

# Agenda

## Ordinary Council Meeting

**23 November 2021**

### Notice of Meeting

The next Ordinary Council Meeting will take place in the Council Chambers, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on ***Tuesday, 23 November 2021*** commencing at ***6:30 pm.***

Yours sincerely



**ANDREW BRIEN**  
**CHIEF EXECUTIVE OFFICER**

**11 November 2021**

### 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 2021*.
5. To facilitate smooth running of the meeting, silence is to be observed in the public gallery at all times, except for 'Public Question Time'.
6. Persons are not permitted to record (visual or audio) at the Council meeting without prior approval of the Council.
7. Council meetings will be livestreamed in accordance with the resolution of 24 August 2021. Images and voices may be captured and streamed. If you have any issues or concerns regarding the live streaming and recording of meetings, please contact the City's Governance team.
8. In the event of an emergency, please follow the instructions of City of Bayswater Staff.

### City of Bayswater

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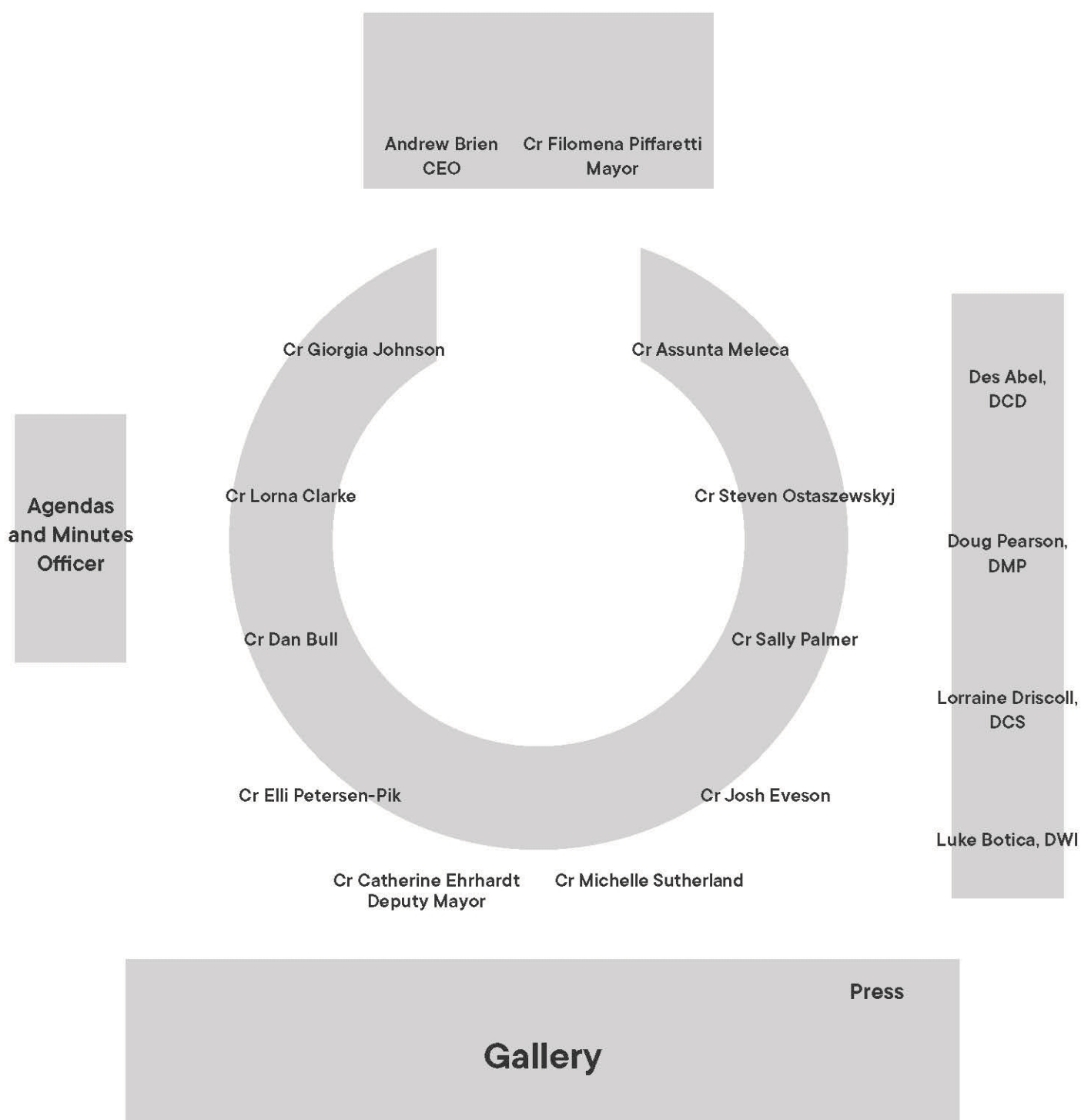
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# Council Chambers Seating Plan



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

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

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

#### **6.9 DEPUTATIONS**

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

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# 1 OFFICIAL OPENING

## 2 ACKNOWLEDGEMENT OF COUNTRY

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, Wadjuk moort Noongar moort, boordiar's koora koora, boordiar's ye yay ba boordiar's boordawyn wah.*

### English Language Interpretation

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

## 3 ANNOUNCEMENTS FROM THE PRESIDING MEMBER

## 4 ATTENDANCE

### Members

#### Central Ward

Cr Assunta Meleca  
Cr Steven Ostaszewskyj  
Cr Sally Palmer

#### North Ward

Cr Filomena Piffaretti, Mayor  
Cr Josh Eveson  
Cr Michelle Sutherland

#### South Ward

Cr Catherine Ehrhardt, Deputy Mayor  
Cr Elli Petersen-Pik

#### West Ward

Cr Dan Bull  
Cr Lorna Clarke  
Cr Giorgia Johnson

### Officers

Mr Andrew Brien	Chief Executive Officer
Mr Des Abel	Director Community and Development
Mr Doug Pearson	Director Major Projects and Commercial Activities
Ms Lorraine Driscoll	Director Corporate and Strategy
Mr Luke Botica	Director Works and Infrastructure
Ms Chelsea Beavington	Executive Assistant to the CEO

**Observers**

Press -

Public -

**4.1        Apologies**

**4.2        Approved Leave Of Absence**

Nil.

**4.3        Applications For Leave Of Absence**

## **5 DISCLOSURE OF INTEREST SUMMARY**

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

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

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

**6 PUBLIC QUESTION TIME**

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

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

**6.1 Responses To Public Questions Taken On Notice****PUBLIC QUESTION TIME - ORDINARY COUNCIL MEETING – 26 OCTOBER 2021****Items not on the agenda**

**Ian Walters**  
**124 Lawrence Street, Bedford**

**Question 1**

**Please advise when I may expect a response to my question regarding EMRC raised at the last Ordinary Meeting of Council?**

**Answer 1**

The matter was raised with the Chief Executive Officer of the Eastern Metropolitan Regional Council and the information requested is still confidential. Once the information is able to be made public, the City will provide you with a more detailed answer. At this moment, there is no indication of a timeframe as to when it will be released.

**Question 2**

**I refer to my question raised at last Ordinary Meeting of Council 24 August 2021 regarding parking problem in Lawrence Street, Bedford. Thank you for your response, unfortunately you omitted to advise proposed actions to rectify problems. Your letter implies you only take action when a complaint is received. We need some pro-active action to say the least including addressing speeding by the majority of vehicles utilising the street. Please respond by way of detailed advice outlining proposed action.**

**Answer 2****Parking on Lawrence Street**

Parking patrols around schools are primarily undertaken for the safety of pedestrians, particularly children who may have little or no road sense and with 17 schools in the District it is not feasible



to dedicate resources to one school or a single street. Nevertheless, proactive measures employed by the City in the general vicinity of Chisholm Catholic College, and more specifically Lawrence Street, Bayswater, include the installation of parking restrictions, indicated by parking restriction signs placed on the roadside and yellow 'no stopping' lines painted on to the road surface to discourage unlawful parking. The City regularly undertakes scheduled and ad hoc parking patrols in marked and unmarked vehicles to identify offences and take appropriate action.

The City has also engaged in conversations with senior staff from Chisholm Catholic College and provides the school with a parking information pack at the commencement of each school year and requests that relevant parking information be incorporated into the school newsletter.

Additionally, the City encourages community members to contact Rangers and Security on 9272 0972 or 1300 360 333 at the time of observing an offence to enable officers to assess and provide a timely and effective response to contraventions of the City's Parking and Parking Facilities Local Law. Whilst this action itself is a reactive measure, the information collected is important for mapping offending behaviour, and formulating and prioritising proactive parking strategies across the District, based on demand.

#### Speeding on Lawrence Street

Traffic counts on Lawrence Street indicate a low speed (49km/hour) and volume (562 vehicles per day), which is considered to be within acceptable parameters for a road that is 'left-in, left-out' at the junction with Beaufort Street. As such, it does not warrant intervention at this time. The City may reassess Lawrence Street in the future should there be any changes in the local area that may impact the local traffic patterns and subsequent traffic conditions on the immediate road network.

## **6.2 Public Question Time**

**7 CONFIRMATION OF MINUTES**

**7.1 Ordinary Council Meeting**

The Minutes of the Ordinary Council Meeting held on 26 October 2021 which have been distributed, be confirmed as a true and correct record.

**7.2 Special Council Meeting**

The Minutes of the Special Council Meeting held on 18 October 2021 which have been distributed, be confirmed as a true and correct record.

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

Deputations are to be heard at the Agenda Briefing Forum at **6:30pm** on **Tuesday 16 November 2021** in the Council Chambers, City of Bayswater Civic Centre, 61 Broun Avenue, Morley.

**8.4 Delegates Reports****8.4.1 WALGA Training - Understanding Financial Reports and Budgets**

<b>Responsible Directorate:</b>	Office of the Chief Executive Officer
<b>Authority/Discretion:</b>	Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"><li>1. Cr Clarke - WALGA Training - Certificate of Achievement - Understanding Financial Reports and Budgets [8.4.1.1 - 1 page]</li><li>2. Cr Clarke - WALGA Training - Certificate of Course Completion - Council Member Essentials [8.4.1.2 - 1 page]</li></ol>
<b>Refer:</b>	Nil.

**SUMMARY**

For Council to note training courses recently completed by Cr Lorna Clarke.

**OFFICER'S RECOMMENDATION**

**That Council notes the Delegates Report from Cr Lorna Clarke in relation to completion of the Understanding Financial Reports and Budgets course.**

**REPORT**

Cr Lorna Clarke completed the Understanding Financial Reports and Budgets course on 8 November 2021.

Following completion of this course, Cr Clarke has received her Certificate of Achievement for the Council Member Essentials Course.

**KEY COURSE TOPICS**

Elected members encounter ongoing pressure to be fully across their Council's financial decisions and responsibilities.

This course aims to provide practical understanding on how to review and interpret financial reports and budgets, as well as monitor revenue and expenditure. Course material outlines the linkage between Strategic Planning, Asset Planning, Asset Management Planning and Long Term Financial Planning.

The course provides an understanding and initiates discussion around the benefits of undertaking financial forecasting and the impacts key decision making may have on the organisation's financial health.

#### **Cr Clarke's Comments**

The Understanding Financial Reports and Budgets course covered issues such as: strategic decision-making processes, financial concepts, budgets, monthly annual reports and council annual reporting.

It helpfully covered in detail topics such as: financial ratios, what questions to ask and look out for in financial reports, and the Integrated Planning and Reporting Framework.

It is the fifth and final Elected Members Training Essentials course that I have completed.

#### **Elected Member Conference, Travel and Training Register**

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

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

#### **CONCLUSION**

Cr Clarke has provided the above delegates report to Council to note the completion of training courses recently completed at WALGA.



WALGA Training

# Certificate of Achievement

awarded to

Lorna Clarke

after completing training and assessment for

Understanding Financial Reports and Budgets

on

8 November 2021

Anthony Brown  
Executive Manager - Training



**This Elected Member training is one of five foundational units that make up  
the 'Council Member Essentials' course**



## WALGA Training

# Certificate of Achievement

awarded to

**Lorna Clarke**

after completing training and assessment in

CMECOI	Conflicts of Interest	29/12/2019
CMEMP	Meeting Procedures	19/06/2021
CMESOC	Serving on Council	17/06/2021
CMEUFRB	Understanding Financial Reports and Budgets	08/11/2021
CMEULG	Understanding Local Government	07/12/2019

which form part of the Elected Member training

## Council Member Essentials

**Anthony Brown - Executive Manager, Training**  
Western Australian Local Government Association

Date Issued: 09 November 2021  
Certificate ID: 4702721-8360706

## **9 METHOD OF DEALING WITH AGENDA BUSINESS**

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

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

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

**10 REPORTS****10.1 Chief Executive Officer Reports****10.1.1 Attendance at North of Perth Music Festival**

<b>Responsible Branch:</b>	Office of the Chief Executive Officer
<b>Responsible Directorate:</b>	Office of the Chief Executive Officer
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	1. Elected Members and CEO Attendance at Events Register - October 2021 [ <b>10.1.1.1</b> - 1 page]

**SUMMARY**

For Council to note attendance at events approved by the Mayor prior to the 2021 Local Government Election for the month of October 2021.

**OFFICER'S RECOMMENDATION**

**That Council notes the approval for attendance at events by the Mayor prior to the 2021 Local Government Election as outlined in Attachment 1.**

**BACKGROUND**

At the Ordinary Council Meeting on 8 December, Council endorsed the Attendance at Events Policy.

In accordance with the Policy, invitations or offers for tickets addressed to Council will be considered by Council and attendance of Councillors approved by simply majority. In making a decision on attendance, Council is to consider:

- a. *Who is providing the invitation or ticket to the event;*
- b. *The location of the event in relation to the City (within the district or out of the district);*
- c. *The role of the Elected Member or CEO when attending the event (for example as participant, observer presenter etc) and the value of their contribution;*
- d. *Whether the event is sponsored by the City;*
- e. *The benefit of Local Government representation at the event;*
- f. *The number of invitations/tickets received; and*
- g. *The cost to attend the event, including the cost of the ticket (or estimated value of the event per invitation) and any other expenses such as travel and accommodation.*

Where an invitation has been received and a response is required prior to the next Ordinary Council Meeting, the Mayor is authorised to approve attendance, taking into consideration the above criteria. All approvals made by the Mayor are to be reported to the subsequent Ordinary Meeting along with the assessment made in accordance with the criteria.

**EXTERNAL CONSULTATION**

Not applicable.

**OFFICER'S COMMENTS**

For the month of October 2021, Councillor attendance was approved for the North of Perth Music Festival (as outlined in Attachment 1). Attendance was approved by the Mayor prior to the 2021 Local Government Election.



As the tickets were received during the Caretaker Election Period, the matter could not be referred to Council to consider and approve attendance. A determination was therefore made by the Mayor that attendance would be approved as the City is a major partner and sponsor of the event.

It is noted that whilst attendance was approved, no Councillors were available to attend the event.

## LEGISLATIVE COMPLIANCE

This report is prepared for Council to note attendance that has been approved by the Mayor in accordance with the Attendance at Events Policy.

## RISK ASSESSMENT

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.

Officer's Recommendation	That Council notes the approval for attendance at events by the Mayor prior to the 2021 Local Government Election as outlined in Attachment 1.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	In accordance with the Attendance at Events Policy, the Mayor approved attendance at the North of Perth Music Festival due to the limitations of the Caretaker Election Period Policy. The approval is considered a low risk profile given that the City is a major partner and sponsor of the event.	

## FINANCIAL IMPLICATIONS

Nil.

## STRATEGIC IMPLICATIONS

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

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

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

## CONCLUSION

In accordance with the Attendance at Events Policy, a report is to be provided to Council in the event that due to time restrictions, the Mayor approves Councillor attendance at an event. This report is provided to Council to note approval for Councillors to attend the North of Perth Music Festival, noting that no Councillors were available to attend the event.



## ELECTED MEMBERS AND CHIEF EXECUTIVE OFFICER ATTENDANCE AT EVENTS REGISTER

In accordance with the City's Attendance at Events Policy, Elected Members and the Chief Executive Officer are required to disclose acceptance of tickets or invitations to attend events or functions.

Disclosure date	Persons making disclosure	Date of event	Description of event	Location of event	Person(s) or entity that invited member/CEO tickets	Role that the member/CEO fulfilled/will fulfil at event	Benefit of the member/CEO attending the event	Value of the event (if applicable)	Was the event attended Y/N?
5/10/2021	All Councillors	Saturday 16 & Sunday 17 October 2021	North of Perth Music Festival – Winner's Concerts	Morley Sports and Recreation Centre	Frank Giannini	Observer	Fostering community networks as the City of Bayswater is a major partner and sponsor of the important event.	-	N

**10.2 Corporate And Strategy Directorate Reports****10.2.1 Financial Reports for the Period Ended 31 October 2021**

<b>Responsible Branch:</b>	Financial Services
<b>Responsible Directorate:</b>	Corporate and Strategy
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Monthly Financial Statement Snapshot [<b>10.2.1.1</b> - 1 page]</li> <li>2. Executive Summary and Financial Activity Statement Significant Variances [<b>10.2.1.2</b> - 6 pages]</li> <li>3. Financial Activity Statement [<b>10.2.1.3</b> - 3 pages]</li> <li>4. Statement of Comprehensive Income by Nature or Type [<b>10.2.1.4</b> - 1 page]</li> <li>5. Net Current Assets [<b>10.2.1.5</b> - 1 page]</li> <li>6. Cash Backed Reserve [<b>10.2.1.6</b> - 1 page]</li> <li>7. Capital Acquisitions Non Operating Grants Report [<b>10.2.1.7</b> - 15 pages]</li> <li>8. Economic Stimulus Projects Report [<b>10.2.1.8</b> - 1 page]</li> </ol>

**SUMMARY**

This report details the financial reports for the period ended 31 October 2021 including, Monthly Financial Statements with supporting information (**Attachments 1 to 5**), Cash Backed Reserve Report (**Attachment 6**), Capital Acquisitions & Non-Operating Grants Report (**Attachment 7**) and Economic Stimulus Projects (**Attachment 8**).

**OFFICER'S RECOMMENDATION**

That Council receives the financial reports for the period ended 31 October 2021, comprising:

1. Monthly Financial Statements with supporting information (**Attachments 1 to 5**).
2. Cash Backed Reserve Report Reserve Fund (**Attachment 6**).
3. Capital Acquisitions & Non-Operating Grants Report (**Attachment 7**).
4. Economic Stimulus Projects Report (**Attachment 8**).

**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 2021, Council adopted the Annual Budget for the 2021/22 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 2021/22 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 (**Attachments 1 to 5**);
- Cash Backed Reserve Report (**Attachment 6**);
- Capital Acquisitions & Non-Operating Grants Report (**Attachment 7**); and
- Economic Stimulus Projects Report (**Attachment 8**).

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. Details of the material variances are outlined in the Executive Summary and Financial Activity Statement Significant Variances Report (**Attachment 2**).

The Financial Activity Statement (**Attachment 3**) reports the financial position of the City to program level. It discloses the current liquidity position of the City after adjustment for non-cash items (depreciation, provisions, etc.).

The Statement of Comprehensive Income by Nature or Type Classifications (**Attachment 4**) discloses operating revenue and expenses by nature or type.

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

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 (**Attachment 6**).

The projects summarised in the Capital Acquisitions & Non-Operating Grants Report (**Attachment 7**) detail the capital (actual and committed) expenditure for the period ended 31 October 2021.

**Attachment 8** outlines the economic stimulus projects and the current financial position of each project as at 31 October 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.

## RISK ASSESSMENT

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

<b>Officer's Recommendation</b>	<p>That Council receives the financial reports for the period ended 31 October 2021, comprising:</p> <ol style="list-style-type: none"> <li>1. Monthly Financial Statements with supporting information (<b>Attachments 1 to 5</b>).</li> <li>2. Cash Backed Reserve Report Reserve Fund (<b>Attachment 6</b>).</li> <li>3. Capital Acquisitions &amp; Non-Operating Grants Report (<b>Attachment 7</b>).</li> <li>4. Economic Stimulus Projects Report (<b>Attachment 8</b>).</li> </ol>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	<p>The financial reports have been compiled in accordance with the relevant provisions of the <i>Local Government Act 1995</i> and Local Government (Financial Management) Regulations 1996.</p>	

## FINANCIAL IMPLICATIONS

All amounts quoted in this report are exclusive of GST.

## STRATEGIC IMPLICATIONS

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

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

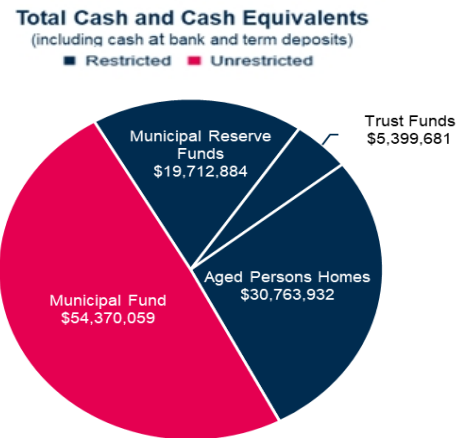
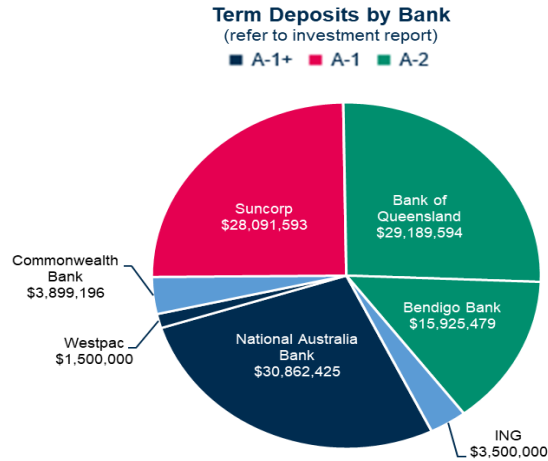
Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

## **CONCLUSION**

In light of the above, it is recommended that Council receives the financial reports for the period ended 31 October 2021.

# Monthly Financial Statement Snapshot

October 2021



	Debtor				Trade Creditors
	Sundry	Infringement	Recreation	Total	
Total Outstanding	\$281,412	\$408,292	\$400,327	\$1,090,031	\$2,284,403
Not yet due	0%	0%	75%	28%	0%
Current	81%	7%	12%	28%	89%
Over 30 days	1%	8%	6%	5%	7%
Over 60 days	18%	85%	7%	39%	4%

Rates & Charges	
Collected	75.06%
Total Outstanding	\$18,082,042
Deferred Rates	\$722,137

Payment Options	YTD 2021/22	2020/21
Payment in Full	18,599	19,692 by 30/06/21
Instalment	9,501	9,145
Rates Smoothing	2,045	1,691
Arrangement	652	625
None Selected	1,998	1,639

## Capital

	Annual Budget	YTD Budget	YTD Actual	YTD % Spent
Expenditure	\$33,785,887	\$13,356,652	\$7,461,137	56%
	Annual Budget	YTD Budget	YTD Actual	YTD % Received
Revenue	\$9,268,848	\$1,691,665	\$9,801	1%

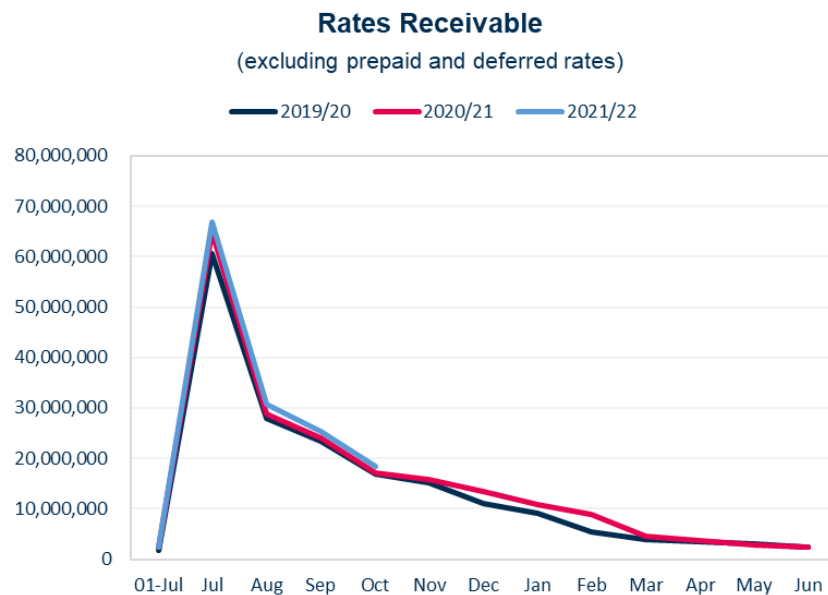
## Operating

	Annual Budget	YTD Budget	YTD Actual	YTD % Spent
Expenditure	\$86,835,805	\$31,737,977	\$24,803,500	78%
	Annual Budget	YTD Budget	YTD Actual	YTD % Received
Revenue *excludes rates	\$26,041,190	\$17,193,168	\$16,508,944	96%

**City of Bayswater  
Executive Summary  
for the period 1 October 2021 to 31 October 2021**

**Revenue**

The annual rate notices were issued on 16 July and to date 18,599 (57%) properties have paid in full and with just over 12,198 (37%) properties nominating a payment option. Currently there are 1,998 (6%) properties where no payment option has been selected.



**Debtors**

Currently there is a total of \$1.09m of outstanding debts of which \$281k is attributed to sundry debtors with 81% at 30 days; \$408k to Infringement debts and \$400k to Recreation debts. Most of the Infringement debts are lodged with the Fines Enforcement Registry with 85% of these being more than 60 days overdue.

**Capital**

Capital revenue and expenditure are below their total year-to-date budgets. The capital revenue variance is due to grant funded projects such as Bayswater Waves (\$166k), Riverside Garden (\$216k), Mahogany Reserve (\$228k), Wattle Park (\$384k) and Morley Town Site Street Lighting Upgrade (\$120k) having only recently commenced or being yet to commence so funds have not been received at the time prescribed in the budget. Although there was an increase in total capital expenditure in October, expenditure for projects that are currently underway such as Bayswater Waves refurbishment, RISE air conditioning, Workstation Replacement Program, MSRC Basketball Court Extension, Civic Centre BMS upgrade, Network infrastructure upgrade and Depot Chemical Mixing Facility (\$50k) is lower than the year-to-date budget. The variation in capital expenditure will decrease over the coming months as projects progress.

**Operating**

Year-to-date operating revenue is 96% in comparison to the year-to-date budget with a number of grants and subsidies yet to be received.

Operating expenditure is 78% in comparison to the year-to-date budget. Although the overall variance has decreased since last month, expenditure on materials and contracts are lower than the budgeted amount as a number of projects have only recently commenced. It is anticipated that expenditure to be in line with budget in the coming months as more projects are progressed.



**City of Bayswater**  
**Financial Activity Statement**  
**Significant Variances**  
**for the period 1 October 2021 to 31 October 2021**

**Operating activities**

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

<b>Program</b>	<b>YTD Amended Budget \$</b>	<b>YTD Actual \$</b>	<b>Variance Positive/ (Negative) \$</b>
General purpose funding <ul style="list-style-type: none"> <li>The variance is because the funding from the Grants Commission has not been received in the expected timeframe.</li> </ul>	1,143,156	540,976	(602,180)
Governance <ul style="list-style-type: none"> <li>The variance is due to workers compensation insurance reimbursement being received. Workers compensation insurance reimbursements are not budgeted for as we cannot predict if and when they will be received.</li> </ul>	45,838	37,565	(8,273)
Law, order, public safety <ul style="list-style-type: none"> <li>The variance is because the City has received higher than anticipated revenue for animal registrations and local law prosecutions year to date.</li> </ul>	124,869	185,782	60,913
Health <ul style="list-style-type: none"> <li>Immaterial variance.</li> </ul>	142,138	155,969	13,832
Education and welfare <ul style="list-style-type: none"> <li>Although activities in Bayswater and Morley Community Centres are higher than anticipated, the variance is due to reimbursements for services not being received. It is anticipated that revenue will be in line with the budget in the coming months.</li> </ul>	83,050	49,502	(33,548)
Community amenities <ul style="list-style-type: none"> <li>The variance is because the FOGO grant (\$257k) and contribution for Water Quality project (\$19k) have not been received within the expected timeframe. Refuse charges raised are lower than the budgeted amount however this should change later in the year. Revenue for development applications as well as fines and penalties are higher than anticipated.</li> </ul>	12,834,215	12,508,272	(325,943)
Recreation and culture <ul style="list-style-type: none"> <li>The variance is due to revenue for activities at Bayswater Waves being higher than anticipated with the refurbishment works having less of an impact than expected.</li> </ul>	2,066,781	2,410,672	343,890
Transport <ul style="list-style-type: none"> <li>Immaterial variance.</li> </ul>	338,640	331,349	(7,291)
Economic services <ul style="list-style-type: none"> <li>The variance is due to the budgeted Maylands underground power grant (\$120k) not yet being received.</li> </ul>	351,742	229,097	(122,646)
Other property and services <ul style="list-style-type: none"> <li>Immaterial variance.</li> </ul>	62,738	59,759	(2,979)
<b>Total</b>	<b>17,193,168</b>	<b>16,508,944</b>	<b>(684,224)</b>

**Expenditure from operating activities**

<b>Program</b>	<b>Amended Budget YTD \$</b>	<b>Actual YTD \$</b>	<b>Variance Positive/ (Negative) \$</b>
General purpose funding <ul style="list-style-type: none"> <li>Expenditure such as consultant fee, agency expense, postage and printing are below the budgeted amount however are expected to be in line with budget in the coming months.</li> </ul>	(318,420)	(275,566)	42,854
Governance <ul style="list-style-type: none"> <li>Expenditure for materials and contracts is lower than anticipated however it is expected to be in line with budget in the coming months.</li> <li>Projects such as ERP review and Community Perceptions Survey (\$70k) have been budgeted for but are yet to commence.</li> </ul>	(1,827,142)	(1,673,687)	153,455
Law, order, public safety <ul style="list-style-type: none"> <li>Expenditure for materials &amp; contracts such as minor equipment purchase, CCTV maintenance, community grants/sponsorships and subscriptions &amp; licences are lower than anticipated but are expected to be in line with budget in the coming months.</li> <li>Salaries and wages expenses are lower than the budgeted amount, however, with the vacant full time Ranger position have been recently filled and is expected to be in line with the budget in the coming months.</li> </ul>	(1,363,724)	(1,273,023)	90,701
Health <ul style="list-style-type: none"> <li>Expenditure for salaries and wages is lower than the budgeted amount due to vacancies within the branch. One vacant position has been filled the expenditure is expected to be in line with the budget.</li> </ul>	(766,012)	(715,566)	50,446
Education and welfare <ul style="list-style-type: none"> <li>Expenditure for projects such as the Reconciliation Action Plan and the Local Homelessness Strategy is lower than the budgeted amount. Painting of the Bayswater Family Centre has been budgeted for but work has not yet commenced.</li> <li>Materials &amp; contracts expenditure such as catering, materials &amp; consumables, program activities, minor equipment purchases, minor equipment replacements, podiatrist services and contractors are lower than anticipated, however, these expenses are expected to be in line with budget in the coming months.</li> </ul>	(759,167)	(612,764)	146,403
Housing <ul style="list-style-type: none"> <li>Immaterial variance.</li> </ul>	(45,969)	(43,575)	2,393
Community amenities <ul style="list-style-type: none"> <li>Expenditure is lower than budget due to. projects such as FOGO Implementation (\$914k); Tranby House Foreshore – Erosion design (\$50k); Emission reduction renewable energy (\$30k) and Morley Town Pedestrian crossing (\$30k) etc. which have been budgeted for but expenses have not been incurred.</li> <li>Refuse expenditure is also lower than the budget amount, however, this is expected to be in line within the budget within the coming months.</li> </ul>	(7,151,515)	(4,057,019)	3,094,496

