the City. In response to the comments made: The responsible branches listed within the RAP Innovate 2021-2023 next to each deliverable have been noted as the key Manager/branch to work in collaboration with local Aboriginal and Torres Strait Islander people, as relevant to the specific deliverable. Appointment of a dedicated 50D Reconciliation Community Development Officer or consultant, which is a deliverable under the theme of Opportunities (1.a) will ensure the City provides further opportunities for Aboriginal and Torres Strait Islander people to take a leading role in reaching reconciliation outcomes for the City of Bayswater.
Yes	N/A	Yes	N/A	Yes	N/A	Yes	N/A	Thank you and all the very best in making it happen! To my mind it looks very comprehensive and I feel a little honoured that some of my ideas appeared in the plan - maybe you just included everything everyone said (: !!	Bayswater	None of the above	Ratepayer	Survey responses and comment made have been noted by the City.
No	Identify range of COB organisations to develop initial partnerships. Diverse organisations to increase reach.	No	Training budget of \$2000 is woefully inadequate. Scope and value of sound education is proven.	Yes	No	Delivery of RAP needs to sit across COB not just with the Community Development Officer. This responsibility needs to be built into the governance to reflect shared responsibility and accountability.	The four pillars is a helpful framework to look at the implementation.	Yes - electronic	50-59 years	Resident	Resident	Survey responses have been noted by the City. In response to the comments made: The City can confirm that it has identified a range of City based organisations and agencies to develop partnerships with, including those that already have a RAP in place or aspire to develop one. The training budget of \$2,000 for Up-Skilled programs is only one medium that the City would use to build cultural awareness in the community. Additional funding will also be sought to increase budget, as funding opportunities arise. The implementation of the Innovate RAP is a whole of organisation responsibility. The Community Development branch is the lead branch, as it is the reporting branch, with current 0.5FTE employed to assist the organisation with the implementation of the RAP.

No	Contact Reconciliation WA at the Constitution Centre for activities etc. not just Reconciliation Australia	Yes	N/A	Yes	Yes	N/A	Great coverage, but would like to emphasise the importance of the Noongar Language courses currently running at Libraries. Found they are a wonderful way to understand our Country and its people.	No	70 years and over	Ratepayer	Ratepayer	Survey responses have been noted by the City. In response to the comments made: The City can confirm that it maintains its annual membership with Reconciliation WA and seek their guidance, as required. Noongar language courses are planned to continue at the City's libraries and this deliverable is captured in the draft Innovate RAP 2021-2023 under the pillar of Respect 1(g) "Provide opportunities to the community to learn more about Noongar language and build partnerships with external training organisations."
Yes	N/A	Yes	N/A	Yes	Yes	N/A	N/A	Yes - electronic	20-29 years	Aboriginal organisation employee	Aboriginal organisation employee	Survey responses have been noted by the City.

Visitors	42
Contributors	8
Registered	0
Unverified	0
Anonymous	8
Admin	0
SUBMISSIONS	8

10.6.6 Skate and Bike Development Advisory Committee – 15 March 2021**10.6.6.1 Wotton Skate Park Relocation Update**

Responsible Branch:	Project Services	
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	
Refer:	Item 10.3.3: OCM 23.02.21	

CR STEVEN OSTASZEWSKYJ DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Steven Ostaszewskyj declared an impartial interest in this item as he is a member of the Morley Windmills Sports Club which is located at Wotton Reserve. Cr Ostaszewskyj remained in the room during voting on this item.

SUMMARY

To provide an update on the relocation of the Wotton Skate Park following the Skate and Bike Development Advisory Committee recommendation from November 2020 to Council:

"To progress detailed design considerations in consultation with interested park users and surrounding community in order to relocate skate and BMX facilities from Wotton Reserve, Embleton, to Broun Park, Embleton."

COUNCIL RESOLUTION**COMMITTEE/OFFICER'S RECOMMENDATION**

That Council notes the Wotton Skate Park Relocation Update report.

**CR STEVEN OSTASZEWSKYJ MOVED, CR FILOMENA PIFFARETTI, DEPUTY MAYOR
SECONDED**

CARRIED UNANIMOUSLY: 9/0

BACKGROUND

The skate park and dirt jumps at Wotton Reserve are required to be relocated as they are on the METRONET selected location for the new passenger carpark associated with the future Morley Train Station.

In response to community concerns regarding the proposed relocation of the Wotton Reserve Skate Park to make way for the new Morley Train Station, Council at its Ordinary Meeting of 21 July 2020 resolved in part:

"That Council:

- 6. Approves the re-instatement of the Skate and Bike Development Advisory Committee."*

The reinstated Skate and Bike Development Advisory Committee first met in September 2020 and in considering suitable sites for the skate park relocation, recommended in part to Council:

"That Council:

- 2. Authorises the Chief Executive Officer in conjunction with METRONET to undertake consultation with key stakeholders to investigate the relocation of the current skate park facilities provided at Wotton Reserve, Embleton to either Broun Park or the Wotton Park north location.*

3. *Requests a further report following State Government confirmation of terms and a preferred location to relocate Skate Park facilities following community engagement by December 2020."*

Council, at its Ordinary Meeting of 22 September 2020 considered a number of potential sites based on the above community feedback and slightly amended the Committee's recommendation and resolved in part as follows:

"That Council:

2. *Authorises the Chief Executive Officer in conjunction with METRONET to undertake consultation with key stakeholders to investigate the relocation of the current skate park facilities provided at Wotton Reserve, Embleton to either Broun Park, or Joan Rycroft Reserve, or another potential location in the Central Ward."*

Accordingly, the Skate and Bike Development Advisory Committee (SABDAC) at the meeting held 5 October 2020, considered both Joan Rycroft Reserve and other potential locations within Central Ward and Council at its Ordinary Meeting of 27 October 2020 resolved as follows:

"That Council notes the following reserves within Central Ward (as identified by the Skate and Bike Development Advisory Committee) in priority order, to undertake consultation with key stakeholders in order to investigate the relocation of the current skate park facilities at Wotton Reserve, Embleton:

1. *Broun Park, Embleton;*
2. *Elstead Reserve, Morley."*

Engagement opened on Friday, 23 October 2020 and closed on Monday, 9 November 2020. The engagement was open for a period of 18 days and included letters to neighbouring residents and signage on site at Broun Park and Elstead Reserve advising of the engagement opportunity and inviting residents to an onsite drop-in information session and to complete an online survey. The survey was also available to complete at the drop-in session or at any City library or the Civic Centre.

The City received 617 submissions in response to the community engagement.

The highest ranked preferred location was Broun Park, Embleton, which was selected by 390 respondents. 193 respondents identified Elstead Reserve, Morley, as their preferred location. It should be noted that some respondents did not provide a preference and only provided a comment either for or against a particular location.

In considering the engagement outcome, the Skate and Bike Development Committee at its meeting held 23 November 2020 recommended to Council:

"That Council:

1. *Endorses Broun Park, Embleton as the preferred location for the relocation of the skate and BMX facilities from Wotton Reserve.*
2. *Requests the Chief Executive Officer to progress detailed design considerations in consultation with interested park users and surrounding community in order to relocate skate and BMX facilities from Wotton Reserve, Embleton, to Broun Park, Embleton."*

It should be noted that at the conclusion of the engagement period, the City received additional correspondence and petitions regarding the sites proposed for relocation.

Four petitions received:

1. Against the relocation of Skate / BMX facilities to Elstead Reserve due to increased noise, traffic, lack of parking, congestion, and volume of elderly residents. Signed by 102 residents living around Elstead Reserve.
2. In favour of Broun Park due to the extensive, grassroots community led engagement that has been completed. Signed by 553 people, of which 400 were City residents. An additional 163 signatures were tabled to this petition at the Ordinary Council Meeting held 23 February 2021. Total signatories 716.
3. Against the relocation of Wotton skate facilities to Joan Rycroft Reserve. Signed by 24 residents living around Joan Rycroft Reserve.
4. Against retaining skate facilities within Wotton Reserve. Signed by 224 signatories.

Letters Received:

In September 2020, the City received a letter from Morley Windmills Sports Club Inc. whose clubroom is located at Wotton Reserve, supporting the proposal of Broun Park as a potential site for relocation of skate park facilities from Wotton Reserve.

The Windmills Club cited a strong concern around loss of available parking, limited opportunity for club growth and a concern around anti-social behaviour, should skate park facilities be relocated to an alternative location within Wotton Reserve.

The City received 112 letters following the close of the engagement period relating to the proposed relocation of Wotton Skate Park to Broun Park:

- 34 letters supported the skate facility relocation to Broun Park; and
- 78 objected to the proposed relocation to Broun Park.

The City has received confirmation of \$2.5M funding from the State Government towards the relocation of Wotton Skate Park. Additionally, the City has received confirmation that the Wotton Skate Park will remain in its current location until the end of 2021.

EXTERNAL CONSULTATION

The following were targeted throughout the engagement period via direct correspondence and signage placed at applicable sites:

- Residents immediately facing the identified sites;
- Residents living within 200m of the identified sites;
- Users at both Broun Park and Elstead Reserve;
- Users of Wotton Skate Park; and
- Neighbouring community facility tenants.

A pop up information session was also conducted for an hour at each site on Saturday, 31 October 2020.

A Facebook campaign was targeted towards City of Bayswater residents and interested skate participants living within 10km of the City of Bayswater directing interested persons to the community survey on Engage Bayswater.

OFFICER'S COMMENTS

Given the letters and petitions received by the City following the closure and analysis of the community engagement conducted to investigate the relocation of the current skate facilities at Wotton Reserve, Council required more time to allow residents to voice their concerns and provide the City an opportunity to address any concerns.

In considering the relocation of facilities at the Ordinary Council Meeting of 24 November 2020, Council resolved as follows:

"That Council:

- 1. Notes the community engagement conducted in order to inform a preferred site to relocate the Wotton Skate Park and BMX dirt jumps.*
- 2. Request that a report including the recommendations from the Skate and Bike Development Advisory Committee meeting held on 23 November 2020 be provided to the Ordinary Council Meeting in February 2021 on the preferred location."*

The following key concerns were raised by the community and are listed in order of most comments received.

1. Current use of reserve;
2. Parking;
3. Safety;
4. Proximity to homes;
5. Anti-social behaviour; and
6. Increase in noise.

A qualitative analysis matrix had previously been applied in order to identify potential suitable locations in the Central Ward with the capacity to accommodate a skate/BMX facility equivalent to the facilities currently provided within Wotton Reserve. The matrix is consistent to a model used by the City and METRONET in determining other preliminary locations.

The original matrix presented to both the Skate and Bike Development Advisory Committee and Council in October 2020 did not fully consider the expectations of either users, surrounding residents or other appropriate stakeholders, as community engagement had not been completed at that time.

In response to Council direction, all reserves in Central Ward have been investigated with potential sites identified as Broun Park, Embleton, and Elstead Reserve, Morley. Wotton Reserve, Embleton, and Joan Rycroft Reserve, Bayswater, were discounted early in the process due to resident and stakeholder concerns.

Officers have reviewed a number of other potential sites across the City such as:

- Riverside Gardens East, Bayswater;
- Grand Promenade Reserve, Bedford;
- RA Cook Reserve, Bedford;
- Bardon Park, Maylands;
- De Lacy Reserve, Maylands;
- Gibbney Reserve, Maylands;
- Strutt Way Reserve, Morley and
- Robert Thompson Reserve, Noranda

All the above sites present similar challenges to other sites identified, being proximity to housing, parking, passive surveillance and potential for anti-social behaviour.

The only alternative site outside of Central Ward that may have merit is Lightning Park, Noranda, given its vast open space, location away from neighbouring residents and location next to the future Morley-Ellenbrook rail line and subsequent bus connections.

The matrix has therefore, been reviewed to now include in context the comments and concerns raised by the community through the engagement process. The revised matrix assesses Broun Park and Elstead Reserve against Wotton Reserve and Joan Rycroft Reserve (revisited), and Lightning Park as an alternative comparison located outside of the original brief of Central Ward.

Based on community and user feedback, the revised matrix therefore, provides a renewed comparison for the following sites:

- Broun Park, Embleton;
- Elstead Reserve, Morley;
- Joan Rycroft Reserve, Bayswater;
- Lightning Park, Noranda; and
- Wotton Reserve, Embleton.

	Meets Expectation
	Neutral Position
	Issue / Concern Identified

CRITERIA	BROUN PARK	ELSTEAD RESERVE	JOAN RYCROFT RESERVE	LIGHTNING PARK	WOTTON RESERVE
Existing Public Open Space					
Appropriate Size 2+ Hectares					
Ability to relocate and open by Jan 2022					
Planning Approval Required					
Co-location Benefits					
Proximity to Surrounding Residents (within 50m)	Subject to location within the park				Subject to location within the park
Objection Received from Neighbours				Yet to Engage	Objection noted from Morley Windmills
Passive Surveillance					

CRITERIA	BROUN PARK	ELSTEAD RESERVE	JOAN RYCROFT RESERVE	LIGHTNING PARK	WOTTON RESERVE
Existing Parking Available					
Existing Monitored CCTV					
Public Toilets					
Loss of Usable turfed space					

CRITERIA	BROUN PARK	ELSTEAD RESERVE	JOAN RYCROFT RESERVE	LIGHTNING PARK	WOTTON RESERVE
Public Transport Access					
Close To Existing Skate Park (within 1 km)					
Easy to Locate for Existing Skate Park Users					
Operational Challenges with Local Recreation / Community Facility					
Ease of Access For Emergency Response					
Potential Parking Issues for Other Users					
Enhance The Visual Amenity of the Space					
Site Preferred by skate park users					
TOTALS	4	6	8	2	1
	3	8	5	10	4
	13	6	7	8	15

Based on the above revised Matrix and additional community comments received, Council at its Ordinary Meeting of 23 February 2021, reconsidered Wotton Reserve alongside Broun Park and potentially Lightning Park as a possible site for the relocation of the current Wotton Skate and BMX facility and resolved:

"That Council:

- 1. Notes all the feedback and petitions received during the community consultation process.*
- 2. Based on the feedback received, requests further investigation be undertaken on the feasibility of the development of a new skate and BMX facility at Wotton Reserve for a report to be provided to Council no later than the April 2021 Ordinary Council Meeting."*

A feasibility study is progressing in relation to Wotton Reserve to be presented to Council in April 2021.

LEGISLATIVE COMPLIANCE

- *Local Government Act 1995*

FINANCIAL IMPLICATIONS

The City has received confirmation of \$2.5M of funding from the State Government towards the relocation of the Wotton Skate Park.

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.

CONCLUSION

The City has conducted community engagement in relation to the relocation of skate park facilities from Wotton Reserve, Embleton and the following key concerns are identified by the community:

1. Current use of reserve;
2. Parking;
3. Safety;
4. Proximity to homes;
5. Anti-social behaviour; and
6. Increase in noise.

In addition to the engagement responses provided that indicated Broun Park, Embleton, as a preferred relocation site, the City also received four petitions and a significant volume of letters both for and against various sites considered.

In response to community concerns raised, Council has requested further investigation be undertaken on the feasibility of the development of a new skate and BMX facility at Wotton Reserve with a report to be presented at the April 2021 Ordinary Council Meeting.

10.6.6.2 Skate Park Redevelopment Design and Delivery Overview

Responsible Branch:	Project Services	
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 the design and procurement options proposed to progress the relocation of skate and BMX facilities currently provided at Wotton Reserve, Embleton, to a new location yet to be determined.

COUNCIL RESOLUTION**COMMITTEE/OFFICER'S RECOMMENDATION**

That Council endorses the proposed Wotton Reserve Skate Park Redevelopment process incorporating:

- (a) Design considerations;**
- (b) Proposed engagement approach; and**
- (c) Procurement process of design and construct.**

CR SALLY PALMER MOVED, CR GIORGIA JOHNSON SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 9/0

BACKGROUND

The skate park and dirt jumps at Wotton Reserve are required to be relocated as they are on the METRONET selected location for the new passenger carpark associated with the future Morley Train Station.

In April 2020, the METRONET team engaged with the community to seek input for the design of the area around the future train station. This included a survey to seek feedback on generally where the community would prefer to see the skate park relocated. The majority of those who responded indicated they wanted the new location to be as close as possible to the current location.

Council are considering a number of potential relocation sites and the final location is yet to be determined.

In December 2020, the City received confirmation of \$2.5M of funding from the State Government to design and relocate the Wotton skate and BMX facilities to a new location.

EXTERNAL CONSULTATION

There has been no community engagement to date conducted by the City in relation to the content and design of the new skate/BMX facility.

In response to community concerns around the proposed relocation of the Wotton Reserve Skate Park, to make way for the new Morley Train Station, Council at its Ordinary Meeting of 21 July 2020 resolved in part as follows:

"That Council:

- 6. Approves the re-instatement of the Skate and Bike Development Advisory Committee."*

The Skate and Bike Development Advisory Committee (SABDAC) was established in September 2020 with the following purpose:

"The Committee is to provide guidance and advice in establishing, designing and maintaining existing and future skate parks within the City with the Committee's first priority to find an alternate location for the relocation of the Wotton Reserve Skate Park."

The relocated facility design will be guided through input from the Skate and Bike Development Advisory Committee with additional community input sought as required.

OFFICER'S COMMENTS

In preparing the request for tender documentation, there are key considerations that impact the design and construction of the skate park. In consultation with industry professionals involved in skate park engagement, design and construction, the following considerations are required:

- Key features and elements to be included for both skate and BMX;
- Size and layout of the facility;
- Supporting infrastructure required;
- Stakeholder engagement;
- Timeline for project delivery milestones;
- Budget to include project management, skate and BMX facilities, site preparation and ground works and the provision of supporting infrastructure.

The following provides an overview of anticipated project timelines moving forward:

TASK	TIME ESTIMATE	RESPONSIBILITY
Procure the Project Manager for design and construct	2 months	City Officers
Stakeholder/Community Engagement to refine facility design	2 months	City Officers, SABDAC, Community, Contractor
Design approvals	1 month	City Officers / Council
Advertise and Assess Construction tender new facility	2 months	Project Manager / City Officers
Council approval of the appointed tenderer	1 month	City Officers / Council
Construction and delivery of the Skate park	6 months	Project Manager / City Officers / Contractor

Skate Elements Retained

As part of the tender scope for this project, it will be beneficial to identify key features and elements to be incorporated into a new facility. This will allow prospective contractors to tender accurately for the project including time for design, engagement and procurement. This will also reduce the opportunity for variations that will take away from the project budget.

While designing a new skate park, there is an opportunity to include favourable elements from other skate parks. The City currently provides the following facilities for wheeled sports:

1. Wotton Skate Park

Wotton Reserve Skate Park provides facilities for skate, scooter and BMX riders. Wotton Reserve has been an iconic facility within the Perth metropolitan area. The facility comprises of a vertical steel half pipe, small bowl, open bowl, stairs with hand rails, flat rails and table tops. The facility also provides a series of BMX jumps with concrete take offs and clay dirt landing runs.



2. Crimea Skate Park

Located at Crimea Park, Morley, the facility provides a street skate experience. Constructed in 2008-09, the park was the first 'skate plaza' style facility to be constructed in Perth. The elements provided include a variety of rails, banks and ledges. The facility is complimented by tennis and basketball courts, public toilets, benches, play space and exercise equipment.



Skate Ramp and Bowl

One of the unique skate elements at Wotton Reserve is the 3.5 metre high steel half pipe. The current pipe would not be able to be relocated, therefore, a replacement would be required if a half pipe is desired. On advice from industry specialists, the steel half pipe will cost approximately \$275,000 to \$350,000 to replace. In comparison, a concrete bowl will cost \$125,000 to \$250,000 (size based on \$675m² of current industry standard rates).



Wotton Reserve Steel Half Pipe



Scarborough Foreshore Skate Bowl



Fremantle Esplanade Skate Bowl



Busselton Foreshore Skate Park



Manjimup Skate Park

Size of the Park

The current skate surface at Wotton Reserve occupies a space of 55m x 30m and the BMX dirt jumps 85m x 10m, combined area = 2,500m². This does not include an allowance for run offs and supporting/complimenting infrastructure. The anticipated facility footprint is likely to be around 60m x 60m = 3,600m².



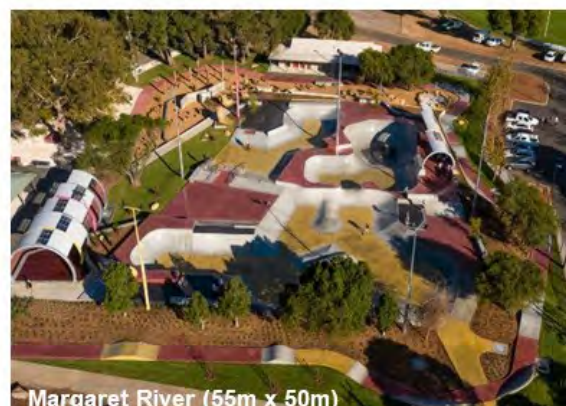
Banksia Grove Skate Park (55m x 40m)



Fremantle Esplanade Skate Park (85m x 50m)



Splendid Park, Yanchep (50m x 30m)



Margaret River (55m x 50m)

Following a desktop review of local government skate parks both in the Perth metropolitan and regional areas, a range of options could be considered for the type of layout at the future site for skate, BMX and scooter. A key consideration in design will be the shape and layout of the skate area and how this integrates or incorporates any associated BMX jumps.

On review of the different locations above, the Margaret River layout has BMX rolling jumps around the outside which allows the rider to roll into the bowl at the end of jumps providing a continuous ride. The Fremantle and Manjimup design are rectangular allowing for riders to pick up and increase speed with straight stretches to then drop into bowls, ramps or even test their skills on skate-able furniture. The Banksia Grove option could be considered with BMX jumps incorporated into what they have as a mulched area. The key to any future design is the shape and space taken up with a concrete skate surface to allow for other supporting infrastructure within the site such as shade shelters, seating, drink fountains and lighting.

Skate Elements and Landscaping

A key element to be considered as part of the tender design brief to be developed is the skate elements to be retained in the park, such as half pipe, bowl, table tops, rails etc.

Supporting infrastructure and landscaping such as trees, pathways, seating, shade and drinks fountains will need to be included. Natural landscaping is evident in a number of new skate developments with the benefits provided including:

- Additional shading and canopy to hot surfaces;
- Connection to neighbouring green spaces;
- Connectivity to existing pathways and buildings;
- Potential noise buffers; and
- Aesthetically pleasing to users.

This then informs the size and footprint required for the facility to be developed in relation to the \$2.5M of confirmed funding.

Tender Scope

Two delivery approaches may be considered. Those being a design and construct tender which involves procuring the same contractor to design and build the skate park. Their role would include being part of the engagement process to provide industry specialist advice while designing the skate park around community feedback provided.

Bringing the designer on the journey allows the designer to indicate the cost of elements in the design journey and reduce time potentially lost if a separate tender had to go out for construction. The disadvantage of this approach is potential for the designer to shape the design to benefit their company from a cost to build perspective. To reduce this risk, a clause on number of design plans presented and budget available for design and construction would need to be clearly stated in the tender documents.

The second option is to procure a design team to develop the facility and then engage a separate contractor to build the approved design. This option does have its advantages with a higher focus on design. There may also be disadvantages with a disconnect between the design process and the build process with the construction contractor not fully understanding or accepting the design intent of the facility. This may lead to cost overruns and time delays in the delivery.

It is recommended that the facility relocation should be delivered via a design and construct contract. A lead consultant would undertake overall project management, facility design, superintendent functions and facility construction. A tender process will be required due to the value of the contract, with tender documentation clearly stating the project scope, deliverables and timelines.

As part of the tender process, a mandatory site visit will be required. During this site meeting, the City will invite representatives of the Skate and Bike Development Advisory Committee to attend and provide their input in to what should be included in the design.

LEGISLATIVE COMPLIANCE

Not applicable.

FINANCIAL IMPLICATIONS

The proposed redevelopment including engagement, design, tender, construction has a budget of \$2.5M funded by the State Government as part of the METRONET redevelopment.

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.

CONCLUSION

The proposed relocation of skate and BMX facilities to date has involved significant stakeholder input from the community, State Government, SABDAC and industry.

Input is required from the SABDAC and facility users in order to identify which key features and elements are to be included into a new facility design. Having an agreed approach moving forward, will ensure key deliverables are identified early and anticipated project timelines are achieved.

10.6.6.3 Bayswater Station Redevelopment - Coode Street Reserve

Responsible Branch:	Project Services	
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	
Refer:	Item 9.1: SCM 10.11.20	

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 Chairperson of Bayswater Community Financial Services which lease 83 Whatley Crescent, Bayswater, to Evolve Bayswater that provided the deputation and presentation to the Committee. At 7:37pm, Cr McKenna withdrew from the meeting.

SUMMARY

As part of the Bayswater Train Station redevelopment, Evolve Bayswater are upgrading Coode Street Reserve to incorporate a community activated space with a focus toward youth recreation.

COUNCIL RESOLUTION**COMMITTEE/OFFICER'S RECOMMENDATION**

That Council notes the proposed upgrade to Coode Street Reserve as part of the Bayswater Train Station Redevelopment.

CR GIORGIA JOHNSON MOVED, CR STEVEN OSTASZEWSKYJ SECONDED

CARRIED UNANIMOUSLY: 8/0

At 7:39pm, Cr Barry McKenna returned to the meeting.

BACKGROUND

The Bayswater Train Station is being redeveloped as part of the METRONET network servicing the Midland line, Forrestfield Airport Link (FAL) and Morley-Ellenbrook line connections.

Community engagement with key community stakeholders was undertaken from early 2019 by METRONET to inform the development of the station precinct and surrounding areas. A small number of public spaces were identified for redevelopment to complement the station precinct. The design and activation of public spaces is a key consideration of development applications by both local government and the Western Australian Planning Commission (WAPC).

In April 2020, Evolve Bayswater Alliance (Coleman Rail) were selected as the preferred contractor to design and build the new Bayswater Station project as part of METRONET.

In July 2020, the Evolve Bayswater Alliance presented a range of different design options to activate public spaces within the train station precinct to a community advisory group meeting. The community advisory group comprised of representatives from the following local community groups:

- Local Residents (x7);
- Baysie Rollers (x1);
- Bayswater Historical Society (x1);

- Bayswater Deserves Better (x1);
- Bayswater Village Traders Association (x1);
- Future Bayswater (x1).

The presentation included four options for the Coode Street Reserve:

- Option 1 - Playground;
- Option 2 – Skate space;
- Option 3 – Passive recreation; and
- Option 4 – Keep as is.

The community advisory group were asked to provide comment on the proposed design options, in terms of what elements they liked, what elements they didn't like and whether they had a preferred option. The group were encouraged to discuss the options with other members of the community for broader feedback.

In addition to information received from the community advisory group, the City was also invited to provide feedback to Evolve Bayswater Alliance on the potential of activating Coode Street Reserve. The City was supportive and provided comment in terms of delivering a public space aligned to the City's Play Space Strategy.

EXTERNAL CONSULTATION

The project has been informed via feedback provided through the community advisory group.

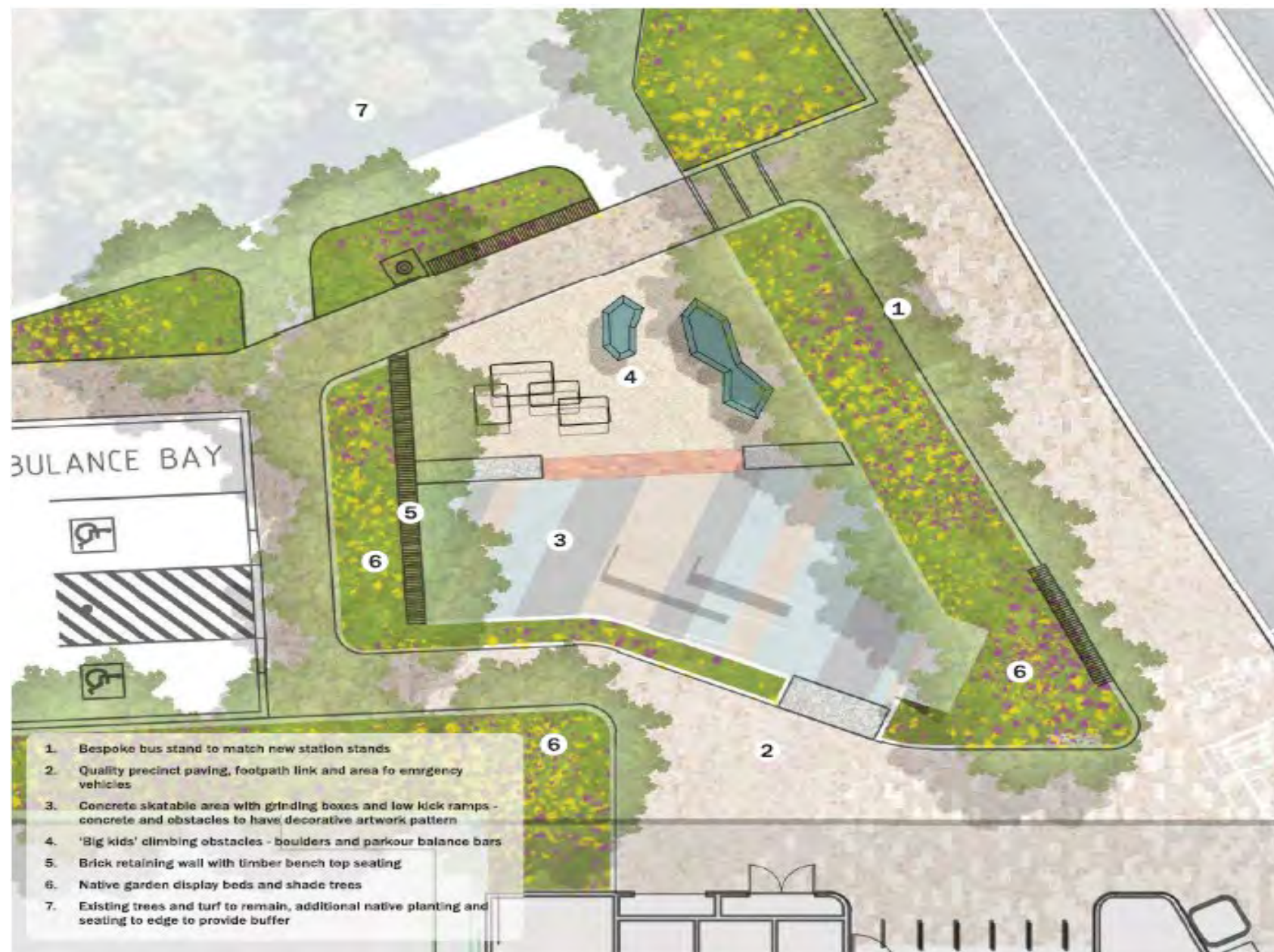
OFFICER'S COMMENTS

Following feedback received by the community advisory group that a skate space with seating and trees was preferred, Evolve Bayswater Alliance refined their options with a preliminary design submitted as part of the Development Approval application for the station to the City.

The development application was considered by Council at a Special Meeting on 10 November 2020, where it was resolved to recommend to the WAPC to approve the application subject to conditions. The application included the below preliminary design for the Coode Street Reserve, which Evolve are calling the '*Coode Street Pocket Park*'.

Key features of the park includes:

- Connectivity to Coode Street bus stands
- Accessible pathways throughout
- Skate-able area with grind boxes and kick ramps
- Climbing boulders and parkour features
- Retaining walls with benchtop seating
- Native gardens with shade from trees
- Retaining existing trees where possible





DESIGN ASPIRATION

- Activated space catering to teens and young adults with skating, bouldering and parkour elements with ample shade and seating
- Provide barriers between active area and roads
- Maximise garden beds and tree planting
- Maintain pedestrian thoroughfares and universal accessibility with separation from active areas
- Provide sufficient buffering to adjacent residencies

The park layout and skate elements presented are based on similar public open spaces seen as part of the Skyrail project in Victoria as illustrated below.



Following the WAPC approval of the development application, a further meeting was held between Evolve and City officers to discuss the design and elements within the space. The design will now be further refined to address the following:

- Direct access to the middle of the space from the Coode Street footpath;

- Provision of seating and shade near the accessible parking bays;
- The space to be lit at night, however, there should be the ability to vary lighting levels late at night and/or turn lighting off as required via a timer switch.
- The skate-able area to be constructed by a specialist skate contractor.

It was acknowledged at this meeting that the concept should also be presented to the Skate and Bike Development Advisory Committee. A revised plan will then be submitted to the City for final comment and review.

LEGISLATIVE COMPLIANCE

Not applicable

FINANCIAL IMPLICATIONS

The proposed development is funded by the State Government as part of the Bayswater Train Station precinct.

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.

CONCLUSION

The proposed redevelopment of Coode Street Reserve as part of METRONET's Bayswater Station redevelopment provides an activated skate space suitable for informal recreation.