Program	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<p>Recreation and culture</p> <ul style="list-style-type: none"> <li>Budget for the Maylands Brickworks feasibility (\$160k) and the Les Hansman Community Centre Redevelopment Plan (\$250k) has been assigned but expenditure has not yet been incurred.</li> <li>Expenses such as materials &amp; consumables, minor equipment purchases and minor equipment replacements are lower than the budgeted amount. With the recent appointment of the Maintenance Team Leader, expenditure is expected to increase.</li> </ul>	(11,476,305)	(9,865,961)	1,610,344
<p>Transport</p> <ul style="list-style-type: none"> <li>The variance is due to projects such as Morley Activity Centre Streetscape Plan (\$150k); Power Line Clearance Program (\$100k); Tree Planting Program (\$200k) which have been budgeted for but no expenses have been incurred.</li> <li>Expenditure for materials &amp; contracts such as materials/consumable and agency expenses are lower than the budgeted amount however these are expected to be in line with budget within the coming months.</li> </ul>	(6,358,426)	(5,413,128)	945,297
<p>Economic services</p> <ul style="list-style-type: none"> <li>The variance is due to the budget amounts for projects such as Business Investment and Economic Growth Program (\$185k); Underground Power (\$120k); Destination Marketing Strategy (\$50k) being allocated at the start of the financial year but expenditure not being incurred. There will continue to be a variation in expenditure until these projects have been completed.</li> </ul>	(919,655)	(498,052)	421,603
<p>Other property and services</p> <ul style="list-style-type: none"> <li>Expenses for employee costs and overheads are below budgeted amounts but are expected to be in line with the budget in the coming months.</li> </ul>	(751,642)	(375,157)	376,486
<b>Total</b>	<b>(31,737,977)</b>	<b>(24,803,500)</b>	<b>6,934,477</b>

**Discontinued operations**

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<p>Operating Income</p> <ul style="list-style-type: none"> <li>Aged care subsidies received are lower than the year-to-date budget due to the unpredictable nature of residents' personal care need assessments.</li> </ul>	2,766,753	2,148,579	(618,174)
<p>Operating Expenditure</p> <ul style="list-style-type: none"> <li>Aged care expenses are lower than anticipated due to the unpredictable nature of resident's personal care needs assessments. It is anticipated expenditure will be in line with the budget in the coming months.</li> </ul>	(3,009,734)	(2,218,062)	791,671
<b>Total</b>	<b>(242,981)</b>	<b>(69,688)</b>	<b>173,293</b>

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"> <li>Movements in depreciation, Aged liability adjustment and leave provisions.</li> </ul>	3,403,115	3,076,976	(326,139)

Investing activities

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Non-operating grants, subsidies and contributions <ul style="list-style-type: none"> <li>Bayswater Waves (\$166k) Riverside Garden (\$216k), Mahogany Reserve (\$228k), Wattle Park (\$384k), Morley Town Site Street Lighting Upgrade (\$120k) which are either yet to commence or only just commencing and therefore funds have not been realised.</li> </ul>	1,691,665	9,801	(1,681,864)
Purchase of property, plant and equipment <ul style="list-style-type: none"> <li>Although total expenditure increased by \$2.3m in the last month, expenditure for projects such as the Bayswater Waves refurbishment, RISE air conditioning, Workstation Replacement Program, MSRC Basketball Court Extension, Civic Centre BMS upgrade, Network infrastructure upgrade and Depot Chemical Mixing Facility is lower than the year-to-date budget. Expenditure is anticipated to be in line with budget in the coming months.</li> </ul>	(7,207,613)	(5,237,084)	1,970,529
Purchase of construction and infrastructure <ul style="list-style-type: none"> <li>Purchases are below the year-to-date budget for projects such as pathways within reserves (\$84k); Baigup Wetland (\$63k); Wotton Skate Park (\$150k); Critical Asset Replacement Program (\$350k) and Maylands Waterland (\$1.5m). A number of additional projects were also budgeted for but in October but works have not yet commenced. It is expected that expenditure will be in line with budget as more projects are completed.</li> </ul>	(5,841,311)	(2,090,876)	3,750,435
Purchase of intangible assets <ul style="list-style-type: none"> <li>Additional funding for projects such as software (\$30k); Corporate Performance system (\$80k) and ERP Implementation (\$45k) has been budgeted for but expenditure has not yet occurred.</li> </ul>	(157,728)	(75,089)	82,639
Proceeds from disposal of assets <ul style="list-style-type: none"> <li>These projects have recently commenced so not all proceeds of disposals have been received.</li> </ul>	931,639	233,210	(698,429)

Financing activities

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Repayment of borrowings	2,511	2,511	0

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<ul style="list-style-type: none"> <li>No variance.</li> </ul>			
Proceeds from self-supporting loans <ul style="list-style-type: none"> <li>No variance.</li> </ul>	(2,511)	(2,511)	(0)
Payment for principal portion of lease liability <ul style="list-style-type: none"> <li>Accounting standard AASB 116 requires recognition of leases as a liability.</li> </ul>	(68,128)	(22,797)	45,331
Transfer to reserves <ul style="list-style-type: none"> <li>Transfers to reserves for projects such as Strategic Planning (\$415k), Major Capital Works (\$515k) and Aged Care Services (\$215k) are not yet required.</li> </ul>	(1,171,886)	(32,934)	1,138,953
Transfer from reserves <ul style="list-style-type: none"> <li>The variance has occurred as reserve funded projects such as Economic Stimulus (\$1.2m); FOGO (\$656k); Les Hansman redevelopment (\$2.25m) and Hzone project (\$100k), RISE's aircon (\$200k) are not started yet and therefore funds do not need to be recouped.</li> </ul>	5,417,860	0	(5,417,860)
Rates <ul style="list-style-type: none"> <li>Immaterial variance.</li> </ul>	51,067,976	51,066,274	(1,702)

**City of Bayswater**  
**Financial Activity Statement**  
**for the period 1 July 2021 to 31 October 2021**

	Budget	Amended Budget	YTD Amended Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
<b>Net current assets at start of year - surplus/(deficit)</b>	8,382,712	8,382,712	8,382,712	16,831,753	8,449,041	101%
<b>Operating activities</b>						
<b>Revenue from operating activities (excludes rates)</b>						
General purpose funding	3,171,677	3,171,677	1,143,156	540,976	(602,180)	(53%)
Governance	139,950	139,950	45,838	37,565	(8,273)	(18%)
Law, order, public safety	392,540	392,540	124,869	185,782	60,913	49%
Health	254,484	254,484	142,138	155,969	13,832	10%
Education and welfare	228,495	228,495	83,050	49,502	(33,548)	(40%)
Community amenities	13,393,509	13,393,509	12,834,215	12,508,272	(325,943)	(3%)
Recreation and culture	6,777,377	6,777,377	2,066,781	2,410,672	343,890	17%
Transport	853,150	853,150	338,640	331,349	(7,291)	(2%)
Economic services	662,082	662,082	351,742	229,097	(122,646)	(35%)
Other property and services	167,926	167,926	62,738	59,759	(2,979)	(5%)
	26,041,190	26,041,190	17,193,168	16,508,944	(684,224)	(4%)
<b>Expenditure from operating activities</b>						
General purpose funding	(858,654)	(858,654)	(318,420)	(275,566)	42,854	(13%)
Governance	(5,311,070)	(5,311,070)	(1,827,142)	(1,673,687)	153,455	(8%)
Law, order, public safety	(3,908,932)	(3,908,932)	(1,363,724)	(1,273,023)	90,701	(7%)
Health	(2,263,833)	(2,263,833)	(766,012)	(715,566)	50,446	(7%)
Education and welfare	(2,086,578)	(2,086,578)	(759,167)	(612,764)	146,403	(19%)
Housing	(111,741)	(111,741)	(45,969)	(43,575)	2,393	(5%)
Community amenities	(19,744,518)	(19,744,518)	(7,151,515)	(4,057,019)	3,094,496	(43%)
Recreation and culture	(32,555,627)	(32,555,627)	(11,476,305)	(9,865,961)	1,610,344	(14%)
Transport	(17,499,002)	(17,499,002)	(6,358,426)	(5,413,128)	945,297	(15%)

	Budget	Amended Budget	YTD Amended Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
Economic services	(1,968,433)	(1,968,433)	(919,655)	(498,052)	421,603	(46%)
Other property and services	(527,418)	(527,418)	(751,642)	(375,157)	376,486	(50%)
	(86,835,805)	(86,835,805)	(31,737,977)	(24,803,500)	6,934,477	(22%)
<b>Discontinued operations</b>	952,160	952,160	(242,981)	(69,688)	173,293	(71%)
	(51,459,743)	(51,459,743)	(6,405,079)	8,467,509	14,872,588	(232%)

	Budget	Amended Budget	YTD Amended Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
<b>Operating activities excluded from budget</b>						
	(27,298,562)	52,352,141	43,468,951	4,220,456	(39,248,496)	(90%)
<b>Amount attributable to operating activities</b>	(78,758,305)	892,398	37,063,872	12,687,964	(24,375,908)	(66%)
<b>Investing activities</b>						
Non-operating grants, subsidies and contributions	9,268,848	9,268,848	1,691,665	9,801	(1,681,864)	(99%)
Purchase of property, plant and equipment	(13,394,630)	(13,394,630)	(7,207,613)	(5,237,084)	1,970,529	(27%)
Purchase and construction of infrastructure	(18,458,990)	(18,458,990)	(5,841,311)	(2,090,876)	3,750,435	(64%)
Purchase of intangible assets	(932,266)	(932,266)	(157,728)	(75,089)	82,639	(52%)
Purchase of assets held for sale	0	0	0	(58,088)	(58,088)	No Budget
Proceeds from disposal of assets	1,331,639	1,331,639	931,639	233,210	(698,429)	(75%)
<b>Amount attributable to investing activities</b>	(22,185,399)	(22,185,399)	(10,583,348)	(7,218,127)	3,365,221	(32%)
<b>Financing activities</b>						
Repayment of borrowings	(232,351)	(232,351)	2,511	2,511	0	0%
Proceeds from self-supporting loans	5,106	5,106	(2,511)	(2,511)	(0)	0%
Proceeds from loans	3,971,802	3,971,802	0	0	0	No Budget
Payment for principal portion of lease liability	(149,408)	(149,408)	(68,128)	(22,797)	45,331	(67%)
Transfer to reserves	(2,628,477)	(2,628,477)	(1,171,886)	(32,934)	1,138,953	(97%)
Transfer from reserves	8,696,202	8,696,202	5,417,860	0	(5,417,860)	(100%)
<b>Amount attributable to financing activities</b>	9,662,874	9,662,874	4,177,846	(55,731)	(4,233,577)	(101%)
<b>Budget deficiency before general rates</b>	(91,280,830)	(11,630,128)	30,658,370	5,414,107	(25,244,263)	(82%)
<b>Estimated amount to be raised from general rates</b>	51,567,976	51,567,976	51,067,976	51,066,274	(1,702)	(0%)
<b>Adjusted net current assets at the end of the year - surplus/(deficit)</b>	(39,712,854)	39,937,848	81,726,346	56,480,381	(25,245,965)	(31%)



**City of Bayswater**  
**Statement of Comprehensive Income**  
**by Nature or Type**  
**for the period 1 July 2021 to 31 October 2021**

	Budget	Amended Budget	YTD Budget	YTD Actual
	\$	\$	\$	\$
<b>Revenue</b>				
Rates	51,567,976	51,567,976	51,067,976	51,066,274
Operating grants, subsidies and contributions	11,514,412	11,514,412	3,929,167	2,275,863
Fees and charges	22,588,231	22,588,231	15,413,808	15,850,038
Interest earnings	705,191	705,191	400,379	381,096
Other revenue	1,283,043	1,283,043	197,785	150,527
	<u>87,658,853</u>	<u>87,658,853</u>	<u>71,009,116</u>	<u>69,723,797</u>
<b>Expenses</b>				
Employee costs	(37,075,315)	(37,075,315)	(12,635,352)	(11,753,230)
Materials and contracts	(33,680,709)	(33,680,709)	(12,633,553)	(7,184,691)
Utility charges	(3,377,324)	(3,377,324)	(1,115,507)	(1,035,851)
Depreciation and amortisation	(11,986,593)	(11,986,593)	(4,138,737)	(3,998,427)
Insurance expenses	(1,029,317)	(1,029,317)	(1,009,317)	(988,001)
Interest expenses	(7,417)	(7,417)	(75)	(885)
Other expenditure	(8,186,460)	(8,186,460)	(2,885,644)	(2,060,682)
	<u>(95,343,135)</u>	<u>(95,343,135)</u>	<u>(34,418,184)</u>	<u>(27,021,767)</u>
	<u>(7,684,282)</u>	<u>(7,684,282)</u>	<u>36,590,931</u>	<u>42,702,030</u>
Non-operating grants, subsidies and contributions	9,268,848	9,268,848	1,691,665	9,801
Profit on asset disposals	28,781	28,781	18,781	0
(Loss) on asset disposals	(618,978)	(618,978)	(329,527)	0
Fair value adjustments to financial assets at fair value through profit or loss	0	0	0	0
	<u>8,678,651</u>	<u>8,678,651</u>	<u>1,380,919</u>	<u>9,801</u>
<b>Net result</b>	<u>994,369</u>	<u>994,369</u>	<u>37,971,850</u>	<u>42,711,830</u>
<b>Other comprehensive income</b>				
Changes on revaluation of non-current assets	0	0	0	0
<b>Total other comprehensive income</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total comprehensive income</b>	<u>994,369</u>	<u>994,369</u>	<u>37,971,850</u>	<u>42,711,830</u>

**City of Bayswater  
Net Current Assets  
as at 31 October 2021**

<b>Municipal and Aged Persons Homes</b>	<b>Opening Balance</b>	<b>Closing Balance</b>
	\$	\$
<b>Current assets</b>		
Cash and cash equivalents	84,569,566	110,209,799
Trade and other receivables	6,856,984	21,834,942
Inventories	149,661	152,972
Prepayments	89,458	55,765
<b>Total</b>	91,665,669	132,253,478
<b>Current liabilities</b>		
Trade and other payables	(34,167,276)	(34,591,862)
Other financial liabilities at amortised costs	(5,106)	(3,860)
Lease liabilities	(68,006)	(62,210)
Provisions	(6,998,095)	(6,890,486)
Grant Liabilities	(3,902,340)	(4,406,249)
Contract Liabilities	(70,508)	(70,508)
Clearing accounts	(7,722)	(211,623)
<b>Total</b>	(45,219,052)	(46,236,797)
<b>Net current assets</b>	46,446,617	86,016,681
Restricted - Reserves	(38,985,198)	(39,018,131)
Cash backed employee provisions	1,572,346	1,573,651
Restricted - Aged Persons Homes	7,762,951	7,878,939
Current Portion of Lease Liabilities	35,037	29,241
	16,831,753	56,480,381

**City of Bayswater  
Cash Backed Reserves  
for the period 1 July 2021 to 31 October 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	17,030,614	1,219,865	(1,267,705)	16,982,774	16,379,690	12,983	0	16,392,673
Aged Persons Homes - Prudential Requirements Reserve	2,885,179	0	0	2,885,179	2,904,645	2,019	0	2,906,664
Bayswater Bowling Club Capital Improvements Reserve	10,348	41	0	10,389	10,315	9	0	10,323
Bayswater Tennis Club Reserve	138,461	547	0	139,008	138,249	118	0	138,368
Bayswater Waves Aquatic Centre Reserve	411,625	1,627	(306,390)	106,862	428,233	409	0	428,643
Bore and Reticulation Reserve	9,638	38	0	9,676	9,917	8	0	9,925
Building Furniture and Equipment Reserve	142,217	562	0	142,779	144,457	120	0	144,577
City Buildings and Amenities Reserve	612,823	2,422	(82,200)	533,045	838,046	744	0	838,790
Civic Centre Reserve	44,611	176	0	44,787	63,440	53	0	63,493
Economic Stimulus Reserve	4,412,450	17,440	(2,608,624)	1,821,266	4,770,646	4,220	0	4,774,866
Eric Singleton Bird Sanctuary Reserve	1,226,163	4,846	0	1,231,009	1,222,256	1,015	0	1,223,271
FOGO Reserve	656,073	2,620	(656,073)	2,620	0	0	0	0
Footpath and Cycleway Reserve	85,580	338	(85,000)	918	85,307	71	0	85,377
General Waste Management Reserve	528,460	2,109	(451,156)	79,413	28,370	24	0	28,394
Golf Courses Reserve	1,462,328	5,780	(52,110)	1,415,998	1,502,090	1,271	0	1,503,361
Information Technology Reserve	315,174	1,046	(310,000)	6,220	275,294	277	0	275,571
Landfill Restoration Reserve	384,905	1,521	(150,000)	236,426	384,008	319	0	384,326
Les Hansman Community Centre Development Reserve	4,630,885	15,508	(2,250,000)	2,396,393	4,328,791	4,358	0	4,333,150
Long Service Leave and Entitlements Reserve	1,577,372	6,235	0	1,583,607	1,572,346	1,305	0	1,573,651
Major Capital Works Reserve	702,204	518,455	(12,000)	1,208,659	641,938	642	0	642,580
Maylands Lakes Reserve	4,731	19	0	4,750	4,716	4	0	4,720
Maylands Waterland Reserve	429,886	1,699	0	431,585	428,516	356	0	428,872
Morley City Centre Reserve	542,361	2,144	0	544,505	541,107	449	0	541,556
Morley Sport and Recreation Centre Reserve	496,556	1,963	0	498,519	501,709	417	0	502,126
Noranda Netball Courts Reserve	65,795	260	0	66,055	69,309	58	0	69,367
Plant and Works Equipment Reserve	2,522	10	0	2,532	2,745	2	0	2,747
Playground and Parks Reserve	60,477	239	(27,705)	33,011	61,990	110	0	62,101
River Restoration Reserve	20,450	81	(10,643)	9,888	130,469	100	0	130,569
Roads and Drainage Reserve	12,046	48	0	12,094	12,856	129	0	12,985
Senior Citizens Building Reserve	6,040	24	0	6,064	25,503	21	0	25,525
Strategic Land Acquisition Reserve	11,968	815,047	0	827,015	11,929	10	0	11,939
Streetscapes Reserve	410,206	1,621	(185,000)	226,827	388,989	365	0	389,354
Sustainable Environment Reserve	168,406	666	(140,436)	28,636	77,300	116	0	77,415
The RISE Reserve	252,816	999	(101,160)	152,655	374,206	312	0	374,517
Workers' Compensation Reserve	627,814	2,481	0	630,295	625,816	520	0	626,335
Total	40,379,185	2,628,477	(8,696,202)	34,311,460	38,985,198	32,934	0	39,018,131

**City of Bayswater  
Capital Acquisitions & Non-Operating Grants  
for the period 1 July 2021 to 31 October 2021**

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Non-operating grants, subsidies and contributions - summary</b>						
1622 Buildings	(407,832)	(407,832)	(294,828)	2,819	26,951	(437,602)
1632 Furniture and equipment	(11,400)	(11,400)	(11,400)	0	0	(11,400)
1702 Roads	(1,818,999)	(1,818,999)	(135,000)	0	0	(1,818,999)
1712 Footpath	(766,960)	(766,960)	(25,000)	0	0	(766,960)
1732 Park development	(5,840,575)	(5,840,575)	(1,038,017)	(3,651)	0	(5,836,924)
1742 Other infrastructure	(423,082)	(423,082)	(187,420)	(8,969)	0	(414,113)
	<u>(9,268,848)</u>	<u>(9,268,848)</u>	<u>(1,691,665)</u>	<u>(9,801)</u>	<u>26,951</u>	<u>(9,285,998)</u>
<b>Capital acquisitions - summary</b>						
<b>Purchase of asset held for sale</b>						
1912 Assets Held for Sale	1,000,000	1,000,000	150,000	58,088	0	941,912
	<u>1,000,000</u>	<u>1,000,000</u>	<u>150,000</u>	<u>58,088</u>	<u>0</u>	<u>941,912</u>
<b>Purchase of property, plant and equipment</b>						
1622 Buildings	9,552,125	9,552,125	5,911,351	4,123,064	3,519,571	1,909,490
1632 Furniture and equipment	1,102,121	1,102,121	582,356	356,180	243,604	502,337
1652 Plant and equipment	2,740,385	2,740,385	713,906	757,840	442,893	1,539,652
	<u>13,394,630</u>	<u>13,394,630</u>	<u>7,207,613</u>	<u>5,237,084</u>	<u>4,206,067</u>	<u>3,951,479</u>
<b>Purchase and construction of infrastructure assets</b>						
1702 Roads	4,193,553	4,193,553	1,503,427	403,703	693,529	3,096,320
1712 Footpath	1,189,681	1,189,681	146,972	132,926	34,811	1,021,943
1722 Drainage	560,870	560,870	111,194	25,568	227,727	307,576
1732 Park development	11,132,046	11,132,046	3,696,959	1,329,142	4,232,218	5,570,686
1742 Other infrastructure	1,382,840	1,382,840	382,760	199,537	396,775	786,528
	<u>18,458,990</u>	<u>18,458,990</u>	<u>5,841,311</u>	<u>2,090,876</u>	<u>5,585,061</u>	<u>10,783,054</u>
<b>Purchase of intangible assets</b>						
1852 Intangible assets	932,266	932,266	157,728	75,089	10,088	847,089
	<u>932,266</u>	<u>932,266</u>	<u>157,728</u>	<u>75,089</u>	<u>10,088</u>	<u>847,089</u>
	<u>33,785,887</u>	<u>33,785,887</u>	<u>13,356,652</u>	<u>7,461,137</u>	<u>9,801,216</u>	<u>16,523,533</u>

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Buildings</b>						
<b>Building major capital works</b>						
80596 Depot Offices Renovation	49,254	49,254	49,254	2,438	45,780	1,036
80800 Riverside Gardens Toilet Upgrade	254,269	254,269	254,269	161	159,156	94,953
80809 Depot Electrical Door Upgrade	14,015	14,015	14,015	0	12,169	1,846
80810 Depot Store Room Upgrades	30,187	30,187	30,187	3,048	0	27,140
80823 Bayswater Bowling Club - toilet upgrade	94,091	94,091	0	0	1,250	92,841
80824 Bayswater Waves - refurbishment	1,311,537	1,311,537	856,477	255,114	42,353	1,014,070
80825 Bedford Bowling Club - kitchen upgrade	35,284	35,284	35,284	382	29,197	5,706
80826 Civic Centre - building management system upgrade	176,420	176,420	164,658	108,360	60,760	7,300
80827 Ellis House - new studio design	58,807	58,807	58,807	9,261	0	49,546
80828 Hampton Park Scout Hall - asbestos removal and upgrade	41,165	41,165	0	15,221	2,712	23,232
80829 Maylands Peninsula Hotel - roof restoration	176,420	176,420	0	0	0	176,420
80830 Maylands Yacht Club - flooring upgrade	41,165	41,165	0	28,191	0	12,974
80831 Moojebing Reserve - Club Rooms - internal upgrade	11,761	11,761	0	10,960	26	776
80832 Morley Community Centre - toilet upgrade	70,568	70,568	0	0	50,411	20,157
80833 Morley Noranda Recreation Club - air-conditioner replacement	64,152	64,152	64,152	0	0	64,152
80834 Morley Sport & Recreation Centre - air-conditioner upgrade	117,613	117,613	0	0	0	117,613
80836 Morley Sport & Recreation Centre - roof renewal	47,045	47,045	0	0	36,364	10,682
80837 Paddy Walker Depot - improvements	109,968	109,968	53,906	17,135	40,792	52,041
80838 Roxy Theatre - switchboard upgrade	23,523	23,523	0	0	0	23,523
80839 The RISE - airconditioner replacement	235,226	235,226	235,226	126,000	99,382	9,844
80840 Upper Hillcrest Reserve - transportable changeroom	200,000	200,000	(200,000)	0	0	200,000
80841 Waste Disposal Facility - weighbridge	80,000	80,000	0	0	0	80,000
	3,242,468	3,242,468	1,616,235	576,269	580,350	2,085,849
<b>Building minor capital works</b>						
80482 Wotton Reserve - sewer connection	162,851	162,851	117,613	0	3,911	158,939
80843 Bayswater Bowling Club - shade shelter	10,591	10,591	10,591	0	0	10,591
80844 Bayswater Community Centre - paving	5,000	5,000	0	0	0	5,000
80845 Bayswater Family Centre - floor renewal	9,409	9,409	9,409	0	0	9,409
80846 Carramar Community Centre - entrance/exit upgrades	5,881	5,881	5,881	0	1,829	4,052
80847 East Maylands Pre-Primary - door upgrade	17,642	17,642	0	0	0	17,642
80848 Elstead Reserve Hall - internal & external upgrades	9,409	9,409	0	0	0	9,409
80849 Environment House - storage and path	4,721	4,721	4,721	0	0	4,721
80850 Hampton Infant Health - flooring upgrade	29,403	29,403	29,403	9,896	8,565	10,942
80851 Maylands Yacht Club - flooring renewal	8,019	8,019	0	0	0	8,019

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
80852	Maylands Yacht Club - roof renewal	5,881	5,881	0	3,369	2,411	100
80853	Moojebing Reserve Club Room - kitchen renewal	23,951	23,951	23,951	0	25,865	(1,914)
80854	Morley Community Centre - bathroom upgrade	10,000	10,000	0	0	0	10,000
80855	Morley Community Centre - security system	11,761	11,761	0	0	0	11,761
80856	Morley Sport & Recreation Ctre - toilet exhaust fan renewal	11,761	11,761	11,761	0	0	11,761
80857	Orana House - install security system	8,716	8,716	0	0	10,031	(1,314)
80858	Robert Thompson Reserve - Club Rooms - external doors	6,683	6,683	0	0	5,053	1,630
80859	Roxy Theatre - removal of asbestos	17,642	17,642	17,642	0	9,377	8,265
80953	Bayswater Morley Cricket Club - gazebo	15,000	15,000	7,500	0	0	15,000
80955	AP Hinds Reserve - electrical upgrade	82,329	82,329	82,329	0	62,900	19,429
80958	Gibney Reserve Club Rooms - air-conditioner replacement	0	0	0	0	8,209	(8,209)
		456,650	456,650	320,801	13,266	138,150	305,233
<b>Aquatic facilities</b>							
80365	Bayswater Waves - refurbishment tender design	128,427	128,427	102,742	157,763	86,172	(115,508)
		128,427	128,427	102,742	157,763	86,172	(115,508)
<b>Community capital requests</b>							
80637	Bayswater Elderly Community Help Org - new accessible toilet	36,364	36,364	0	0	0	36,364
80638	Bayswater ECHO - internal walls/floor renewal	0	0	0	0	2,327	(2,327)
		36,364	36,364	0	0	2,327	34,037
<b>Building renewal</b>							
80798	Maylands Sport & Rec - Maylands Bowling - toilet renewal	0	0	0	0	3,480	(3,480)
80822	Bayswater Waves - lighting replacements	127,127	127,127	31,782	0	91,580	35,547
		127,127	127,127	31,782	0	95,060	32,067
<b>Building upgrade</b>							
80860	The RISE - non-slip floor on balcony	10,000	10,000	0	0	0	10,000
		10,000	10,000	0	0	0	10,000
<b>Building new</b>							
80821	Waste Disposal Facility - hazardous household waste shed	10,000	10,000	0	113	0	9,887
		10,000	10,000	0	113	0	9,887
<b>Sustainable environment</b>							
80936	Solar PV installation program	150,000	150,000	50,000	23	90,787	59,190
		150,000	150,000	50,000	23	90,787	59,190

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Golf course development</b>						
80644 Embleton GC Club Hse- Upg & reno toilets	0	0	0	0	135	(135)
	0	0	0	0	135	(135)
<b>COVID-19 \$5m Stimulus Package Projects</b>						
80613 Morley Sport & Recreation Ctre - basketball court extension	3,216,180	3,216,180	2,550,000	2,166,762	1,083,021	(33,603)
80614 Bayswater Waves - Refurbish 25m pool, pool hall, plant room	1,500,500	1,500,500	1,000,333	1,186,810	1,346,324	(1,032,634)
80619 Energy Efficiency Projects	105,000	105,000	39,375	0	88,000	17,000
	4,821,680	4,821,680	3,589,708	3,353,572	2,517,345	(1,049,237)
<b>Administration Buildings</b>						
80666 Rangers and Security - security system	11,761	11,761	11,761	9,620	0	2,141
	11,761	11,761	11,761	9,620	0	2,141
<b>Halls &amp; Community Centres</b>						
80678 Bayswater Community Centre - Int upg	0	0	0	0	4	(4)
80819 Morley Library Lighting Upgrade	35,284	35,284	0	0	0	35,284
	35,284	35,284	0	0	4	35,279
<b>Water Facilities</b>						
80781 Bayswater Waves - Changeroom refurbishment	213,377	213,377	142,251	0	0	213,377
80787 Bayswater Waves - Unplanned capital expenditure	51,044	51,044	16,667	4,903	0	46,141
	264,421	264,421	158,918	4,903	0	259,518
<b>Sport &amp; Recreation Facilities</b>						
80645 Frank Drago Hall - Replace flooring	0	0	0	0	22	(22)
80646 Grand Prom Self Cleaning Toilet - Upgrade external façade	72,975	72,975	17,642	0	1,250	71,725
80672 Wotton Reserve - External upgrades	24,699	24,699	11,761	981	2	23,716
80690 The RISE - Disability access ramp construction	118,977	118,977	0	1,680	2,467	114,831
80764 Lightning Park Recreation Centre - Spectator shelter	30,000	30,000	0	0	0	30,000
80788 The RISE- Upg security and monitoring	0	0	0	0	538	(538)
	246,652	246,652	29,403	2,661	4,280	239,711
<b>Libraries</b>						
80684 Bayswater Library - External renewal	11,291	11,291	0	4,875	4,960	1,456
	11,291	11,291	0	4,875	4,960	1,456

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Total Buildings	9,552,125	9,552,125	5,911,351	4,123,064	3,519,571	1,909,490
<b>Furniture and equipment</b>						
<b>Furniture and equipment</b>						
80385 The RISE - strength equipment replacement	12,871	12,871	12,871	0	0	12,871
80861 Bayswater Waves - equipment renewal	212,942	212,942	69,529	4,677	44,202	164,063
80862 Bayswater Waves - pool safety buoys and ropes replacement	5,615	5,615	0	0	0	5,615
80863 Bayswater Waves - replace dumbbells, rack	18,376	18,376	18,000	0	16,767	1,609
80864 Bayswater Waves - replace pool inflatable	10,209	10,209	0	0	9,088	1,121
80865 Bayswater Waves - replace pool platform	122,505	122,505	80,000	0	0	122,505
80866 Embleton Golf Club - furniture	11,400	11,400	11,400	9,113	1,263	1,024
80868 The RISE - equipment renewal	41,416	41,416	2,333	0	0	41,416
80869 The RISE - function room equipment	20,383	20,383	20,383	0	0	20,383
	455,717	455,717	214,516	13,790	71,320	370,606
<b>IT capital</b>						
80089 Network infrastructure	100,000	100,000	100,000	106,912	45,745	(52,657)
80091 Workstation replacement program	280,600	280,600	180,000	167,559	62,403	50,638
80792 Network security infrastructure updates	0	0	0	5,140	58	(5,198)
	380,600	380,600	280,000	279,610	108,205	(7,216)
<b>IT renewal</b>						
80387 General IT Equipment Replacement Program	57,000	57,000	44,000	37,155	35,920	(16,075)
80871 GIS Lab & Communication Hut - UPS & switch renewal	5,000	5,000	0	0	0	5,000
80872 Spatial Virtual Machine hosts	75,000	75,000	0	0	0	75,000
	137,000	137,000	44,000	37,155	35,920	63,925
<b>CCTV Renewal</b>						
80274 CCTV Infrastructure replacement program	109,964	109,964	25,000	17,243	28,118	64,603
	109,964	109,964	25,000	17,243	28,118	64,603
<b>Plant and equipment</b>						
80874 City-wide - traffic counter program	10,000	10,000	10,000	8,380	0	1,620
	10,000	10,000	10,000	8,380	0	1,620
<b>Water Facilities</b>						
80784 Bayswater Waves- Repl 50m pool air scour	0	0	0	0	41	(41)