COUNCIL RESOLUTION - ADOPTION BY EXCEPTION

That the recommendations relating to Items: 10.2.1, 10.2.2, 10.2.4, 10.2.5, 10.3.2, 10.4.1 to 10.4.7, 10.6.1.1, 10.6.2.1, 10.6.2.2, 10.6.3.1, 10.6.4.1, 10.6.6.2 and 10.6.6.4 contained in the Agenda be adopted by exception as per section 5.5 of the *City of Bayswater's Standing Orders Local Law 2018*.

CR SALLY PALMER MOVED, CR GIORGIA JOHNSON SECONDED

CARRIED UNANIMOUSLY: 9/0

10.6.6.4 City of Bayswater Cycle Facilities Assessment

Responsible Branch:	Project Services	
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. Cycle Facilities Assessment Report	
Refer:	Item 14.2: OCM 26.06.18 Item 9.2.2: OCM 16.10.18 Item 10.3.3: OCM 19.11.19 Item 10.6.1.2: OCM 24.11.20	

SUMMARY

Previously, consultants were appointed to assess the feasibility of integrating a bike trail into Hinds Reserve, Bayswater. Following community engagement with local residents, Council resolved not to progress a bike trail at Hinds Reserve and instead further investigate options for the provision of bike trail facilities within the City during the development of the Community Recreation Plan.

COUNCIL RESOLUTION**COMMITTEE/OFFICER'S RECOMMENDATION**

That Council notes the recommendations of the City of Bayswater Cycle Facilities Assessment.

CR SALLY PALMER MOVED, CR GEORGIA JOHNSON SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 9/0

BACKGROUND

At the Ordinary Council Meeting of 26 June 2018, Council considered a Notice of Motion to investigate the feasibility of integrating a potential bike trail at Hinds Reserve, Bayswater. Council resolved as follows:

"That Council request the City to prepare a report on the feasibility of integrating a bike trail into the Hinds Reserve (to the north of the car park area). The report should be prepared in liaison with WestCycle and include the estimated costs, feasibility and community engagement approaches proposed; as well as identify external funding opportunities for the project with the aim of the project being fully funded by external sources. The report should be delivered by the October round of meetings."

Following a further report to Council, in October 2018, \$9,000 was allocated in the 2018-19 mid-year budget review to engage a consultant who specialises in bike trails to complete a feasibility study for the proposal. Common Ground Trail Consultants were engaged by the City to complete the feasibility study.

The first stage of community engagement was conducted in August 2019 and included neighbouring residents, Friends of Baigiup Wetlands and sporting club tenants from the leased facilities operating within Hinds reserve (ANA Rowing Club, Bayswater Paddlesports and Bayswater Sea Scouts).

At the conclusion of the engagement, it was clear that the immediate residents, although recognising the value of the concept to develop cycling facilities within the City, had a number of concerns regarding the proposed site at Hinds Reserve.

Key concerns included:

- Close proximity of the proposed facility to neighbours especially relating to noise and security.
- Potential impact on the natural environment, especially in relation to trees, wetland vegetation and wildlife.
- Potential misuse of any future facility especially relating to motorised vehicles.
- Appropriate buffer zones and the requirement for passive recreational spaces.
- Value for money regarding site constraints impacting development costs.

It was strongly felt by residents that development of this site should not occur and that other sites within the City should be considered for such a facility.

As such, at the Ordinary Council Meeting held on 19 November 2019, it was resolved:

"That Council

- 1. Does not progress a Bike Trail at Hinds Reserve, Bayswater.*
- 2. Conducts further investigations in relation to the provision of bike trail facilities within the City in accordance with the findings of the feasibility study undertaken by Common Ground Trail Consultants during the development of the Community Recreation Plan."*

The City is currently developing a Community Recreation Plan to inform future service and facility provision for recreation opportunities across the City.

The definition for recreation is broad:

"An activity that people do during their free time that they enjoy and recognise as having physical, mental and social value."

The plan will consider a diverse range of provision including skate, scooter and BMX.

The Community Recreation Plan was intended to be finalised by the end of the 2020-21 financial year, however, work on the plan was deferred for a number of months due to shifting operational priorities during the COVID-19 pandemic. The development of the plan includes an element of broad community and targeted user engagement which will be conducted during March/April 2021. The plan is anticipated for completion by the end of 2021.

At the Ordinary Council meeting held on 24 November 2020, Council resolved to consider \$33,335 towards the development of a Citywide Skate and BMX Strategy in the 2021-22 budget.

EXTERNAL CONSULTATION

Neighbouring residents at Hinds Reserve, sporting clubs on Hinds Reserve, interest groups and peak bodies were engaged in the development of the Cycle Facilities Assessment.

No community engagement has been conducted to date around the proposed sites.

OFFICER'S COMMENTS

Following the resolution of Council from the Ordinary Meeting of 19 November 2019, not to progress a bike trail at Hinds Reserve, the feasibility brief provided to Common Ground Trail Consultants was modified to investigate the suitability of developing bike trail facilities at other potential sites across the City.

The following potential sites were investigated and assessed based on their physical size, location, topography, supporting infrastructure and proximity from neighbouring houses:

- Riverside Gardens East, Bayswater;
- Houghton Park, Bayswater;
- Claughton Park, Bayswater;
- Lightning Park, Noranda;
- Arbor Park, Morley; and
- Tranby/Clarkson Reserve, Maylands.

The sites were further assessed and provided with a score out of a potential maximum of five in relation to the following:

- Physical site and technical conditions;
- Access to transport;
- Passive surveillance, safety and security;
- Supporting amenities;
- Impact on existing facilities and users; and
- Context in relation to other similar facilities.

The Cycle Facilities Assessment Report is provided as **Attachment 1**.

The following table summarises the assessment outcomes to be considered for the potential development of future trail facilities.

SITE	ASSESS RATING	FACILITY RANGE PROPOSED	COMMUNITY FOCUS	RATIONAL	BUDGET ESTIMATE
Houghton Park	86%	Pump Track	Beginner to advanced rider	Easy to access within the City and complements existing sporting reserve	\$350,000
Riverside Gardens East	82%	Challenge park featuring learn to ride track, pump track and bike playground.	Younger demographic, beginner focus.	Activate the space with minimal impact on surrounding land users and existing park users.	\$750,000
Lightning Park	82%	Challenge park featuring pump track, jumps line and skills loop.	Advanced riders	Space for larger scale facility.	\$950,000
Claughton Park	76%	None	N/A	Activities may impact residents and parks users.	N/A
Tranby/Clarkson	75%	None	N/A	Activities may impact residents and parks users.	N/A
Arbor Park	66%	None	N/A	Lack of suitable terrain and supporting infrastructure.	N/A

The report recommends further investigation such as community engagement and concept planning at the following sites:

- Riverside Gardens (East), Bayswater;
- Houghton Park, Bayswater; and
- Lightning Park, Noranda.

The recommendations of the City of Bayswater Cycle Facilities Assessment will be considered in line with the development of a Community Recreation Plan to be completed by the end of 2021 and the proposed development of a Skate and BMX Strategy which is subject to funding approval.

LEGISLATIVE COMPLIANCE

Nil.

FINANCIAL IMPLICATIONS

At the Ordinary Council Meeting of 24 November 2020, Council resolved to consider \$33,335 towards the development of a Citywide Skate and BMX Strategy in the 2021-22 budget.

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.

CONCLUSION

Following a request to investigate the feasibility of integrating a potential bike trail at Hinds Reserve, Bayswater, Council, resolved not to progress the trail after engaging the local community.

As a result, the consultant brief was modified to conduct an analysis of other potential sites across the City.

The following sites are identified as potentially suitable to develop cycling trail facilities. The identified locations will inform the development of the Community Recreation Plan and skate/BMX strategy.

- Riverside Gardens (East), Bayswater;
- Houghton Park, Bayswater; and
- Lightning Park, Noranda.

Attachment 1

CITY OF BAYSWATER CYCLE FACILITIES ASSESSMENT JANUARY 2021





Prepared by Common Ground Trails Pty Ltd for the City of Bayswater, October 2020.

ACKNOWLEDGMENTS

Common Ground Trails wishes to acknowledge the contribution of the City of Bayswater staff.

The study area is located on the tribal lands of the Noongar People. We acknowledge the Noongar People as traditional owners of the land and recognise their continuing connection to Country.

Cover image: Precedent project - Dwellingup Pump Track

This page: Precedent project - Kingsley Pump and Jump Track

DISCLAIMER

Common Ground Trails Pty Ltd, its employees, directors and associated entities shall not be liable for any loss, damage, claim, costs, demands and expenses for any damage or injury of any kind whatsoever and howsoever arriving in connection with the use of this report or in connection with activities undertaken in mountain biking generally.

While all due care and consideration has been undertaken in the preparation of this report, Common Ground Trails Pty Ltd advise that all recommendations, actions and information provided in this document is based upon research as referenced in this document.

Common Ground Trails Pty Ltd and its employees are not qualified to provide legal, medical or financial advice. Accordingly, detailed information in this regard will require additional professional consultation in order to adequately manage and maintain the facilities and reduce risk.





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EXECUTIVE SUMMARY

Almost 20% of the Western Australian population identifies as a bike rider. Recreational cycling is growing in popularity and the development of recreational cycling facilities are becoming more common, not just across Australia, but across the world.

There are a large variety of cycling facilities including scale of facilities, purpose of facilities, differing designs, materials, cost and popularity.

The City of Bayswater has identified a desire for recreational cycling facilities within the City to service the youth population and existing bike riders. Development of facilities within the City will allow the resident population to benefit from the physical, mental and social benefits of cycling.

The City of Bayswater is a vibrant inner city community, with a range of demographics and an extensive youth population. The town has many key attractions, servicing locals and drawing visitors from surrounding areas.

Sustainable development of recreational cycling facilities within the City of Bayswater aligns with the vision and strategies outlined in the current Strategic Community Plan, specifically the aspiration for an active and engaged community.

Six locations with potential to host cycling facilities were selected by the City outlined in figure 1 below. Each location was assessed for suitability and recommendations provided regarding type, scale and placement of facilities. Final recommendations were made based on:

- Access and parking
- Connectivity
- Existing infrastructure
- Land availability
- Land tenure.

Recommendations for each site are outlined in table 1 below. All identified locations require further planning, consultation and concept designing. All mountain bike trails should be developed to meet the specifications outlined with the Western Australian Mountain Bike Management Guidelines and challenge parks should be designed in line with current and future predicted trends.



Figure 1. Sites identified for assessment

Table 1. Summary of recommendations

Site	Facility	Focus	Classification	Costs*		
				Concept	Detailed Design	Construction
Riverside Gardens East	Challenge Park	Younger demographic with beginner friendly features but encouraging progression.	Regional	\$30,000	\$50,000	\$770,000
Lightning Park Recreation Centre	Challenge Park	Advanced riders with larger and more technically difficult features	Regional	\$30,000	\$65,000	\$950,000
Arbor Park	Cycle facility development not considered appropriate at this site					
Houghton Park	Pump Track	Beginner – advanced riders	Regional	\$10,000	\$30,000	\$350,000
Tranby/Clarkson Reserve	Cycle facility development not considered appropriate at this site					
Cloughton Reserve	Cycle facility development not considered appropriate at this site					

* Costs are estimates only based on industry experience, refer to Site Recommendations section for further detail.

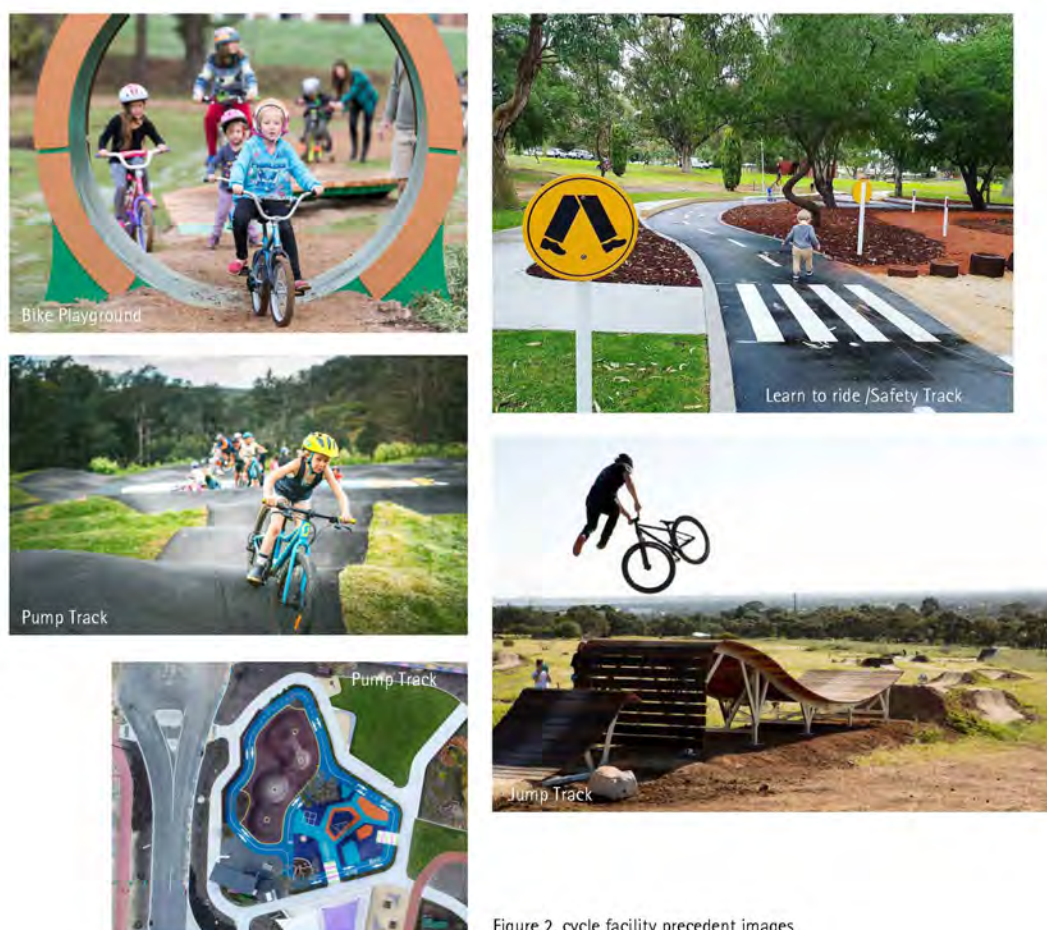


Figure 2. cycle facility precedent images

INTRODUCTION

BACKGROUND

The City of Bayswater currently maintains around 380 hectares of public open space including 24 sports areas and 145 passive reserves, but currently does not have any cycle specific recreation facilities. There is a network of cycle routes throughout the City that serve as commuting and leisure routes, with a number of suggested upgrades identified in the City of Bayswater Local Bike Plan. There is currently one jumps focussed cycle facility in the City and no cycle facilities to encourage cycle skills development, challenge of skills, enhancing cycle endurance, adventure riding or facilities encouraging users to stay a while. The City of Bayswater has identified a community desire for cycle recreation facilities and locations that could potentially host cycle facilities. This assessment will outline typology of cycle facilities, general market demand, desires based on industry knowledge and provide an analysis of each identified location for suitability of cycle facility development.

PURPOSE

The purpose of the City of Bayswater Cycle Facility Assessment is to support the City in achieving the Vision, Goals and Strategies defined in the Strategic Community Plan 2017-2027.

The assessment is intended to assist the City in achieving the vision and goals for the sustainable development of cycle recreation facilities. Allowing facilities to grow into hubs of community activity, quality mixed use areas and become where family and friends get together. Cycle recreation facilities will further enhance the liveable suburbs, streetscapes, neighbourhood character. These locations will enhance community experience, encourage activity, provide inclusive facilities, located and designed based on a locals first philosophy.

PROJECT OBJECTIVES

The purpose will be met through the following objectives:

- Identifying recreation cycle facilities types, current trends in design and management
- Identifying current and future user trends in recreation cycle facilities
- Identifying areas within the City of Bayswater suitable for sustainable development including locations that are both desirable or not suitable.
- Proposing facility types in specific areas that meet current and future local needs
- Identify planning and legislative approval processes required to enable development of identified facilities
- Determine lifecycle costs including capital, operational, replacement costs of identified facilities
- Identify funding opportunities (internal and external)
- Proposing actions to ensure facility designs meet needs of local residents, engender buy-in, stewardship and expected participation rates

APPROACH

1. Who are the local community and what facilities do they currently have access to?

Establish local community context including demographics, existing facilities, gaps in provisions and identify opportunities for facilities which can integrate into existing services and infrastructure.

2. What is happening elsewhere?

Facility trends are evolving, therefore consideration into facilities in similar communities regionally and nationally is wise.

3. What do the local community want?

Consultation is critical for success. Stakeholder liaison will assist in determining what is required to meet current demand and expectations. Community consultation is not a part of the current assessment scope but it is strongly recommended that local and broader community engagement is built into implementation of recommendations.

4. Can the City of Bayswater support the development in the short and long term?

The project lifespan costs are considered to ensure there is a clear picture of initial and ongoing financial commitments. The life cycle of these facilities needs to be considered that builds a business case for determining return on investment.

THE CITY OF BAYSWATER - A SNAPSHOT

OVERVIEW

The City of Bayswater is located 8km north-east of the Perth CBD. The Town covers an area of approximately 34.6km², with 3.8km² of managed public open spaces including bushland, sporting reserves, garden beds, lakes, wetlands and 10km of Swan River foreshore. There are conservation areas with an abundance of native flora and fauna, 24 sporting reserves, 145 recreation spaces, and a network of shared pathways. The City of Stirling lies to the west, the City of Swan to the north and Town of Bassendean to the east.

There are 17 schools within the City boundaries and 79 sporting clubs. At the last census in 2016 there were almost 25,479 private dwellings, approximately 5,876 registered businesses, and the City of Bayswater provided employment to almost 32,516 people². "Map your Move" is a joint initiative between the City of Bayswater and Department of Transport which gives access to latest maps and travel information for travel by cycling, walking and public transport³. Figure 3 provides an overview of the City of Bayswater schools and recreation facilities.

DEMOGRAPHIC ANALYSIS

Bike facilities cater for a broad range of the community but typically attract a younger demographic. The City of Bayswater currently has a population of 68,232 with a median age of 37⁴. In terms of population ages range over the four years from 2013 to 2017 there has been a slight decrease in residents under the age of 44 and a slight increase in residents over 44 (refer to table 2). It could be argued that development of more youth focussed facilities would encourage families to stay or move to the City of Bayswater.

Table 2. City of Bayswater percent population by age⁵

Persons age (%)	2013	2014	2015	2016	2017	Difference 2013-2017
0-14 years	15.7	15.7	15.8	15.8	16	0.3
15-24 years	12.7	12.4	12	11.7	11.5	-1.2
25-34 years	19.1	19.3	19.3	18.9	18.5	-0.6
35-44 years	14.5	14.5	14.6	14.6	14.4	-0.1
45-54 years	12.6	12.6	12.5	12.5	12.6	0
55-64 years	11.1	11	11.1	11.2	11.4	0.3
65-74 years	7.6	7.8	8	8.3	8.6	1
75-84 years	4.5	4.5	4.5	4.7	4.9	0.4
85 years and over	2.1	2.2	2.2	2.3	2.2	0.1

CURRENT YOUTH FACILITY PROVISION

Schools

The City of Bayswater is home to 12 primary schools, 4 secondary schools and 1 education support school catering to both primary and secondary age students.

Youth Centres

A YMCA centre is located in Morley which welcomes young people to make friends, socialise and create their own community within a safe environment.

Leisure centres

Morley Sport and Recreation Centre and the RISE provides a range of sports and gym facilities. Bayswater Waves provides for swimming and other aquatic activities. With 10km of Swan River foreshore there are also a number of rowing and yacht clubs within the City.

Public open spaces

There are 3.8km² of managed open spaces including bushland, sporting reserves, garden beds, lakes, wetlands and 10km of Swan River foreshore. There are conservation areas with an abundance of native flora and fauna, 24 sporting reserves, 145 recreation spaces, and a network of shared pathways.

CURRENT RECREATION CYCLE FACILITIES

There are two jumps focused cycle facilities in the City located within Wotton Reserve adjacent the skate park and Lightning Park Recreation Centre. There is a network of cycle routes, including on and off-road paths with connectivity upgrades outlined in the City of Bayswater Local Bike Plan, 2014¹.

CURRENT POLICY AND STRATEGY REVIEW

A number of documents were reviewed and referenced during this assessment, including:

- City of Bayswater, Strategic Community Plan, 2017-2027
- City of Bayswater, Local Bike Plan 2014
- Western Australia Strategic Cycling Facilities Review, West Cycle
- Western Suburbs Greening Plan



Figure 3. City of Bayswater overview

INDUSTRY REVIEW AND CURRENT TRENDS

BENEFITS OF CYCLING

It is widely recognised that participation in outdoor activities is beneficial for general wellbeing. There are recognised physical, social and emotional benefits from participation in cycling. Cycling is fun, cheap (after initial outlay costs) and good for the environment. Once mastered, cycling is an easy activity to participate in and can be an intense workout, a challenge or as desired by participant.

Recreational cycling facilities create fun and positive atmospheres within communities. Specifically designed facilities introduce a level of challenge into cycling, allowing children through to adults to develop new skills. All ages and skill levels can generally learn and progress in the same location, gradually building up challenges and intensity. Very young riders can establish competency within a variety of recreational cycling facilities and can be introduced to road safety, traffic controls signals in a safe artificial environment on Learn to Ride tracks.

CURRENT PARTICIPATION TRENDS

Cycling is one of the most popular sport and recreation activities in Australia. In Western Australia, nearly 500,000 people (18.5% of the population) ride a bike regularly, with 85% of these people (425,000) riding for sport or recreation rather than transport⁶.

Wheeled sports have recently shown to be growing in popularity over organised sports. Research, undertaken by the Australian Bureau of Statistics, into children's participation in sport and physical recreation found that participation rates for physical recreation activities such as skateboarding, bike riding and roller blading were much higher than organised sports (refer table 3). The research also indicated increasing participation rates for both males and females (refer table 4). Note data relating to skateboarding and roller blading in the years 2009 and 2012 also incorporates scooter riding. More recent data is yet to be released, however in the years since this study anecdotally the popularity of wheeled sports has continued to grow.

Table 3. Comparison of organised sport vs wheeled sports 2012.⁷

Males	No ('000)	Participation (%)
Soccer	309.7	21.7
Bike riding	998.8	69.9
Skateboarding or roller blading	857.8	60.0
Females	No ('000)	Participation (%)
Dancing	367.4	27.1
Bike riding	770.6	56.8
Skateboarding or roller blading	640.0	47.2

Table 4. Growth in wheeled sports participation rates across Australia 2009-2012.

Males	No ('000)		Participation (%)	
	2009	2012	2009	2012
Bike riding	992.5	998.8	66.1	69.9
Skateboarding or roller blading	780.4	857.8	55.9	60.0
Females	No ('000)		Participation (%)	
	2009	2012	2009	2012
Bike riding	721.1	770.6	54.4	56.8
Skateboarding or roller blading	562.2	640.0	42.4	47.2

Participation in BMX racing has increased dramatically since the discipline made its Olympic debut at the 2008 Beijing Games and Australia is now the second largest BMX nation in the world. Membership of BMX Sports Western Australia has more than doubled since 2005 (1,156 members in 2005 2,810 members in 2017)⁸. BMX club membership in Western Australia has a young demographic, with 72% of riders under 17⁹. BMX and pump track facilities are widely recognised as a primary gateway into cycling for young people, with participation building skills, physical attributes and tactical knowledge transferrable to other cycling disciplines.

Mountain biking in Western Australia is growing in popularity. The Western Australian Mountain Bike Strategy identified young people as being underrepresented in mountain bike participation. Increasing availability and accessibility of different styles of trail offering different levels of technical difficulty is one of the recommendations aimed at reducing barriers to participation¹⁰.

Anecdotal evidence from recently opened facilities around Perth indicates there is a demand locally for more purpose designed facilities. Kingsley Pump and Jump Trail in City of Joondalup opened in 2017 and includes a pump track, jump track, and safety track. This facility is still drawing crowds especially on weekends, with people travelling large distances to visit the facility.

CURRENT TRENDS IN FACILITY PROVISION

Dedicated facilities for sport and recreation cycling can:

- Provide an environment for recreation, training and events that is not affected by other users or activities
- Help raise the profile of cycling
- Be a home to clubs, organisations and community groups
- Host events using simplified event approvals, logistics and management processes
- Provide enhanced spectator opportunities
- Cater for bike education and skill building

CASE STUDY - CITY BIKE PARK, ADELAIDE

City Bike Park is located in Adelaide's CBD. Hand built and maintained by a dedicated crew of volunteers, the park is one of the best known dirt jump trail spots in Australia. This facility is a good example of how the riding community can be effectively engaged to activate and enhance public space.

Originally built in 2004, the park has been through a number of phases of redesign, coming from a competition based facility to more of an all-inclusive recreation facility with jumps to suit beginners, intermediate and advanced riders. The park has been designed, built and managed by a dedicated group of volunteers, until 2017 when the Adelaide City Council raised some concerns regarding insurance. Negotiations resulted in the volunteer crew being retained and a third party trail building company engaged for safety assessment/auditing and an operational framework put in place. Adelaide City Council provide ongoing support in the form of tools and supplies.

The success of City Bike Park is primarily due to the enthusiasm, and dedication of a few individuals within the community and also the support from the City of Adelaide. For further information on the history of City Bike Park refer to www.citydirtcrew.com.



CASE STUDY - KINGSLEY PUMP AND JUMP, SHEPHERDS BUSH, JOONDALUP

Kingsley Pump and Jump is a small facility (0.34ha) that contains a pump track, jump lines and a safety track. Open in early 2017 the facility has become a regional attraction with riders travelling large distances to use the facility. The park is often crowded on weeknights and weekends, attracting all ages.



EXISTING FACILITIES IN GREATER PERTH

There are a number of existing facilities around Perth refer to figure 4 and table 5 below. As indicated in figure 4 the closest pump track currently is at Kalamunda just under 20km to the East and the closest skills track is at the Goat Farm, approximately 15km to the East. There are 2 jump tracks located in the City of Bayswater, these are natural surface (dirt) tracks which cater for a small segment of the cycling community.

The existing BMX Jumps adjacent skate park in Wotton Reserve is earmarked for relocation due to development of a multistorey MetroNet Carpark on the site. The outcomes of this study could assist the City of Bayswater to inform a decision on the most suited site for relocation.

Table 5. Existing facilities in Perth Region.

Facility	Scale (Ha)	Surface	Local Government
BMX Track			
Balcatta	1.3	Asphalt	Stirling
Wanneroo	1.4	Asphalt	Wanneroo
Bibra Lake	3.3	Asphalt	Cockburn
Bull Creek	1.5	Asphalt	Melville
Lesmurdie	1.2	Asphalt	Kalamunda
Medina	2	Asphalt	Kwinana
Rockingham	1.5	Asphalt	Rockingham
Byford	1.1	Asphalt	Serpentine-Jarrahdale
Mandurah	0.9	Asphalt	Mandurah
Pump Track			
Kingsley	0.29	Asphalt	Joondalup
College Park	0.14	Natural	Nedlands
Calleya	0.9	Asphalt	Cockburn
Black Stump	0.12	Natural	Kalamunda
Jindowie, Yanchep	1.24	Natural	Wanneroo
Baldivis	0.18	Asphalt	Rockingham
South Lake	0.09	Asphalt	Cockburn
Muchea	0.32	Asphalt	Chittering
Lake Leschenaultia	0.15	Natural	Mundaring
Wellard	0.05	Asphalt	Kwinana
Dixon Reserve Hamilton Hill	0.06	Natural	Cockburn
Perena Rocchi Reserve Yangebup	0.18	Natural	Cockburn
Maddox Estate Piara Waters	0.11	Asphalt	Armadale
Sussex Bend Lower Chittering	0.13	Natural	Chittering
Houghton Park Carramar	0.20	Natural	Wanneroo
Jump Track			
Kingsley	0.3	Natural	Joondalup
Lightning Park Reserve, Noranda	0.48	Natural	Bayswater
Wotton Reserve, Bayswater	0.24	Natural	Bayswater
Skills Track			
Goat Farm		Natural	Mundaring
Kalamunda		Natural	Kalamunda
Safety Track			
Kingsley	0.3	Asphalt	Joondalup
Reg Williams	0.3	Asphalt	Armadale

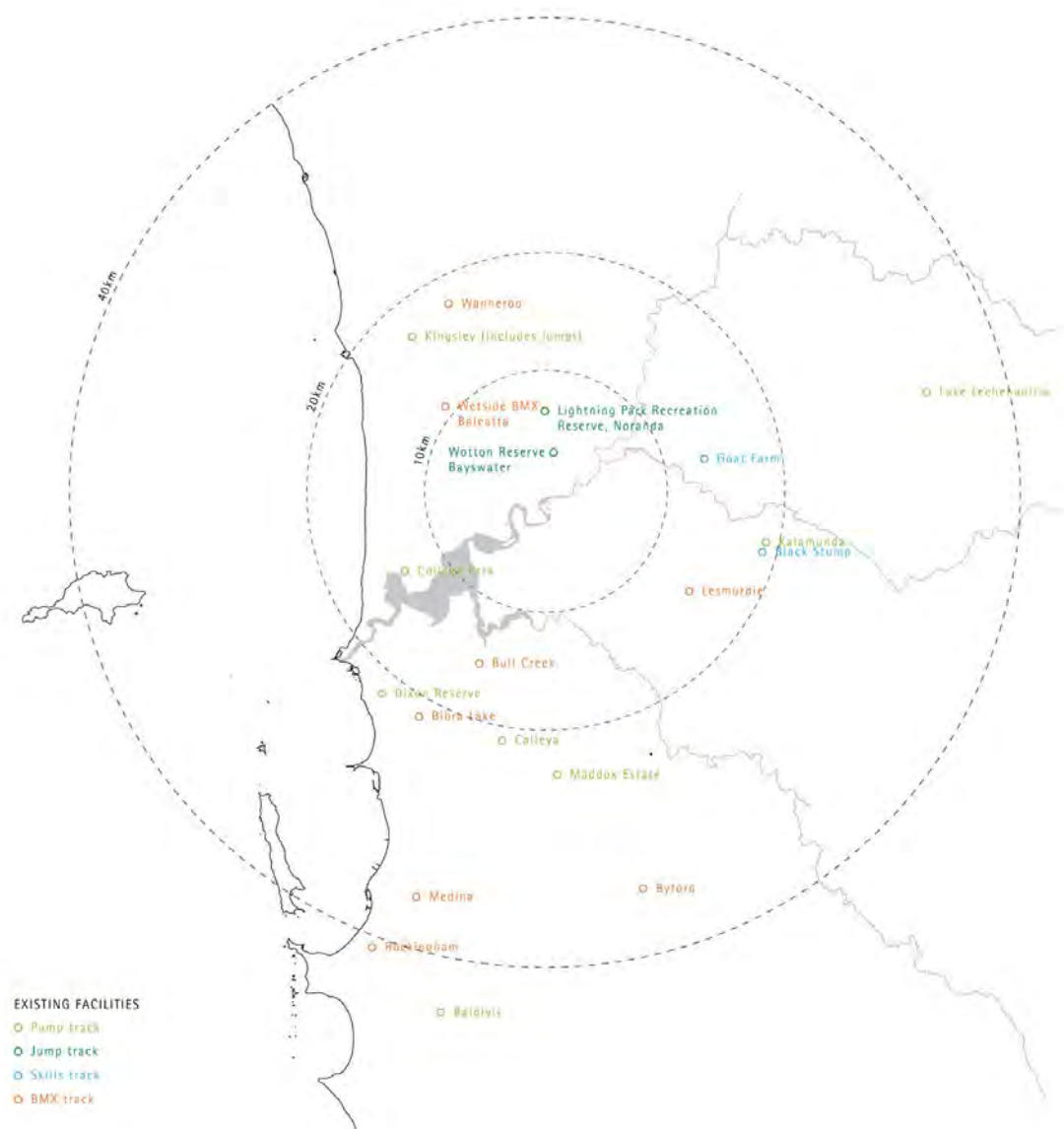


Figure 4. Existing cycle facilities in greater Perth

FACILITY CLASSIFICATION AND TYPOLOGY

CREATING VARIETY

Distributing facilities across the City of Bayswater will prevent an influx to a particular destination, while dispersing users, providing a differing challenge and experience across the City. Depending on the level of investment, there are opportunities to design and construct facilities that meet growing demand and encourage new users to participate.

Having varying classification of facilities will also affect the number of users. Developing large scale, leading edge facilities will see an influx of pleasure seekers from outside and within the City of Bayswater. The recommendations within this report are directed at servicing the City of Bayswater residents first, but at the same time creating facilities that are exciting and create a desire for continual use.

Not all locations are suitable for all cycling disciplines, but grouping facilities together creating Challenge Parks is the most rewarding for the user and generally the most successful facility. Multi-disciplinary sites allow for introductory experiences and skills progression. Alternatively a single discipline community facility is well placed with non-cycling activities to provide an alternative experience whilst other family members are participating in activities such as team sports.