	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
80786 Bayswater Waves - replace pneumatic system	8,840	8,840	8,840	0	0	8,840
	8,840	8,840	8,840	0	41	8,799
Total Furniture and equipment	1,102,121	1,102,121	582,356	356,180	243,604	502,337
<b>Plant and equipment</b>						
<b>Building major capital works</b>						
80808 Depot Chemical Mixing Facility Upgrade	53,906	53,906	53,906	10,370	0	43,536
	53,906	53,906	53,906	10,370	0	43,536
<b>Plant and equipment</b>						
80257 Plant and Fleet Replacement Program	2,286,979	2,286,979	660,000	747,471	406,595	1,132,914
80759 Library Services - commercial delivery vehicle procurement	44,500	44,500	0	0	0	44,500
80956 New FTE Plant and Equipment	355,000	355,000	0	0	36,298	318,702
	2,686,479	2,686,479	660,000	747,471	442,893	1,496,116
Total Plant and equipment	2,740,385	2,740,385	713,906	757,840	442,893	1,539,652
<b>Roads</b>						
<b>Road construction</b>						
80198 Resurface Right of Ways	107,580	107,580	57,580	2,159	0	105,421
80245 Traffic management - general	50,000	50,000	0	59,009	33,384	(42,393)
80426 Design of slip lane at 60 Russell Street corner Walter Road	59,168	59,168	0	34,680	34,083	(9,595)
80803 Morley Town Site - Street Lighting Upgrade	120,000	120,000	120,000	0	0	120,000
80804 Noranda Connecting - footpath construction	21,516	21,516	21,516	0	13,478	8,038
80818 Living Laneways - upgrade lighting	17,213	17,213	2,152	0	14,409	2,804
80875 Driscoll Way - re-kerbing	38,729	38,729	38,729	43,817	14,013	(19,100)
	414,206	414,206	239,977	139,665	109,367	165,173
<b>Road renewal</b>						
80516 Resurface - McGilvray/Benara	0	0	0	0	7,324	(7,324)
	0	0	0	0	7,324	(7,324)
<b>Roads to recovery</b>						
80739 Telstar Dr- Beechboro Rd N/Bottlebrush D	0	0	0	14,417	0	(14,417)
80876 Banksia Rd - Beechboro Road North to Bluegum Rd - resurface	73,154	73,154	0	411	0	72,744
80877 Bluegum Road - Mahogany Road to Blackboy Way - resurface	214,084	214,084	0	0	0	214,084

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
80878	Marriot Way - Cranleigh Street to Driscoll Way - resurface	65,020	65,020	65,020	1,954	41,157	21,910
80879	Napier Road - Annison Place to Wonga Road - resurface	98,974	98,974	98,974	1,604	84,694	12,676
80880	Westlake Road - Napier Road to Crimea Road - resurface	90,367	90,367	90,367	0	0	90,367
		541,600	541,600	254,361	18,386	125,851	397,363
<b>Black spot state</b>							
80748	Benara Road / Camboon Road	31,000	31,000	0	0	659	30,341
80749	Coode Street / Catherine Street	22,000	22,000	0	0	439	21,561
80750	Coode Street / Sixth Avenue	50,375	50,375	0	0	0	50,375
80881	Camboon Road & Wolseley Rd - install island/street lighting	120,000	120,000	0	1,590	0	118,410
80882	Walter Road West and Coode St - install right turn signal	129,700	129,700	15,000	0	0	129,700
		353,075	353,075	15,000	1,590	1,098	350,387
<b>Black spot federal</b>							
80526	Eighth Ave and East St - Roundabout	0	0	0	46,040	0	(46,040)
80751	King Street / Raymond Avenue	209,500	209,500	0	0	4,500	205,000
80883	Crimea St and Westlake Rd - splitter islands/street lighting	55,000	55,000	0	0	5,143	49,857
		264,500	264,500	0	46,040	9,643	208,817
<b>Base road grant</b>							
80317	Drainage kerb renewal	96,822	96,822	32,274	0	32,410	64,412
80719	Argosy Place - Aerial Place to Culdesac	0	0	0	935	0	(935)
80735	Carparks - Clarkson Jetty	75,306	75,306	0	5,536	0	69,770
80736	Drainage & Kerbing - Various	0	0	0	614	0	(614)
80884	Acacia Court - Bluegum Road to Cul-de-sac - resurface	17,213	17,213	0	0	0	17,213
80885	Addington Street - Puttenham St to Marriot Way - resurface	22,592	22,592	22,592	0	17,672	4,920
80886	Annison Place - Napier Road to Cul-de-sac - resurface	30,122	30,122	30,122	0	26,950	3,172
80887	Bagshot Place - Morley Drive to Annison Place - resurface	11,834	11,834	0	1,020	11,620	(806)
80888	Blackboy Way - Bluegum Road to Banksia Road - resurface	69,927	69,927	69,927	0	0	69,927
80889	Boyle Place - Westlake Place to Cul-de-sac - resurface	16,137	16,137	16,137	0	0	16,137
80890	Capel Place - Wonga Road to Ramsden Way - resurface	13,985	13,985	13,985	0	0	13,985
80891	Cranleigh Street - Annison Place to Marriot Way - resurface	45,184	45,184	45,184	0	32,548	12,635
80892	Driscoll Way - Puttenham Street to Crimea Street - resurface	49,487	49,487	49,487	2,168	45,482	1,838
80893	Frimley Place - Morley Drive to Annison Place - resurface	11,834	11,834	11,834	0	12,035	(201)
80894	Frimley Way - Sunningdale Street to Crimea St - resurface	54,866	54,866	54,866	1,007	45,490	8,369
80895	Hakea Court - Mahogany Road to Cul-de-sac - resurface	13,985	13,985	0	0	0	13,985
80896	Hamersley Place - Alfreda Avenue to Culdesac - resurface	54,866	54,866	0	0	0	54,866

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
80897 Mahogany Road - Benara Road to Banksia Road - resurface	37,653	37,653	0	0	0	37,653
80898 McArthur Street - Frimley Way to Driscoll Way - resurface	36,577	36,577	36,577	0	0	36,577
80899 Munyard Way - Rhodes Street to Westlake Road - resurface	32,274	32,274	32,274	0	0	32,274
80900 Paperbark Way - Banksia Road to Paperbark Way - resurface	60,245	60,245	0	0	0	60,245
80901 Puttenham Street - Cranleigh St to McArthur St - resurface	37,653	37,653	37,653	0	28,565	9,088
80902 Ramsden Way - Simmonds Street to Westlake Road - resurface	76,382	76,382	76,382	0	0	76,382
80903 Rhodes Street - Westlake Road to Ramsden Way - resurface	25,819	25,819	25,819	0	0	25,819
80904 Simmonds Street - Wonga Road to Westlake Street - resurface	35,501	35,501	35,501	0	0	35,501
80905 Stone Street - McGann Street to Cul-de-sac - resurface	23,668	23,668	0	0	0	23,668
80906 Sunningdale Street - Cranleigh St to Frimley Way - resurface	29,047	29,047	29,047	0	34,668	(5,622)
80907 Wonga Road - Crimea Street to Napier Road - resurface	69,927	69,927	69,927	0	0	69,927
80908 Zinnia Place - Hakea Court to Cul-de-sac - resurface	11,834	11,834	0	0	0	11,834
	1,060,739	1,060,739	689,588	11,279	287,439	762,020
<b>Traffic management</b>						
80291 City-wide traffic implementation	120,000	120,000	0	1,284	275	118,441
80297 Traffic Management - Disability Access Committee	25,000	25,000	0	898	9,332	14,770
	145,000	145,000	0	2,182	9,607	133,211
<b>Other road construction</b>						
80745 Clarkson to Tranby - Resurface Cycleway	91,443	91,443	0	39,060	6,421	45,962
80746 The Strand, Arundel St, Essex St, May St - Reconstruct ROW	29,853	29,853	29,853	18,846	0	11,008
80747 Towns Development Program - Various	37,653	37,653	16,137	1,071	14,660	21,922
80909 Baigup to Riverside Gardens - resurface cycleway	86,064	86,064	0	0	0	86,064
80912 Vernon Street, Noranda - Right of Way reconstruction	34,426	34,426	0	0	0	34,426
	279,439	279,439	45,990	58,977	21,081	199,381
<b>Arterial road construction</b>						
80913 Beaufort Str/Grand Promenade - 4-way intersection resurface	109,732	109,732	0	2,780	0	106,952
80914 Crimea Street - North-bound Hoby Rd to Benara Rd - resurface	97,898	97,898	0	0	0	97,898
	207,629	207,629	0	2,780	0	204,849
<b>Other infrastructure construction</b>						
80918 Hamilton Street Carpark - construction	231,615	231,615	231,615	121,704	120,920	(11,008)
80920 Noranda Carpark - resurfacing	53,790	53,790	0	0	0	53,790
80922 Verge Paving - paving of small areas under traffic	26,895	26,895	26,895	0	0	26,895
	312,300	312,300	258,510	121,704	120,920	69,677

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
<b>Metropolitan Regional Road Group Projects</b>							
80737	Whatley Crescent - Charles Street to Caledonian Avenue	120,490	120,490	0	0	0	120,490
80923	Widgee Road, Noranda - resurface	464,453	464,453	0	0	0	464,453
		584,943	584,943	0	0	0	584,943
<b>Footpath renewal</b>							
80561	Resurface - Cycleway - Swan Bank/Clarkson Road	30,122	30,122	0	1,100	1,200	27,822
		30,122	30,122	0	1,100	1,200	27,822
Total Roads		4,193,553	4,193,553	1,503,427	403,703	693,529	3,096,320
<b>Footpath</b>							
<b>Building minor capital works</b>							
80842	Bayswater Bowling Club - landscaping	18,182	18,182	18,182	1,217	0	16,965
		18,182	18,182	18,182	1,217	0	16,965
<b>Other road construction</b>							
80910	Drake Street - Bay View Street - train station - new pathway	172,128	172,128	0	0	0	172,128
80911	Drake Street - Broun Avenue/Rothbury Road - new pathway	37,363	37,363	0	0	0	37,363
		209,491	209,491	0	0	0	209,491
<b>Footpath construction</b>							
80063	New footpath construction and Local Bike Plan	193,644	193,644	0	18,911	5,520	169,213
80702	Footpath Repair Program	113,669	113,669	0	1,789	0	111,880
80703	Arterial Road New Dual-Use Path Program	215,160	215,160	53,790	70,886	19,013	125,260
80761	Emberson Reserve - ACROD bay and access path	30,000	30,000	30,000	774	0	29,226
80924	Crimea Street - Morley Drive to Fedders St - pathway	183,596	183,596	0	0	0	183,596
80926	Robann Way - Lincoln Road to Jennifer Road - pathway	63,257	63,257	0	0	0	63,257
80927	Timms Place - Halvorson Road to Morley Drive - pathway	48,572	48,572	0	0	0	48,572
		847,898	847,898	83,790	92,361	24,533	731,004
<b>Park development construction</b>							
80765	Maylands Tennis Club - ACROD pathway	30,000	30,000	30,000	19,555	0	10,445
80776	New Pathways within Reserves	84,110	84,110	15,000	19,793	10,278	54,039
		114,110	114,110	45,000	39,348	10,278	64,484

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Total Footpath	1,189,681	1,189,681	146,972	132,926	34,811	1,021,943
<b>Drainage</b>						
<b>Drainage construction</b>						
80047 Russell Street Park - grant funds	23,379	23,379	15,588	386	0	22,993
80248 Urban water sensitive design	284,153	284,153	0	9,586	156,698	117,869
80697 Nora Hughes Park - living stream	55,000	55,000	20,000	3,945	24,483	26,572
80928 City-wide - optimise drainage amenity	80,000	80,000	21,816	0	0	80,000
	442,532	442,532	57,404	13,917	181,181	247,433
<b>Drainage renewal</b>						
80701 Grate Replacement Program	0	0	0	0	4,830	(4,830)
80705 Low Point Dual Gully Program	53,790	53,790	32,274	8,500	27,525	17,764
80929 City-wide - drainage grates renewal	64,548	64,548	21,516	3,150	14,190	47,208
	118,338	118,338	53,790	11,650	46,545	60,142
Total Drainage	560,870	560,870	111,194	25,568	227,727	307,576
<b>Park development</b>						
<b>Furniture and equipment</b>						
80867 Robert Thompson - exercise equipment	30,000	30,000	15,000	0	28,865	1,135
	30,000	30,000	15,000	0	28,865	1,135
<b>Entry statement</b>						
80534 Bayswater Library/Bert Wright Sculpture	30,000	30,000	20,000	0	0	30,000
	30,000	30,000	20,000	0	0	30,000
<b>Other infrastructure construction</b>						
80916 Bardon Park - Malgamongup - signage	11,800	11,800	11,800	0	5,390	6,410
80919 Maylands Brickworks - signage	10,000	10,000	5,000	0	0	10,000
80921 Noranda Town Centre - outdoor chess tables	10,000	10,000	2,000	0	0	10,000
	31,800	31,800	18,800	0	5,390	26,410
<b>Park development construction</b>						
80067 Enhanced tree management	0	0	0	0	5,952	(5,952)
80242 Riverbank restoration	70,000	70,000	0	9,445	19,010	41,545
80259 Maylands Waterland redevelopment	50,000	50,000	0	0	0	50,000

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
80438 Noranda Netball - renew court surfaces	0	0	0	0	680	(680)
80695 Bayswater Industrial Estate Imp Program	0	0	0	17,598	0	(17,598)
80757 Golf Course Development Program	56,181	56,181	0	38,684	30,099	(12,602)
80760 Bayswater Cricket Club - cricket nets	39,760	39,760	39,760	1,499	0	38,261
80767 Noranda SC- Little Athletic timers stand	0	0	0	0	5,400	(5,400)
80775 Dog Exercise Area - construction	79,578	79,578	50,000	85	47,998	31,496
80777 Gus Weimer- Play Space Redevelopment Prg	0	0	0	1,316	0	(1,316)
80806 Mahogany Reserve Redevelopment	301,872	301,872	245,810	132,648	220,908	(51,684)
80807 Wattle Park Redevelopment	539,057	539,057	413,996	129,301	296,737	113,019
80811 Stanbury Reserve Redevelopment	0	0	0	0	2,500	(2,500)
80812 Gus Weimar Park Redevelopment	0	0	0	207	0	(207)
80813 Nederpelt Reserve - Replace Court Surface	20,000	20,000	20,000	1,320	0	18,680
80930 Arbor Park - park redevelopment (Our Park - Our Place)	120,000	120,000	0	0	0	120,000
80931 Bert Wright Park - implement concept plan	159,561	159,561	0	0	13,636	145,925
80933 Gibbney Reserve East - park redevelopment	388,121	388,121	0	0	220	387,901
80943 Cloughton Reserve - excersie equipment	25,000	25,000	0	0	182	24,818
	1,849,130	1,849,130	769,566	332,102	643,322	873,706
<b>Sustainable environment</b>						
80269 Baigup Wetland Stage 1 - activity centre and interpretation	190,436	190,436	84,640	0	140,968	49,468
80270 Bayswater Brook - living stream	35,000	35,000	14,000	0	0	35,000
80272 Lightning Swamp Interpretation Plan Works	0	0	0	475	515	(990)
80273 Maylands Lakes restoration Stage 2	600,000	600,000	225,000	148,854	209,432	241,714
80622 Russell St Living Stream Link Agreement	10,000	10,000	7,500	0	0	10,000
80696 Arbor Park upgrade - Greening Australia project	90,000	90,000	54,000	29,285	1,395	59,320
	925,436	925,436	385,140	178,614	352,310	394,512
<b>Drink fountains</b>						
80380 Drinks Fountains Replacement Program	0	0	0	1,742	10,423	(12,165)
80774 Noranda Nook - Water drinking fountain	0	0	0	431	0	(431)
	0	0	0	2,173	10,423	(12,596)
<b>Playground</b>						
80938 Grand Promenade Reserve - shade sails	25,000	25,000	12,500	0	20,610	4,390
80951 Synthetic cricket wicket - sport reserve	32,000	32,000	32,000	20,167	8,250	3,583
	57,000	57,000	44,500	20,167	28,860	7,973

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Floodlights</b>						
80442 Wotton Reserve - renew sports floodlight	9,110	9,110	0	0	1,818	7,292
80443 Bayswater Bowling - renew floodlights	0	0	0	0	3,755	(3,755)
	9,110	9,110	0	0	5,573	3,537
<b>Other infrastructure construction</b>						
80595 Hinds Reserve - construction of a multi-user access ramp	21,076	21,076	14,050	0	0	21,076
80817 Bayswater Waves - access and inclusion improvement	500,000	500,000	166,667	0	0	500,000
80940 Bayswater Morley Cricket Club - shade shelter	9,091	9,091	0	0	0	9,091
80941 Bedford Bowling Club - synthetic surface	232,373	232,373	0	0	0	232,373
80942 Lightning Swamp Bushland - limestone wall	80,000	80,000	11,429	0	0	80,000
80944 Morley Bowling Club - synthetic surface	272,727	272,727	0	0	0	272,727
80945 Natural Environment Improvement Program	200,000	200,000	44,444	0	0	200,000
80946 Wotton Skate Park and surrounding facilities	2,500,000	2,500,000	150,000	89,523	8,779	2,401,698
	3,815,267	3,815,267	386,590	89,523	8,779	3,716,965
<b>Other infrastructure renewal</b>						
80753 Bore and Pump Maintenance Program	301,872	301,872	194,060	182,805	70,981	48,086
80755 Critical Asset Renewal Program	461,115	461,115	353,303	11,990	198,240	250,885
80947 Farnham Reserve - basketball court renewal	20,000	20,000	10,000	13,552	0	6,449
80948 Grand Prom Reserve - basketball court renewal	20,000	20,000	0	0	0	20,000
80949 Houghton Park Reserve - tennis court renewal	50,000	50,000	0	0	0	50,000
	852,987	852,987	557,363	208,347	269,220	375,420
<b>COVID-19 \$5m Stimulus Package Projects</b>						
80364 Maylands Waterland redevelopment	3,531,317	3,531,317	1,500,000	496,605	2,879,475	155,237
	3,531,317	3,531,317	1,500,000	496,605	2,879,475	155,237
<b>Not Applicable</b>						
80814 Wotton Park Skate Park Construction	0	0	0	1,612	0	(1,612)
	0	0	0	1,612	0	(1,612)
Total Park development	11,132,046	11,132,046	3,696,959	1,329,142	4,232,218	5,570,686
<b>Other infrastructure</b>						
<b>Community capital requests</b>						
80635 Wotton Reserve - soccer goals - pitch C	0	0	0	9,970	0	(9,970)
	0	0	0	9,970	0	(9,970)

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
<b>Street lights</b>							
80250	Street light upgrade	19,364	19,364	19,364	17,529	11,218	(9,382)
80805	Street Lighting Upgrades	457,215	457,215	21,516	4,866	58,198	394,151
		476,579	476,579	40,880	22,395	69,416	384,768
<b>Other infrastructure construction</b>							
80251	PAW gates and reserve lighting	12,910	12,910	12,910	0	322	12,588
80801	Noranda Netball Court Carpark	90,000	90,000	30,000	0	0	90,000
80917	Doyle Street and Linton Place - public access	20,000	20,000	0	0	0	20,000
		122,910	122,910	42,910	0	322	122,588
<b>Footpath construction</b>							
80431	Footpath - Bookham Street and Boag Place	73,154	73,154	73,154	16,527	0	56,627
		73,154	73,154	73,154	16,527	0	56,627
<b>Park development construction</b>							
80768	Park signage renewals	0	0	0	0	1,680	(1,680)
		0	0	0	0	1,680	(1,680)
<b>Sustainable environment</b>							
80935	Emission reduction and renewable energy implementation	100,000	100,000	11,111	0	0	100,000
		100,000	100,000	11,111	0	0	100,000
<b>Playground</b>							
80937	Crimea Park - level ground around all mounds	11,018	11,018	11,018	14,500	0	(3,482)
		11,018	11,018	11,018	14,500	0	(3,482)
<b>Floodlights</b>							
80939	RA Cook Reserve - floodlight renewal	50,000	50,000	0	0	0	50,000
		50,000	50,000	0	0	0	50,000
<b>Sports Goals</b>							
80952	Morley Geals Gaelic Football Club goals	12,713	12,713	12,713	169	16,245	(3,701)
		12,713	12,713	12,713	169	16,245	(3,701)
<b>Other infrastructure construction</b>							
80252	Bus shelters	43,032	43,032	10,758	16,680	0	26,352



		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
80391	Noranda Town Centre - City-led infrastructure activation	76,322	76,322	56,000	4,814	41,991	29,517
80392	Maylands Town Centre - City-led infrastructure activation	22,000	22,000	5,500	22,686	2,175	(2,861)
80393	Bayswater Town Centre City-led Infrastructure Activation	10,000	10,000	2,000	0	0	10,000
80394	Morley Town Centre City-led Infrastructure Activation	30,000	30,000	10,000	0	614	29,386
80693	Bedford Shopping Precincts Regeneration Project	61,000	61,000	0	0	0	61,000
80954	Cloughton Reserve - passive lighting	47,045	47,045	0	0	0	47,045
80957	Morley Activity Centre - streetscape improvement (RAC Grant)	0	0	0	19,170	58,460	(77,630)
		289,399	289,399	84,258	63,349	103,239	122,810
<b>Other infrastructure renewal</b>							
80704	Drainage Sump Fencing Program	43,032	43,032	43,032	14,284	31,138	(2,390)
80706	Depot Upgrade/Lighting	34,426	34,426	34,426	2,183	28,000	4,242
		77,458	77,458	77,458	16,467	59,138	1,852
<b>COVID-19 \$5m Stimulus Package Projects</b>							
80617	Passive Light Replacement Program	79,609	79,609	10,758	0	65,385	14,224
80618	Town Centre Streetscape Works	90,000	90,000	18,500	56,159	81,349	(47,508)
		169,609	169,609	29,258	56,159	146,734	(33,284)
Total Other infrastructure		1,382,840	1,382,840	382,760	199,537	396,775	786,528
<b>Intangible assets</b>							
<b>IT capital</b>							
80870	ERP implementation	564,590	564,590	45,168	38,317	0	526,273
		564,590	564,590	45,168	38,317	0	526,273
<b>IT renewal</b>							
80873	Spatial Virtual Machine storage	20,000	20,000	0	0	0	20,000
		20,000	20,000	0	0	0	20,000
<b>Software</b>							
80398	Software	50,000	50,000	30,000	4,650	10,088	35,262
80789	Corporate Performance System	247,676	247,676	82,560	32,122	0	215,554
80950	Website development for online bookings	50,000	50,000	0	0	0	50,000
		347,676	347,676	112,560	36,772	10,088	300,816
Total Intangible assets		932,266	932,266	157,728	75,089	10,088	847,089

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Assets Held for Sale</b>						
<b>Aged care facilities</b>						
80404 Aged Care - Homeswest ILUs	0	0	0	58,088	0	(58,088)
	0	0	0	58,088	0	(58,088)
<b>Aged Persons Homes</b>						
80794 Aged Persons Homes - Capital works	1,000,000	1,000,000	150,000	0	0	1,000,000
	1,000,000	1,000,000	150,000	0	0	1,000,000
Total Assets Held for Sale	1,000,000	1,000,000	150,000	58,088	0	941,912
<b>Total capital projects</b>	33,785,887	33,785,887	13,356,652	7,461,137	9,801,216	16,523,533

**City of Bayswater  
Economic Stimulus Projects  
for the period 1 July 2021 to 31 October 2021**

	Amended Budget				Actual			
	Municipal Funds	Grants & Contributions	Reserve Funds	Economic Stimulus Reserve	Total	Total	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$	\$	\$
35000 Roxy Theatre - external paint	0	0	0	12,000	12,000	7,886	0	4,114
35001 Riverside Gardens Reserve - Public Toilets - repaint	0	0	0	18,000	18,000	23,305	0	(5,305)
35002 Hampton Square Reserve - Scout Hall - internal paint	0	0	0	18,000	18,000	18,554	0	(554)
35003 Hinds Reserve Pavilion - External Paint	0	0	0	9,600	9,600	5,629	0	3,971
35004 Noranda Sporting Complex - external repaint	0	0	0	21,600	21,600	17,592	0	4,008
40011 Footpaths Maintenance - Stimulus projects	(174,102)	0	0	374,102	200,000	178,091	0	21,909
80235 Bore and pump maintenance program	50,000	0	0	137,000	187,000	227,109	0	(40,109)
80364 Maylands Waterland redevelopment	(2,400,000)	3,150,000	0	400,000	1,150,000	915,803	2,879,475	(2,645,279)
80370 Noranda Netball Court resurface	0	0	550,000	850,000	1,400,000	1,451,077	0	(51,077)
80532 Bayswater Library - lift	40,000	0	0	20,000	60,000	73,647	0	(13,647)
80604 Bayswater Bowling Cub - Replacement of external doors	(6,000)	0	0	12,000	6,000	3,826	0	2,174
80605 Depot - Roof replacement	0	0	0	7,200	7,200	4,853	0	2,347
80606 Maylands Library - Workroom modification	(7,085)	0	0	14,885	7,800	9,246	0	(1,446)
80607 Morley Noranda Sport Complex - Roof Replacement	0	0	0	36,000	36,000	25,351	0	10,649
80608 Pat O'Hara Rugby Club - security screens	(7,200)	0	0	14,400	7,200	4,672	0	2,528
80609 Morley Sport & Recreation Centre - emergency exit door	(6,987)	0	0	20,187	13,200	16,856	0	(3,656)
80610 Bedford Bowling Club - path replacement	(9,600)	0	0	19,200	9,600	10,048	0	(448)
80611 Light Car Club - replace tiling	(6,000)	0	0	12,000	6,000	1,198	0	4,802
80612 Lower Hillcrest Clubrooms - carpet replacement	(9,600)	0	0	19,200	9,600	13,510	0	(3,910)
80613 Morley Sport & Recreation Ctre - basketball court extension	0	2,000,000	2,900,000	600,000	5,500,000	3,041,794	1,083,021	1,375,185
80614 Bayswater Waves - Refurbish 25m pool, pool hall, plant room	0	0	0	1,500,505	1,500,505	12,646	1,346,324	141,535
80615 Alf Brooks Park - Redevelopment	(90,615)	35,000	0	265,000	209,385	121,948	0	87,437
80616 Belstead Reserve - Redevelopment	33,992	0	0	173,000	206,992	179,965	0	27,027
80617 Passive Light Replacement Program	46,346	70,000	0	100,000	216,346	135,980	65,385	14,981
80618 Town Centre Streetscape Works	0	0	0	200,000	200,000	28,249	81,349	90,402
80619 Energy Efficiency Projects	0	105,000	0	150,000	255,000	154,810	88,000	12,190
80620 Footpath Construction - arterial roads	0	0	0	200,000	200,000	232,644	0	(32,644)
80621 Bayswater Waves - carpark resurfacing	(142,362)	0	0	200,000	57,638	208,264	0	(150,626)
Community Grants	(286,762)	0	0	573,524	286,762	224,082	2,327	60,353
<b>Total</b>	<b>(2,975,975)</b>	<b>5,360,000</b>	<b>3,450,000</b>	<b>5,977,403</b>	<b>11,811,428</b>	<b>7,348,635</b>	<b>5,545,882</b>	<b>(1,083,089)</b>
<b>Community Capital Projects</b>								
35005 Wotton Reserve - Petanque Clubrooms - furniture	(4,343)	0	0	8,686	4,343	4,342	0	1
35006 Noranda Sporting Complex - internal painting	(11,818)	0	0	23,636	11,818	11,830	0	(12)
35007 Hampton Square Reserve - Toilets/Storage Room - ramp	(2,727)	0	0	5,454	2,727	2,806	0	(79)
80623 Hinds Reserve - Rowing Club Sheds - new grease trap	(12,840)	0	0	25,680	12,840	13,505	0	(665)
80624 Bayswater Primary School - play equip, fountain, goals, table	(16,388)	0	0	32,776	16,388	16,387	0	1
80625 Grand Prom Res - Bedford Bowling Club - refrigeration system	(15,298)	0	0	30,596	15,298	16,864	0	(1,566)
80626 Bayswater State Emergency Services - new storage area	(31,818)	0	0	63,636	31,818	20,072	0	11,746
80627 North Inglewood Pre-School - play equipment	(20,000)	0	0	40,000	20,000	18,284	0	1,716
80628 Maylands Tennis Club - toilet renewal	(5,455)	0	0	10,910	5,455	6,780	0	(1,325)
80629 Waltham Reserve - Club Rooms - shade patio	(17,273)	0	0	34,546	17,273	18,613	0	(1,340)
80630 Lightning Park - Pavilion - change rooms renewal	(23,637)	0	0	47,274	23,637	22,153	0	1,484
80631 Robert Thompson Reserve - Club Rooms - LED lights	(18,600)	0	0	37,200	18,600	19,070	0	(470)
80633 Noranda Sporting Complex - chairs	(6,364)	0	0	12,728	6,364	6,315	0	49
80634 Noranda Sporting Complex - bar floor renewal	(10,909)	0	0	21,818	10,909	9,715	0	1,194
80635 Wotton Reserve - soccer goals - pitch C	(9,291)	0	0	18,582	9,291	0	0	9,291
80636 Frank Drago Reserve - Bayswater Tennis Club - grandstand	(16,364)	0	0	32,728	16,364	16,364	0	0
80637 Bayswater Elderly Community Help Org - new accessible toilet	(36,364)	0	0	72,728	36,364	0	0	36,364
80638 Bayswater ECHO - internal walls/floor renewal	(27,273)	0	0	54,546	27,273	20,982	2,327	3,964
<b>Total</b>	<b>(286,762)</b>	<b>0</b>	<b>0</b>	<b>573,524</b>	<b>286,762</b>	<b>224,082</b>	<b>2,327</b>	<b>60,353</b>

**10.2.2 List of Payments for the Month of October 2021**

<b>Responsible Branch:</b>	Financial Services
<b>Responsible Directorate:</b>	Corporate and Strategy
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Schedule of Accounts Municipal Fund [<b>10.2.2.1</b> - 9 pages]</li> <li>2. Schedule of Accounts Aged Persons Homes Account [<b>10.2.2.2</b> - 1 page]</li> <li>3. Schedule of Accounts Trust Fund [<b>10.2.2.3</b> - 1 page]</li> <li>4. Summary of Corporate Credit Card Expenses [<b>10.2.2.4</b> - 1 page]</li> <li>5. Electronic Fund Transfers [<b>10.2.2.5</b> - 1 page]</li> </ol>

**SUMMARY**

This report presents the list of payments, comprising **Attachments 1, 2, 3, 4 and 5** made under delegated authority for the month of October 2021 in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*.