FACILITY CLASSIFICATION

Community

Community facilities are designed to service the community in the immediate vicinity or are supplementary to existing experiences offered at a location. They are small scale, minimal budget projects that create opportunity for introductory experiences and skills development for beginners.

Local

A local level facility is intended to service the City of Bayswater residents. Users may travel within the City to access the facility and multiple local facilities should be strategically distributed across the local government area. Facilities incorporate basic design, simple detail and are value for money. They generally should allow for skills development for beginners and intermediate riders. Local facilities should be constructed within recreation spaces while adjacent to existing infrastructure, this will then provide the capability of holding small local events, competitions and workshops.

Regional

A regional level facility will be attractive to a wider market and will attract users from outside the immediate area. Regional facilities provide a greater level of satisfaction and a desire for residents to return to the same location. These facilities incorporate more technical design elements,

increased detail and will be of higher cost depending on technical features and supporting infrastructure. Development around existing infrastructure greatly reduces the cost of regional facilities. There will be an opportunity to host larger events, competitions and workshops.

State

State level facilities capture a much broader market, with individuals travelling great distances to participate. These facilities will attract all user groups from beginners and new participants through to elite riders. Significant capital expenditure is required to develop a State level facility, but there are major opportunities for return on investment. Competitions will draw spectator crowds, opportunities for facility and equipment hire. There is also opportunities for private enterprise in areas such as hospitality, coaching and private sporting clubs within the facility.

State facilities require a significant investment in supporting infrastructure such as car parking, ablutions, shower facilities, food and beverage; therefore require a significant parcel of land.

FACILITY CLASSIFICATION DESIRED REQUIREMENTS

Key Requirements	Community	Local	Regional	State
Ablutions		✓	✓	✓
Changing facilities & showers				✓
Drinking Water	✓	✓	✓	✓
Designated Emergency Access			✓	✓
Designated Spectator Viewing & Seating			✓	✓
Food and beverage outlets				✓
Lighting		✓	✓	✓
Parking & Drop-Off			✓	✓
Proximity to major community centre		✓	✓	
Public Transport Access			✓	✓
Rubbish Bins	✓	✓	✓	✓
Shelter/ shade		✓	✓	✓

CYCLE DISCIPLINES

In order to assess the suitability and the appropriateness of cycling facilities within the City of Bayswater, it is important that a sound understanding of the potential facilities is established. Within urban interface sites there are a range of facilities that can be developed including; Bike Playparks, BMX tracks, Jump Tracks, Pump Tracks, Learn to Ride Tracks and Skills Tracks. Where there is appropriate land available longer purpose built mountain bike trails may also be appropriate.

BIKE PLAYGROUND

Bike playparks include features such as tunnels, ramps, walls, balance planks and are designed to suit a more playful riding style, incorporating tricks and highly skilled riding. Typically bike playgrounds have a more urban character, with constructed elements rather than more natural features.



BMX TRACKS

BMX tracks typically consist of a single lap track usually between 300-400m, constructed from compacted dirt and asphalt, with a start ramp and features such as tabletops, gap jumps and rhythm sections. BMX racing rewards strength, speed, and bike handling. BMX tracks are typically used in a structured and organised setting rather than unstructured play.



PUMP TRACKS

A pump track is a 1-3 metre wide track that can be used for bicycle, skateboard, in-line skates and scooter riders to practice skills on a series of features, such as berms and rollers placed in quick succession. Essentially they are scaled down BMX tracks which do not require pedaling. 'Pump' refers to the action made by riders pushing down with their arms and legs to manoeuvre the bike or board over features to maintain momentum without pedaling or pushing-off the ground. Typically, tracks can be ridden continuously, and different combinations of features can be linked to provide a varied challenge. Bike handling skills can be transferred to other mountain bike tracks. Well designed pump tracks cater for all abilities, with all features being roll-able for beginners, and allowing for progression to pumping, and even jumping for more advanced riders. Riding a pump track is easy and children are typically comfortable using them within 10-20 minutes.

A well designed pump track provides enough challenges to stay attractive for years, because the rollers and berms can be combined and transitioned in different directions, creating opportunity for skilled riders to do jumps and maneuvers. Pump tracks can be made from natural soil, hardened surfaces, wood, fibreglass, concrete or asphalt. Historically pump tracks were constructed from natural soil blends and required significant ongoing maintenance. More recently, world's best practice is tending toward lower maintenance surfacing techniques and materials, such as asphalt, which are inclusive for a larger user base of wheeled-sports including skateboarding, scooters, in-line skates and non-off road bikes.



JUMP TRACKS

Jump tracks typically feature a series of jumps of various size and technicality in multiple lines. Provision of jump tracks is a vital inclusion allowing for progression for young people through to adults who seek an alternate and often more challenging experience than a pump track. Jumps are developed so that they allow for progression while always keeping safety in mind. Featuring all types of jumps, including table-tops, gaps, step-ups, step-downs and hips, with features linked so riders flow immediately from one to the next. Ideally, a rider will not have to brake between jumps. Well-designed jump tracks offer a wide variety of challenges, from easy rollers to big jumps. A diversity of lines will allow riders to build their skills gradually and will create a park that is fun for all abilities. Typically, jump lines are arranged side-by-side with increasing difficulty, all starting at a common roll-in hill and traveling in the same direction. Jump tracks are primarily constructed of soil, however increasingly jump take offs and entire jump lines are being made from hardened surfaces, such as wood, concrete and asphalt. This significantly reduces ongoing maintenance and improves the rideability of the facility.



SKILLS TRACKS

Skills tracks feature man-made technical trail features that test the skills of a rider and allow them to try features that they may encounter on trails in the region. Typical features may include log rollovers, log rides, balance planks, rock drops and other technical features. They can also incorporate street features such as rails and wall rides, or freeride stunts like ladder bridges, skinnys, teeters and drops. Importantly all features are built with progression allowing users to start small and build their confidence up to larger features. Successfully executed skills park areas feature a diverse range of materials and can look like well landscaped areas or 'nature play' areas with natural features such as timber, logs and rocks.



LEARN TO RIDE/ SAFETY TRACKS

Learn to ride, also known as safety tracks, make learning road rules fun for young people on bikes and scooters. A safety track features a miniature road network giving real life experiences while learning essential safety skills. Safety tracks are designed to enable reading traffic signals, crossing railways and school crossings, negotiating roundabouts/ gutters, recognising traffic signs and line marking, and cycling on roads or footpaths. Safety tracks are typically constructed using materials and features as they would be encountered in the real world including asphalt and concrete combined with various line marking and road safety signage. To improve the enjoyment of these tracks, features like fuel stations and parking areas can be included for diversity.



CHALLENGE PARKS

Pump, jump, skills and learn to ride tracks are often integrated into one, larger-scale, seamless facility under the banner of challenge parks. Challenge parks are larger scaled developments featuring multiple bike related facilities and are used to improve riding skills. Their combined facilities provide an excellent entry point into bike riding while offering technical riding features for more advanced riders all within one convenient and safe location.

Challenge parks are typically developed with soft landscaping, hardscaping and site improvements turning the area into an aesthetically pleasing community hub and making them suitable for urban interface developments. Due to their offerings, challenge parks also often act as a trailhead or hub for the area's greater trail networks. Urban interface challenge parks provide significant community benefit with extensive use from youth, but also recreation enthusiasts and, when of significant scale, tourists. Such facilities have proven extremely successful nationally and internationally.



DISTRIBUTION MODEL

The City of Bayswater has a significant youth population, bordered by significant population centres and major key attractions including the Swan River and numerous schools.

The most appropriate areas for development have significant existing user bases and therefore both Local and Regional facilities have been deemed the most appropriate to be developed at equal intervals across the City.

SITE SELECTION

The following sites were selected by the City of Bayswater for this assessment (refer to figure 6):

- Riverside Gardens East
- Lightning Park (excluding Lightning Swamp surrounds)
- Arbor Park
- Houghton Park
- Tranby/Clarkson Reserve (between Tranby House and the Maylands Police Academy)
- Claughton Reserve

These locations were assessed for their suitability to host a recreational cycling facility.



Figure 5. Precedent image – Golden Bay Pump Track

MATERIAL SELECTION

Material selection will determine the ongoing management requirements and user experience. A range of surface treatments exist for various components of recreational cycle facilities. While natural materials can be more affordable and are often desired by the community, they can create significant ongoing management requirements and often fall into disrepair. Conversely hardened materials

can be a larger capital investment, but typically see higher participation and far less management requirements.

Ultimately a successful facility often has a range of materials within different facility components. The following table identifies the advantages and disadvantages with each material.

				
	NATURAL EARTH	MODULAR	ASPHALT	CONCRETE
ADVANTAGES	Low material cost Involvement of local volunteers Flexibility (layout and design can be changed any time) Natural look and feel Construction possible in bushland Softer surface	Unskilled labour Relocatable Suitable for bikes, skateboards, inline skate, scooters	Moderate cost Low maintenance, durable & sustainable Low rolling resistance High traction Year round usability in any weather Suitable for bikes, skateboards, inline skate, scooters Consistent surface quality Neat look & resistant against vandalism	Durable, sustainable Low rolling resistance Year round usability in any weather Surface structure choice (smooth, grippy, rough) Colour choice Usable for bikes, skateboards, inline skate, scooters Resistant against vandalism Neat look
DISADVANTAGES	High and frequent maintenance Only usable in good weather conditions Suitable for off road bikes only Susceptible to peak weather damage Typically falls into disrepair Often looks dilapidated	High cost Moderate maintenance Highly susceptible to damage and to vandalism Damage irreparable Limited customisation	High material cost Abrasive surface Skilled labour	Very high construction cost High material cost Abrasive surface Skilled labour
MANAGEMENT REQUIREMENTS	High	Medium	Low	Low
APPROPRIATE MANAGER	Volunteer Groups	Event Promoter	Local Government / Developer	Local Government / Developer
RECOMMENDED FACILITY	Dirt Jump landings, Skills Park	Relocatable Pump Track	Pump Track, Jump Tracks, Safety Track	Jump Lips
APPROPRIATE SETTING	Bushland	Temporary Sites	Urban Parkland	Urban Parkland

LOCATION RECOMMENDATIONS

The 6 locations identified by the City of Bayswater were investigated. While there is potential for significant community and social benefit through the development of cycle facilities, there are also risks associated with inappropriate development. The cornerstone of successful development is appropriate site selection. The following characteristics must be considered when identifying and assessing a site;

- Proximity to supporting recreational activities
- Accessibility for users
- Connectivity to related activities
- Terrain and geology of site
- Hydrology / drainage
- Tenure and deliverability
- Competing site uses
- Impact on surrounding land use
- Scale of site
- Flora, fauna, cultural and hygiene constraints

In order to establish if the identified locations present an appropriate site for a cycle facility, a site assessment was undertaken. On ground review and desktop assessment of the site was undertaken using a broad set of criteria including;

- Land information – tenure, land manager, management plan
- Location – proximity to existing recreation areas
- Scale – physical and usable size of site
- Strengths – positive attributes of the site
- Weaknesses – negative attributes of the site

A desktop analysis of all locations was carried out including basic multi criteria analysis to enable comparison between the sites, results are provided in table 6 below. Desktop analysis was followed by on ground confirmation of findings.

Table 6. Multi Criteria Analysis (MCA) of the 6 identified sites within the City of Bayswater.

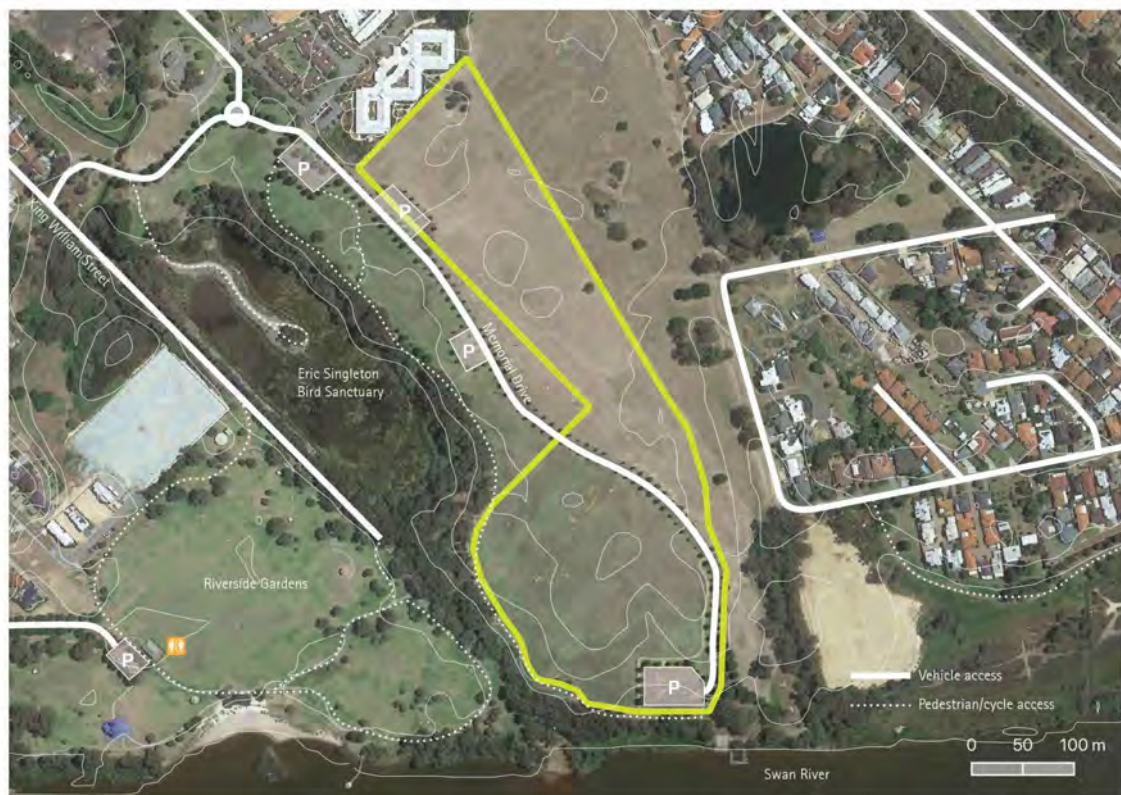
Criteria (rated out of 5)	Riverside Gardens East	Lightning Park Recreation Centre	Arbor Park	Houghton Park	Tranby/Clarkson Reserve	Cloughton Reserve
Physical site conditions and technical considerations	4	5	5	5	3	3
Is the site capable of hosting the various styles of BMX/pump (local scale facility)	5	5	5	5	5	5
Appropriate terrain/geology/hydrology	3	5	4	5	3	3
Scale of site	5	5	5	5	5	5
Tenure and deliverability	3	5	5	5	2	2
Flora/fauna/cultural/phytophthora hygiene constraints	5	4	5	5	2	2
Access/transport	3	3	3	4	3	3
Is there access to public transport	3	2	3	4	3	1
Are there pedestrian/footpath connections from transport nodes	3	2	3	2	3	1
Is there a safe drop off area or adequate parking	3	5	2	5	1	2
Is the site in proximity to the PSP	5	3	3	4	5	5
Passive surveillance, security and safety	5	4	4	5	5	4
Is the site visually prominent with good passive surveillance from other park users	4	3	4	5	5	3
Is there a short distance from police response calls and is there ease of access for police response	5	3	4	4	4	4
Can the site provide easy emergency vehicle access	5	5	5	5	4	4
Does the location enable safe entry to and from the site and allow for adequate setbacks from busy roads	5	4	4	4	5	5
Supporting amenities (water, toilets, shade, food and drink)	3	4	2	5	4	5
Are associated amenities such as public toilets, water, shelter and shade, existing and available or cost effective to install at the site?	3	4	2	5	4	5
Impact on existing facilities, adjoining uses and users	4	5	4	5	4	4
Is the site located sufficient distance from nearby incompatible uses, activities or services	4	5	4	4	4	4
Is the site located such that noise and visual impacts for surrounding residents could be minimised	4	5	2	3	3	4
Context	5	3	3	4	5	5
Is the site located in proximity to other similar existing or proposed facilities	5	4	3	4	4	4
TOTAL (max possible score is 30)	24	25	20	26	22	23
	80%	83%	67%	86%	73%	76%



Figure 6. Assessed sites in the City of Bayswater

RIVERSIDE GARDENS EAST

Land information	Scale	Strengths	Weaknesses	Other Considerations
Reserve	93,000sqm	Existing key infrastructure in proximity including car parking, cycle paths	Closest toilets located in Riverside Gardens	Part of the site falls within the Swan and Canning Rivers Development Control Area (DCA, therefore; subject to the cost of the works, the development will require development approval either under the Swan and Canning Rivers Management Act 2006 or Swan and Canning Rivers Management Regulations 2007.
Zoned Parks and Recreation		Mature trees which will provide shade and amenity value	Potential Acid sulphate soils	
Managed by City of Bayswater		Located in an area currently lacking in supply of similar cycle facilities	Low lying terrain prone to flooding and retaining water	
		Close to the Bayswater Scout Hall		



LIGHTNING PARK RECREATION CENTRE (EXCLUDING LIGHTNING SWAMP SURROUNDS)

Land information	Scale	Strengths	Weaknesses	Other Considerations
Reserve Type 3R	47,000sqm	Existing key infrastructure in proximity including car parking, toilets	Accessibility for users without vehicle – public transport access is poor	Existing toilets would require public access
Zoned Parks and Recreation		Located on the Principal Shared Path	Adjacent a registered Aboriginal Heritage site	Rethink of access and parking to promote presence of cycle facility and allow for ease of access.
Managed by City of Bayswater		Existing cycle facility onsite (dirt jumps)	Trailbike riders frequent the site	
		Appropriate terrain	Passive surveillance is limited	
		Minimal impact on surrounding land use		
		Scale of site		



ARBOR PARK

Land information	Scale	Strengths	Weaknesses	Other Considerations
Reserve Type 3R	97,000sqm	Mature trees which will provide shade and amenity value	Proximity of surrounding residential	Close to Kiara College
Zoned Local Public Open Space		Ample space for a cycle facility	No formal car parking or toilet facilities existing	Site is a revegetation project site with additional plantings proposed.
Managed by City of Bayswater			Drainage basin through middle of reserve	



HOUGHTON PARK

Land information	Scale	Strengths	Weaknesses	Other Considerations
Reserve	82,000sqm	Existing key infrastructure in proximity including car parking, toilets, cycle paths	Proximity of surrounding residential	
Zoned Local Public Open Space		Mature trees which will provide shade and amenity value		
Managed by City of Bayswater		Ample space for a cycle facility		
		Has some elevation change suitable for creating interest in cycle trails		
		Very well connected to the PSP		



TRANBY/CLARKSON RESERVE (BETWEEN TRANBY HOUSE AND THE MAYLANDS POLICE ACADEMY)

Land information	Scale	Strengths	Weaknesses	Other Considerations
Reserve Type 3R Zoned Parks and Recreation Managed by City of Bayswater	72,000sqm	Existing key infrastructure in proximity including car parking, cycle paths Mature trees which will provide shade and amenity value Ample space for a cycle facility Located in an area currently lacking in supply of similar cycle facilities	No public toilets Proximity of surrounding residential Low lying terrain prone to flooding and retaining water Registered Aboriginal Site covering reserve	The site falls within the Swan and Canning Rivers Development Control Area (DCA, therefore; subject to the cost of the works, the development will require development approval either under the Swan and Canning Rivers Management Act 2006 or Swan and Canning Rivers Management Regulations 2007 Redevelopment of Maylands Waterland Stage 1 could see increase in park visitation



CLAUGHTON RESERVE

Land information	Scale	Strengths	Weaknesses	Other Considerations
Reserve Type 3R	72,000sqm	Existing key infrastructure in proximity including car parking, toilets, cycle paths	Proximity of surrounding residential	The site falls within the Swan and Canning Rivers Development Control Area (DCA, therefore; subject to the cost of the works, the development will require development approval either under the Swan and Canning Rivers Management Act 2006 or Swan and Canning Rivers Management Regulations 2007
Zoned Parks and Recreation		Mature trees which will provide shade and amenity value	Low lying terrain prone to flooding and retaining water	
Managed by City of Bayswater		Ample space for a cycle facility	Registered Aboriginal Site present	
		Located in an area currently lacking in supply of similar cycle facilities		



OVERALL RECOMMENDATIONS

The recommendations outlined below propose a suite of facilities within the City of Bayswater spread across the City, each with a different focus. There may be scope for additional local scale facilities at reserves not assessed in this study, such facilities would complement the proposed regional scale facilities and provide access for a broader segment of the community especially those without access to vehicle or limited access to public transport.

Table 7. Recommendations

Site	Facilities	Users	Construction	Comments
Riverside Gardens East	Challenge Park featuring: Kids adventure/nature playground Learn to ride track Pump rack Bike playground	Younger demographic with beginner friendly features but encouraging progression.	Regional	Development of a challenge park will improve the amenity value of Riverside Park activating the space while not impacting on surrounding land uses or existing park users. Note additional toilets will need to be included in any development at Riverside Gardens East, due to distance of existing facilities in Riverside Gardens West of Eric Singleton Bird Sanctuary.
Lightning Park Recreation Centre	Challenge park featuring: Pump Track Jump lines (ideal location for relocation of Wotton Reserve jump facility) Skills loop	Advanced riders with larger and more technically difficult features	Regional	Space for larger scale facility Disturbed site, development would improve site amenity and activate the site.
Arbor Park	None	-	-	Not considered to have desirable terrain for a cycle facility Lacks the support infrastructure needed to make a facility viable Distanced from public transport and the PSP
Houghton Park	Pump track	Beginner – advanced riders	Regional	Ideal space for a pump track but limited in terms of jumps and skills circuit. A pump track will complement the existing reserve uses. Location provides access for those in the middle of the City
Tranby/Clarkson Reserve	None	-	-	Impacts on amenity value for surrounding residents and existing park users. Proposal at Riverside Gardens East is in close proximity.
Cloughton Reserve	None	-	-	Impacts on amenity value for surrounding residents and existing park users. Proposal at Riverside Gardens East is in close proximity.

NEXT STEPS AND IMPLEMENTATION

Recommended next steps include progressing each location through appropriate development process including community consultation and development of concept plans for each proposed facility/site. The City of Bayswater should consider the recommendations in context of other recreation facility priorities and projects, taking into consideration funding availability and future master planning at assessed sites.

STAGING

While this report does not suggest the priority of development, there is potential to develop the recreational cycling facilities within the City of Bayswater over a number of stages and years. Community consultation on preferred locations should be considered as the first step with concept and detailed design following. The concept design should consider staging and which components of the overall development should be a priority. Once the concept is approved detailed design and construction of each element can happen all at once or in stages.

CAPITAL COSTS

Costing has been determined based on previous Common Ground Trails design and construction contracts, and industry knowledge. Table 8 outlines costs associated with recommendations provided. It should be noted that these costs are indicative and subject to large changes based on scope, materials, additional site furniture, re-location of overhead or underground services, de-contamination of land, upgrades to existing parking, toilets and roads, and many other influencing factors. These costs don't account for staging of works.

Based on the assessment carried out Regional scale facilities were deemed the most appropriate for these sites. Should the City wish to develop smaller community or local scale facilities Table 9 provides an indicative cost range from planning through to design and construction for different facilities and scales.

Table 8. Costings based on recommendations:

GPC Design – GPC Construction – Notes				
Riverside Gardens East Challenge Park	Concept Development	\$30,000	-	
	Pump Track	\$20,000	\$300,000	Approx 600sqm
	Learn to Ride Track	\$5,000	\$70,000	
	Bike Playground	\$5,000	\$100,000	
	Support Infrastructure	\$20,000	\$300,000	Trailhead, shade, toilets, seating etc
	TOTAL	\$80,000	\$770,000	
Lightning Park Challenge Park	Concept development	\$30,000	-	
	Pump Track	\$20,000	\$400,000	Approx 800sqm
	Jump Track	\$20,000	\$200,000	
	Skills Loop	\$5,000	\$150,000	
	Support Infrastructure	\$20,000	\$200,000	Trailhead, shade, seating, connecting paths etc
	TOTAL	\$95,000	\$950,000	
Houghton Park Pump Track	Concept development	\$10,000		
	Pump Track	\$20,000	\$250,000	Approx 500sqm
	Support Infrastructure	\$10,000	\$100,000	Trailhead, shade, seating etc
	TOTAL	\$40,000	\$350,000	

Table 9. Costing range based on facility type and scale (indicative cost for planning, design and construction, displayed in thousands):

	Bike Playground	BMX	Jump Track	Learn to Ride	Pump Track	Skills Track
Community	\$75-150	\$50-100	\$50-75	\$50-100	\$50-100	\$25-50
Local	\$150-250K	\$100-200	\$75-100	\$100-200	\$100-200	\$50-100
Regional	\$250-500K	\$200-400	\$150-500	\$200-400	\$200-400	\$100-300
State	\$500K+	\$400+	\$500+	\$400+	\$400+	\$300+

ONGOING COSTS

Once a cycle facility is in place, it is essential to understand the ongoing upkeep required to maintain the facility to a safe and functional condition. A management plan should be developed for each site prior to development. This will outline required maintenance, resources, annual budgets and asset lifespan information. It is estimated that cycle facilities outlined in this assessment if designed and constructed to best practice principles, meeting the required tolerances and specifications of current industry standards, will have a functional life of approximately fifteen years before major repairs, renovation or renewal is needed.

Over time, the facility will be exposed to user wear and tear, environmental impacts and natural weathering. These factors impact the asphalt, steel, timber, surface treatments, painting and other components. Regular maintenance of these facilities is extremely important for their function, to remain relevant, safe and prolong facility life. Industry experience suggests the following guides for ongoing costs, note these estimates do not include maintenance for landscaped areas or parkland context.

	% of original cost	Tasks
Ongoing maintenance (annual)	1-3%	Ongoing maintenance including minor repairs, inspecting for defects and ensuring facility is safe.
Renovation (5 years)	3-5%	Major renovation to rectify any significant issues
Renovation (10-15 years)	5-10%	Major renovation to rectify any significant issues
End of life (20 years)	100% plus inflation	Full replacement



Figure 7. Precedent image – Baldvis Pump Track and playground

FUNDING & DELIVERY

FUNDING

Additional to City of Bayswater capital investment there are a number of potential funding options and partnerships available for the facilities suggested in this report. The following funding partners and grant opportunities are aimed at the improvement of community health, youth health, or increasing active recreational opportunities, and have potential to be supportive of a facility such as that proposed:

- Lotterywest – Community spaces outdoor www.lotterywest.wa.gov.au/grants
- Lotterywest – Trails: www.lotterywest.wa.gov.au/grants/grant-types/trails
- Sport Australia – Community Sport Infrastructure Grant: www.sportaus.gov.au/grants_and_funding/community_sport_infrastructure_grant_program
- Commonwealth Bank Staff Community Fund: www.commbank.com.au
- Department of Local Government, Sport and Cultural Industries – Youth engagement Grants Program, Community Sporting and Recreation Facilities Fund (CSRFF): www.dlgs.wa.gov.au/GrantsFunding/Pages/Youth-Engagement-Grants-Program [www.dsr.wa.gov.au/funding/facilities-\(csrff\)](http://www.dsr.wa.gov.au/funding/facilities-(csrff))
- Healthway Health Promotion Project Grants and Sport and Racing sponsorship: www.healthway.wa.gov.au
- RAC Sponsorship – Community Partnerships: www.rac.com.au
- Telstra Foundation Social Innovation: exchange.telstra.com.au



DELIVERY

There are three delivery methods which can be considered for the development of recreational cycling facilities within the City of Bayswater; professional, professional with volunteer assistance and volunteer led. Delivery methods are often determined by location of the development and the quality of facility required. Facilities developed in urban and urban fringe are typically led or undertaken by professional designers and contractors. Developments located in the natural landscape have a higher potential for volunteer development. The following outlines the benefits and constraints with each of the delivery methods.

Professional

Professional design by industry specific designers, typically yields high quality and accurate documentation enabling competitive and accurate pricing. Professional design can be costly but typically ensures successful and highly desirable facilities. Typically professional designers will host workshops to foster community participation and ownership. Professional construction by industry specific contractors, ensures high quality with a high level of accountability. Professional construction is most appropriate when the project incorporate hardened surfaces and landscaping requirements. It does however have higher capital costs and can lead to reduced ownership if not successfully delivered. Development progress is typically fast.

Professional and Volunteer Assistance

Community led design with professional documentation can yield high quality and accurate documentation and community ownership. It remains costly and can have compromised design outcomes if not successfully managed.

Professional led construction, by industry specific contractors, with volunteer assistance can yield high quality but with a reduced level of accountability. Volunteer assisted construction is most appropriate when the project incorporates a combination of natural and hardened surfaces. Volunteer assisted projects can be difficult to price and unless volunteer involvement is significant, it can increase the cost of development through increased management requirements.

Volunteer

Community led design with minimal input from professionals can be low cost but can often lead to lower quality documentation and potentially less useable facilities. Volunteer led construction is most appropriate for natural surface developments in urban fringe and natural landscape settings. Accountability of the final outcome is significantly reduced and development progress is typically slow. Volunteer led construction can lead to significant community ownership, if the final product is desirable.

REFERENCES

1. City of Bayswater, Local Bike Plan, 2014
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3. Department of Transport, Your Move <https://yourmove.org.au/journey-planner/>
4. Australian Bureau of Statistics, Regional Summary – Bayswater <https://itt.abs.gov.au/>
5. Australian Bureau of Statistics, Regional Summary – Bayswater <https://itt.abs.gov.au/>
6. Western Australia, Strategic Cycling Facilities Review, West Cycle
7. ABS (2012), Children's Participation in Cultural and Leisure Activities, Australia, 2012, code 4901.0
8. Western Australia Strategic Cycling Facilities Review (2017)
9. BMX Sports Western Australia, (2017). 2016-2017 Annual Report
10. Western Australian Mountain Bike Strategy 2016 – 2020 Unlocking the potential.



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11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**11.1 Cr Filomena Piffaretti, Deputy Mayor - Rate Exemptions - Bayswater Town Centre*****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 Chairperson of Bayswater Community Financial Services which owns 83 Whatley Crescent, Bayswater, within the Town Centre and the Bank is also spending funds within the Town Centre. At 7:41pm, Cr McKenna withdrew from the meeting.

At 8:00pm, the A/Director of Works and Infrastructure, George Rimpas, and the Manager Governance and Organisational Strategy, Darren Beltman, left the meeting.

At 8:01pm, the Manager Governance and Organisational Strategy, Darren Beltman returned to the meeting.

At 8:02pm, Mr George Rimpas, Acting Director Works and Infrastructure returned to the meeting.

In accordance with clause 5.3(1) of the City of Bayswater's *Standing Orders Local Law 2018*, Cr Filomena Piffaretti, Deputy Mayor, raised the following motion:

COUNCIL RESOLUTION

That Council:

- 1. Requests that the Chief Executive Officer investigate the financial impact of applying a temporary rate exemption for each of the small businesses owners in the Bayswater Town centre who pay rates and are impacted financially by the METRONET works.**
- 2. Requests that the Chief Executive Officer, as part of the investigation, consider the following:**
 - a) The exemption is to only apply to business owners who can provide evidence of the financial impact and in the case of landlords, those who pass on their rate component to the tenant to pay.**
 - b) The impact of the proposed exemption on the City's financial position.**
 - c) Any precedence that this initiative may set.**
 - d) A recommended period for which the exemption is to be granted and appropriate period for review of the exemption.**
- 3. Requests a report to be provided with the outcomes of the investigation to the April Ordinary Council Meeting.**

CR FILOMENA PIFFARETTI, DEPUTY MAYOR MOVED, CR STEVEN OSTASZEWSKYJ SECONDED

CARRIED: 5/3

FOR: *Cr Steven Ostaszewskyj, Cr Stephanie Gray, Cr Filomena Piffaretti, Deputy Mayor, Cr Lorna Clarke and Cr Dan Bull, Mayor*

AGAINST: *Cr Sally Palmer, Cr Elli Petersen-Pik and Cr Giorgia Johnson,*

At 8:04pm, Cr Barry McKenna returned to the meeting.

MATERIAL FACTS

In accordance with clause 5.3(3) of the City of Bayswater *Standing Orders Local Law 2018*, the Chief Executive Officer may provide relevant and material facts and circumstances pertaining to the notice of motion on such matters as policy, budget and law.

In investigating the financial impact of such a rate exemption the City would need to consider:

- Whether an exemption could be applied or some other form of concession consistent with the requirement of the *Local Government Act, 1995*.
- Alignment with the intent of the Support Baysie Business promotional campaign.
- The impact foregone rates income would have on all other ratepayers in the City.
- The period of time the exemption to be considered extends, and the resultant impact upon the City's long term financial plan.
- Consideration of the State Government's role and their responsibility to mitigate the business interruption as opposed to the other ratepayers of the City.
- The level of impact will vary from business to business throughout the town centre and it will therefore be critical to apply an equitable means of financially supporting businesses. It is possible that there may be businesses that will benefit from having a large construction workforce in the town centre.
- Determination of the boundary of the impact.
- Whether some residents may believe an exemption should extend to residential properties in the wider Bayswater area too.
- The additional complexity of rates administration.
- Whether a precedent may be set for requests for rates to be waived for other State Government or City projects. There are multiple other State Government projects underway in the district where there will be some impact on businesses and residents.
- Consideration of initiatives that the City and Evolve are undertaking, which will have a direct benefit for the businesses in the Bayswater town centre, such as access to alternative parking options for their customers.