**OFFICER'S RECOMMENDATION**

That Council receives the list of payments for the month of October 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 – Aged Persons Homes Account (**Attachment 2**);
3. Schedule of Accounts – Trust Fund (**Attachment 3**);
4. Summary of Corporate Credit Card Expenses (**Attachment 4**); and
5. Electronic Fund Transfers (**Attachment 5**).

**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 October 2021 are included in **Attachment 1**.

Payments drawn from the Aged Persons Homes Account for the month of October 2021 are included in **Attachment 2**.

Payments drawn from the Trust Account for the month of October 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**

<b><i>Payment Type</i></b>	<b><i>Reference</i></b>	<b><i>Amount \$</i></b>
<b><i>Municipal Account</i></b>		
Cheques BPay Direct Credits Electronic Fund Transfers (EFTs)	107170, BP000122-5, DC000217-21, EF062932 – 3034, EF063036 – 158, EF063160 – 304, EF063307- 519	<b>\$7,966,617.82</b>
Less Cancelled	EF063051, EF063180	<b>(\$1765.33)</b>
<b><i>Aged Persons Homes</i></b>		
Electronic Fund Transfers (EFTs)	DC000222, EF063035 EF063159 EF063305-306	<b>\$64,303.26</b>
<b><i>Trust Account</i></b>		
Electronic Fund Transfers (EFTs)	EF063520	<b>\$245.00</b>
	<b>Total</b>	<b>\$8,029,400.75</b>

The following payments from previous months were cancelled in October.

- Municipal Account:
  - 107169: \$1059.45
  - EF062509: \$84.00

## **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.

## RISK ASSESSMENT

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

<b>Officer's Recommendation</b>	<p>That Council receives the list of payments for the month of October 2021 made under delegated authority in accordance with Regulation 13(1) of the <i>Local Government (Financial Management) Regulations 1996</i> comprising:</p> <ol style="list-style-type: none"> <li>1. Schedule of Accounts – Municipal Fund (<u>Attachment 1</u>);</li> <li>2. Schedule of Accounts – Aged Persons Homes Account (<u>Attachment 2</u>);</li> <li>3. Schedule of Accounts – Trust Fund (<u>Attachment 3</u>);</li> <li>4. Summary of Corporate Credit Card Expenses (<u>Attachment 4</u>); and</li> <li>5. Electronic Fund Transfers (<u>Attachment 5</u>).</li> </ol>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	The schedule of accounts outlines all the payment 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's Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

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

## CONCLUSION

That Council notes the List of Payments for the month of October 2021 comprising Attachments 1, 2, 3, 4 and 5.

## City of Bayswater

### List of Payment - Municipal

for the period 1 October 2021 to 31 October 2021

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
107170	11/10/21	Commissioner of State Revenue	Refund rates overpayment	1,044.32
BP000122	04/10/21	Water Corporation	Water usage charges	3,500.28
BP000123	12/10/21	City of Belmont	Grants & funding	4,400.37
BP000124	19/10/21	Water Corporation	Water usage charges	30,396.48
BP000125	26/10/21	Water Corporation	Water usage charges	318.15
DC000217	06/10/21	Easisalary Pty Ltd	Payroll payment	10,343.27
DC000218	05/10/21	Superchoice	Payroll payment	172,980.03
DC000219	07/10/21	Superchoice	Payroll payment	178,551.63
DC000220	27/10/21	Superchoice	Payroll payment	175,763.77
DC000221	20/10/21	Easisalary Pty Ltd	Payroll payment	10,343.27
EF062932	04/10/21	C D Williamson	Refund bond	350.00
EF062933	04/10/21	Cleanaway Pty Ltd	Waste collection and hygiene services	440,681.85
EF062934	04/10/21	Daniel Barber	Staff allowances and reimbursements	422.95
EF062935	04/10/21	E Dawg Pty Ltd	Refund bond	350.00
EF062936	04/10/21	Eastern Metropolitan Regional Council	Waste collection and hygiene services	132,339.41
EF062937	04/10/21	Finespun Pty Ltd	Sitting Fee	550.00
EF062938	04/10/21	Hampton Senior High School	Grants & funding	300.00
EF062939	04/10/21	Richard Wah Chooi Tan	Refund crossover	2,149.85
EF062940	04/10/21	Start Right Homes Pty Ltd	Refund residential verge deposit	1,200.00
EF062941	04/10/21	Synergy	Electricity charges (other than street lighting)	113.39
EF062942	04/10/21	Telstra	Office telephone and communication expenses	6,721.68
EF062943	04/10/21	The Owners of Ascot Park Strata Plan 152	Refund bond	550.00
EF062944	04/10/21	Town Team Movement Ltd	Grants & funding	11,000.00
EF062945	04/10/21	Workpower Inc	Parks & gardens contract payments	1,329.24
EF062946	04/10/21	Advance Vacuumed Gutters	Building maintenance and services	790.60
EF062947	04/10/21	Advanced Netting Pty Ltd	Parks & gardens contract payments	13,420.00
EF062948	04/10/21	ALS Library Services Pty Ltd	Book purchases	180.96
EF062949	04/10/21	ATC Work Smart	Trainee	323.49
EF062950	04/10/21	Axiis Contracting Pty Ltd	Construction and civil works payments	31,457.36
EF062951	04/10/21	Axon Public Safety Australia Pty Ltd	Plant and vehicle parts and materials	1,219.15
EF062952	04/10/21	Be Media Group Pty Ltd	Marketing and promotional material	2,640.00
EF062953	04/10/21	Benara Nurseries	Parks & gardens plants and trees	1,950.17
EF062954	04/10/21	Bepassey Nominees Pty Ltd T/A Beacon Equipment	Plant and vehicle parts and materials	627.60
EF062955	04/10/21	Blackwoods Atkins	Staff uniforms and protective equipment	969.12
EF062956	04/10/21	Boya Equipment Pty Ltd	Plant and vehicle parts and materials	568.49
EF062957	04/10/21	Boyan Electrical Services	Electrical Repair	5,201.90
EF062958	04/10/21	Bridgestone Aust Ltd	Plant and vehicle parts and materials	745.91
EF062959	04/10/21	Brownes Foods Operations Pty Ltd	Staff Amenities	108.90
EF062960	04/10/21	Bunnings Group Ltd	Rise Materials & Consumables	770.13
EF062961	04/10/21	Charter Plumbing and Gas	Building maintenance and services	407.00
EF062962	04/10/21	Cherry Court Vet Clinic	Animal supplies & services	55.00
EF062963	04/10/21	Citec Confirm	Vehicle searches	38.00
EF062964	04/10/21	City of Gosnells	Memberships and subscriptions	6,050.00
EF062965	04/10/21	Classic Window Finishings	Construction and civil works payments	1,389.00
EF062966	04/10/21	CNW Pty Ltd	Construction and civil works tools and materials	2,356.12
EF062967	04/10/21	Cool Breeze Rentals	Building maintenance and services	624.80
EF062968	04/10/21	Cornerstone Legal	Legal expenses and court costs	3,710.70
EF062969	04/10/21	Cosmag Pty Ltd T/A Kennedys Tree Services	Parks & gardens tree pruning & assoc. services	18,855.10
EF062970	04/10/21	C-Wise	Parks & gardens materials	10,883.18
EF062971	04/10/21	Diana Kudsee	Youth and seniors community activities	130.00
EF062972	04/10/21	Donegan Enterprises Pty Ltd	Parks & gardens contract payments	3,410.00
EF062973	04/10/21	Driven Mobile Auto Electronics	Plant and vehicle parts and materials	994.54
EF062974	04/10/21	Ellenby Tree Farm	Parks & gardens materials	17,864.00
EF062975	04/10/21	ESRI Australia Pty Ltd	IT network maintenance	83,556.00
EF062976	04/10/21	Farm Information Services Pty Ltd	Staff training, development and support	3,825.00
EF062977	04/10/21	Flexi Staff	Labour hire and temporary replacement	5,063.45
EF062978	04/10/21	Gabriel Evans	Youth and seniors community activities	650.00
EF062979	04/10/21	Galleria Toyota	Plant and vehicle purchasing	31,310.67
EF062980	04/10/21	Galvins Plumbing Supplies	Building supplies and hardware	580.10
EF062981	04/10/21	GFG Consulting	Professional consultancy services	236.78
EF062982	04/10/21	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	7,651.64
EF062983	04/10/21	Hydroquip Pumps	Parks & gardens contract payments	15,378.88
EF062984	04/10/21	IDOM Morley Pty Ltd T/A Morley Nissan/Kia/Hyundai	Plant and vehicle repairs	165.00
EF062985	04/10/21	Instant Fence Hire	Fencing	1,078.00
EF062986	04/10/21	IRP Pty Ltd	Labour hire and temporary replacement	3,276.24

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<b>Payments</b>				<b>\$</b>
EF062987	04/10/21	Jenny Millman	Youth and seniors community activities	35.00
EF062988	04/10/21	Judroc Pty Ltd T/A The Watershed Water Systems	Parks & gardens materials	1,481.10
EF062989	04/10/21	Landgate	Gross rental valuation charges	401.12
EF062990	04/10/21	Lawn Doctor	Parks & gardens contract payments	3,835.15
EF062991	04/10/21	LGISWA	Insurance premium	19,793.58
EF062992	04/10/21	Marketforce Pty Ltd	Labour hire and temporary replacement	8,144.33
EF062993	04/10/21	May McGuire (Whadjuk Aboriginal Elder)	Citizenship expenses	550.00
EF062994	04/10/21	McInerney Ford	Plant and vehicle purchasing	91,437.31
EF062995	04/10/21	Medshop Australia	Medical services and materials	56.56
EF062996	04/10/21	Morley Flooring Centre	Construction and civil works payments	8,380.99
EF062997	04/10/21	Morley Mower Centre	Plant and vehicle repairs	97.68
EF062998	04/10/21	Nature Based Play Pty Ltd	Construction and civil works payments	16,500.00
EF062999	04/10/21	Officeworks	Office stationery and consumables	313.10
EF063000	04/10/21	Paragon Constructions Solutions Pty Ltd	Construction and civil works payments	567,324.60
EF063001	04/10/21	Perth Recruitment Services	Labour hire and temporary replacement	1,183.84
EF063002	04/10/21	Pet City Morley	Animal supplies & services	101.92
EF063003	04/10/21	Plantrite	Parks & gardens materials	2,027.50
EF063004	04/10/21	Pool & Pump Service & Repairs Pty Ltd	Aquatic maintenance and services	2,451.90
EF063005	04/10/21	Programmed Skilled Workforce Ltd	Labour hire and temporary replacement	2,723.03
EF063006	04/10/21	Quality Press	Printing and graphic design expenses	583.00
EF063007	04/10/21	Refresh Waters Pty Ltd	Staff Amenities	80.00
EF063008	04/10/21	Rentokil Initial Pty Ltd	Building maintenance and services	79.78
EF063009	04/10/21	Repco	Plant and vehicle parts and materials	454.71
EF063010	04/10/21	RTS Training	Staff training, development and support	500.00
EF063011	04/10/21	Sonic Health Plus Pty Ltd	Medical services and materials	71.50
EF063012	04/10/21	Sports Turf Technology Pty Ltd	Parks & gardens contract payments	333.63
EF063013	04/10/21	Sportsworld of WA	Kiosk stock	1,175.90
EF063014	04/10/21	State Library of WA	Library book stock and materials	5,115.00
EF063015	04/10/21	Statewide Cleaning Supplies Pty Ltd	Cleaning supplies	665.39
EF063016	04/10/21	Stratco (WA) Pty Ltd	Building supplies and hardware	524.09
EF063017	04/10/21	Talis Consultants	Professional consultancy services	1,513.07
EF063018	04/10/21	The O'Grady Family Trust T/A Efficient Site Services	Construction and civil works payments	4,389.00
EF063019	04/10/21	Thrifty Car Rentals	Insurance excess	2,407.12
EF063020	04/10/21	T-Quip	Plant and vehicle repairs	2,123.50
EF063021	04/10/21	Trisley Hydraulic Services Pty Ltd	Aquatic maintenance and services	8,360.00
EF063022	04/10/21	Turf Care WA Pty Ltd	Parks & gardens contract payments	10,603.82
EF063023	04/10/21	Turf Developments WA Pty Ltd	Parks & gardens contract payments	40,161.00
EF063024	04/10/21	Twins (WA) Pty Ltd	Functions and events catering expenses	400.00
EF063025	04/10/21	Volunteer Centre of Western Australia (Inc.)	Memberships and subscriptions	290.00
EF063026	04/10/21	WA Hino Sales and Service	Plant and vehicle repairs	538.57
EF063027	04/10/21	WA Premix	Parks & gardens materials	2,488.20
EF063028	04/10/21	WATM Crane Sales and Services WA	Plant and vehicle repairs	2,951.57
EF063029	04/10/21	West-Sure Group Pty Ltd	Fees and charges	1,918.84
EF063030	04/10/21	Westworks Group	Parks & gardens contract payments	6,270.00
EF063031	04/10/21	Work Clobber	Staff uniforms and protective equipment	484.43
EF063032	05/10/21	Bayswater State Emergency Services	Grants & funding	8,777.04
EF063033	05/10/21	Ernst & Young	Audit services	7,975.00
EF063034	05/10/21	Planet Footprint	Memberships and subscriptions	27,500.00
EF063036	12/10/21	A & B Lishman	Refund residential verge deposit	1,400.00
EF063037	12/10/21	AAA Demolition & Tree Services	Refund building application fee	61.65
EF063038	12/10/21	AJ & BA Wilcox	Grants & funding	250.00
EF063039	12/10/21	Alison O'Shea	Refund health centre memberships	183.35
EF063040	12/10/21	AT Brine & Sons Pty Ltd	Refund residential verge deposit	1,400.00
EF063041	12/10/21	Australia Post	Postage and courier charges	5,088.15
EF063042	12/10/21	B B & C M Musarra	Refund rates overpayment	1,868.35
EF063043	12/10/21	BAFC Settlements	Refund rates overpayment	644.56
EF063044	12/10/21	Bayswater Historical Society	Refund bond	550.00
EF063045	12/10/21	Bayswater/Morley Districts Cricket Club	Parks & gardens contract payments	25,999.98
EF063046	12/10/21	Byte Construct Pty Ltd	Construction and civil works technical support	1,445,052.25
EF063047	12/10/21	Cat Haven	Animal supplies & services	1,143.75
EF063048	12/10/21	City of Swan	Staff leave and entitlement	18.18
EF063049	12/10/21	Cleanaway Pty Ltd	Waste collection and hygiene services	51,435.02
EF063050	12/10/21	COB - Sundowner Club	Staff superannuation & other deductions	164.00
EF063051	12/10/21	Complete Property Services WA Pty Ltd	Refund residential verge deposit	1,400.00
EF063052	12/10/21	Dale Alcock Homes	Refund residential verge deposit	1,400.00
EF063053	12/10/21	Dale Alcock Homes	Refund residential verge deposit	1,400.00
EF063054	12/10/21	Eastern Metropolitan Regional Council	Waste collection and hygiene services	101,793.98
EF063055	12/10/21	GA & MD D'Alesio	Refund residential verge deposit	1,400.00
EF063056	12/10/21	ID Fleet Hire	Equipment hire	80.00
EF063057	12/10/21	Jag Demolition	Refund residential verge deposit	2,800.00



<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
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EF063058	12/10/21	Jason Tan	Refund crossover	1,926.85
EF063059	12/10/21	Jason Tan	Crossover subsidy	612.40
EF063060	12/10/21	JC Developments (WA) Pty Ltd	Refund residential verge deposit	1,400.00
EF063061	12/10/21	Kathryn Millington	Refund health centre memberships	66.88
EF063062	12/10/21	Leanne Griffin	Refund rates overpayment	271.52
EF063063	12/10/21	LGISWA	Insurance excess	259.78
EF063064	12/10/21	Local Government Professionals Aust WA	Memberships and subscriptions	531.00
EF063065	12/10/21	M Thomas	Refund residential verge deposit	1,400.00
EF063066	12/10/21	Mario Franchina	Refund residential verge deposit	1,400.00
EF063067	12/10/21	Mark P Jeffery	Refund rates overpayment	350.00
EF063068	12/10/21	Maryamo Ali	Refund bond	1,000.00
EF063069	12/10/21	Matthiev Imbert	Refund bond	250.00
EF063070	12/10/21	Megan Rigby	Staff allowances and reimbursements	150.00
EF063071	12/10/21	Menchetti Consolidated Pty Ltd	Construction and civil works technical support	145,932.55
EF063072	12/10/21	NE Brown	Refund rates overpayment	1,700.00
EF063073	12/10/21	P& L Casey	Refund residential verge deposit	1,400.00
EF063074	12/10/21	Paper Craft Association of WA Inc	Grants & funding	1,895.00
EF063075	12/10/21	Paula Marques Victorino	Refund residential verge deposit	1,400.00
EF063076	12/10/21	Pharmacy 777 Bayswater	Grants & funding	4,000.00
EF063077	12/10/21	Poolshop Online Pty Ltd	Aquatic chemicals and consumables	2,304.50
EF063078	12/10/21	Qiang Chen	Refund residential verge deposit	738.25
EF063079	12/10/21	Richard Wah Chooi Tan	Crossover subsidy	612.40
EF063080	12/10/21	Rider Levett Bucknall WA Pty Ltd	Professional consultancy services	3,520.00
EF063081	12/10/21	RK Gill and BJ Gill	Refund rates overpayment	592.67
EF063082	12/10/21	Roman Catholic Arcitrisitor of Perth	Refund bond	550.00
EF063083	12/10/21	Rona Chadwick	Refund residential verge deposit	1,400.00
EF063084	12/10/21	Shayne O'Neill	Refund swimming lessons	66.00
EF063085	12/10/21	Southern Cross Protection Pty Ltd-Petty Cash	Petty cash reimbursement	744.15
EF063086	12/10/21	St Columba's School, Bayswater	Refund bond	550.00
EF063087	12/10/21	Statewide Cleaning Supplies Pty Ltd	Depot stores and consumables	215.80
EF063088	12/10/21	Stefano Cutri	Refund residential verge deposit	1,400.00
EF063089	12/10/21	Sweetman Excavations	Refund residential verge deposit	1,400.00
EF063090	12/10/21	Swing Zing	Refund bond	550.00
EF063091	12/10/21	Teresa & Jaroslaw Sciborowski	Refund crossover	1,471.75
EF063092	12/10/21	Teresa & Yaroslaw Sciborowski	Refund residential verge deposit	1,400.00
EF063093	12/10/21	Tina Ludlow-Hoyer & Mark Hoyer	Refund rates overpayment	685.02
EF063094	12/10/21	Wesfarmers Kleenheat Gas Pty Ltd	Gas usage charges	13,050.51
EF063095	12/10/21	Western Australian Tournament Anglers In	Refund bond	350.00
EF063096	12/10/21	Youth Affairs Council of WA	Refund bond	1,340.00
EF063097	12/10/21	ZB Ahmad & D Laurie	Refund rates overpayment	141.00
EF063098	11/10/21	3 Monkeys Audiovisual	Equipment Maintenance	681.01
EF063099	11/10/21	5.11 Australia Pty Ltd	Staff uniforms and protective equipment	176.39
EF063100	11/10/21	Acclaimed Catering Pty Ltd	Functions and events catering expenses	1,386.00
EF063101	11/10/21	Acurix Networks Pty Ltd	IT network maintenance	1,788.75
EF063102	11/10/21	Aerometrex Limited	IT software/hardware upgrades & replacement	5,107.30
EF063103	11/10/21	ALS Library Services Pty Ltd	Book purchases	529.90
EF063104	11/10/21	Aquamonix Pty Ltd	Parks & gardens contract payments	2,797.30
EF063105	11/10/21	Australia Post / Commission	Fees and charges	837.58
EF063106	11/10/21	Boyan Electrical Services	Building maintenance and services	1,283.70
EF063107	11/10/21	Bridgestone Aust Ltd	Plant and vehicle repairs	2,387.22
EF063108	11/10/21	Brownes Foods Operations Pty Ltd	Staff Amenities	146.85
EF063109	11/10/21	Bucher Municipal Pty Ltd	Plant and vehicle parts and materials	957.17
EF063110	11/10/21	Carol Foley	Youth and seniors community activities	150.00
EF063111	11/10/21	Charter Plumbing and Gas	Parks & gardens contract payments	2,609.00
EF063112	11/10/21	Chemwest	Medical services and materials	1,033.80
EF063113	11/10/21	Cherry Court Vet Clinic	Animal supplies & services	55.00
EF063114	11/10/21	CNW Pty Ltd	Construction and civil works tools and materials	1,394.96
EF063115	11/10/21	Cornerstone Legal	Legal expenses and court costs	4,296.00
EF063116	11/10/21	Database Consultants Australia	Memberships and subscriptions	13,548.70
EF063117	11/10/21	Driven Mobile Auto Electronics	Plant and vehicle repairs	695.94
EF063118	11/10/21	E Fire & Safety	Building maintenance and services	407.00
EF063119	11/10/21	Elite Office Furniture	Furniture purchases	2,544.00
EF063120	11/10/21	Engtech (Aust) Pty Ltd	Professional consultancy services	10,729.04
EF063121	11/10/21	Fit for Life Exercise Physiology	Youth and seniors community activities	800.00
EF063122	11/10/21	Flexi Staff	Labour hire and temporary replacement	3,719.82
EF063123	11/10/21	Fujifilm Data Management Solutions Australia Pty Ltd	Postage and courier charges	10,685.64
EF063124	11/10/21	GFG Temporary Assist	Labour hire and temporary replacement	8,125.00
EF063125	11/10/21	Gold Corporation T/A The Perth Mint	Citizenship expenses	506.00
EF063126	11/10/21	Instant Fence Hire	Fencing	1,158.30
EF063127	11/10/21	IPEC Pty Ltd	Postage and courier charges	476.29

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EF063128	11/10/21	Local Government Professionals Australia NSW	Memberships and subscriptions	1,100.00
EF063129	11/10/21	Message Media	Memberships and subscriptions	33.00
EF063130	11/10/21	Millreef Holdings Pty Ltd T/A Classic Hire	Equipment hire	2,563.00
EF063131	11/10/21	Paragon Constructions Solutions Pty Ltd	Construction and civil works payments	6,720.38
EF063132	11/10/21	PAV Sales & Installation	Equipment Maintenance	132.00
EF063133	11/10/21	Paywise	Payroll payment	379.80
EF063134	11/10/21	Pool & Pump Service & Repairs Pty Ltd	Aquatic maintenance and services	4,176.48
EF063135	11/10/21	Priority Fire and Safety	Staff training, development and support	1,870.00
EF063136	11/10/21	Ricoh Australia Pty Ltd	Printing and graphic design expenses	5,820.18
EF063137	11/10/21	Rubek Automatic Doors	Building maintenance and services	1,065.41
EF063138	11/10/21	Ruth Kilpatrick	Youth and seniors community activities	690.00
EF063139	11/10/21	Sign On Group Pty Ltd	Memberships and subscriptions	288.75
EF063140	11/10/21	Slipguard Pty Ltd	Parks & gardens contract payments	539.00
EF063141	11/10/21	Smartech Systems Oceania Pty Ltd	Memberships and subscriptions	196.56
EF063142	11/10/21	Technologically Speaking	Youth and seniors community activities	600.00
EF063143	11/10/21	The Association Specialists Pty Ltd	Conference expenses	595.00
EF063144	11/10/21	The Fruit Box Group Pty Ltd	Kiosk stock	55.80
EF063145	11/10/21	The Harbour Agency Pty Ltd	Functions and events entertainment expenses	13,750.00
EF063146	11/10/21	The Trustee for Rabblement Trust	Library book stock and materials	26.99
EF063147	11/10/21	The Trustee for the Dzodzos Family Trust	Parks & gardens contract payments	22,965.25
EF063148	11/10/21	The Workers Shop	Staff uniforms and protective equipment	116.00
EF063149	11/10/21	Totally Workwear Malaga	Staff uniforms and protective equipment	79.75
EF063150	11/10/21	TPG Telecom	IT network maintenance	8,627.30
EF063151	11/10/21	Twins (WA) Pty Ltd	Functions and events catering expenses	350.00
EF063152	11/10/21	Vaughn J McGuire	Citizenship expenses	1,100.00
EF063153	11/10/21	Veridian Trust T/A Magoo IT	Youth and seniors community activities	300.00
EF063154	11/10/21	Vorgee Pty Ltd	Kiosk stock	552.29
EF063155	11/10/21	WATM Crane Sales and Services WA	Plant and vehicle repairs	2,490.31
EF063156	11/10/21	Webb & Brown-Neaves Pty Ltd	Refund residential verge deposit	1,400.00
EF063157	11/10/21	William Buck Consulting (WA) Pty Ltd	Audit services	4,752.00
EF063158	11/10/21	Zenien	IT network maintenance	614.46
EF063160	19/10/21	Adam McCulloch	Refund residential verge deposit	1,400.00
EF063161	19/10/21	Cleanaway Pty Ltd	Waste collection and hygiene services	6,325.63
EF063162	19/10/21	Complete Property Services WA Pty Ltd	Refund residential verge deposit	1,400.00
EF063163	19/10/21	Dut F Chung & Marie J C D Fan	Refund rates overpayment	184.61
EF063164	19/10/21	Easialary Pty Ltd	Staff superannuation & other deductions	1,593.43
EF063165	19/10/21	Eastern Metropolitan Regional Council	Waste collection and hygiene services	35,899.61
EF063166	19/10/21	Home Group WA Pty Ltd	Refund residential verge deposit	1,400.00
EF063167	19/10/21	Home Group WA Pty Ltd	Refund residential verge deposit	1,400.00
EF063168	19/10/21	LGISWA	Insurance reimbursement	858.56
EF063169	19/10/21	Local Government Professionals Aust WA	Staff training, development and support	880.00
EF063170	19/10/21	Lorton Metal Fabrications WA Pty Ltd	Crossover subsidy	624.65
EF063171	19/10/21	Lorton Metal Fabricators WA Pty Ltd	Crossover subsidy	624.65
EF063172	19/10/21	Marawar Pty Ltd	Building maintenance and services	19,859.65
EF063173	19/10/21	McKenna B	Councillor allowances and reimbursements	1,441.65
EF063174	19/10/21	Richard Moreland	Refund rates overpayment	7,541.89
EF063175	19/10/21	Southern Cross Protection Pty Ltd-Petty Cash	Petty cash reimbursement	680.30
EF063176	19/10/21	Stephanie Gray	Councillor allowances and reimbursements	1,441.65
EF063177	19/10/21	Synergy	Electricity charges - Street lighting	123,976.73
EF063178	19/10/21	Tangent Nominees Pty Ltd T/A Summit Homes	Refund residential verge deposit	3,580.00
EF063179	19/10/21	Telstra	Office telephone and communication expenses	1,887.45
EF063180	19/10/21	Vikas & Manisha Vaghela	Refund rates overpayment	365.33
EF063181	18/10/21	A D'Onofrio	Citizenship expenses	200.00
EF063182	18/10/21	A1 Locksmiths	Key / Lock Services	134.00
EF063183	18/10/21	Adapt-A-Lift Group Pty Ltd	Plant and vehicle parts and materials	827.42
EF063184	18/10/21	ADT Security	Buildings and events security expenses	3,211.61
EF063185	18/10/21	Advance Vacuumed Gutters	Building maintenance and services	563.20
EF063186	18/10/21	Aha! Consulting	Staff training, development and support	440.00
EF063187	18/10/21	ALS Library Services Pty Ltd	Book purchases	406.64
EF063188	18/10/21	Andrew Jesse Teo	Youth and seniors community activities	480.00
EF063189	18/10/21	Aquamoni Pty Ltd	Parks & gardens contract payments	247.50
EF063190	18/10/21	Arborwest Tree Farm	Parks & gardens plants and trees	198.00
EF063191	18/10/21	Arcus Australia Pty Ltd	Aquatic chemicals and consumables	5,393.30
EF063192	18/10/21	Arcus Refrigeration Service Pty Ltd	Aquatic maintenance and services	225.50
EF063193	18/10/21	Arteil WA Pty Ltd	Equipment purchases	2,384.80
EF063194	18/10/21	Australia Wide First Aid	Councillor Training	30.90
EF063195	18/10/21	Australian Services Union	Payroll payment	308.80
EF063196	18/10/21	Australian Taxation Office	Payroll payment	262,167.00
EF063197	18/10/21	Battery King Australia Pty Ltd	Environmental services & supplies	885.34
EF063198	18/10/21	Bayswater Croquet Club (Inc.)	Parks & gardens contract payments	1,292.50