OFFICER'S COMMENT

Should this motion be carried, the impact of applying a temporary rate exemption for each of the small business owners in the Bayswater Town Centre who pay rates and are impacted financially by the METRONET works will be evaluated and presented to Council for consideration at its Ordinary Council Meeting of 27 April 2021.

LEGISLATIVE COMPLIANCE

Local Government Act 1995, s 6.12, s 6.26(2) and s 6.48; and Local Government (Financial Management) Regulations 1996, s 69A.

FINANCIAL IMPLICATIONS

Should this motion be carried, the financial implications will be identified in the report to be considered by Council at its Ordinary Council Meeting of 27 April 2021.

STRATEGIC IMPLICATIONS

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

Theme: Our Local Economy.
Aspiration: A business and employment destination.
Outcome E1: Support initiatives for local business.

CONCLUSION

Should this motion be carried, the impact of applying a temporary rate exemption for each of the small business owners in the Bayswater Town Centre who pay rates and are impacted financially by the METRONET works will be evaluated and presented for Council consideration at the April Ordinary Council Meeting.

VOTING REQUIREMENT

Simple Majority required.

11.2 Cr Elli Petersen-Pik - Footpath Continuity

In accordance with clause 5.3(1) of the City of Bayswater's *Standing Orders Local Law 2018*, Cr Elli Petersen-Pik raised the following motion:

"That Council requests the City to:

- 1. Prepare a new policy or changes to any existing City policy, requiring all new footpaths constructed by the City to be constructed through existing crossovers, wherever possible, in order to maintain the visual and physical continuity of the path along the street, in accordance with WALGA's 'Guidelines and Specifications for Residential Crossovers' section 4.1.3, and similar to the City of Stirling's "New Footpath Policy", the City of Rockingham's "Specification for the Construction of Residential Crossovers", and the City of Melville's "Crossover Guidelines and Specifications".*
- 2. Present the proposed policy for consideration at the next meeting of the Policy Review and Development Advisory Committee. "*

COUNCIL RESOLUTION

That Council requests the City to:

- 1. Prepare a new policy or changes to any existing City policy, requiring all new footpaths constructed by the City to be constructed through existing crossovers, wherever possible, in order to maintain the visual and physical continuity of the path along the street, in accordance with WALGA's 'Guidelines and Specifications for Residential Crossovers' section 4.1.3, and similar to the City of Stirling's "New Footpath Policy", the City of Rockingham's "Specification for the Construction of Residential Crossovers", and the City of Melville's "Crossover Guidelines and Specifications".**
- 2. Present the proposed policy for review at the next meeting of the Policy Review and Development Advisory Committee.**

CR ELLI PETERSEN-PIK MOVED, CR SALLY PALMER SECONDED

CARRIED UNANIMOUSLY: 9/0

REASON FOR CHANGE

The Council made a minor amendment to Limb 2, changing the word 'consideration' to 'review' to highlight that Council has made a direction and the expectation is that the Policy Development Review Committee will now review the wording of the policy.

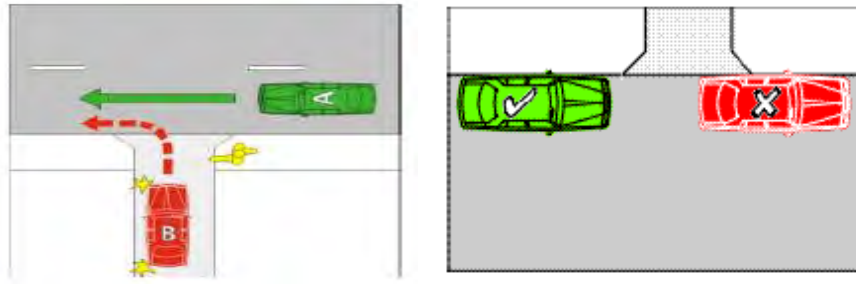
MATERIAL FACTS

The City's does not have a footpath policy however the current practice is to construct new and reconstructed footpaths and cycleways along the kerb line, where practicable, with crossovers being retained in place between the property boundary and the roadway. The only exception is where unless the grade is adverse and/or presents an unacceptable risk to the walking environment for people with disabilities or seniors.

The City has 354km of footpaths however a great number of existing footpaths have been placed 300mm off the property boundary line. Since September 2016 the City has predominantly constructed paths on the kerb line as part of the review of the New Path Program.

OFFICER'S COMMENT

The City of Bayswater's current practice is to construct all new footpaths along the kerb line, however, the footpath does not continue through existing crossovers. This meets the intent of the Road Traffic Code 2000, as per sketch below and Austroads Guide to Road Design, to provide clear visibility of pedestrians to vehicles on the roadway and clear visibility of pedestrians by motorists reversing from driveways onto the crossover and by traffic turning into crossovers from the roadway.



Constructing footpaths through crossovers was considered however experience indicates that this has not been acceptable to the community at large. It is not uncommon for households to have high material finished crossovers constructed and these households invoke all sorts of complaints that not even best practice guidelines can placate and often result in entire footpaths being deferred or abandoned. In addition, apart from it being disruptive to the home owner it is perceived as wasteful.

Austrroads guide to Road Design Part 6A - Paths for Walking and Cycling Section 4.2.1 refers only to where there is an issue of vehicular failing to give way it may be necessary to reinforce priority to the path users which would be mostly in high foot traffic areas where there is an ongoing issue of high conflicts. Methods to reinforce the priority include continuing the path surface across driveways or through the use of signs or pavement markings.

The Western Australian Local Government Association's (WALGA) *'Guidelines and Specifications for Residential Crossovers'* a guideline which refers primarily to the Austroad Standard it makes a recommendation that the footpath be provided in a continuous manner across all residential crossovers as illustrated in the figure 7, extracted from the guideline.



Figure 7 Plan View of Model Crossover Design

The City is not aware that the construction of footpaths through or not through crossovers is a widespread safety issue in the community or would make a material difference to the perceived safety however has received complaints relating to damage caused by in-fill building works, and vehicles obstructing footpaths.

Whilst the construction of footpaths through crossovers would delineate the priority of pedestrians over motorists it is unlikely to have a material benefit unless accompanied with a public education campaign of the Road Traffic Code by the Office of Road Safety of the priority of pedestrians over cyclists and motorists. The perception of safety offered by a continuous footpath through a crossover may in fact provide a false sense of security similar to the issue of pedestrian crosswalks until their widespread removal through the 1980's. The priority of a continuous path is obvious to the pedestrian but less obvious to the motorist who is concerned with other traffic and safe turning movement into a crossover rather than a crossover delineation.

FINANCIAL IMPLICATIONS

It is estimated that the cost of constructing footpaths through the average 4.5m crossovers with 1.2m wings on a typical 20m property frontage would be approximately \$1,100 for each residential property and would reduce the length of the current footpath programme by 35%.

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

There is insufficient evidence to support the assertion that safety, accessibility or priority will be improved by constructing footpaths through crossovers however if Council supports that footpaths be constructed through crossovers the material facts suggest that the network of new paths in places where none exist will or require a budget increase of approximately 50% to maintain existing path lengths.

12. QUESTIONS FROM MEMBERS WITHOUT NOTICE

Councillor / Question		Response / Action
1	Cr Barry McKenna	A/Director of Works and Infrastructure.
	<i>A few residents have been enquiring regarding the mowing regime on the Cnr of Beechboro Road moving along Benara Road. There is a lot of high grass. Why is the grass so high? There is a section within Paperbark Way on the other side, with grass up to half a metre high.</i>	The Chairperson, Cr Dan Bull, Mayor, advised that this will be taken on notice.
2	Cr Lorna Clarke	Director Major Projects
(a)	<i>Following up from last month's questions, just want to get an update regarding any further clarification on any potential compensation for businesses in the Bayswater Town Centre from PTA/ METRONET.</i>	The Director of Major Projects, Mr Doug Pearson, advised there is a meeting on Thursday where the City will be raising this issue with Evolve.
(b)	<i>From the City's point of view, is there any further monitoring being undertaken on car parking arrangements, particularly in the carpark next to the Lacrosse Club and when will this come back to Council?</i>	It is being monitored and will be reported back to the April 2021 Ordinary Council Meeting as part of the previous Council resolution.

Councillor / Question		Response / Action
3	Cr Sally Palmer	Director Community and Development
	<i>Is the Policy in situ now in relation to the \$450 fine for abandoned shopping trolleys?</i>	The Director Community and Development, Mr Des Abel, advised that this is part of the new <i>Local Law</i> which has not yet been gazetted.
4	Cr Elli Petersen-Pik	Director Major Projects
(a)	<i>There appears to be some confusion amongst residents as to when they need to commence FOGO. Initially, residents and Councillors were advised that FOGO was to commence once you receive the kitchen caddy, however, today I've received a response from the City indicating that the letter received by residents in the caddy is the start date for the new system. Accordingly which date is correct?</i>	The Director of Major Projects advised that Cr Petersen-Pik's email was received and a response sent. There are two different start dates for each Area for the commencement of FOGO and details were provided to Councillors in a Memorandum dated 5 March 2021 to clarify. There were logistical reasons in relation to caddy delivery, with caddies being delivered to other areas and not wanting to impinge on Easter with people possibly being away, therefore, the letters were sent with the caddies and the revised date for the commencement of FOGO.
(b)	<i>Which is the start date? For some is it when you receive the kitchen caddy or the date for each household?</i>	The caddies were delivered with dates for each area. There are two areas. Area 1 and Area 2. Each area has the start date nominated,
(c)	<i>So the start date has to be followed now and has been provided to residents in the letter, Are you assuming residents will understand that the previous date is not valid now?</i>	The letter provides the residents with the new dates. FAQs and details on the City's website have the new revised dates.
5	Cr Steven Ostaszewskyj	Chief Executive Officer
	<i>In relation to tomorrow evening's Annual General Meeting, how many positions are available for people should they wish to attend?</i>	The Chief Executive Officer, Andrew Brien, advised that there are approximately 70 registrations and the room itself can accommodate just short of 100. If there is a requirement, the meeting will be streamed through to the Council Chambers.
6	Cr Giorgia Johnson	Director Major Projects
(a)	<i>When will the Stop Sign on the Cnr of Almondbury and Murray Streets be reinstated?</i>	The Chairperson, Cr Dan Bull, Mayor, advised that these will be taken on notice.
(b)	<i>The long promised crossing on Whatley Crescent and Leake Street, when will this be installed?</i>	
7	Cr Stephanie Gray	Director Major Projects
(a)	<i>Can anyone provide me with clarification on the Stop signs at Noranda Shopping Centre? The signs are not consistent. There are Stop signs installed before the footpath and the linemarking is installed near the road. So motorists tend to pull across the footpath and stop near the road and not the Stop sign. Can I be provided with information in relation to the legality of this? Where the Stop sign should be, where the linemarking should be and where motorists need to stop?</i>	The Director of Major Projects advised that the Stop signs have no legislative authority as they have been installed on private property and have not been approved by Main Roads WA (MRWA). The road rules apply that people cannot obstruct a footpath etc.
(b)	<i>In that case, who marked the white line on the road? Would Noranda Shopping Centre have done this?</i>	This is the understanding, however, it can be confirmed.

13. NEW BUSINESS OF AN URGENT NATURE**COUNCIL RESOLUTION**

That Item 13.1 be dealt with as Urgent Business.

CR SALLY PALMER MOVED, CR STEVEN OSTASZEWSKYJ SECONDED

CARRIED UNANIMOUSLY: 9/0

13.1 Amendment to 2020 Compliance Audit Return

Responsible Branch:	Governance and Organisational Strategy	
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. Adopted 2020 Annual Compliance Audit Return	
Refer:	Item 8.9: ARMC 09.02.2021 Item 10.6.3.9: OCM 23.02.2021	

SUMMARY

A notification to the Department of Local Government, Sport and Cultural Industries (the Department) is required advising of an amendment to the City's Annual Compliance Audit Return (CAR) due to an incorrect response to the recently adopted CAR at the Ordinary Council Meeting of 23 February 2021. Compliance Audit Returns are required to be lodged with the Department by 31 March each year, so it is preferable to notify the Department of the changes before that time.

COUNCIL RESOLUTION**OFFICER'S RECOMMENDATION**

That Council:

- 1. Endorses the amendment to the adopted 2020 Annual Compliance Audit Return as included in Attachment 1; and**
- 2. Request the Chief Executive Officer to notify to the Department of Local Government, Sport and Cultural Industries of the amendment.**

CR SALLY PALMER MOVED, CR STEVEN OSTASZEWSKYJ SECONDED

CARRIED UNANIMOUSLY: 9/0

BACKGROUND

Each Local Government in Western Australia is required to complete a CAR each year. The CAR consists of a number of questions relating to compliance with the *Local Government Act 1995* that a Local Government is required to answer. The CAR must be presented to the Audit and Risk Management Committee, followed by adoption by Council at an Ordinary Council Meeting.

The CAR for the 2020 financial year was presented to the Audit and Risk Management Committee on 9 February 2021, followed by being presented to Council for adoption at the 23 February 2021 Ordinary Council Meeting. The Audit and Risk Management Committee will be notified of this report at their next meeting.

Since the Annual Compliance Audit Return was adopted by Council at the Ordinary Council Meeting of 23 February 2021, it has been determined that there was an incorrect response provided to question 5 in the Disclosure of Interest section as follows:

6 s5.77	On receipt of a Primary or Annual Return, did the CEO, or the Mayor/President, give written acknowledgment of having received the return?	Yes	Receipting of Primary and Annual Returns is automatically captured through "Attain", the City's Corporate Governance Program.
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Further investigation has revealed that on thirty occasions when Annual and Primary Returns were submitted by the relevant staff, the returns were never received by the Chief Executive Officer, as such an acknowledgement receipt could not be provided by the CEO. This was the result of a system configuration issue that is further outlined below in the Officer's Comments.

EXTERNAL CONSULTATION

Nil.

OFFICER'S COMMENTS

The City utilises a computer program that allows the City to both capture and report on corporate governance processes such as the lodgement and receipting of Annual and Primary Returns.

The software Company that provides the program has confirmed that while the majority of the City's Annual and Primary Returns during the CAR reporting period were sent an acknowledgement receipt, the thirty returns in question were not acknowledged due to a systems configuration error.

The system has since been rectified to prevent the same error in the future, and all returns have now been acknowledged by the CEO as required.

The Annual Compliance Audit Return was lodged with the Department on 12 March 2021 and has complied with the legislative requirement to lodge this by the due date of 31 March 2021.

The Department have been notified of this newly identified issue and have advised that the current return already submitted cannot be altered, however the City can forward new information to notify the Department of the change.

The Department has confirmed that a breach of section 5.77 of the *Local Government Act 1995* that specifically addresses the receipting of Annual and Primary Returns does not attract a penalty so no serious breach has occurred.

The Department has recommended that the minutes of this Ordinary Council Meeting are provided to the Department alongside the CAR to fully inform the Department, who will then advise if any further action is required.

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
Outcome L2:	Proactively communicates and consults

CONCLUSION

All the requirements for completing the 2020 Annual Compliance Audit Return have been undertaken, with the Compliance Audit Return already uploaded. It is important that the Department is formally notified by Council of the amended response to one question.

The Department has advised that this error does not constitute a serious breach and that the City should upload explanatory information about the amended response.

The system configuration issue has been identified and rectified so that this will not occur in future years.