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EF063199	18/10/21	Benara Nurseries	Parks & gardens contract payments	310.20
EF063200	18/10/21	Blackwoods Atkins	Rise Materials & Consumables	2,225.09
EF063201	18/10/21	Boya Equipment Pty Ltd	Plant and vehicle parts and materials	417.88
EF063202	18/10/21	Boyan Electrical Services	Electrical Repair	28,341.50
EF063203	18/10/21	Bridgestone Aust Ltd	Plant and vehicle repairs	743.60
EF063204	18/10/21	Brownes Foods Operations Pty Ltd	Staff Amenities	59.40
EF063205	18/10/21	Bruce L Russell	Youth and seniors community activities	200.00
EF063206	18/10/21	Bunnings Group Ltd	Minor Equipment Purchase	4,995.61
EF063207	18/10/21	Charter Plumbing and Gas	Building maintenance and services	283.25
EF063208	18/10/21	Chemistry Centre (WA)	Environmental testing and sampling	2,956.21
EF063209	18/10/21	Child Support Agency	Payroll payment	821.65
EF063210	18/10/21	City of Stirling	Staff leave and entitlement	203.29
EF063211	18/10/21	CNW Pty Ltd	Building supplies and hardware	323.22
EF063212	18/10/21	Contra-flow Pty Ltd	Traffic management	2,446.40
EF063213	18/10/21	Cosmag Pty Ltd T/A Kennedys Tree Services	Parks & gardens contract payments	3,294.50
EF063214	18/10/21	Countrywide Publications	Marketing and promotional material	145.00
EF063215	18/10/21	CVC Linemarking	Construction and civil works technical support	1,289.75
EF063216	18/10/21	C-Wise	Parks & gardens materials	4,554.00
EF063217	18/10/21	Database Consultants Australia	Minor Equipment Purchase	957.00
EF063218	18/10/21	Department of Transport - Vehicle Search	Vehicle searches	912.60
EF063219	18/10/21	Diana Kudsee	Youth and seniors community activities	240.00
EF063220	18/10/21	Direct Communications	Plant and vehicle repairs	633.60
EF063221	18/10/21	Dowsing Group Pty Ltd	Parks & gardens contract payments	9,533.25
EF063222	18/10/21	E Fire & Safety	Building maintenance and services	1,430.00
EF063223	18/10/21	Maylands Park Lottery Centre & Newsagency	Memberships and subscriptions	353.86
EF063224	18/10/21	Eco Action Pty Ltd	Youth and seniors community activities	350.00
EF063225	18/10/21	Eco Fairies	Youth and seniors community activities	350.00
EF063226	18/10/21	Ellenby Tree Farm	Parks & gardens plants and trees	2,986.50
EF063227	18/10/21	Expo Signage and Digital Pty Ltd T/A Bokay Signage	Plant and vehicle parts and materials	2,254.34
EF063228	18/10/21	Flexi Staff	Labour hire and temporary replacement	3,938.57
EF063229	18/10/21	Fuel Distributors of WA Pty Ltd	Fuel and oil	44,184.15
EF063230	18/10/21	Galleria Toyota	Plant and vehicle parts and materials	231.00
EF063231	18/10/21	Galvins Plumbing Supplies	Building supplies and hardware	2,854.15
EF063232	18/10/21	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	12,989.84
EF063233	18/10/21	Health Insurance Fund of WA	Payroll payment	356.85
EF063234	18/10/21	Heritage Way Pty Ltd	Parks & gardens materials	364.51
EF063235	18/10/21	Hodge Collard Preston Architects	Professional consultancy services	14,767.50
EF063236	18/10/21	Hospital Benefit Fund of WA	Payroll payment	1,174.81
EF063237	18/10/21	Hydrodynamic Pumps Pty Ltd	Building maintenance and services	3,960.00
EF063238	18/10/21	IPEC Pty Ltd	Postage and courier charges	264.61
EF063239	18/10/21	IRP Pty Ltd	Labour hire and temporary replacement	1,565.85
EF063240	18/10/21	Ixom Operations Pty Ltd	Aquatic chemicals and consumables	3,490.78
EF063241	18/10/21	Jenny Millman	Youth and seniors community activities	40.00
EF063242	18/10/21	Josh Byrne and Associates	Professional consultancy services	6,534.00
EF063243	18/10/21	Judroc Pty Ltd T/A The Watershed Water Systems	Parks & gardens reticulation repairs & upgrades	8,714.58
EF063244	18/10/21	Kit Stasia Prendergast	Parks & gardens contract payments	1,800.00
EF063245	18/10/21	Landgate	Gross rental valuation charges	1,252.82
EF063246	18/10/21	Lawn Doctor	Parks & gardens contract payments	3,302.20
EF063247	18/10/21	LD Total	Parks & gardens materials	20,824.53
EF063248	18/10/21	LGConnect Pty Ltd	Professional consultancy services	1,485.00
EF063249	18/10/21	Liquor Stax At Charlies	Functions and events catering expenses	189.95
EF063250	18/10/21	Major Motors Pty Ltd	Plant and vehicle repairs	462.00
EF063251	18/10/21	Martins Trailer Parts	Plant and vehicle parts and materials	84.92
EF063252	18/10/21	McInerney Ford	Parks & gardens materials	238.17
EF063253	18/10/21	MDM Entertainment Pty Ltd	Library book stock and materials	185.14
EF063254	18/10/21	Merchandising Libraries Pty Ltd	Conference expenses	138.00
EF063255	18/10/21	Meta Maya Group Pty Ltd	Environmental testing and sampling	77.00
EF063256	18/10/21	Morley Mower Centre	Plant and vehicle repairs	336.40
EF063257	18/10/21	Natural Area Holdings Pty Ltd	Parks & gardens materials	4,156.63
EF063258	18/10/21	Office Line	Furniture purchases	737.00
EF063259	18/10/21	Open Windows Software Pty Ltd	Memberships and subscriptions	36,537.60
EF063260	18/10/21	Orbit Health & Fitness Solutions	Recreation and gymnasium equipment	300.12
EF063261	18/10/21	Parks and Leisure Australia	Staff training, development and support	55.00
EF063262	18/10/21	Perth Recruitment Services	Labour hire and temporary replacement	2,012.01
EF063263	18/10/21	Pool Robotics Perth	Equipment Maintenance	145.00
EF063264	18/10/21	Prestige Property Maintenance Pty Ltd	Parks & gardens contract payments	28,370.35
EF063265	18/10/21	Project & Construction Management Concepts Pty Ltd	Parks & gardens contract payments	425.00
EF063266	18/10/21	Promolab	Functions and events supplies	836.00
EF063267	18/10/21	Pulse Locating	Parks & gardens contract payments	3,322.00
EF063268	18/10/21	Quality Press	Printing and graphic design expenses	676.50

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EF063269	18/10/21	Regal Cement & Sales Pty Ltd	Construction and civil works payments	3,545.00
EF063270	18/10/21	Rentokil Initial Pty Ltd	Building maintenance and services	3,225.34
EF063271	18/10/21	Repco	Plant and vehicle parts and materials	7,657.59
EF063272	18/10/21	Research Solutions (WA) Pty Ltd	Professional consultancy services	10,733.25
EF063273	18/10/21	Slater Gartrell Sports	Parks & gardens materials	20,163.00
EF063274	18/10/21	Smartech Systems Oceania Pty Ltd	Printing and graphic design expenses	1,009.80
EF063275	18/10/21	Sonic Health Plus Pty Ltd	Medical services and materials	429.00
EF063276	18/10/21	Sportsworld of WA	Kiosk stock	1,706.10
EF063277	18/10/21	Square Tech Pty Ltd T/A Defibs Direct Australia	Medical services and materials	467.00
EF063278	18/10/21	St John Ambulance Western Australia Ltd	Staff training, development and support	37.00
EF063279	18/10/21	Stratco (WA) Pty Ltd	Building supplies and hardware	276.45
EF063280	18/10/21	Swan Valley Cuddly Animal Farm	Youth and seniors community activities	529.00
EF063281	18/10/21	T J Depiazzi & Sons	Parks & gardens materials	24,922.43
EF063282	18/10/21	Technology One Limited	Staff training, development and support	5,523.55
EF063283	18/10/21	The Goods Australia	Aquatic chemicals and consumables	461.89
EF063284	18/10/21	The Literature Centre Inc	Conference expenses	550.00
EF063285	18/10/21	The Morley Veterinary Hospital	Animal supplies & services	190.20
EF063286	18/10/21	The O'Grady Family Trust T/A Efficient Site Services	Parks & gardens contract payments	2,678.50
EF063287	18/10/21	The Poster Girls	Marketing and promotional material	184.80
EF063288	18/10/21	The Trustee for McCartney Family Trust T/A Kerb Doctor	Construction and civil works payments	5,535.20
EF063289	18/10/21	The Young Men's Christian Association of WA Inc	Venue hire	1,881.00
EF063290	18/10/21	Totally Workwear Malaga	Staff uniforms and protective equipment	823.90
EF063291	18/10/21	T-Quip	Plant and vehicle repairs	1,684.15
EF063292	18/10/21	Veev Group Pty Ltd	Professional consultancy services	7,122.50
EF063293	18/10/21	LGRCEU	Payroll payment	867.15
EF063294	18/10/21	Wattleup Tractors	Plant and vehicle repairs	1,460.52
EF063295	18/10/21	WC Convenience Management Pty Ltd T/A WC Innovations	Building maintenance and services	4,062.34
EF063296	18/10/21	West Coast Commercial Industries	Aquatic chemicals and consumables	106.92
EF063297	18/10/21	West Coast Turf	Parks & gardens contract payments	24,673.00
EF063298	18/10/21	Westbooks	Book purchases	96.38
EF063299	18/10/21	Wilson Security Pty Ltd	Buildings and events security expenses	429.74
EF063300	18/10/21	Winc Australia Pty Ltd	Office stationery and consumables	1,492.38
EF063301	18/10/21	Work Clobber	Staff uniforms and protective equipment	418.40
EF063302	18/10/21	Zircodata Pty Ltd	Transport and storage charges	562.30
EF063303	18/10/21	Zornitsa Krasteva Damatova	Youth and seniors community activities	365.00
EF063304	26/10/21	Prime Projects Construction P/L	Refund residential verge deposit	3,282.33
EF063307	26/10/21	Alan Robert Jupp	Refund rates overpayment	634.67
EF063308	26/10/21	Alinta Gas	Gas usage charges	3,301.50
EF063309	26/10/21	Brodie M Baker	Refund swimming lessons	406.16
EF063310	26/10/21	COB - Sundowner Club	Payroll payment	80.00
EF063311	26/10/21	Creswell Brunton	Refund bond	1,000.00
EF063312	26/10/21	Dean Morton	Refund health centre memberships	172.06
EF063313	26/10/21	Decipha Pty Ltd	Postage and courier charges	1,227.55
EF063314	26/10/21	Department of Fire and Emergency Services	Emergency Services Levy	158,141.73
EF063315	26/10/21	Eastern Metropolitan Regional Council	Waste collection and hygiene services	95,311.71
EF063316	26/10/21	Es2 Pty Ltd	IT network maintenance	6,256.25
EF063317	26/10/21	Flexi Staff	Labour hire and temporary replacement	827.86
EF063318	26/10/21	Future Bayswater	Grants & funding	5,000.00
EF063319	26/10/21	Gemma Rhydderch	Refund bond	550.00
EF063320	26/10/21	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	19,484.29
EF063321	26/10/21	IRP Pty Ltd	Labour hire and temporary replacement	5,709.34
EF063322	26/10/21	Istvan Szilasi-Horvath	Refund rates overpayment	667.98
EF063323	26/10/21	JA Lay and SG Luke	Refund Birthday Party	60.00
EF063324	26/10/21	Kazim Fedai	Refund bond	1,550.00
EF063325	26/10/21	Lacrosse WA	Refund bond	350.00
EF063326	26/10/21	LFC 1823 Pty Ltd	Refund residential verge deposit	1,400.00
EF063327	26/10/21	LGISWA	Insurance premium	616,632.54
EF063328	26/10/21	Local Government Professionals Aust WA	Memberships and subscriptions	150.00
EF063329	26/10/21	Lucas Lima	Refund swimming lessons	43.20
EF063330	26/10/21	Marie J Walker	Staff allowances and reimbursements	189.61
EF063331	26/10/21	Mary McManus	Refund swimming lessons	16.50
EF063332	26/10/21	Maylands Sports & Recreation Club	Grants & funding	1,500.00
EF063333	26/10/21	Morley Ladies Probus Club Inc	Donation	200.00
EF063334	26/10/21	Netball WA Inc	Refund bond	500.00
EF063335	26/10/21	NJ & PJ Bourke	Refund residential verge deposit	605.90
EF063336	26/10/21	Park Motor Body Builders (W.A.) Pty Ltd	Plant and vehicle purchasing	29,150.00
EF063337	26/10/21	Perth College Inc	Refund bond	550.00
EF063338	26/10/21	Public Transport Authority of Western Australia	Construction and civil works payments	10,773.00
EF063339	26/10/21	Rider Levett Bucknall WA Pty Ltd	Professional consultancy services	3,520.00
EF063340	26/10/21	Royal Wolf Trading Aust Pty Ltd	Equipment purchases	18,328.20

<b>Reference</b>	<b>Date</b>	<b>Creditor Name</b>	<b>Invoice details</b>	<b>Amount Paid</b>
<b>Payments</b>				<b>\$</b>
EF063341	26/10/21	Sarbuild Pty Ltd	Refund residential verge deposit	1,400.00
EF063342	26/10/21	Savills Project Management Pty Ltd	Construction and civil works payments	4,910.40
EF063343	26/10/21	Sonic Health Plus Pty Ltd	Medical services and materials	143.00
EF063344	26/10/21	Southern Cross Protection Pty Ltd-Petty Cash	Petty cash reimbursement	1,951.35
EF063345	26/10/21	Synergy	Electricity charges (other than street lighting)	1,744.22
EF063346	26/10/21	Tangent Nominees Pty Ltd	Refund residential verge deposit	1,400.00
EF063347	26/10/21	Telstra	Office telephone and communication expenses	6,420.57
EF063348	26/10/21	The Bonsai Society of Western Australia	Grants & funding	4,824.55
EF063349	26/10/21	The Judith Treby Family Trust T/A Have a Go News	Marketing and promotional material	539.55
EF063350	26/10/21	The Mosaic Collective	Grants & funding	1,500.00
EF063351	26/10/21	Ventura Home Group Pty Ltd	Refund residential verge deposit	1,400.00
EF063352	26/10/21	Vets Around Town Pty Ltd	Refund rates overpayment	510.70
EF063353	26/10/21	Vikas & Manisha Vaghela	Refund rates overpayment	365.33
EF063354	26/10/21	WA Local Government Association	Conference expenses	1,460.00
EF063355	26/10/21	Wesfarmers Kleenheat Gas Pty Ltd	Electricity charges (other than street lighting)	1,069.15
EF063356	26/10/21	West Australian Youth Care	Refund bond	1,000.00
EF063357	26/10/21	Western Power	Parks & gardens contract payments	759.63
EF063358	26/10/21	Westlake Corp P/L T/A Trendsetter Homes	Refund residential verge deposit	1,400.00
EF063359	26/10/21	Westlake Corporation P/L T/A Trendsetter	Refund residential verge deposit	1,400.00
EF063360	26/10/21	Workpower Inc	Parks & gardens contract payments	21,295.34
EF063361	26/10/21	Youth Focus Inc	Refund bond	1,270.00
EF063362	25/10/21	A1 Locksmiths	Key / Lock Services	2,972.00
EF063363	25/10/21	AAAC Towing Pty Ltd	Vehicle towing	396.00
EF063364	25/10/21	Aalan Linemarking Services	Parks & gardens contract payments	1,452.00
EF063365	25/10/21	Acclaimed Catering Pty Ltd	Functions and events catering expenses	1,699.50
EF063366	25/10/21	ACO Pty Ltd	Equipment Maintenance	3,205.40
EF063367	25/10/21	Adapt-A-Lift Group Pty Ltd	Plant and vehicle repairs	157.30
EF063368	25/10/21	ADT Security	Buildings and events security expenses	107.40
EF063369	25/10/21	Advance Press	Printing and graphic design expenses	264.00
EF063370	25/10/21	Aerometrex Limited	IT network maintenance	16,500.00
EF063371	25/10/21	Air Liquide Australia Ltd	Equipment hire	102.80
EF063372	25/10/21	ALS Library Services Pty Ltd	Book purchases	421.02
EF063373	25/10/21	AMS Technology Group Pty Ltd	Construction and civil works payments	173,915.56
EF063374	25/10/21	Anton & Jo Pty Ltd T/A Bayswater News & Lotteries	Memberships and subscriptions	650.63
EF063375	25/10/21	Aquamoni Pty Ltd	Parks & gardens contract payments	123.75
EF063376	25/10/21	Armada Concrete Tank Co	Parks & gardens contract payments	17,210.00
EF063377	25/10/21	Asphaltex Pty Ltd	Parks & gardens materials	37,770.36
EF063378	25/10/21	ATC Work Smart	Trainee	431.32
EF063379	25/10/21	Ausnet Industries	Parks & gardens contract payments	10,967.00
EF063380	25/10/21	Australian Defence Apparel Pty Ltd T/as One Source Solutions	Staff uniforms and protective equipment	353.21
EF063381	25/10/21	Australian Services Union	Payroll payment	308.80
EF063382	25/10/21	Australian Taxation Office	Payroll payment	277,205.00
EF063383	25/10/21	Avantgarde Technologies Pty Ltd	IT network maintenance	25,080.00
EF063384	25/10/21	Axis Contracting Pty Ltd	Parks & gardens materials	102,488.45
EF063385	25/10/21	Battery King Australia Pty Ltd	Plant and vehicle parts and materials	292.27
EF063386	25/10/21	Bayswater Bowling & Rec Club	Parks & gardens contract payments	4,109.30
EF063387	25/10/21	Bedford Bowling Club Inc	Parks & gardens contract payments	8,530.50
EF063388	25/10/21	BOC Ltd	Medical services and materials	218.93
EF063389	25/10/21	BP Medical	Environmental services & supplies	493.68
EF063390	25/10/21	Bridgestone Aust Ltd	Plant and vehicle parts and materials	696.30
EF063391	25/10/21	Brook & Marsh Pty Ltd	Parks & gardens contract payments	880.00
EF063392	25/10/21	Brownes Foods Operations Pty Ltd	Staff Amenities	145.20
EF063393	25/10/21	Bucher Municipal Pty Ltd	Plant and vehicle parts and materials	3,850.99
EF063394	25/10/21	Bunnings Group Ltd	Equipment Maintenance	497.35
EF063395	25/10/21	Business Base	Minor Equipment Purchase	219.00
EF063396	25/10/21	C R Kennedy & Co Pty Ltd	Memberships and subscriptions	5,841.00
EF063397	25/10/21	Cai Fences	Fencing	2,981.00
EF063398	25/10/21	Capital Recycling	Tipping Fee	23,614.17
EF063399	25/10/21	Ceiling Manufacturers of Australia	Building supplies and hardware	49.50
EF063400	25/10/21	Cherry Court Vet Clinic	Animal supplies & services	55.00
EF063401	25/10/21	Child Support Agency	Payroll payment	821.65
EF063402	25/10/21	Christie Parksafe	Building supplies and hardware	735.46
EF063403	25/10/21	Cleantex Pty Ltd	Cleaning services	430.09
EF063404	25/10/21	Cleverpatch Pty Ltd	Youth and seniors community activities	407.95
EF063405	25/10/21	CNW Pty Ltd	Building supplies and hardware	1,320.67
EF063406	25/10/21	Contra-flow Pty Ltd	Traffic management	25,083.46
EF063407	25/10/21	Cornerstone Legal	Legal expenses and court costs	3,000.90
EF063408	25/10/21	Corsign WA Pty Ltd	Signage and banners	6,492.20
EF063409	25/10/21	C-Wise	Parks & gardens materials	25,653.21
EF063410	25/10/21	Danish Patisserie	Functions and events catering expenses	195.80

<b>Reference</b>	<b>Date</b>	<b>Creditor Name</b>	<b>Invoice details</b>	<b>Amount Paid</b>
<b>Payments</b>				<b>\$</b>
EF063411	25/10/21	Data#3 Ltd	IT network maintenance	3,165.69
EF063412	25/10/21	David Gray & Co Pty Ltd	Pest control	628.32
EF063413	25/10/21	Dean's Autoglass	Plant and vehicle repairs	649.00
EF063414	25/10/21	Di Candilo Steel City	Plant and vehicle parts and materials	156.20
EF063415	25/10/21	DLF Co Pty Ltd	Parks & gardens contract payments	1,089.00
EF063416	25/10/21	Downer Edi Engineering Power Pty Ltd	Building maintenance and services	297.00
EF063417	25/10/21	Dowsing Group Pty Ltd	Construction and civil works payments	1,320.00
EF063418	25/10/21	Drainflow Services Pty Ltd	Parks & gardens contract payments	6,131.40
EF063419	25/10/21	E Fire & Safety	Fire suppression and alarm monitoring	1,977.80
EF063420	25/10/21	Elders Rural Services Australia Limited	Parks & gardens materials	1,214.40
EF063421	25/10/21	Element Advisory Pty Ltd	Construction and civil works payments	6,242.50
EF063422	25/10/21	Enterprise I.T	IT network maintenance	14,355.00
EF063423	25/10/21	Environmental Industries Pty Ltd	Parks & gardens contract payments	5,807.73
EF063424	25/10/21	Evenflow Irrigation	Parks & gardens contract payments	1,452.00
EF063425	25/10/21	Fleetspec Hire	Equipment hire	9,347.25
EF063426	25/10/21	FUJIFILM Business Innovation Australia Pty Ltd	Photocopying contract charges	161.79
EF063427	25/10/21	Fujifilm Data Management Solutions Australia Pty Ltd	Printing and graphic design expenses	6,892.50
EF063428	25/10/21	Galaxy 42 Pty Ltd T/A Atturra Business Applications	Professional consultancy services	1,705.00
EF063429	25/10/21	Garrards Pty Ltd	Parks & gardens contract payments	5,897.34
EF063430	25/10/21	GFG Consulting	Professional consultancy services	50,773.65
EF063431	25/10/21	GFG Temporary Assist	Construction and civil works payments	9,500.00
EF063432	25/10/21	Grasstrees Australia	Parks & gardens materials	2,060.00
EF063433	25/10/21	Health Insurance Fund of WA	Payroll payment	356.85
EF063434	25/10/21	Heritage Way Pty Ltd	Parks & gardens materials	1,339.80
EF063435	25/10/21	Hospital Benefit Fund of WA	Payroll payment	1,174.82
EF063436	25/10/21	Hydroquip Pumps	Parks & gardens contract payments	37,786.98
EF063437	25/10/21	ibookingsystems	Memberships and subscriptions	99.00
EF063438	25/10/21	Integrity Management Solutions Pty Ltd	Memberships and subscriptions	27,610.00
EF063439	25/10/21	Intelife Group Limited	Parks & gardens contract payments	3,907.62
EF063440	25/10/21	IPEC Pty Ltd	Postage and courier charges	264.61
EF063441	25/10/21	ISG Fresh Pty Ltd	Functions and events catering expenses	762.26
EF063442	25/10/21	IWM (PBH) Pty Ltd T/A Perth Bin Hire	Tipping Fee	2,473.74
EF063443	25/10/21	Ixom Operations Pty Ltd	Aquatic chemicals and consumables	191.11
EF063444	25/10/21	JB Hi-Fi Group Pty Ltd	Equipment purchases	85,423.90
EF063445	25/10/21	Judroc Pty Ltd T/A The Watershed Water Systems	Parks & gardens materials	8,951.03
EF063446	25/10/21	Julie Wiscombe	Youth and seniors community activities	560.00
EF063447	25/10/21	Kaypac Fabrication	Parks & gardens contract payments	330.00
EF063448	25/10/21	Kennards Hire - Malaga	Vehicle & plant hire	1,273.58
EF063449	25/10/21	KLMedia Pty Ltd T/A All Access Australasia	Library book stock and materials	571.86
EF063450	25/10/21	Klopper & Davis Architects	Construction and civil works payments	8,085.00
EF063451	25/10/21	Landfill Gas and Power Pty Ltd	Electricity charges (other than street lighting)	75,362.13
EF063452	25/10/21	Landgate	Gross rental valuation charges	855.68
EF063453	25/10/21	Lawn Doctor	Parks & gardens materials	5,873.45
EF063454	25/10/21	LD Total	Parks & gardens materials	21,048.19
EF063455	25/10/21	Les Mills Australia	Memberships and subscriptions	1,710.62
EF063456	25/10/21	LGConnect Pty Ltd	Professional consultancy services	2,970.00
EF063457	25/10/21	Living Turf	Parks & gardens materials	20,940.70
EF063458	25/10/21	Lock, Stock & Farrell Locksmith Pty Ltd	Key / Lock Services	23.35
EF063459	25/10/21	Marketforce Pty Ltd	Advertising public notices	5,400.97
EF063460	25/10/21	Masonry Management Services Pty Ltd	Parks & gardens contract payments	10,722.00
EF063461	25/10/21	Maylands Tennis Club Inc	Parks & gardens contract payments	8,401.25
EF063462	25/10/21	McLeods	Legal expenses and court costs	18,876.98
EF063463	25/10/21	Millreef Holdings Pty Ltd T/A Classic Hire	Plant and vehicle parts and materials	6,340.60
EF063464	25/10/21	Morley Mower Centre	Plant and vehicle parts and materials	107.32
EF063465	25/10/21	MPK Tree Management Pty Ltd T/A MPK Tree Services	Parks & gardens tree pruning & assoc. services	41,901.20
EF063466	25/10/21	Natural Area Holdings Pty Ltd	Parks & gardens contract payments	2,300.65
EF063467	25/10/21	NoiseNet Operations Pty Ltd	Animal supplies & services	6,900.00
EF063468	25/10/21	Paragon Constructions Solutions Pty Ltd	Construction and civil works payments	14,032.59
EF063469	25/10/21	Park Off Coffee Bar	Youth and seniors community activities	350.00
EF063470	25/10/21	Paywise	Payroll payment	189.90
EF063471	25/10/21	Perth City Cranes	Construction and civil works payments	928.13
EF063472	25/10/21	Perth Recruitment Services	Labour hire and temporary replacement	2,012.01
EF063473	25/10/21	Pirtek Malaga	Plant and vehicle repairs	620.63
EF063474	25/10/21	Plantrite	Parks & gardens materials	932.14
EF063475	25/10/21	Pool & Pump Service & Repairs Pty Ltd	Building maintenance and services	5,028.21
EF063476	25/10/21	Prestige Property Maintenance Pty Ltd	Parks & gardens contract payments	23,611.54
EF063477	25/10/21	Pride Western Australia Inc	Youth and seniors community activities	440.00
EF063478	25/10/21	Product Recovery Industries Pty Ltd	Tipping Fee	4,279.00
EF063479	25/10/21	Pro-Lamps Pty Ltd	Building supplies and hardware	507.32
EF063480	25/10/21	Quality Press	Printing and graphic design expenses	349.80

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<b>Payments</b>				<b>\$</b>
EF063481	25/10/21	Redfish Technologies Pty Ltd	IT network maintenance	4,323.00
EF063482	25/10/21	Repco	Plant and vehicle parts and materials	698.75
EF063483	25/10/21	Rosmech Sales & Service Pty Ltd	Plant and vehicle parts and materials	245.22
EF063484	25/10/21	Services Australia	Fees and charges	69.30
EF063485	25/10/21	Sigma Chemicals	Aquatic chemicals and consumables	2,321.00
EF063486	25/10/21	Slater Gartrell Sports	Construction and civil works payments	5,038.00
EF063487	25/10/21	Sportsworld of WA	Kiosk stock	1,132.45
EF063488	25/10/21	State Wide Turf Services	Parks & gardens contract payments	70,183.83
EF063489	25/10/21	Statewide Bearings Group	Plant and vehicle parts and materials	72.16
EF063490	25/10/21	Steve's Sand Sifting for Playground Services	Parks & gardens contract payments	4,327.69
EF063491	25/10/21	Stratagreen	Parks & gardens plants and trees	6,954.63
EF063492	25/10/21	Sunny Industrial Brushware Pty Ltd	Plant and vehicle parts and materials	353.76
EF063493	25/10/21	Swan Towing Services	Vehicle towing	198.00
EF063494	25/10/21	Syme Marmion & Co	Professional consultancy services	25,175.70
EF063495	25/10/21	T J Depiazzi & Sons	Parks & gardens materials	8,209.74
EF063496	25/10/21	Technologically Speaking	Youth and seniors community activities	600.00
EF063497	25/10/21	The Goods Australia	Aquatic chemicals and consumables	719.09
EF063498	25/10/21	The O'Grady Family Trust T/A Efficient Site Services	Parks & gardens contract payments	77,465.85
EF063499	25/10/21	The Poster Girls	Marketing and promotional material	184.80
EF063500	25/10/21	The Trustee for Mass Group WA Unit Trust	Construction and civil works payments	875.00
EF063501	25/10/21	Thrifty Car Rentals	Plant and vehicle repairs	1,526.25
EF063502	25/10/21	Toolsafe	Plant and vehicle parts and materials	4,394.06
EF063503	25/10/21	Total Packaging (WA) Pty Ltd	Animal supplies & services	7,550.40
EF063504	25/10/21	Total Tools Malaga	Minor Equipment Purchase	2,265.50
EF063505	25/10/21	T-Quip	Plant and vehicle parts and materials	186.30
EF063506	25/10/21	Trophy Warehouse	Youth and seniors community activities	420.00
EF063507	25/10/21	Urban Resources Pty Ltd	Parks & gardens materials	26,780.79
EF063508	25/10/21	Urbaqua Ltd	Professional consultancy services	6,952.00
EF063509	25/10/21	Viking Rentals	Cleaning services	627.00
EF063510	25/10/21	WA Hino Sales and Service	Plant and vehicle repairs	247.50
EF063511	25/10/21	WA Premix	Parks & gardens materials	11,899.80
EF063512	25/10/21	LGRCEU	Payroll payment	881.50
EF063513	25/10/21	WATM Crane Sales and Services WA	Plant and vehicle repairs	438.15
EF063514	25/10/21	Wattleup Tractors	Staff training, development and support	845.18
EF063515	25/10/21	Winc Australia Pty Ltd	Office stationery and consumables	3,854.77
EF063516	25/10/21	Woolworths Ltd (WA)	Staff Amenities	289.15
EF063517	25/10/21	Work Clobber	Staff uniforms and protective equipment	143.20
EF063518	25/10/21	Zenien	Information technology minor purchases	991.23
EF063519	25/10/21	Zettanet Pty Ltd	IT network maintenance	506.00
				<hr/>
				7,966,617.82
<b>Cancelled Payments</b>				
107169	05/10/21	Payment - 107169		-1,059.45
EF062509	21/10/21	Payment - EF062509		-84.00
EF063051	15/10/21	Payment - EF063051		-1,400.00
EF063180	22/10/21	Payment - EF063180		-365.33
				<hr/>
				-2,908.78

## City of Bayswater

### List of Payment - Aged

for the period 1 October 2021 to 31 October 2021

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<b>Payments</b>				<b>\$</b>
DC000222	21/10/21	Water Corporation	Water usage charges	1,025.27
EF063035	11/10/21	Synergy	Electricity charges (other than street lighting)	279.17
EF063159	18/10/21	Fresh Fields Management (Mertome Village) Pty L	Management fee	476.74
EF063305	25/10/21	Burgess Rawson (WA) Pty Ltd	Lease and rental payments	3,991.08
EF063306	25/10/21	Walcott Industries Pty Ltd	Management fee	58,531.00
				<hr/>
				64,303.26
<b>Cancelled Payments</b>				
				0.00
				<hr/>
				0.00



**City of Bayswater****List of Payment - Trust****for the period 1 October 2021 to 31 October 2021**

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<b>Payments</b>				<b>\$</b>
EF063520	25/10/21	Department of Planning, Lands and Heritage		245.00
				<hr/> 245.00
<b>Cancelled Payments</b>				0.00
				<hr/> 0.00

## City of Bayswater

## Corporate Credit Card Transactions

For the period: 29 September 2021 to 28 October 2021

Date	Supplier	Description	Amount \$
<b>Chief Executive Officer</b>			
29/09/21	Trello.com	Memberships and subscriptions	4.08
29/09/21	iStock.com	Memberships and subscriptions	207.90
30/09/21	BP	Fuel and oil	39.99
30/09/21	BP	Fuel and oil	111.36
04/10/21	Createsend.com	Memberships and subscriptions	163.90
06/10/21	BP	Fuel and oil	104.27
07/10/21	General public food	Food & Drinks	10.10
07/10/21	Trello.com	Memberships and subscriptions	122.33
08/10/21	Alamy.com	Memberships and subscriptions	20.84
08/10/21	Wondershare software	Memberships and subscriptions	14.31
12/10/21	BP	Fuel and oil	99.54
13/10/21	Mary street bakery	Food & Drinks	36.00
13/10/21	Facebook	Marketing and promotional material	466.33
14/10/21	Audible australia	Memberships and subscriptions	16.45
18/10/21	BP	Fuel and oil	105.03
19/10/21	Dan murphy's	Food & Drinks - Councillors Lounge	183.00
21/10/21	BP	Fuel and oil	106.53
25/10/21	Post perth	Food & Drinks	8.09
25/10/21	Creative market	Memberships and subscriptions	35.73
26/10/21	City of Perth parking	Parking	9.09
27/10/21	BP	Fuel and oil	119.97
28/10/21	Luckyorange.com	Memberships and subscriptions	26.99
<b>Card total</b>			<b>2,011.83</b>
<b>Director Community and Development</b>			
30/09/21	Department of transport	Vehicle Search	21.00
04/10/21	Amazon web services	Memberships and subscriptions	154.52
05/10/21	JB Hi-Fi	Gifts and presentations	400.00
06/10/21	Local Government Planning association	Staff training, development and support	85.00
07/10/21	Sendgrid	Memberships and subscriptions	125.77
11/10/21	Planning Institute of Australia	Staff training, development and support	30.00
18/10/21	Charge.Prezi.com	Memberships and subscriptions	342.26
<b>Card total</b>			<b>1,158.55</b>
<b>Director Major Projects</b>			
11/10/21	The Russell Inn Bar	Food & Drinks	68.00
14/10/21	Licences 4 Work	Staff training, development and support	329.00
20/10/21	Target	Office stationery and consumables	40.00
<b>Card total</b>			<b>437.00</b>
<b>Director Works and Infrastructure (Acting)</b>			
30/09/21	Eventbrite	Staff training, development and support	100.00
<b>Card total</b>			<b>100.00</b>
<b>Director Corporate and Strategy</b>			
04/10/21	Amazon web services	Memberships and subscriptions	159.52
05/10/21	Zoom.us	Memberships and subscriptions	22.98
07/10/21	Dropbox	Memberships and subscriptions	544.50
<b>Card total</b>			<b>727.00</b>
<b>Grand Total</b>			<b>4,434.38</b>

**City of Bayswater  
Electronic Fund Transfers  
for the period 1 October to 31 October 2021**

<b>Date</b>	<b>Description</b>	<b>Amount</b>
		<b>\$</b>
<b>Municipal Account</b>		
01/10/21	NAB Merch Fee	80.00
01/10/21	NAB Merch Fee	168.59
01/10/21	NAB Merch Fee	1,147.45
01/10/21	NAB Merch Fee	1,740.65
01/10/21	NAB Merch Fee	4,769.36
05/10/21	New investment	600,069.04
06/10/21	NAB Bpay Batch Fee	1.05
06/10/21	Wages	858,915.62
06/10/21	New investment	2,500,000.00
12/10/21	Wages	44,797.92
20/10/21	New investment	2,000,383.56
20/10/21	Wages	851,161.10
20/10/21	NAB Account Fees	39.52
21/10/21	NAB Bpay Batch Fee	15.96
26/10/21	New investment	4,500,525.48
27/10/21	NAB Bpay Batch Fee	0.21
29/10/21	NAB Merch Fee	80.00
29/10/21	NAB Merch Fee	168.35
29/10/21	NAB Merch Fee	1,292.88
29/10/21	NAB Merch Fee	1,488.24
29/10/21	NAB Merch Fee	6,273.20
29/10/21	NAB connect fee	409.36
		<u>11,373,527.54</u>
<b>Aged Persons Homes Account</b>		
19/10/21	Aged care subsidies to Juniper	624,047.84
20/10/21	NAB account fees	0.55
		<u>624,048.39</u>
<b>Total</b>		<u><u>11,997,575.93</u></u>

**10.2.3 Investment Report for the Period Ended 31 October 2021**

<b>Responsible Branch:</b>	Financial Services
<b>Responsible Directorate:</b>	Corporate and Strategy
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	1. Investment Register October 21 [ <b>10.2.3.1</b> - 1 page] 2. Investment Summary October 21 [ <b>10.2.3.2</b> - 1 page] 3. Investment Portfolio October 21 [ <b>10.2.3.3</b> - 1 page]

**SUMMARY**

This report presents the City's Investment Portfolio for the period ended 31 October 2021.