Attachment 1

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
Local Government, Sport
and Cultural Industries

Bayswater - Compliance Audit Return 2020**Certified Copy of Return**

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of the relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2020?	N/A	The City has not undertaken any major trading undertaking in 2020.	Andrew Brien
2	s3.59(2)(b) F&G Regs 7,8,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2020?	N/A	The City has not undertaken any major land transactions in 2020.	Andrew Brien
3	s3.59(2)(c) F&G Regs 7,8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2020?	N/A	The City has not undertaken any major land transactions in 2020.	Andrew Brien
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2020?	N/A	The City has not undertaken any major trading undertakings or land transactions in 2020.	Andrew Brien
5	s3.59(5)	During 2020, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A	The City has not undertaken any major trading undertakings or land transactions in 2020.	Andrew Brien

Delegation of Power/Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16	Were all delegations to committees resolved by absolute majority?	Yes	The Reconciliation Advisory Committee was granted delegated authority at the Ordinary Council Meeting on 29 October 2019 and this Committee operates until the next Local Government Election to be conducted on 16 October 2021. The COVID-19 Advisory Committee was granted delegated authority at the Ordinary Council Meeting on 24 March 2020.	Andrew Brien
2	s5.16	Were all delegations to committees in writing?	Yes		Andrew Brien

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Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
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No	Reference	Question	Response	Comments	Respondent
3	s5.17	Were all delegations to committees within the limits specified in section 5.17?	Yes		Andrew Brien
4	s5.18	Were all delegations to committees recorded in a register of delegations?	Yes	These are displayed on the City's website.	Andrew Brien
5	s5.18	Has council reviewed delegations to its committees in the 2019/2020 financial year?	Yes	Council reviewed and adopted delegations to its Reconciliation Advisory Committee when this was established at the Ordinary Council Meeting on 29 October 2019 and for the COVID-19 Advisory Committee when this was established at the Ordinary Council Meeting on 24 March 2020.	Andrew Brien
6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Act?	Yes		Andrew Brien
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes	The Annual Delegations Review Report was adopted at the Ordinary Council Meeting on 24 November 2020.	Andrew Brien
8	s5.42(2)	Were all delegations to the CEO in writing?	Yes		Andrew Brien
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes	Sub Delegation Memos were sent to designated employees.	Andrew Brien
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the council to amend or revoke a delegation made by absolute majority?	Yes	Some delegations were amended as part of Annual Delegations Review Report that was adopted at the Ordinary Council Meeting on 24 November 2020.	Andrew Brien
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	Yes	These are located within the City's Delegated Authority Register, which is located on the website, within ECM (Records Management System) as well as a hard copy located within Governance.	Andrew Brien
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2019/2020 financial year?	Yes	Council reviewed and adopted the Delegations Register at the Ordinary Council Meeting held on 24 November 2020.	Andrew Brien
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Admin Reg 19?	Yes	Designated officers have been notified in writing of their delegations and specifically advised in the memo to keep a written record of these.	Andrew Brien

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Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
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Disclosure of Interest

No	Reference	Question	Response	Comments	Respondent
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	Yes		Andrew Brien
2	s5.68(2) & s5.69 (5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by Admin Reg 21A, recorded in the minutes of the relevant council or committee meeting?	N/A	There were no gifts declared as part of this legislation.	Andrew Brien
3	s5.73	Were disclosures under section sections 5.65, 5.70 or 5.71A(3) recorded in the minutes of the meeting at which the disclosures were made?	Yes		Andrew Brien
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	Yes		Andrew Brien
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2020?	No	One late Annual Return was lodged by a staff member and this was reported to the Department through a Serious Breach Form and has been acknowledged.	Andrew Brien
6	s5.77	On receipt of a primary or annual return, did the CEO, or the mayor/president, give written acknowledgment of having received the return?	Yes	Receipting of Primary and Annual Returns is automatically captured through "Attain", the City's Corporate Governance Program.	Andrew Brien
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76?	Yes	These are stored electronically in ECM, the City's Record Management System as well as hard copies located in Governance.	Andrew Brien
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A, in the form prescribed in Admin Reg 28?	Yes	These are stored in hard copy located in Governance and also updated and displayed each month on the City's website.	Andrew Brien
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76, did the CEO remove from the register all returns relating to that person?	Yes	The hard copies have been removed from Governance.	Andrew Brien
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Yes	The hard copies have been removed from Governance and stored separately for a five year period.	Andrew Brien

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Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
Local Government, Sport
and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B, in the form prescribed in Admin Reg 28A?	Yes	These are stored electronically and also updated and displayed each month on the City's website.	Andrew Brien
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	Yes	These are stored electronically and also updated and displayed each month on the City's website	Andrew Brien
13	s5.89A(6)	When a person ceases to be a person who is required to make a disclosure under section 5.87A or 5.87B, did the CEO remove from the register all records relating to that person?	Yes	These are removed from the electronic version published on the website.	Andrew Brien
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A (6) been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	Yes	The hard copies have been removed from Governance and stored separately for a five year period.	Andrew Brien
15	Rules of Conduct Reg 11(1), (2) & (4)	Where a council member had an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person, did they disclose the interest in accordance with Rules of Conduct Reg 11(2)?	Yes		Andrew Brien
16	Rules of Conduct Reg 11(6)	Where a council member disclosed an interest under Rules of Conduct Reg 11 (2) was the nature of the interest recorded in the minutes?	Yes		Andrew Brien
17	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	Yes		Andrew Brien
18	s5.71A & s5.71B (5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under s5.71A(1) relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	N/A		Andrew Brien
19	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under subsection 5.71B(6) recorded in the minutes of the council meeting at which the decision was considered?	N/A		Andrew Brien
20	s5.103 Admin Regs 34B & 34C	Has the local government adopted a code of conduct in accordance with Admin Regs 34B and 34C to be observed by council members, committee members and employees?	Yes	The City's revised Code of Conduct is currently under review.	Andrew Brien

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
Local Government, Sport
and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
21	Admin Reg 34B(5)	Has the CEO kept a register of notifiable gifts in accordance with Admin Reg 34B(5)?	Yes	This is stored electronically within "Attain", the City's Corporate Governance Program as well as displayed and updated each month on the City's website.	Andrew Brien

Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) (unless section 3.58(5) applies)?	Yes	Land Lease – Portion of Bert Wright Park, 25 King William Street, Bayswater.	Andrew Brien
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	Yes		Andrew Brien

Elections

No	Reference	Question	Response	Comments	Respondent
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate?	N/A	No Local Government Election conducted in 2020	Andrew Brien
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years?	N/A	No Local Government Elections conducted in 2020	Andrew Brien
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with Elect Reg 30G(6)?	N/A	No Local Government Elections conducted in 2020	Andrew Brien

Finance

No	Reference	Question	Response	Comments	Respondent
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Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
Local Government, Sport
and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes	The Audit and Risk Management Committee Members were appointed and adopted by Council at the Special Council Meeting held on 21 October 2019 for a two year term.	Andrew Brien
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	N/A	The Audit and Risk Management Committee does not have delegated powers or duties.	Andrew Brien
3	s7.3(1) & s7.6(3)	Was the person or persons appointed by the local government to be its auditor appointed by an absolute majority decision of council?	N/A	The City of Bayswater is now required to be audited by the Office of the Auditor General.	Andrew Brien
4	s7.3(3)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor a registered company auditor or an approved auditor?	N/A	The City of Bayswater is now required to be audited by the Office of the Auditor General.	Andrew Brien
5	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2020 received by the local government by 31 December 2020?	No	The Auditor's report is expected to be received in January 2021.	Andrew Brien
6	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	Yes	Yes Interim Audit findings undertaken and actions were considered at the Audit and Risk Management Committee Meeting of 24 November 2020.	Andrew Brien
7	s7.12A(4)(a)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters?	Yes	Yes Audit and Risk Management Committee Meeting of 24 November 2020.	Andrew Brien
8	s7.12A(4)(b)	Where the local government was required to prepare a report under s.7.12A(4)(a), was a copy of the report given to the Minister within three months of the audit report being received by the local government?	N/A	The Auditor's report has not been received by the City yet.	Andrew Brien
9	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), did the CEO publish a copy of the report on the local government's official website?	N/A	The Auditor's report has not been received by the City yet.	Andrew Brien
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives and scope of the audit, a plan for the audit, details of the remuneration and expenses paid to the auditor, and the method to be used by the local government to communicate with the auditor?	Yes	Yes the Office of the Auditor General provided the City with a detailed quote and costings.	Andrew Brien

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No	Reference	Question	Response	Comments	Respondent
11	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June received by the local government within 30 days of completion of the audit?	No	The Auditor's report has not been completed yet.	Andrew Brien

Integrated Planning and Reporting

No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	The Strategic Community Plan was adopted by Council at the Ordinary Council Meeting held on 23 May 2017. A Minor Review of the Strategic Community Plan was undertaken and adopted by Council at the Ordinary Council Meeting held on 11 December 2018.	Andrew Brien
2	Admin Reg 19DA (1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	The Corporate Business Plan was reviewed and adopted by Council at the Ordinary Council Meeting held on 11 June 2019	Andrew Brien
3	Admin Reg 19DA (2) & (3)	Does the corporate business plan comply with the requirements of Admin Reg 19DA(2) & (3)?	Yes		Andrew Brien

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Local Government Employees

No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve a process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	Yes	The process was approved At the Ordinary Council Meeting held on 13 September 2016, however no recruitment of the CEO was required to be undertaken from 1 January to 31 December 2020.	Andrew Brien
2	s5.36(4) & s5.37 (3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Admin Reg 18A?	Yes	The position of Director Corporate and Strategy was advertised through a Recruitment Agency and through Seek.	Andrew Brien
3	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	N/A		Andrew Brien
4	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4)?	N/A		Andrew Brien
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	N/A		Andrew Brien
6	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	N/A		Andrew Brien

Official Conduct

No	Reference	Question	Response	Comments	Respondent
1	s5.120	Has the local government designated a senior employee as defined by section 5.37 to be its complaints officer?	Yes	The CEO is the Complaints Officer	Andrew Brien
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a)?	Yes		Andrew Brien
3	s5.121(2)	Does the complaints register include all information required by section 5.121 (2)?	Yes		Andrew Brien
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	Yes		Andrew Brien

Optional Questions

No	Reference	Question	Response	Comments	Respondent
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No	Reference	Question	Response	Comments	Respondent
1	Financial Management Reg 5 (2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Financial Management Reg 5(2)(c) within the three years prior to 31 December 2020? If yes, please provide the date of council's resolution to accept the report.	Yes	Council adopted the recommendations of the CEO review at the Ordinary Council Meeting on 23 October 2018.	Andrew Brien
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Audit Reg 17 within the three years prior to 31 December 2020? If yes, please provide date of council's resolution to accept the report.	Yes	Yes review of Regulation 17 was undertaken during 2020 and adopted at the Ordinary Council Meeting of 23 June 2020.	Andrew Brien
3	s5.87C(2)	Where a disclosure was made under sections 5.87A or 5.87B, was the disclosure made within 10 days after receipt of the gift?	Yes		Andrew Brien
4	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B, did the disclosure include the information required by section 5.87C?	Yes		Andrew Brien
5	s5.90A(2)	Did the local government prepare and adopt by absolute majority a policy dealing with the attendance of council members and the CEO at events?	Yes	Council adopted the Attendance at Events Policy for Elected Members on 8 December 2020.	Andrew Brien
6	s.5.90A(5)	Did the CEO publish an up-to-date version of the attendance at events policy on the local government's official website?	Yes		Andrew Brien
7	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4)?	Yes		Andrew Brien
8	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	Yes	An existing Council Policy on the Professional Development of Elected Members was adopted by Council at the Ordinary Council Meeting of 27 September 2018 and will be reviewed after next election.	Andrew Brien
9	s5.127	Did the local government prepare a report on the training completed by council members in the 2019/2020 financial year and publish it on the local government's official website by 31 July 2020?	Yes	An Elected Members Training Register is published on the City's website and a report was adopted by Council at the Ordinary Council Meeting of 22 September 2020.	Andrew Brien

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No	Reference	Question	Response	Comments	Respondent
10	s6.4(3)	By 30 September 2020, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2020?	No	An extension was granted due to the pending approval of the proposed Local Government (Financial Management Amendment) 2020. Approval was granted on 29 September 2020.	Andrew Brien

Tenders for Providing Goods and Services

No	Reference	Question	Response	Comments	Respondent
1	F&G Reg 11A(1) & (3)	Does the local government have a current purchasing policy that complies with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$250,000 or less or worth \$250,000 or less?	Yes		Andrew Brien
2	F&G Reg 11A(1)	Did the local government comply with its current purchasing policy in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	Yes		Andrew Brien
3	s3.57 F&G Reg 11	Subject to F&G Reg 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in F&G Reg 11(1)?	Yes		Andrew Brien
4	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with F&G Reg 14(3) and (4)?	Yes		Andrew Brien
5	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than a single contract?	N/A	No multiple contracts	Andrew Brien
6	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer notice of the variation?	Yes	Formal addenda issued to all parties	Andrew Brien
7	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Regs 15 and 16?	Yes		Andrew Brien

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No	Reference	Question	Response	Comments	Respondent
8	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	Yes	Currently transitioning to web publishing of tender register	Andrew Brien
9	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	Yes	One late tender received	Andrew Brien
10	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	Yes		Andrew Brien
11	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	Yes		Andrew Brien
12	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of F&G Regs 21 and 22?	Yes		Andrew Brien
13	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	N/A	No late EOI responses were received	Andrew Brien
14	F&G Reg 23(3)	Were all expressions of interest that were not rejected assessed by the local government?	Yes		Andrew Brien
15	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services as an acceptable tenderer?	Yes	Shortlisted EOI respondents were invited to tender	Andrew Brien
16	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with F&G Reg 24?	Yes		Andrew Brien
17	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with F&G Reg 24AD(4) and 24AE?	N/A	No panel contracts in place at this time	Andrew Brien
18	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	Yes	As above	Andrew Brien

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No	Reference	Question	Response	Comments	Respondent
19	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	N/A	As above	Andrew Brien
20	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of F&G Reg 24AG?	N/A	As above	Andrew Brien
21	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	N/A	As above	Andrew Brien
22	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	N/A	As above	Andrew Brien
23	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	N/A	As above	Andrew Brien
24	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of F&G Regs 24E and 24F?	N/A	Metro LG	Andrew Brien

I certify this Compliance Audit Return has been adopted by council at its meeting on _____

Signed Mayor/President, Bayswater

Signed CEO, Bayswater

COUNCIL RESOLUTION

That Item 13.2 be dealt with as Urgent Business.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY: 9/0

COUNCIL RESOLUTION

That the meeting be closed to the public and the recording be suspended.

CR FILOMENA PIFFARETTI, DEPUTY MAYOR MOVED, CR SALLY PALMER SECONDED

CARRIED: 8/1

FOR: *Cr Barry McKenna, Cr Sally Palmer, Cr Stephanie Gray, Cr Filomena Piffaretti, Deputy Mayor, Cr Elli Petersen-Pik, Cr Lorna Clarke, Cr Giorgia Johnson and Cr Dan Bull, Mayor*

AGAINST: *Cr Steven Ostaszewskyj.*

At 8:15pm, the meeting closed to the public and the recording suspended.

14. MEETING CLOSED TO THE PUBLIC

14.1 Matters for Which the Meeting May be Closed

13.2 Debt Write-Off

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 type="checkbox"/> Information Purposes
Voting Requirement:	<i>ABSOLUTE MAJORITY REQUIRED</i>	

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:

(b) the personal affairs of any person.

COUNCIL RESOLUTION**OFFICER'S RECOMMENDATION**

That the recommendation as contained in the "Confidential Report" be adopted.

CR FILOMENA PIFFARETTI, DEPUTY MAYOR MOVED, CR GIORGIA JOHNSON SECONDED

CARRIED UNANIMOUSLY BY AN ABSOLUTE MAJORITY: 9/0

COUNCIL RESOLUTION

That Item 13.3 be dealt with as Urgent Business.

CR DAN BULL, MAYOR MOVED, CR FILOMENA PIFFARETTI, DEPUTY MAYOR SECONDED
CARRIED UNANIMOUSLY: 9/0

13.3 Evaluation of Tender Submissions - Interim Management Agreement

Responsible Branch:	Strategic Projects	
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	

MR ANDREW BRIEN, CHIEF EXECUTIVE OFFICER, DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Mr Andrew Brien, Chief Executive Officer, declared an impartial interest in this item as his son-in-law works for one of the tenderers. At 8:18pm, Mr Brien, Chief Executive Officer, withdrew from the meeting.

REASON FOR CONFIDENTIALITY

This report is **CONFIDENTIAL** in accordance with section 5.23(2) of the *Local Government Act 1995* which permits the meeting to be closed to the public for business relating to the following:

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

At 8:36pm, Mr Andrew Brien, Chief Executive Officer, returned to the meeting.

COUNCIL RESOLUTION

That the meeting be re-opened to the public and recording resume.

**CR FILOMENA PIFFARETTI, DEPUTY MAYOR MOVED, CR STEPHANIE GRAY SECONDED
CARRIED UNANIMOUSLY: 9/0**

At 8:36pm, the meeting was re-opened to the public and the recording resumed.

14.2 Public Reading of Resolutions That May be Made Public

Nil.

15. CLOSURE

There being no further business to discuss, the Chairperson, Cr Dan Bull, Mayor, declared the meeting closed at 8:37pm.