**OFFICER'S RECOMMENDATION**

**That Council receives the Investment Portfolio Report for the period ended 31 October 2021 with investments totalling \$112,967,888.07.**

**BACKGROUND**

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

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

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

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

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

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

**EXTERNAL CONSULTATION**

Not applicable.

## OFFICER'S COMMENTS

Total investments for the period ended 31 October 2021 were \$112,967,888.07.

Of the total investment portfolio, \$48,325,982.27 is internally restricted and \$5,308,579.39 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 2021/22 operating and capital expenditure requirements.

## LEGISLATIVE COMPLIANCE

Investment Policy applies. It is noted that the City currently has 40% in fossil fuel free investments.

## RISK ASSESSMENT

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

Officer's Recommendation	That Council receives the Investment Portfolio Report for the period ended 31 October 2021 with investments totalling \$112,967,888.07.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	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 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

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

## CONCLUSION

That Council receives the Investment Portfolio Report for the period ended 31 October 2021 with investments totalling \$112,967,888.07.

**City of Bayswater  
Investment Register  
Balance as at 31-Oct-2021**

Investment Number	Bank	Lodgement Date	Maturity Date	Rate %	Principal \$	Accrued Interest \$	Maturity Interest \$	Maturity Amount \$
200609	National Australia Bank	17/08/21	02/11/21	0.10	1,545,111.83	317.49	325.96	1,545,437.79
200607	National Australia Bank	10/08/21	09/11/21	0.26	2,000,000.00	1,168.22	1,296.44	2,001,296.44
200610	National Australia Bank	17/08/21	16/11/21	0.28	2,000,000.00	1,150.68	1,396.16	2,001,396.16
200615	National Australia Bank	24/08/21	23/11/21	0.27	1,001,270.09	503.65	674.01	1,001,944.10
200618	Bank of Queensland	24/08/21	30/11/21	0.30	2,000,000.00	1,117.81	1,610.96	2,001,610.96
200601	Suncorp Bank	10/08/21	07/12/21	0.27	2,211,623.54	1,341.52	1,946.83	2,213,570.37
200576	Bendigo Bank	16/06/21	14/12/21	0.25	1,506,918.38	1,414.03	1,868.17	1,508,786.55
200577	Bendigo Bank	16/06/21	14/12/21	0.25	805,846.24	756.17	999.03	806,845.27
200578	Bendigo Bank	16/06/21	14/12/21	0.25	500,000.00	469.18	619.86	500,619.86
200605	Bank of Queensland	10/08/21	21/12/21	0.35	2,000,000.00	1,572.60	2,550.68	2,002,550.68
200619	National Australia Bank	24/08/21	21/12/21	0.27	3,500,000.00	1,760.55	3,080.96	3,503,080.96
200620	Bank of Queensland	24/08/21	04/01/22	0.30	3,000,000.00	1,676.71	3,279.45	3,003,279.45
200582	National Australia Bank	29/06/21	11/01/22	0.28	1,264,636.62	1,202.96	1,901.46	1,266,538.08
200583	Bendigo Bank	29/06/21	11/01/22	0.30	2,409,094.87	2,455.30	3,880.95	2,412,975.82
200580	Suncorp Bank	23/06/21	18/01/22	0.32	1,509,552.75	1,720.48	2,766.00	1,512,318.75
200595	Bank of Queensland	27/07/21	25/01/22	0.43	2,769,300.00	3,131.96	5,937.68	2,775,237.68
200625	Westpac Bank	31/08/21	01/02/22	0.27	1,500,000.00	676.85	1,708.77	1,501,708.77
200587	Commonwealth Bank	30/06/21	08/02/22	0.37	2,199,196.13	2,742.07	4,971.39	2,204,167.52
200588	Commonwealth Bank	30/06/21	08/02/22	0.37	1,700,000.00	2,119.64	3,842.93	1,703,842.93
200636	National Australia Bank	05/10/21	15/02/22	0.28	1,500,201.37	299.22	1,530.62	1,501,731.99
200594	National Australia Bank	27/07/21	22/02/22	0.30	2,298,531.24	1,813.64	3,967.33	2,302,498.57
200622	Bendigo Bank	24/08/21	01/03/22	0.25	2,500,000.00	1,164.38	3,236.30	2,503,236.30
200624	Suncorp Bank	31/08/21	01/03/22	0.30	1,510,796.81	757.47	2,259.99	1,513,056.80
200626	Bank of Queensland	31/08/21	08/03/22	0.38	1,500,000.00	952.60	2,951.51	1,502,951.51
200623	ING Bank	24/08/21	15/03/22	0.24	3,500,000.00	1,564.93	4,671.78	3,504,671.78
200631	National Australia Bank	21/09/21	22/03/22	0.30	1,000,000.00	328.77	1,495.89	1,001,495.89
200646	Suncorp Bank	26/10/21	22/03/22	0.32	1,500,287.67	65.77	1,933.52	1,502,221.19
200632	Bank of Queensland	28/09/21	29/03/22	0.38	500,268.49	171.87	947.91	501,216.40
200637	National Australia Bank	05/10/21	29/03/22	0.28	600,069.04	119.69	805.57	600,874.61
200638	Bank of Queensland	05/10/21	05/04/22	0.38	2,500,000.00	676.71	4,736.99	2,504,736.99
200648	Suncorp Bank	26/10/21	19/04/22	0.35	1,600,000.00	76.71	2,684.93	1,602,684.93
200642	Suncorp Bank	20/10/21	26/04/22	0.32	2,000,383.56	192.91	3,297.07	2,003,680.63
200647	Suncorp Bank	26/10/21	31/05/22	0.38	1,400,237.81	72.89	3,163.39	1,403,401.20
<b>Muni General Funds Total</b>					<b>59,333,326.44</b>	<b>35,555.43</b>	<b>82,340.47</b>	<b>59,415,666.91</b>
200591	Suncorp Bank	13/07/21	23/11/21	0.28	1,609,660.80	1,358.29	1,642.30	1,611,303.10
200556	Bendigo Bank	07/04/21	04/01/22	0.35	5,130,993.04	10,184.67	13,382.75	5,144,375.79
200614	Bank of Queensland	17/08/21	15/02/22	0.43	1,014,079.93	896.00	2,174.30	1,016,254.23
200627	Bank of Queensland	07/09/21	08/03/22	0.38	2,530,116.66	1,422.41	4,794.05	2,534,910.71
200633	Bank of Queensland	28/09/21	29/03/22	0.38	1,852,573.91	636.47	3,510.25	1,856,084.16
200613	National Australia Bank	17/08/21	19/04/22	0.32	5,350,907.12	3,518.40	11,493.46	5,362,400.58
200629	Suncorp Bank	14/09/21	19/04/22	0.32	639,896.67	263.67	1,217.38	641,114.05
200641	National Australia Bank	05/10/21	07/06/22	0.33	476,045.84	111.90	1,054.47	477,100.31
200649	Suncorp Bank	26/10/21	14/06/22	0.38	1,001,841.10	52.15	2,409.36	1,004,250.46
<b>Muni Reserve Total</b>					<b>19,606,115.07</b>	<b>18,443.98</b>	<b>41,678.32</b>	<b>19,647,793.39</b>
200559	Bendigo Bank	13/04/21	09/11/21	0.30	1,018,123.97	1,682.00	1,757.31	1,019,881.28
200579	Bendigo Bank	16/06/21	14/12/21	0.25	600,000.00	563.01	743.84	600,743.84
200593	Bendigo Bank	20/07/21	18/01/22	0.30	588,266.34	498.01	879.98	589,146.32
200602	Bank of Queensland	10/08/21	08/02/22	0.43	502,920.67	485.84	1,078.32	503,998.99
200628	Bank of Queensland	07/09/21	08/03/22	0.38	856,886.71	481.73	1,623.62	858,510.33
200640	National Australia Bank	05/10/21	07/06/22	0.33	491,828.28	115.61	1,089.43	492,917.71
200643	National Australia Bank	19/10/21	21/06/22	0.32	810,886.41	85.31	1,741.74	812,628.15
200644	National Australia Bank	19/10/21	21/06/22	0.32	439,666.98	46.26	944.38	440,611.36
<b>Trust Specific Total</b>					<b>5,308,579.36</b>	<b>3,957.77</b>	<b>9,858.62</b>	<b>5,318,437.98</b>
200557	Bank of Queensland	06/04/21	02/11/21	0.40	602,468.24	1,373.30	1,386.50	603,854.74
200573	Suncorp Bank	02/06/21	02/11/21	0.30	1,528,122.89	1,896.55	1,921.67	1,530,044.56
200560	Bank of Queensland	14/04/21	09/11/21	0.40	809,746.65	1,774.79	1,854.65	811,601.30
200589	Bendigo Bank	07/07/21	11/01/22	0.30	866,236.26	825.89	1,338.51	867,574.77
200603	Suncorp Bank	10/08/21	08/03/22	0.32	1,428,709.56	1,027.11	2,630.39	1,431,339.95
200630	Bank of Queensland	20/09/21	22/03/22	0.38	1,277,031.23	545.10	2,433.01	1,279,464.24
200598	National Australia Bank	03/08/21	05/04/22	0.31	630,486.06	476.58	1,311.93	631,797.99
200635	Suncorp Bank	28/09/21	03/05/22	0.32	2,247,168.39	650.14	4,275.16	2,251,443.55
200645	Suncorp Bank	19/10/21	21/06/22	0.34	624,047.84	69.76	1,424.20	625,472.04
<b>Aged General Funds Total</b>					<b>10,014,017.12</b>	<b>8,639.20</b>	<b>18,576.02</b>	<b>10,032,593.14</b>
200581	National Australia Bank	22/06/21	18/01/22	0.30	43,607.12	46.95	75.27	43,682.39
<b>Aged Mertome Gardens Total</b>					<b>43,607.12</b>	<b>46.95</b>	<b>75.27</b>	<b>43,682.39</b>
200604	Suncorp Bank	10/08/21	07/12/21	0.27	1,239,778.62	752.02	1,091.34	1,240,869.96
200616	Bank of Queensland	24/08/21	22/02/22	0.40	1,069,556.64	797.04	2,133.25	1,071,689.89
<b>Aged Prudential Requirements Reserve Total</b>					<b>2,309,335.26</b>	<b>1,549.06</b>	<b>3,224.60</b>	<b>2,312,559.86</b>
200561	Bank of Queensland	13/04/21	09/11/21	0.40	4,404,645.32	9,702.29	10,136.72	4,414,782.04
200567	Suncorp Bank	30/04/21	07/12/21	0.32	1,088,864.01	1,756.50	2,109.71	1,090,973.72
200596	Suncorp Bank	27/07/21	25/01/22	0.30	950,221.38	749.76	1,421.43	951,642.81
200600	National Australia Bank	03/08/21	05/04/22	0.31	3,863,757.57	2,920.58	8,039.79	3,871,797.36
200634	Suncorp Bank	28/09/21	03/05/22	0.32	4,000,000.00	1,157.26	7,609.86	4,007,609.86
200639	National Australia Bank	05/10/21	07/06/22	0.33	2,045,419.42	480.81	4,530.74	2,049,950.16
<b>Aged General Reserve Total</b>					<b>16,352,907.70</b>	<b>16,767.20</b>	<b>33,848.25</b>	<b>16,386,755.95</b>
<b>Total</b>					<b>112,967,888.07</b>	<b>84,959.59</b>	<b>189,601.55</b>	<b>113,157,489.62</b>

**City of Bayswater  
Investment Summary  
Balance as at 31-Oct-2021**

**Investments By Maturity Date**

Maturity Dates	Principal	Portfolio %	Number of Investments
Less than 30 days	\$16,519,149.79	15%	10
Between 30 days and 60 days	\$15,453,030.79	14%	10
Between 61 days and 90 days	\$18,531,908.38	16%	10
Between 91 days and 180 days	\$48,926,657.04	43%	28
Between 181 days and 1 year	\$13,537,142.07	12%	10
<b>Total</b>	<b>\$112,967,888.07</b>	<b>100%</b>	<b>68</b>

**Allocation of Investments**

S&P Rating (Short-term)	Bank	Amount Invested	Amount Invested %	Threshold %
A-1+	National Australia Bank	\$30,862,424.99	27%	45%
A-1+	Westpac	\$1,500,000.00	1%	45%
A-1+	Commonwealth Bank	\$3,899,196.13	3%	45%
A-1	Suncorp	\$28,091,193.40	25%	35%
A-2	Bank of Queensland **	\$29,189,594.45	26%	30%
A-2	Bendigo Bank **	\$15,925,479.10	14%	30%
<b>Total</b>		<b>\$112,967,888.07</b>	<b>100%</b>	

\*\* Fossil fuel free investment

**City of Bayswater  
Investment Portfolio  
Balance as at 31 October 2021**

Source	Description	Total \$	Internally restricted \$	Externally restricted \$
Municipal	Investment - CoB General Funds	59,333,326.44	-	-
	Investment - CoB Reserve	19,606,115.07	19,606,115.07	-
	Investment - Trust	5,308,579.36	-	5,308,579.36
<b>Sub Total</b>		<b>84,248,020.87</b>	<b>19,606,115.07</b>	<b>5,308,579.36</b>
Aged	Investment - Aged General Funds	10,057,624.24	10,057,624.24	-
	Investment - Prudential Requirements Reserve	2,309,335.26	2,309,335.26	-
	Investment - Aged General Reserve	16,352,907.70	16,352,907.70	-
<b>Sub Total</b>		<b>28,719,867.20</b>	<b>28,719,867.20</b>	<b>-</b>
<b>Grand Total</b>		<b>112,967,888.07</b>	<b>48,325,982.27</b>	<b>5,308,579.36</b>



**10.2.4 Donations Granted Under Delegated Authority for the Month of October 2021**

<b>Responsible Branch:</b>	Financial Services
<b>Responsible Directorate:</b>	Corporate and Strategy
<b>Authority/Discretion:</b>	Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	1. Donation Requests October 2021 [ <b>10.2.4.1</b> - 1 page]

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

**OFFICER'S RECOMMENDATION**

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

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

**LEGISLATIVE COMPLIANCE**

Community Grants Policy applies.

**RISK ASSESSMENT**

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

<b>Officer's Recommendation</b>	<b>That Council receives this status report on the donations granted under delegated authority for the month of October 2021 as contained in Attachment 1.</b>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low

<b>Conclusion</b>	The risks for receiving the report on donations in accordance with Council's Community Grants Policy are considered to be low.
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**FINANCIAL IMPLICATIONS**

The Donations allocation in the 2021/22 Budget is \$30,000. To date, \$6,896.25 has been expended during the 2021/22 financial year.

**STRATEGIC IMPLICATIONS**

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

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

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

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 October 2021, as contained in **Attachment 1**.

***DONATIONS GRANTED UNDER DELEGATED AUTHORITY OCTOBER 2021***

***ORGANISATIONS***

<b>Name</b>	<b><i>Purpose of Organisation</i></b>	<b><i>Reason for Request</i></b>	<b>Previous financial assistance granted (date and amount)</b>	<b>Amount of Donation</b>
Cahoots	Charity creating inclusive experiential learning opportunities for children and young people living with disability	Venue Hire and Trophies for Charity Golf Day	Nil.	\$1,250
Morley Ladies Probus Club	Recreation Club	Trophies for the Club's 30 <sup>th</sup> Birthday Celebration	\$200 - November 2019 \$200.00 - October 2018 \$200.00 - September 2017 \$180.00 - July 2016 \$200.00 towards annual running costs March 2013 and August 2014	\$200
Peninsula Golf Club	Sporting Club	Trophies for Peninsula Pairs Golf Day	\$200 October 2020 \$200 October 2019 \$200 October 2018 \$200 October 2017 \$400 annually since 2009 towards the Peninsula Pairs Golf Day event for the respective year.	\$200
				<b>\$1,650</b>

**Total for October 2021 \$1,650**

**10.2.5 City of Bayswater Annual Report 2020/21**

<b>Responsible Branch:</b>	Governance and Strategy
<b>Responsible Directorate:</b>	Corporate and Strategy
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	<b><i>ABSOLUTE MAJORITY REQUIRED</i></b>
<b>Attachments:</b>	1. Annual Report 2020/21 Content - Pre-Design Version [10.2.5.1 - 53 pages]
<b>Refer:</b>	Nil

**SUMMARY**

Local governments are required to prepare an annual report for each financial year. The City has prepared content for the Annual Report 2020/21, which summarises achievements from the last financial year. Council adoption is sought for the content, subject to design and inclusion of the auditor's report and the audited financial report for 2020/21.

**OFFICER'S RECOMMENDATION**

**That Council adopt the Annual Report 2020/21, as contained in Attachment 1, subject to:**

- 1. The published report to include the auditor's report and the audited annual financial statements for the financial year 2020/21, following Council accepting those documents.**
- 2. Prior to publication, the report be designed and presented to a standard considered appropriate by the Chief Executive Officer.**

**BACKGROUND**

Section 5.53 of the *Local Government Act 1995* (the Act) requires the City to prepare an annual report for each financial year. The annual report provides the community a summary of achievements for the previous financial year and is a reference document for future years. It is also used to inform the community and key stakeholders, and will be the cover commentary to the audited 2020/21 Financial Report.

The Act specifies that the annual report must contain information pertaining to the financial year including:

- A report from the Mayor
- A report from the Chief Executive Officer
- An overview of the plan for the future of the district, including major initiatives
- The financial report and auditor's report for the financial year
- Information about complaints and breaches
- A progress report against the City's Access and Inclusion Plan
- Details of entries made to the register of complaints and how they were dealt with
- Information prescribed by regulations.

The *Local Government (Administration) Regulations 1996* (the Regulations) were amended in late 2020. The amendments prescribe new or alternative information to be included in the annual report. These include:

- Increasing the minimum annual employee salary that must be reported from \$100,000 to \$130,000
- Adding remuneration paid specifically to the CEO

- Adding diversity statistics about the Council, if available.

The Act requires Council to adopt the annual report (by absolute majority) by 31 December of the following financial year, subject to completion of an independent audit. If the auditor's report is not available in time to be accepted by 31 December, the annual report must be accepted no later than two months after the auditor's report becomes available.

The Act also imposes requirements for publication, public notice and presentation to the Annual Meeting of Electors (AGM). The annual report must be published on the City's website within 14 days of being adopted by Council, and the CEO must give local public notice of the availability of the report as soon as practical. The City must also hold the AGM not more than 56 days after the annual report is accepted by Council. These deadlines will commence once Council adopts the remaining financial statements and auditors report.

## EXTERNAL CONSULTATION

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

## OFFICER'S COMMENTS

The annual report provides the community with an overview of the City's programs, services and initiatives delivered during the 2020/21 financial year. The content for the first part of the document (commentary) is provided in **Attachment 1**. The commentary for the 2020/21 report is considered to meet the relevant requirements of the Act. Following design work and final wordsmithing, the auditor's report and audited financial report will be added to the document, once they become available.

Due to the tight timeframes around preparing the annual report, the annual audit, Council adoption and scheduling the AGM, the City has chosen to prepare the majority of the annual report for Council to adopt, subject to the financial and auditor's reports. This provides two key benefits, as it allows the City to:

- Complete design and wordsmithing while awaiting the remaining items
- Schedule the AGM immediately after Council accepts the financial and auditor's reports, rather than waiting for the annual report to be adopted at the following OCM.

It is anticipated the auditor's report and audited financial statements will be available in December 2021, subject to the Office of the Auditor General. When Council has accepted those documents, the AGM will be scheduled to occur within 56 days which is anticipated to be in early 2022. Following publication, the annual report will be hosted on the City's website and will include the auditors' report and financial report.

Of the new or alternative information prescribed by the Regulations, all mandatory and most optional requirements have been incorporated into **Attachment 1**. Diversity statistics about the Council are not mandatory, but it would be best practice to include in future reports. The statistics specified in the Regulations are:

- The gender, linguistic background and country of birth of councillors
- The number of councillors aged within 10 year bands
- The number of councillors who identify as Aboriginal or Torres Strait Islander.

This information was requested of Councillors following the recent local government election.

The City is also investigating the practicality of including similar statics about the workforce in future reports.

## LEGISLATIVE COMPLIANCE

The Annual Report is prepared under section 5.53 of the *Local Government Act 1995* (WA).

## RISK ASSESSMENT

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

<b>Officer's Recommendation</b>	<p>That Council adopt the Annual Report 2020/21, as contained in Attachment 1, subject to:</p> <ol style="list-style-type: none"> <li>The published report to include the auditor's report and the audited financial report for the financial year 2020/21, following Council accepting those documents.</li> <li>Prior to publication, the report be designed and presented to a standard considered appropriate by the Chief Executive Officer.</li> </ol>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	<p>Adopting the Annual Report 2020/21 commentary in preparation for the financial and auditor's reports is the first step in finalising the annual report and ensuring compliance with the Act. As both documents will ultimately be adopted by Council, it is considered to comply with the requirements in the Act.</p>	

Option 2	That Council adopt the Annual Report 2020/21, as contained in <u>Attachment 1</u> , subject to:	
	<ol style="list-style-type: none"><li>1. Modifications to the content of the report, as determined by Council.</li><li>2. The published report to include the auditor's report and the audited financial report for the financial year 2020/21, following Council accepting those documents.</li><li>3. Prior to publication, the report be designed and presented to a standard considered appropriate by the Chief Executive Officer.</li></ol>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Risks to be determined based upon modifications 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	
<b>Conclusion</b>	Should Council wish to make amendments to the Annual Report 2020/21, Council should be mindful of the requirements of the Act. Should Council make changes that render the report non-compliant this may then present a governance and reputational risk. There may be other risks, however this would be dependent on the modifications determined by Council.	

## **FINANCIAL IMPLICATIONS**

Nil.

## **STRATEGIC IMPLICATIONS**

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

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

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

## **CONCLUSION**

The Annual Report 2020/21 has been prepared to highlight the City's achievements from the last financial year and ensure legislative compliance, subject to inclusion of the auditor's report and audited financial report.

The auditor's report and the audited financial report are expected to be available by the end of December 2021. Once accepted by Council, they will be incorporated into the Annual Report 2020/21 and the annual report will be published in time for the AGM. The City will schedule the AGM to take place no more than 56 days after those documents are accepted by Council.



# Annual Report 2020/21

Draft content, excluding auditor's report and financial statements

**Document version:** V1.2 – Draft for ELT

This document contains draft content for the City's Annual Report for the Financial Year 2020/21. It includes all information required by the *Local Government Act 1995* (WA), excluding:

- The reports from the Mayor and Chief Executive Officer
- The financial report for the year (s5.53(2)(f))
- The auditor's report prepared under s7.9(1) or s7.12AD(1) (s5.53(2)(h)).

Once available, the financial report and auditors report will be provided to Council separately. Once accepted by Council, all sections will be combined and the document designed and printed.

COVER PAGE – To be prepared as part of design work



## Inside cover

### Acknowledgement

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

*The City of Bayswater acknowledges the Traditional Custodians of the land, the Whadjuk people of the Noongar Nation, and pays its respects to elders past, present and emerging.*

### Accessibility

This publication is available in alternative formats, including hard copy in large print or standard print, electronic format, audio, and Braille.

This publication can be found on the City's website and can be made available in languages other than English upon request.

可根据要求以其他格式和语言提供此信息。

Queste informazioni sono disponibili in altri formati e lingue su richiesta.

Chúng tôi có thể cung cấp thông tin này bằng những dạng và ngôn ngữ khác khi được yêu cầu.

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## 1 Our City

The City of Bayswater is home to a culturally diverse and vibrant community set against the backdrop of four thriving town centres, over 380 hectares of green open space and a 10 kilometre stretch of the Swan River.

The City has built a strong reputation for providing the services our community value. We place importance on sustainability and the environment, improving the amenity of town centres, engaging with the community, and creating the opportunity for people to make the most of living in this inner city location.

We operate three libraries, three recreation centres and support over 200 local sporting clubs. We maintain 177 parks, ovals and open spaces, 105 play spaces, and manage a local road network that spans 360 kilometres.

Our community is multicultural and inclusive and nearly half of us were born overseas. We are the third most culturally and linguistically diverse local government area in Western Australia; and we proudly celebrate all who call the City home. More than a third of our households include a person living with a disability, and this is a driving force for making our City more accessible for all.

We respect and value the important role older members of our community play, and we work with the City's youth to keep them engaged and encourage their participation in decision-making processes. We make it a priority to ensure the people who live here have every opportunity to make their voice heard.

Creativity is a way of life in our City and by supporting the local arts community, we have seen public art pop up across the suburbs, putting our artistic heart on display for all. We host events to bring people together and with more than 20,000 people attending these events annually, they are a big part of our identity as a community that likes to connect with one another.

The City has more than 142 cafés, restaurants and bars; and we look forward to welcoming even more as infrastructure is built to support the development of the Bayswater train station. This station is set to become one of the busiest in Perth, and the surrounding area will benefit from a revitalised and pedestrian friendly retail strip with dining options and office space.

Over the next ten years, we expect to see our community grow to more than 72,000 people. If we look even further ahead, our community will likely reach 100,000 people by 2050. This will bring with it more diversity, more opportunities and more development.

**This is your neighbourhood and your community. The City of Bayswater is your home.**

## 2 Message form the Mayor (FY2020/21 period)

The 2020/21 Financial Year has been one that has really brought our community together.

While the effects of the COVID-19 pandemic have lessened in Western Australia, we are still working through the recovery process and doing all we can to keep our families, neighbours and communities safe.

For us, this meant investing in our community and we have done this by funding major projects with our Local Economic and Social Stimulus Package and grant funding from other levels of government

We awarded almost \$55,000 in grants to community groups through the Community Events and Better Bayswater Grants; and supported more over 600 residents to become Australian citizens in 16 citizenship ceremonies.

Our focus on the environment remains strong and we are on track for City operations to be carbon neutral by 2040, with the installation of 120kW of solar panels to five community buildings; and more than 65,000 shrubs, tube stock and semi-mature trees were planted to increase our tree canopy, reduce the urban heat island effect and encourage biodiversity.

Our transition to FOGO has been an important step in combatting the issue of waste going to landfill. Approximately 3,000 tonnes of organic waste diverted from landfill in the first three months of FOGO implementation and the City is proud to have been one of the first local governments to make the transition.

We are also benefitting from State Government investment in major infrastructure projects.

To manage the City's response to these, we created a Major Projects directorate to make sure the best interests of our community are represented; and as a Council, we have listened to our community and responded to the needs of local businesses affected by these works.

We facilitated the 'Support Baysie Business' campaign to support businesses negatively affected by major construction works by the State Government for the Bayswater Train Station upgrade. This campaign was designed to encourage people to continue to visit the Bayswater town centre and support local businesses.

The City of Bayswater is our community and it is the people, the businesses, and the location that make it such a special place. It has been an honour to represent you as your Mayor over the past year and I am proud of what we have delivered on your behalf and the sense of community we have created.

I look forward to what we will achieve in the future as we continue to build the City of Bayswater.

My thanks goes to the staff, management and executive leadership at the City for all of their hard work; and to my fellow Councillors for their dedication to our community.

Include signature here

Dan Bull

Mayor

City of Bayswater

Include photo of Mayor

### 3 Message from the CEO

The City of Bayswater is in the midst of a period of strong growth and is well positioned to reap the benefits.

The past year has seen us invest significantly in the community and our Local Economic and Social Stimulus package has fast tracked four major projects and enabled us to start works on infrastructure, parks and community facilities.

This included major upgrades to the Morley Sport and Recreation Centre, the redevelopment of Maylands Waterland, significant upgrades to the Noranda Netball courts, and the refurbishment of Bayswater Waves.

Major State Government infrastructure projects within our boundaries, including the Tonkin Gap project, Morley-Ellenbrook rail link, Forrestfield-Airport link, and the Bayswater Station upgrade, are also presenting opportunities for the City.

To ensure our local community benefits from these projects, Council agreed to the creation of a Major Projects directorate to lead the City's response. This directorate coordinates the City's interactions with State projects and major City projects to ensure they are delivered in a timely and integrated way, leaving a quality legacy for the community.

Throughout this financial year, Council continued to respond to the COVID-19 crisis to minimise the impact on our community and staff. Our focus shifted to community recovery through additional capital expenditure; using reserve funds to bring forward projects and provide work for local contractors and suppliers; and developing and implementing recovery plans.

Community health and safety remained a priority, and we worked closely with the Western Australian Health department to establish a COVID testing clinic at The RISE following a positive case in the local community.

We undertook a major review of the City's Strategic Community Plan, developed our first Emission Reduction and Renewable Energy Plan, created our inaugural Local Homelessness Strategy; and completed our first Reconciliation Action Plan.

All of these actions helping us achieve the vision the community has for our City - with biodiverse urban neighbourhoods, vibrant town centres, a strong local economy, and a diverse and connected community.

I extend my appreciation and recognition to the City's staff and management for their invaluable contribution; and for voting to forgo a scheduled pay increase in order to support our community during a very difficult time. Without the dedication of a professional, passionate and community-focused workforce, we would not have been able to achieve all we have over the past year.

I also acknowledge the dedication and effort of the Executive Leadership Team who have continued to support myself and Council to ensure that the community has been well serviced through what can only be described as a constantly changing and challenging time.

## 4 Achievements this year

- Undertook a major review of the Strategic Community Plan. More information about the review can be found in Section 8: Planning and Reporting.
- Community
  - Helped 626 residents become Australian citizens with 16 citizenship ceremonies.
  - Registered volunteers contributed an incredible 5,000 hours of their time.
  - Completed our first Reflect Reconciliation Action Plan, and started work on the next plan, Innovate.
- Environment and Liveability
  - Installed 120kW of solar panels in five community buildings.
  - Undertook the 'Our Park, Our Place' project to revitalise Arbor Park in Morley.
  - Planted more than 65,000 shrubs, tube stock and semi-mature trees across the City.
  - Developed our first Emission Reduction and Renewable Energy Plan.
  - Approximately 3,000 tonnes of FOGO waste collected from March to June, all redirected from landfill.
- Vibrancy
  - Awarded a total of \$54,608 in grants to community groups through the Community Events and Better Bayswater Grants.
  - Finished the design for the \$4.1 million redevelopment of Maylands Waterland.
  - Delivered \$31 million of capital works.
  - Seven play space redevelopments.
- Leadership and Governance
  - Assisted the Department of Health to set up a local testing clinic after a positive COVID-19 case in the City's community.
  - Completed a review of the City's wards and representation.

## 5 Our Council

A portrait of each Councillor will be included above their name.

### West Ward

#### **Mayor**

#### **Cr Dan Bull**

Term expires 2023  
dan.bull  
@bayswater.wa.gov.au

#### **Cr Lorna Clarke**

Term expires 2021  
lorna.clarke  
@bayswater.wa.gov.au

#### **Cr Giorgia Johnson**

Term expires 2021  
giorgia.johnson  
@bayswater.wa.gov.au

### North Ward

#### **Deputy Mayor**

#### **Cr Filomena Piffaretti**

Term expires 2021  
filomena.piffaretti  
@bayswater.wa.gov.au

#### **Cr Stephanie Gray**

Term expires 2021  
stephanie.gray  
@bayswater.wa.gov.au

#### **Cr Michelle Sutherland**

Term expires 2023  
michelle.sutherland  
@bayswater.wa.gov.au

### Central Ward

#### **Cr Barry McKenna**

*Freeman of the City*  
Term expires 2021  
barry.mckenna  
@bayswater.wa.gov.au

#### **Cr Sally Palmer**

Term expires 2023  
sally.palmer  
@bayswater.wa.gov.au

#### **Cr Steven Ostaszewskyj**

Term expires 2023  
steven.ostaszewskyj  
@bayswater.wa.gov.au

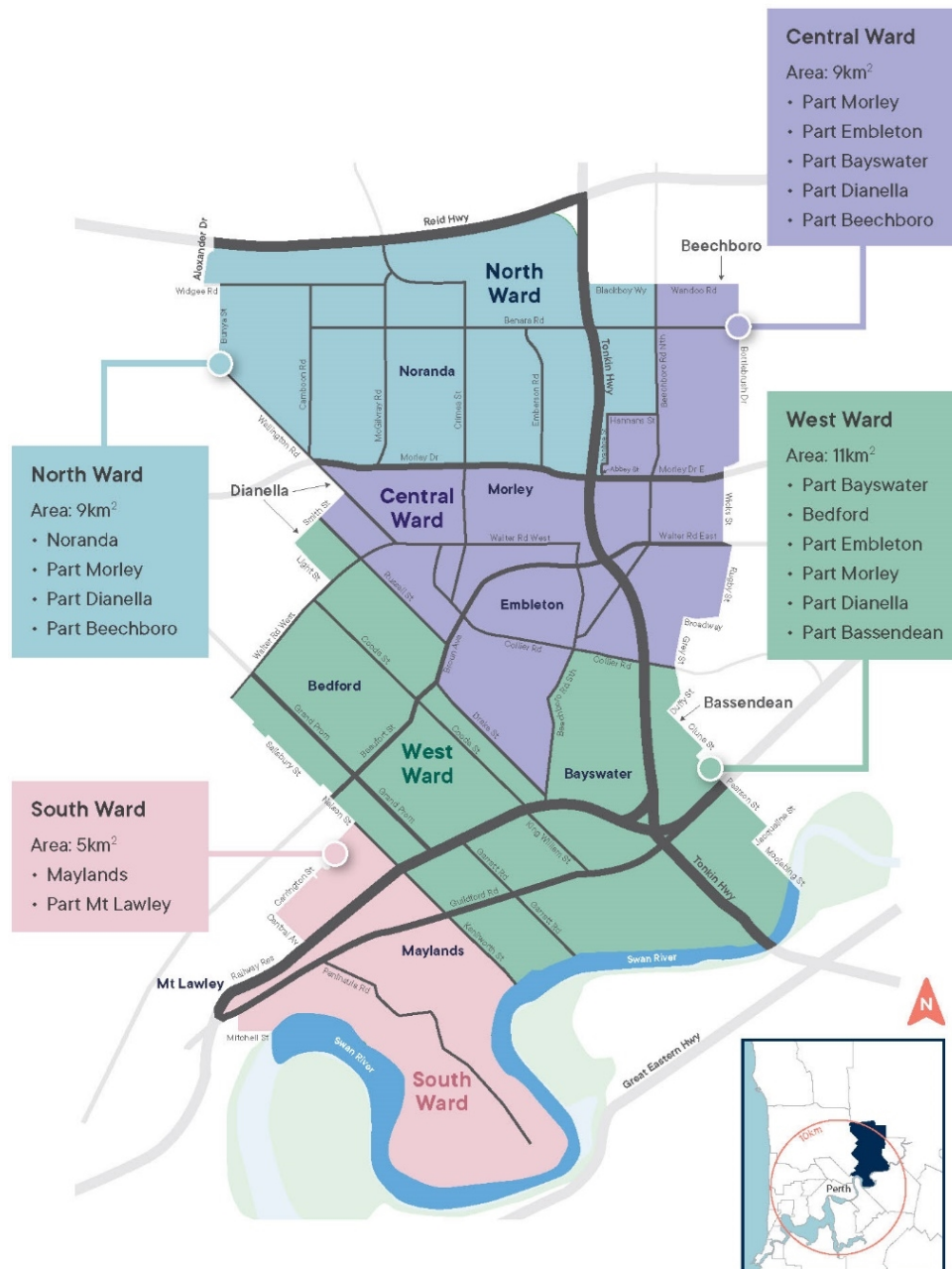
### South Ward

#### **Cr Catherine Ehrhardt**

Term expires 2023  
catherine.ehrhardt  
@bayswater.wa.gov.au

#### **Cr Elli Petersen-Pik**

Term expires 2021  
elli.petersen-pik  
@bayswater.wa.gov.au





## 6 COVID-19 response and recovery

Council continued to respond to the COVID-19 crisis to minimise the impact on our community and staff. In 2020/21, the focus turned to community recovery, through:

- Additional capital expenditure.
- Using reserve funds to bring forward projects and provide work for local contractors and suppliers, while also upgrading community facilities.
- Developing and implementing recovery plans to guide recovery actions.
- Creating the Major Projects directorate to lead major stimulus projects.
- Assisting the WA Department of Health set up a testing clinic at The RISE following a positive case in the local community.

### Stimulating the local economy

In May 2020, Council adopted a \$5.09 million Local Economic and Social Stimulus package. The package fast tracked four major projects and works on infrastructure, parks and community facilities.

The 2020/21 budget enabled us to progress those four major projects, worth a total of \$11 million.

This included:

- \$5.5 million on major upgrades to the Morley Sport and Recreation Centre.
- \$2.5 million towards the redevelopment of Maylands Waterland.
- \$1.4 million for the replacement of the Noranda Netball Courts.
- \$1.6 million towards the refurbishment of the 25 metre pool and pool hall at Bayswater Waves.

Other initiatives included:

- \$31 million capital works program (almost a 50% increase from the previous year) to bring project works forward.
- Development of community, economic and infrastructure recovery plans to identify projects that could be fast tracked. The plans were used to help allocate funding granted to the City as part of the Local Roads and Community Infrastructure Program.
- Supporting local business by ensuring the community grants program focused on initiatives that benefited the local economy. Events and programs were designed to increase community participation, reduce isolation and support local groups, artists and businesses.

### Major projects

As part of the state's stimulus response to COVID-19, a number of major infrastructure projects are happening within the City of Bayswater. These include the Tonkin Highway Gap, Morley-Ellenbrook rail link, Forrestfield-Airport link, and the Bayswater Station upgrade.

To ensure the best outcomes for the local community, Council agreed to the creation of a Major Projects directorate to lead the City's response.

**Responding to future challenges**

We have learnt a lot during the crisis and have made practical changes to our operations so we can capitalise on opportunities and respond quickly and effectively.

Changes include:

- Introducing flexible working arrangements to enable a faster, more efficient response to lockdowns and restrictions.
- Starting to develop an IT strategy that will embed a reliable foundation for our work.
- Continuation of the Major Projects directorate into 2021/22.
- Moving into the second stage of the recovery plans; focusing on economic, infrastructure and community recovery.

**Suggested project photos:**

- Alf Brooks Park
- Belstead Reserve
- Noranda Netball Courts
- Morley Sport and Recreation Centre upgrades
- Solar panel installation
- Bayswater Waves upgrades
- Maylands Waterland renovations

## 7 What we delivered for you

### 7.1 Office of the CEO

#### CEO portrait

Chief Executive Officer, Andrew Brien

This directorate includes:

- Executive and Elected Member Support
- Communications and Marketing
- Community Engagement

#### 7.1.1 Executive Support

The Office of the Chief Executive Officer is responsible for the operational and strategic management of the organisation; and supporting elected members to fulfil their civic and legislative responsibilities.

##### **Created the Major Projects directorate**

As part of the State's stimulus response to COVID-19, a number of major infrastructure projects are happening within the City of Bayswater. These include the Tonkin Highway Gap, Morley-Ellenbrook rail link, Forresterfield-Airport link, and the Bayswater Station upgrade.

To ensure the best outcomes for the local community, Council agreed to the creation of a Major Projects directorate to lead the City's response.

This directorate coordinates the City's interactions with major State projects and major City projects. They work to ensure these projects are delivered in a timely and integrated way, leaving a quality legacy for the community.

##### **Investigated opportunities to simplify processes and reduce red tape**

The City is dedicated to process improvement and continued to use the Promapp system to identify City processes that could be simplified. The City transitioned to a primarily working from home arrangement during the height of the COVID-19 pandemic. As a result, a number of efficiencies were identified, such as fully electronic purchase order and receipting. These processes have been retained and integrated as part of the business as usual finance processes.

##### **Coordinated ongoing training programs for elected members**

The City assisted elected members to attend training in accordance with the requirements of the Local Government Act 1995 (WA) and as requested by Councillors. City staff provided Councillors regular updates on training opportunities throughout the year.

#### 7.1.2 Communications and Marketing

The team provides a range of services that includes issues and media management, publications, brand management and in-house graphic design, internal communications, and the City's social

media channels. The team is responsible for advocacy, award submissions and manages the City's website.

### **Main achievements**

- Kept the community informed of the steps the City was taking to ensure community safety and support during the COVID-19 pandemic. This included the media, social media, facility signage, newsletters and e-newsletters, LinkedIn and the City's website.
- Facilitated the 'Support Baysie Business' campaign to support businesses negatively affected by major construction works for the Bayswater Train Station upgrade. This was in response to Council voting to allocate funds towards a short-term campaign to encourage people to continue to visit the Bayswater town centre and support local businesses.
- Published a comprehensive Written Style Guide to ensure consistency in written communications. The guide helps staff write in plain English and remove jargon from communications.
- Developed a Social Media Strategy to improve how the City engages with the community through social media. Since its adoption in July 2020, the City has seen improvement across all social media channels, showing that a people-centred approach has been very successful.

As of 30 June 2021 the City has:

- 14,391 followers on Facebook, up 30% from 2019/20
- 3,908 followers on Instagram
- 1,969 followers on LinkedIn.
- Developed a Strategic Communications Plan. The plan maintains focus on the City's strategic objectives, including managing the City of Bayswater's reputation, leveraging opportunities for investment in the City and supporting implementation of the Destination Marketing Strategy 2021-2025 in collaboration with the Strategic Planning and Place team.
- Began producing a fortnightly e-newsletter, which had over 1,500 subscribers as of 30 June 2021.
- Helped promote a range of events and programs, including Jazz in the Park, Perth Symphony Orchestra Concert, Carols by Candlelight, Movie in the Park, Aqua Skills, home composting and library programs.
- Supported the transition to Food and Other Garden Organics (FOGO) waste management with a range of informational and educational material. This included letters, fridge magnets, signage, bin stickers, social media coverage and promoting events.

### **Suggested photos**

**Support Baysie Business pics**

### 7.1.3 Community Engagement

This team ensures the community has the opportunity to be involved with City projects, initiatives and Council decisions. They also educate, support and advise City employees in community engagement strategy, processes and activities. The team manages the City's online community engagement hub, Engage Bayswater, which includes an online panel of community volunteers.

#### Main achievements

- Carried out a review of the City's Community Engagement Policy and Strategy, with substantial input from the community, staff and Council. This included a survey in late 2020, which found 77% of respondents were satisfied with their experience of the City's community engagement practices.
- Completed community engagement to inform the review of the Strategic Community Plan. More information about the review can be found in Section 8: Planning and Reporting.
- Managed the Engage Bayswater online hub. Participation increased by 12% this year, with 45,600 visits. This exceeded the City's target.
- Supported the planning, implementation and analysis of several projects, including the enclosed dog exercise area at Riverside Gardens, relocation of Wotton Skate Park, several park redevelopments and the ward boundary review.

#### Awards

- Australian Business Awards, ABA 100 Winner Community Contribution 2020 – Participatory Budgeting
- Bang the Table, People's Choice Award – Engage Bayswater

#### Plans for next year

- Participatory Budgeting will be held again in 2021/22.

## 7.2 Community and Development

### Director portrait

Director Community and Development, Des Abel.

This directorate includes:

- Community Development
- Development Approvals
- Environmental Health
- Library and Customer Services
- Rangers and Security
- Recreation
- Strategic Planning and Place.

### 7.2.1 Community Development

This team manages strategies, services and programs provided for, or in collaboration with, the community. This includes training, access and inclusion, volunteers, youth development, programs for older people, age-friendly initiatives, homelessness, community grants, community and civic events, club development, cultural activities and reconciliation initiatives.

#### Main achievements

- Provided a range of community programs and workshops, including 13 Upskillers sessions for 117 people.
- Delivered 11 free community events, despite the impact of COVID-19. Events included:
  - Art Awards Exhibition 2020
  - NAIDOC Week 2020
  - Carols by Candlelight
  - Jazz in the Park
  - Australia Day Community BBQ
  - Bayswater Community Concert with Perth Symphony Orchestra
  - Summer Markets.

The City also helped 27 groups host their own events in the community.

- Supported the SES to celebrate the 50<sup>th</sup> anniversary of the Bayswater SES. On 22 May 2021, the SES exercised their Freedom of Entry into the City of Bayswater with a parade at the City's Civic Centre.
- Implemented the City's Reflect Reconciliation Action Plan 2019-2020 and developed the next plan in the series, the Innovate Reconciliation Action Plan 2021-2023. More information about the City's reconciliation commitments can be found in Section 8: Planning and Reporting.

- Developed the City's inaugural Local Homelessness Strategy 2021-2025, which was adopted by Council in June. The Local Homelessness Advisory Committee, homelessness service providers and subject matter experts supported the process.
- Supported 626 residents to become Australian citizens - almost double the amount from the previous year.
- Awarded \$54,608 to 12 community groups through the Community Events and Better Bayswater Grants. This supported local businesses and helped community groups host events and programs.
- Provided a dedicated program for older adults at Bayswater and Morley Community Centres. More than 800 members have access to activities and services including bingo, crafts, friendship groups, line dancing, computer classes, hairdressing, podiatry, and educational sessions.
- Continued to implement the Youth Action Plan 2019-21 (The Platform), and collaborated with Morley YMCA and local high schools to provide programs for young people.
- Continued to implement the City's Cultural Plan by working with local artists, creatives and groups.
- Continued to implement the City's first Age Friendly Strategy 2017-2021. This included 30 free upskilling sessions for people aged over 55 years and distributing more than 3,500 copies of the City's Directory for Older Adults. Consultation for the City's next Age Friendly Strategy 2021-2025 was completed.
- Supported volunteers, who contributed 5,000 hours of their time to helping others. Two new volunteer programs were established for Digital Mentors and Community Events.
- Raised awareness of significant days or weeks with support from local service providers, businesses, residents and funding bodies. These included:
  - Anti-Poverty Week, October, 2020
  - Mental Health Week, October 2020
  - 16 Days in WA to end violence against women, November 2020
  - International Day of People with Disability, December 2020
  - International Day of Women, March 2021
  - Harmony Week, March 2021
  - National Volunteer Week 2021
  - National Reconciliation Week, May 2021.

**Awards**

- 2020 WA Local Government Professionals Connecting Communities Award winner for the Age Friendly Ambassador program.

**Plans for next year**

- Implementing the City's first Local Homelessness Strategy

- Implementing the Innovate Reconciliation Action Plan
- Developing the City's second Age Friendly Strategy 2021-2025
- Continuing to expand the City's Purple Bench Project to raise awareness of domestic violence
- Completing a review of the Community Grants Program.

**Photo options**

- Art Awards 2020
- Carols by Candlelight, Jazz in the Park, Summer Markets
- Age Friendly Events
- Purple Road
- NAIDOC Week Events
- Australia Day Community BBQ
- Youth Week events
- Community workshops or Upskillers programs

**7.2.2 Development Approvals**

The City is emerging as an inner-middle urban city and the complexity of building and development applications continued to increase this year. The City is ideally located to benefit from the upcoming Forresterfield Airport Link, the redevelopment of Bayswater Train Station and two new stations at Morley and Noranda, as part of METRONET.

**Main achievements**

- Federal, State and local government building stimulus packages have led to a significant increase in applications, including:
  - 45% increase in development applications
  - 32% increase in building related applications, including almost a 100% increase in demolition permit applications
  - 81% increase in subdivision applications
  - 24% increase in verge licence applications.
- The Design Review Panel reviewed 29 matters in 16 meetings; and four reviews by one member.
- The team assessed and reported six applications to the Joint Development Assessment Panel. This included a range of multi-storey mixed used developments incorporating apartments, offices and retail.
- The team responded to two appeals with the State Administrative Tribunal.



**Statistics**

Activity	Measure	2019/20	2020/21
Development applications	Received	649	944
	Determined within statutory timeframe	74%	79%
Building related permits	Received	1,119	1,478
	Determined within statutory timeframe	100%	100%
Verge licence applications	Received	86	107
Subdivision referrals	Returned recommendations	122	221
Development compliance	Completed matters	213	275
Swimming pool inspections	One every four years	578	679

**7.2.3 Environmental Health**

This team maintains public health standards in the community and provides health promotion activities as part of the City's Public Health and Wellbeing Plan 2019-2024. It inspects statutory premises including restaurants and aquatic facilities; and investigates health-related concerns such as dust and noise. The team maintains the City's Local Emergency Management arrangements, administers immunisations at clinics and schools, investigates contaminated sites, undertakes pest control, provides waste education and oversees waste compliance.

**Main achievements**

- Assisted the WA Department of Health to set up a COVID-19 testing clinic at The RISE after a positive case in the local community.
- Delivered a series of public health and wellbeing programs in collaboration with other teams and community organisations. These included:
  - Spring fitness program
  - Nutrition workshops
  - Rusty Ryders workshops
  - Healthy at Home workshop
  - Food Sensation for Parents workshop
  - Aqua Skills (over 55s) program
  - Mozzie Wise online workshop.

- Provided a series of waste education programs to support the Food Organics Garden Organics (FOGO) service. The programs were designed to minimise waste generation, increase recycling and reduce the amount of waste being sent to landfill.
- Held food safety seminars for local food businesses to improve food handling and hygiene skills.
- Assisted with the review of the City's *Waste Local Law 2000*.
- The City's Waste Plan was endorsed by the Department of Water and Environmental Regulation in January 2021. The City was one of the first local governments to have their Waste Plan endorsed. The plan will ensure the City responsibly and appropriately manages and reduces waste, as well as support behaviour change in the community.
- Over the past 12 months, a significant amount of work has been carried out by the City and the new site manager, Eastern Metropolitan Regional Council (EMRC), to rejuvenate the City's Waste Transfer Station. A number of initiatives have been introduced (like the polystyrene drop off), or are in the process of being rolled out (such as the household hazardous waste, aerosol and gas cylinder drop off).

### Awards

- High commendation at the Injury Matters Awards for the 'Stay on Your Feet' program.

### Statistics

- Statutory inspections – the team completed 1,626 statutory inspections, up from 1,586 the previous year.

	2019/20	2020/21
Food businesses	1,205	1,222
Public buildings	71	80
Skin penetration premises*	77	43
Aquatic facilities (sampling)*	233	281

\* Lower inspection numbers in 2019/20 and 2020/21 were due to closures related to COVID-19 restrictions.

- Investigations – the team investigated 1,826 compliance matters, up from 1,729 the previous year.

	2019/20	2020/21
Asbestos	163	62
Noise	210	372
Odour	30	22
Unauthorised discharge	21	67
Unkempt properties	78	15
Pest control	308	235

**Plans for next year**

- Expand the amount and type of public health programs offered to residents, including:
  - Tailored program for culturally and linguistically diverse groups
  - Exercise program for at risk youth
  - Community based nutrition program
  - User-driven exercise program
  - New mums nutrition and exercise classes
  - School holiday health and wellbeing program
  - Outdoor exercise equipment and redeveloped parks promotion.

**7.2.4 Library and Customer Services**

This branch supports an active and engaged community by providing services, resources, public programs, welcoming spaces and friendly customer service. It comprises two teams - Library Services and Customer Services.

The Library Services team manages the operations of the City's three libraries - Bayswater, Maylands and Morley; online and virtual library services; and library outreach services.

The Customer Services team manages the Civic Centre's customer service, switchboard and cashier functions.

**Main achievements**

- Received grant funding from 'Be Connected' to host beginner computer courses - a monthly tech support group and one-on-one help sessions with volunteer Digital Mentors.
- Introduced the Bayswater Bilbies Reading Club - a reading rewards program for primary school aged children.
- Provided adult literacy and English language improvement programs through English conversation groups and LETS (Learning English through Storytime). Maylands Library began a female-only English group to cater for diverse communities.
- Introduced the Dungeon and Dragon workshops for young adults; and hosted guest speaker and author, Holden Shepherd.
- Provided Noongar Language and Culture Workshops for adults and children.
- Continued outreach services for those who cannot visit the libraries. This included providing homebound services, visits to aged care facilities; and opportunities for children and youth through outreach visits and library incursions.
- Established a pop-up study hub at Morley Library during the school exam period.
- Implemented a new online library catalogue. This intuitive and mobile responsive platform is popular with the community and use increased by 2,550 users in May-June 2021.
- Reviewed the City's Customer Service Charter to improve service delivery.

- Evaluated organisational requirements to enable telephone enquiries to be managed from any location (including working from home). The team continued to develop its knowledge base to become a one-stop customer contact centre.

## Statistics

- Libraries

	2019/20	2020/21
Customer visits	220,700	199,824
Total loans	293,692	310,021
eLoans	36,693	38,942
Young Peoples Services		
Sessions	513	526
Attendance	13,786	16,505
Outreach		
Sessions	70	87
Attendance	1,535	1,948
Home deliveries to members	10,666	8,149
Public computer sessions	38,300	24,654
New members	3,030	3,015
Animal registrations	1,150	1,420
Tip passes	680	1,269
Rates payments	280	201

- Customer Services

	2019/20	2020/21
Customer visits	31,000	27,632
Average per week	596	532
Visitors signed in	2,191	3,355
Switchboard calls taken	70,160	70,383
Tip passes issued	8,170	8,016
Orders and requisitions	1,220	1,895
Number of payments	9,119	10,237
Rates payments		4,004
Animal registrations	1,350	1,309
Plan search requests	345	571

- COVID-19 continued to impact the team. This included having to reduce or rethink some services to meet social distancing requirements and other restrictions. The team continues to adapt, providing more online services and focusing on knowledge management to ensure a consistently high standard of service.

### Plans for next year

- Participate in the Public Libraries Evaluation network to gather feedback on our facilities and Services.
- Develop a job help program to support the community in their workforce development.
- Introduce a Customer Service Induction Program for new staff.
- Continue to increase content in the Knowledge Management System.

### Photo suggestions

- General
  - Online illustration workshop with Aśka in July school holidays via Zoom.
  - Picnic in the Park
  - Mums and Muffins and Alpacas
- Children
  - Online Storytime and Rhyme time videos
- Young adults
  - Dungeons and Dragons workshops
  - guest speaker Holden Shepherd
  - Pop-up study for students

## 7.2.5 Rangers and Security

The team mission is to provide a service that builds a strong sense of community safety and makes the City a welcoming place. This is achieved by providing 24/7 security patrols, patrolling vacant properties and conducting patrols of crime hotspot areas. The team investigates offences and provides education, compliance and enforcement action in relation to a range of local law and state legislation offences. They monitor the City's CCTV network, play an important role during emergencies, and collaborate with stakeholders and community members to enhance community safety and crime prevention.

### Main achievements

- Body cameras have been issued to a number of officers. This technology improves officer safety, enhances evidence gathering processes, and increases officer accountability.
- Refurbishment of the City's Dog Pound to ensure dogs are kept in conditions that maximise their welfare.

- Installation of a network of CCTV cameras in the carpark and toilet areas at AP Hinds Reserve and Riverside Gardens to improve community safety and reduce criminal activity. The City now has a network of over 250 CCTV cameras.
- Updated signage at 178 local parks and reserves to show on lead and off lead dog exercise areas.
- Worked with school principals and the community to resolve parking issues around schools.
- An 18% increase in animal registrations, and a 14% decrease in animal related reports. This is largely due to a community engagement program.
- A 24% decrease in requests for patrols, likely due to people being at home more due to COVID-19 restrictions. The 17% decrease in requests for CCTV footage from WA Police is likely to be the result of a reduction in crime during the pandemic.

**Plans for next year**

- Continue the campaign to increase animal registrations.
- Collaborate with the Civil Aviation Safety Authority to install signs at locations where drones are prohibited, due to the proximity of Perth Airport.
- Introduce a “Neat Street” ranger to focus on the removal of litter and items that are unsightly or dangerous.
- Continue to promote and carry out vacant premises patrols.
- Implement the City’s Animal Welfare in Emergencies plan.

**7.2.6 Recreation**

Physical activity is fundamental to the health and wellbeing of the community; and facilities like Bayswater Waves and The RISE have the power to bring people together and strengthen community bonds.

The Recreation team manages the operation of Bayswater Waves and The RISE, as well as bookings of reserves and facilities, and management of the contract between the City and the YMCA of WA for the management of the Morley Sport and Recreation Centre.

**Main achievements**

- Managed COVID restrictions in line with government direction. The community appreciated our response and participation in many programs now exceeds pre-pandemic levels.
- Completed detailed design for the second last stage of the refurbishment of Bayswater Waves, with construction expected to begin in July 2021.
- Invited expressions of interest for the operational management of the Morley Sport and Recreation Club.
- Installed dry change cubicles to increase capacity and decrease waiting time for families and groups.
- Assisted the WA Department of Health to set up a COVID-19 testing clinic at The RISE.

### Participation rates

Service area	Measure	2019/20	2020/21
Bayswater Waves entries	Total visits	631,567	537,286
Bayswater Waves memberships	Member visits	226,021	180,465
Memberships – The RISE	Member visits	30,362	36,121
Swimming lessons	Peak enrolment	2,311	2,533
Social sports	Average number of teams	37	36
Junior programs	Total enrolments	1,344	1,432
Function & sports court	Total bookings	1,207	1,152

Despite a number of operational disruptions due to the COVID-19 pandemic, the Recreation team achieved the highest on-record participation for a number of programs, including health club memberships and Learn to Swim enrolments.

Service Area	Measure	2019/20	2020/21
Memberships - Waves	Total memberships	2,640	3,186
Personal training - Waves	Income	\$56,077	\$87,183
Memberships - RISE	Total memberships	647	672
Personal training - RISE	Income	\$33,348	\$57,944
Venue/facility hire - RISE	Income	\$179,551	\$222,180
Swimming lessons	Peak enrolment	2,311	2,533

### Plans for next year

- Construction of stage one of the refurbishment of Bayswater Waves. This includes the 25 metre pool and surrounding area, waterslide reconfiguration, chlorine gas store room and outdoor change rooms.
- Bayswater Waves access and inclusion improvements, including accessible pathways and ramps, adult change facility and removable bariatric hoist.
- Detailed design of stage two refurbishment of Bayswater Waves, comprising all remaining works.
- Opening the redeveloped Maylands Waterland.

### Awards

Water Corporation Gold Waterwise Aquatic Centre Award for Bayswater Waves.

### 7.2.7 Strategic Planning and Place

The team is responsible for strategic town planning, place management, economic development, land management, City property disposals and acquisitions, and leasing and property management.

#### Main achievements

- Finished the Bedford North urban design project. Based on extensive community engagement, the design proposes a number of modifications and an amendment to the City's Town Planning Scheme No. 24 (TPS24).
- Initiated six amendments to TPS24 to allow more aged care facilities and shopping precincts, and to protect public open space.
- Hired an Economic Recovery Officer to implement the City's COVID-19 Economic Recovery Plan and engage with business to learn what types of workshops they would get the most benefit from.
- Reviewed, renewed or varied over 30 leases of City facilities.
- Bayswater Town Centre
  - Worked with community groups and stakeholders to co-design a concept plan for Bert Wright Park. The plan incorporates a community garden, architectural shade structure, café, 30 new trees and improved accessibility.
  - Collaborated with Baysie Rollers and Laneway Art Space to commission a mural on the laneway between Whatley Crescent and King William Street.
  - Collaborated with the Bayswater Traders' Association to trial a program for painting the exterior of business affected by the train station redevelopment.
  - Increased the number of parking bays in the Bayswater Town Centre and modified time restrictions.
- Maylands Town Centre
  - Collaborated with Creative Maylands to deliver the 'Hidden Laneways, Secret Gems' event (a collaborative night safari that explored laneways and generated ideas for their improvement). Improvements to Roxy Lane and Greenslade Lane have started, including lighting, garden beds, art and wayfinding signage.
  - Worked with community groups to plan and start revitalising the public open space in front of The RISE. The improvements include festoon lighting, tree planting, shade umbrellas and a performance space.
  - Completed improvements to Lyric Lane to establish the area as a permanent part-time entertainment space, including overhead lighting and a sound system to complement the new art and greening.
- Morley Activity Centre
  - Removed the seal fountain and street entry statues and redeveloped the roundabout with landscaping and pathways to improve pedestrian movement.



- Obtained grant funding from the RAC for improvements to the Progress Street and Bishop Street precinct to improve pedestrian movement, connectivity and encourage people to spend time in the activity centre.
- Noranda Town Centre
  - Completed design for a nature playground at the Noranda Nook Park. Construction is expected to be finished by the end of 2021.
  - Received federal funding to create a pedestrian pathway between the Noranda Nook and the tennis and netball courts. Works are expected to be completed by the end of 2021.

**Plans for next year**

- Complete a feasibility study for the future use of the Maylands Brickworks site.
- Implement the Bert Wright Park concept plan.
- Implement improvements in Morley's Progress Street and Bishop Street precinct, in partnership with the RAC as part of their Reconnect WA grant program.
- Implement the Destination Marketing Strategies in the town centres.
- Host workshops with local businesses to help them recover from the impacts of COVID-19.

## 7.3 Corporate and Strategy

### Director portrait

Director Corporate and Strategy, Lorraine Driscoll

This directorate includes:

- Financial Services
- Governance and Organisational Strategy
- Information Services
- People, Culture and Safety
- Strategic Projects.

#### 7.3.1 Financial Services

This team manages accounting requirements, rating services, aged person's homes, and financial audits for the City.

##### Main achievements

- Automated payments for bulk bills.
- Worked with the Project Services team to implement a project register and financial reporting tool that has improved executive oversight of the City's annual capital works program.
- Developed the Financial Hardship Policy to provide greater flexibility for payments on overdue accounts for ratepayers and residents experiencing financial hardship.
- Processed 17,528 invoices - an increase of 8% from the previous year.

##### Plans for next year

- Undertake a major review of the City's financial policies and procedures to re-evaluate and improve financial controls.

#### 7.3.2 Governance and Organisational Strategy

The Governance, Organisational Strategy, and Information Management teams ensure the City meets legislative compliance and governance obligations, and support effective management of risk and information.

Governance responsibilities include oversight of compliance activities, conflicts of interest and related party disclosures, internal and external audits, local law and policy reviews, election support, minutes and agendas, and Freedom of Information requests.

Organisational Strategy responsibilities include management of the City's Integrated Planning and Reporting Framework, and corporate reporting and service reviews.

Information Management responsibilities include managing the City's records in accordance with legislation, its internal record-keeping plan, and supporting City employees in recordkeeping requirements.

**Main achievements**

- Established a Governance Framework to ensure a clear understanding of responsibility and accountability across the organisation. The framework:
  - Establishes clear roles for the Council, CEO and employees
  - Includes financial, legal and ethical considerations
  - Develops a culture of best practice
  - Helps the City meet compliance requirements
  - Sets guidelines for processes
  - Provides an induction tool for new employees.
- In collaboration with other teams, completed a major review of the Strategic Community Plan. More information on the review can be found in Section 8: Planning and Reporting.
- Implemented new minutes and agenda software to improve processes for council and committee meetings.
- Carried out a review of the City's corporate reporting system used to monitor business projects for reporting to the Executive Leadership team and Council. A new system is being developed in-house with improvements to improve transparency and accountability.
- Implemented changes to reflect the first stage of the *Local Government Act 1995* review by the Western Australian State government.
- Completed reviews of the *Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000*, and the *Waste Local Law 2000*.
- Completed a review of the City's wards and representation.

**Plans for next year**

- Complete the review of the Corporate Business Plan
- Undertake a review of the *Standing Orders Local Law 2018* and the *Keeping and Control of Cats Local Law 2016*.

**7.3.3 Information Services**

The team is responsible for information and communications technology governance, emerging trends and technologies, business systems and applications, infrastructure, business continuity, security, and asset management of information technology equipment.

**Main achievements**

- Supported systems to enable staff to work remotely during COVID-19 lockdowns.
- Worked with the Rangers and Security team to upgrade the City's closed-circuit television network.
- Upgraded City-owned buildings to the National Broadband Network (NBN).
- Improved the City's cyber security controls.

- Completed infrastructure upgrades.

**Plans for next year**

- Develop a Digital Strategy to inform a major review of the City's IT systems.

**7.3.4 People, Culture and Safety**

Responsible for all human resources activities including recruitment, performance management, training, workplace culture, payroll, employee relations and safety management.

**Main achievements**

- Implemented processes and systems to improve the management of staff training records and qualifications.
- Provided corporate training to staff, including emotional intelligence training for 170 employees, equal opportunity awareness, and workplace disability awareness training.
- Transitioned full time and part time staff to online performance reviews.
- Formed partnerships with diversity and inclusion stakeholders to diversify the workforce.
- Participated in an Access and Inclusion Index Assessment to determine a baseline to advance our disability confidence and develop a plan for the future.
- Provided a range of health and wellbeing initiatives for staff, including:
  - Skins checks, health assessments, a nutrition workshop and flu vaccinations
  - Raised money for RUOK? with the Baysie Bake Sale
  - Created a working group with a cross section of employees to develop a Health and Wellbeing Expo, scheduled for July 2021.

**OSH performance**

- The City maintained its focus on improving OSH performance. This includes developing a Risk Register to capture all potential risks and put measures in place to mitigate them.
- The number of incidents has continued to decline, with an 11.5% decrease from last year. 23% of the incidents were categorised as 'report only'.
- Near miss reporting has increased, demonstrating the City's proactive approach to safety and improving safety culture.

**Awards**

- Fit 4 Life Health and Well Being – Awarded silver recognition by Healthy Workplace WA.

**7.3.5 Strategic Projects**

This team manages projects to generate efficiencies and benefits for City operations, and oversees the City's procurement framework.

**Main achievements**

- Coordinated the review of the City's aged care assets, as required in the City's Corporate Business Plan 2019-2023.
- Coordinated the procurement of replacement software to improve minutes and agenda processes for council and committee meetings.
- Delivered operational efficiencies by improving the City's procurement practices.

## 7.4 Works and Infrastructure

### Director portrait

Acting Director Works and Infrastructure, George Rimpas

This directorate includes:

- Asset and Mapping Services
- Building Works
- Engineering Services
- Engineering Works
- Parks and Gardens
- Project Services
- Sustainability and Environment.

### 7.4.1 Asset and Mapping Services

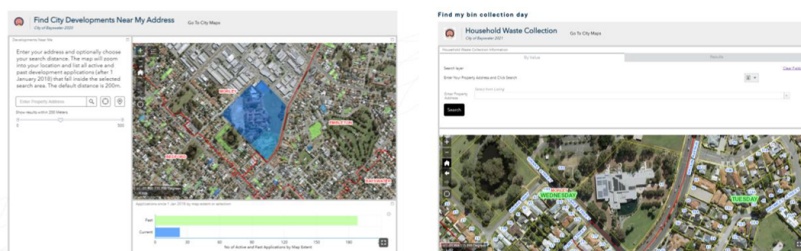
This team provides internal and community spatial services. This includes spatial applications, legislative and corporate mapping products, infrastructure asset planning framework, register management, core land and property tenure management, and real-time digital in-vehicle and static GPS emergency management systems.

#### Main achievements

**Note:** Not all images are needed, just use a selection that suit design needs.

- Developed spatial apps that were embedded in the City's webpages to make it easier for people to access to information. Examples include:
  - Find City Developments Near My Address
  - Find My Bin Collection Day apps.

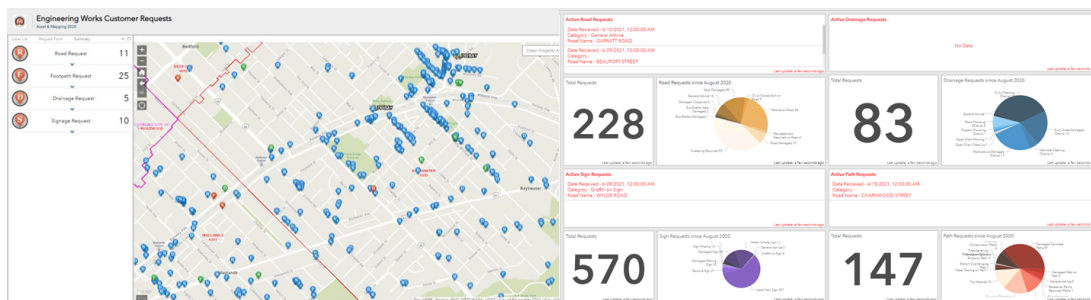
Both can be found on the City's website on the *Development* or *Home and Property* pages, and have had over 30,000 visits since they were launched in December 2020.



- Continued to develop the City's 3D digital twin experience. The app now includes trees over four meters high from a spatial analysis of the City's tree canopy in February 2021.



- Expanded the City's mobile field capture and auditing apps to include location based requests. It provides a complete, trackable traffic light system from request (red) to inspection (green) to completion (blue). This resulted in a number of workflow efficiencies and accurate logging of requests.



- The City's Asset Management Strategy was approved by Council. The strategy assists in the sustainability, long term and strategic management of services the City provides. The team reviewed the Transport, Recreation and Property Asset Management plans and Service plans, which feed into the Asset Strategy.

## Facts

- Mills Avenue Park in Bayswater has the tallest trees in the City.
- The tree canopy in the City increased to 14.5% for trees over 3 meters high - an increase of 2.6% over three years.

## 7.4.2 Building Works

Manages and maintains City owned buildings and associated infrastructure, in line with the City's Asset Management Plan. This includes building maintenance, cleaning public facilities, executing capital works projects, and management of service and maintenance contracts.

### Main achievements

- Managed the City's buildings and associated infrastructure; and supervised the service and maintenance contracts for ongoing upkeep and maintenance.
- Completion of significant capital works, including:

- Security systems at various facilities.
- Upgrades to the Animal Welfare Facility.
- Renewal and repairs at Bayswater Wave.
- Upgrades to Morley and Bayswater Community Centres.
- Installation of accessible facilities and upgrades to existing change room facilities at the Maylands Sport and Recreation Club.

**COVID-19 projects**

COVID-19 had a significant impact on the City's cleaning regimes and the team had to adapt to temporary closures of facilities and services provided by the City (such as barbeques, water fountains and fitness equipment) in order to comply with lockdown requirements.

Completed a number of Local Economic and Social Stimulus package projects, including:

- Storage compound at Bayswater SES.
- Roof replacement and repairs at Morley Noranda Recreation Centre.
- Replacement of various damaged paths across the City.
- Repainting Hampton Park Scout Hall and Maylands Police Station.

**Plans for next year**

- Installation of an access ramp at The RISE.
- Installation of accessible toilet facilities and upgrades to existing toilet facilities at Riverside Gardens.
- Design of art studio facilities at Ellis House.

**7.4.3 Engineering Services**

The team provide traffic and engineering infrastructure within the City. They manage engineering design projects, traffic management and transport planning, engineering development control and the City's waste collection services.

**Main achievements**

- Worked with the state government on the Forrestfield Airport Link project, METRONET's Bayswater Train Station redevelopment, and the Tonkin Gap.
- Oversaw a number of developments:
  - Private subdivision, including green-titled residential developments such as the Clarkson Road subdivision.
  - Industrial subdivisions, including further subdivision within the Tonkin Highway Industrial Estate.
  - Mixed use of retail and residential apartments, including stage two of One Kennedy, and Foyle Road.



- Completed road and traffic improvement works:
  - Upgraded Benara Road and McGilvray Avenue in the Noranda town centre.
  - Construction of Eddins Close.
  - Implemented a 40km/hr speed limit in the Mount Lawley road network precinct.
- Continued to make improvements under the state government Blackspot Program and installed a roundabout at the East Street and Eighth Avenue intersection in Maylands.
- Completed a number of drainage improvement works:
  - Detailed design of Water Sensitive Urban Design infrastructure, including a raingarden at Maylands Tennis Club, which included working with the Engineering Works team to install the garden.
  - Improvements at the Bayswater Community Centre

### **Statistics**

- 15,380 tonnes of general waste collected from 31,352 residential properties and 1,314 commercial properties
- 2,750 tonnes of FOGO collected from March to June, all redirected from landfill
- 9,659 tip passes issued to residents
- 48 tonnes of electronic waste collected

### **Plans for next year**

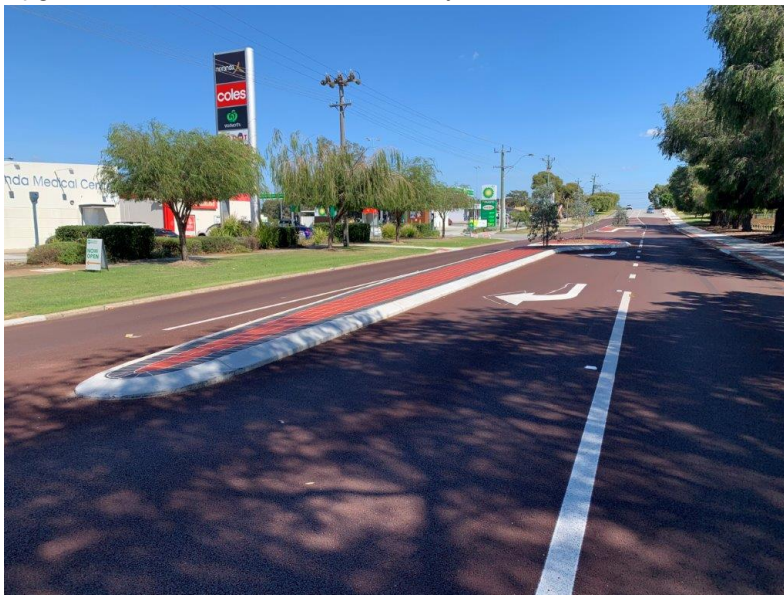
- Undertake several Blackspot projects:
  - Coode Street and Sixth Avenue
  - Benara Road and Camboon Road
  - Coode Street and Catherine Street
- Design and support installation of a raingarden at Tourer Court in Maylands.

**Photo page suggestions**

- Detailed design of Water Sensitive Urban Design infrastructure, including a rain garden at Maylands Tennis Club.



- Upgrade of Benara Road and McGilvray Avenue at the Noranda Town Centre.



- East Street and Eighth Avenue, Maylands, intersection upgraded under the state government Blackspot Program.



#### 7.4.4 Engineering Works

This team is responsible for the maintenance and preservation of assets within the road reserve. This includes:

- 366 km of roads
- 357 km of footpaths
- 217 km of storm water drains
- 9,500 drainage pits
- 3,000 street signs
- 85 car parks
- Numerous right-of-ways and bus shelters on PTA routes.

Maintenance includes street sweeping, graffiti removal, and the installation of parking signs and associated line marking activities.

The team is also responsible for managing the City's vehicle fleet, plant and equipment.

#### Main achievements

- Resurfaced 36 roads, totalling 21.5km
- Constructed or reconstructed 15 footpaths, totalling 10.4km. Also repaired a number of paths identified in the annual footpath audit.
- Repairs and maintenance of streetlights, carpark and passive area lighting.
- Developed Council's Footpath Policy, which includes criteria for determining priorities for annual funding.
- Construction of several raingardens, and upgrade or replacement of drainage gully gates.

#### Plans for next year

- Resurfacing 30 roads

- Upgrade street lighting in the Morley town centre
- Public Bike Network Bike Plan review and design proposal for Drake Street - Bay View Street to Bayswater Train Station.

### **7.4.5 Parks and Gardens**

Provides specialised maintenance of the City's green assets and associated infrastructure. This includes turf management, protecting and increasing the City's tree canopy, parks maintenance, capital works programs, maintaining irrigation infrastructure, and managing and monitoring groundwater resources.

#### **Main achievements**

- Carried out the City's annual planting program. The team started bringing the contract in-house, which will provide better control of the service and triple the number of trees planted without increasing the budget.
- Assisted with the upgrade of the Progress Street median island and roundabout, and the upgrade of McGilvray Road and Benara Road streetscape.
- Delivered whole-of-park upgrades to:
  - Alf Brooks Park
  - Belstead Reserve
  - Gus Weimer Park
  - Stanbury Reserve.
- Completed enhancement works to:
  - Nellie Tant Reserve
  - Water Vista Park
  - Battersea Reserve
  - Hawkins Reserve and
  - McKenzie Reserve.
- Installed six Purple Benches as part of the City's bench renewal program, in support of domestic violence awareness.
- Developed tree and garden planting guidelines for the City Parks and Gardens operations, which are now on the City's website.
- Developed irrigation specifications for the City to guide project's irrigation infrastructure.
- Hydrozoned a number of median strips:
  - Broun Avenue
  - Malaga Drive
  - John Smith Street

- Parts of Grand Promenade.
- Painted three trees blue in support of the Blue Tree Project.
- Introduced POGO system, which uses satellite technology to analyse the efficiency and effectiveness of on ground performance of the City's irrigation systems to guide improvements.

### Statistics

- 1,500 semi-mature trees were planted in the annual tree planting program
- 8,100 street trees have now been audited
- 345 green spaces and 40 hectares of arterial road verges and medians maintained
- 12,000 m<sup>3</sup> of mulch applied across the City
- 15,000 shrubs and groundcovers planted in the City.

### Awards

- Frank Drago Reserve is being considered by FIFA as training ground for Women's Soccer World Cup.

### Plans for next year

- Whole-of-park redevelopment to Wattle Park, Mahogany Reserve and Gibbney Reserve East.
- Enhancement works to Bert Wright Park.
- Continue with the Tree Planting Program and the Hydrozoning Program.

## 7.4.6 Project Services

This team manages recreation infrastructure and assets within the City's public open spaces. This includes asset management, golf course management, development of strategic leisure plans, replacement of sporting infrastructure, and community spaces.

### Main achievements

- Completed seven play space redevelopments across the City, including redevelopments delayed by COVID-19. This involved installing accessible play equipment, exercise equipment, pathways, seating and shade at Gus Weimer Park and Stanbury Reserve; and Claughton Reserve play space now has the City's first fairy trail, which captured media attention from ABC Perth and Channel 9.
- Coordinated whole-of-park redevelopments at Belstead Reserve and Alf Brooks Park in conjunction with the local community, as part of the Local Economic and Social Stimulus package.
- Completed detailed design for the \$4.1 million redevelopment of Maylands Waterland.
- Started construction of two additional basketball courts at Morley Sport and Recreation Centre. The works also include toilets, changing room and storage.
- Installed accessible pathways at a number of reserves and play spaces to link play equipment, seating, community BBQ's and public toilets.

- Sports match and training lighting was installed at Pat O Hara Reserve in Morley to support the growth of the Perth Bayswater Rugby Union Club and facilitate participation in the WA Rugby's premier division.
- Formed the Skate Park Advisory Committee to advise Council, liaised with METRONET, and engaged with the community and stakeholders on possible locations for the new skate park. Completed concept planning and final engagement on location within Wotton Reserve.
- Completed the first phase of engagement for the development of the Community Recreation Plan.
- Completed the second phase of engagement to select a location for an enclosed dog exercise area at Riverside Gardens.

### Statistics

- Over 700 people participated in the consultation for the relocation of Wotton Reserve Skate Park.
- Over 300 surveys were completed as part of the second phase of engagement for the enclosed dog exercise area at Riverside Gardens.
- Clubs and community members completed over 200 surveys as part of the first phase of engagement for the new Community Recreation Plan.
- There was an 82% increase in engagement letters sent to residents, and a 54% increase in the number of survey responses received.

### Plans for next year

- Continue with the redevelopment of Maylands Waterland.
- Redevelop play space and community infrastructure at Gibbney, Mahogany and Wattle Reserves, and redevelop Wotton Reserve to include a skate and BMX youth hub.
- Complete the Community Recreation Plan.

### 7.4.7 Sustainability and Environment

Provides management for natural areas, water catchments, energy and water initiatives, and water sensitive urban design projects. The team are responsible for the development and implementation of the Environment and Liveability Framework, riverbank restoration, and supporting local environmental community groups. They have a focus on education and sustainability programs, climate change mitigation, and urban forest and urban heat island strategies.

### Main achievements

- Installed solar photovoltaic systems at five community buildings, totalling 120kW (nearly double last year):
  - Bayswater Bowling Club – 26.6kW
  - Bayswater Morley Districts Cricket Club – 13.3kW
  - Morley Noranda Recreation Club – 39.9kW

- Morley Windmills Soccer Club – 13.3kW
- Les Hansman Community Centre – 26.6kW.
- Engaged a consultant to help develop an Emission Reduction and Renewable Energy Plan. This plan will help ensure the City is powered by 100% renewable energy by 2030 and carbon neutral by 2040.
- Completed the Environment and Liveability Framework, in partnership with Curtin University and a panel of local experts.
- Trialled the Waterwise Verge Program, which provided homeowners with a rebate of up to \$250 to transform their verge into a native waterwise verge.
- Financial support to Enviro House, helping them to deliver:
  - ‘Native Plants to Residents’ program on the City’s behalf. This program increased to 8,000 plants, giving 800 households access to native plants at a highly subsidised price.
  - 32 events, with a total of 1,195 participants.

Enviro House also supported the City in delivering 11 composting workshops and 2 gardening workshops.

- Undertook the ‘Our Park, Our Place’ project at Arbor Park, Morley. Obtained Lotterywest funding through Greening Australia and coordinated four community days. Finalised a concept design for the entire park, based on community feedback. Pathways have been installed and community planting undertaken. Approximately 4500m<sup>2</sup> of turf was replaced with mulch and native seedlings as a water saving initiative and to support biodiversity.
- Completion of the first river restoration project under the 10 year foreshore plan at Clarkson Reserve.
- Completed a nature play trail at Eric Singleton Bird Sanctuary and Riverside Gardens.
- Engaged contractors to complete 20 days of targeted fox control and 10 days of targeted feral cat control within Lightning Swamp Bushland.
- Started works as part of the 10 year management plan for Maylands Samphire Flats.
- Continued to work towards the goals set in the Urban Forest Strategy:
  - 1.6kg of seeds collected from 20 different locations of isolated endemic trees within the City.
  - Awarded \$53,663.32 for tree planting within Morley City Centre as part of the 2021/22 Local Government Urban Canopy Grant.
- Transitioned over 28,000 households and businesses to the FOGO three-bin system. The change was supported by an extensive communication and education program.

### **Statistics**

- 120 kW of solar installed (versus 65 kW in 2019-2020).
- 21 verges transformed into waterwise verges.



- Approximately 3,000 tonnes of organic waste diverted from landfill in the first three months of FOGO implementation.
- Over 50,000 tube stock planted in natural areas.
- 10 community planting days, with approximately 20,000 tube stock planted.

**Awards**

- Platinum status at the Waterwise Council Awards.

**Plans for next year**

- Start implementation of the Emission Reduction and Renewable Energy Plan.
- Develop a five year implementation plan for the Environment and Liveability Framework.
- Deliver more solar photovoltaic projects.
- Tranby House foreshore restoration works.
- Stage two of Arbor Park.
- Feredy drainage basin living wetlands conversion and Bowden Street compensating basin transformation.

## 7.5 Major Projects

Director Major Projects, Doug Pearson

This team leads and coordinates the City's interactions with major state projects and major City projects. They work to ensure these projects are delivered in a timely and integrated way, leaving a quality legacy for the community. It is important for the City to be involved as both an advocate and a participant to deliver the best outcomes for the community.

**Main achievements****Bayswater Train Station Redevelopment**

The \$253 million Bayswater Train Station Redevelopment continues and is expected to be completed in 2023. The station is an important METRONET precinct, connecting the Midland Line, Forrestfield-Airport Link and Morley Ellenbrook Line; giving people the option to travel to the airport, Swan Valley tourist region, the CBD and beyond, right through the heart of Bayswater.

The new station will improve connections across the metropolitan rail network, allowing increased bus services to the station, improving cycling and pedestrian movements and creating a rail bridge and station that fits within and compliments the town centre.

**Tonkin Gap Project**

The \$290 million State Government Tonkin Gap Project started in 2020 and is expected to be completed in late 2023. This project is one of a number of improvements to transform Tonkin Highway by providing a high standard north-south transport link from Muchea to Mundijong. Within the City, this will eliminate the bottleneck on Tonkin Highway, improve traffic flow and efficiency, and facilitate improvements for cyclists and pedestrians.



**Morley-Ellenbrook Line**

Work has started on the \$233 million rail link to connect Ellenbrook to Bayswater Train Station. The new 21km rail line will include five new stations, including Morley and Noranda, and give residents greater access to public transport. The project will help decrease vehicle use by providing a seamless journey to the CBD, and provide opportunities for local businesses to grow.

**Plans for next year**

The City is faced with a considerable number of major state and local projects in coming years.

Projects slated for 2021/22 include:

- Morley Sport and Recreation Centre additional sports hall and basketball courts
- Maylands Waterland Redevelopment
- Bayswater Waves Refurbishment.

## 8 Planning and Reporting

### 8.1 Integrated Planning and Reporting

Local governments are required to plan for the future. Integrated planning and reporting gives local governments a framework for establishing the priorities and aspirations of their community, and linking this to financial capacity and service delivery.

This framework is required by all local government authorities to ensure the objectives delivered are based on a community-established vision for the future.

The City's integrated planning and reporting process includes the development of a:

- Strategic Community Plan that links the community's aspirations and vision with Council's strategies.
- Corporate Business Plan that integrates resourcing plans and specific Council plans with the Strategic Community Plan.
- The City has a number of supporting strategies and plans that document its financial, asset, and workforce considerations. This ensures we can achieve the priorities identified in the Strategic Community Plan.

Every four years we complete a major review of the Strategic Community Plan to ensure it remains relevant to the community. During 2020/21, we completed a major review and Council adopted the new Strategic Community Plan 2021-2031 in May 2021.



### **Strategic Community Plan 2021-2031**

Our Strategic Community Plan (SCP) outlines the ten-year shared vision for the City. The plan is created with input from the community and feedback from Council; and defines priorities that guide business planning and activities.

During 2020/21, we completed a major review of the SCP. The review began in early 2020, but was delayed by the COVID-19 pandemic.

#### **The review process**

The City completed a two phase engagement process in the second half of 2019/20. This included engaging with Council, residents and ratepayers, community groups, local businesses and internal stakeholders.

In the first phase, we wanted to find out what being part of the Bayswater community meant to people. A number of engagement methods were used, including hardcopy and online postcards, an online ideas board, social media and pop-up stalls across the City.

In the second phase, we wanted to find out what the community wanted us to do over the next ten years to improve the City of Bayswater. To do this, we developed a comprehensive 'Conversation Kit' that encouraged residents to contribute as a household; and hosted on-line and in-person workshops with advisory groups and the community.

With the information gathered from the engagement process, a plan was drafted in consultation with Council and advertised for public comment. Comments were then analysed and incorporated into the plan before it was presented to Council for adoption in May.

Over 500 community members contributed to the review, and approximately 2,800 people visited the review page on the City's Engage Bayswater website.

#### **What changed?**

The new SCP is based on four themes - Community, Environment and Liveability, Vibrancy, and an underpinning theme of Leadership and Governance. Each pillar has a set of goals that link to 17 strategies. The SCP also identifies infrastructure projects in the coming years.

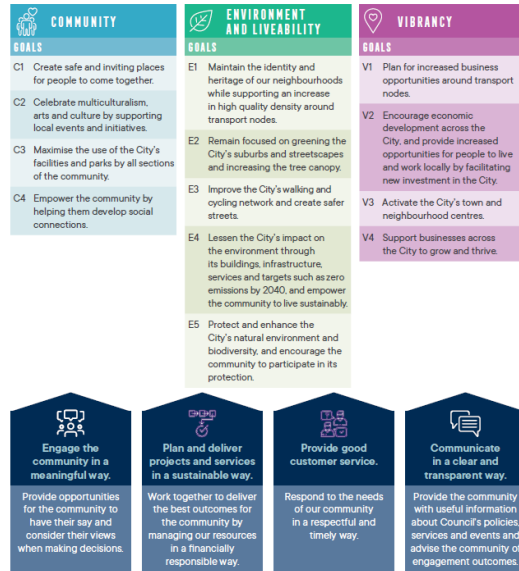
The cycle for future reviews has been adjusted to better align with Council elections, so each new Council can review the SCP at the start of its term. It will also better align with informing strategies, including the Long-Term Financial Plan.

The full Strategic Community Plan 2021-2031 is available at [bayswater.wa.gov.au](https://bayswater.wa.gov.au).

## THEMES AND GOALS

Community input was grouped under the themes of community, environment and liveability, and vibrancy. Under each theme, a number of goals were identified.

Leadership and governance emerged as an overarching theme which outlines the City's commitment to open communication, meaningful engagement, customer service and delivering projects in a sustainable way.



### LEADERSHIP AND GOVERNANCE

## CITY INFRASTRUCTURE AND FUTURE PROJECTS

### Existing infrastructure

#### Recreation

- 1 Noranda Sporting Complex
- 2 Morley Sport and Recreation Centre
- 3 Bayswater Waves
- 4 Embleton Golf Course
- 5 The RISE
- 6 Maylands Peninsula Golf Course
- 7 Bayswater Community Centre
- 8 Morley Community Centre
- 9 Lightning Park

#### Major shopping centres

- 9 Hawaiian's Noranda
- 10 Beechboro Central Shopping Centre
- 11 Coventry Village
- 12 Galleria Shopping Centre

#### Libraries

- 13 Morley Library
- 14 Bayswater Library
- 15 Maylands Library

#### Train stations

- 16 Mt Lawley Train Station
- 17 Maylands Train Station
- 18 Meltham Train Station
- 19 Bayswater Train Station

#### Transport links

- Perth - Midland train line

### Planned projects

#### Future Projects

- |   |   |
|---|---|
| A Noranda Train Station*                        | G Bayswater Station and precinct redevelopment* |
| B Morley Sport and Recreation Centre upgrade    | H Meltham and surrounds precinct revitalisation |
| C Galleria Shopping Centre redevelopment        | I Tonkin Highway widening*                      |
| D Morley Train Station*                         | J Proposed Brickworks redevelopment             |
| E Bayswater Waves staged redevelopment          | K Maylands Waterlands redevelopment             |
| F John Forrest Secondary College redevelopment* |   |

#### Transport links

- Forestfield-Airport Link  
Morley - Ellenbrook train line

\*Indicates State Government project

## STRATEGIES

The strategies collectively contribute to achieving the goals identified under the themes of community, environment and liveability, and vibrancy.

- S1 Become more pedestrian friendly with accessibility for all. C3 C4 V2
- S2 Facilitate welcoming, engaging and multicultural events; and support community groups. C3 C4 V2
- S3 Create local spaces to bring people together, with a focus on each suburb. C1 C2 C3 C4 V2
- S4 Maximise the use of existing facilities and provide multi-age and multicultural recreational opportunities for our diverse population. C3 C4
- S5 Integrated planning for parks that takes safety, lighting and multi-generational use into consideration. C1 C2
- S6 Focus on safety and security. C1 C2
- S7 Support culture and the arts with events using local spaces. C3 C4
- S8 Plan infrastructure to support commercial and industrial growth, and improve amenity. E3 E4 V1
- S9 Encourage sustainability and sustainable lifestyles with a focus on waste reduction, carbon reduction, education and the maintenance of assets. E4 E5
- S10 Green our suburbs and restore the natural environment and biodiversity, while balancing density and built form. E2 E4 E5
- S11 Support affordable housing and address homelessness. C4 C5
- S12 Plan for multi-purpose/mixed use development around public transport links (including day time and night time use), and leverage opportunities created by the new links to and from the airport. E4 V1 V2 V3
- S13 Support economic growth and investment, and encourage commercial precinct and town centre activation. V1 V2 V3 V4
- S14 Strengthen social interaction, connectedness and build the capacity of the community. C3 C4
- S15 Make the most of the river and accessibility to the river. E2 E3 E4
- S16 Support technological advancements that improve the experience of the community. C4 V2
- S17 Progress the City's journey of Reconciliation. C3

Actions associated with these strategies are contained in the City's Corporate Business Plan 2021-2025. These strategies are not ranked in order of performance or priority.

Strategies: Community Plan



**Corporate Business Plan**

Our Corporate Business Plan (CBP) sets out actions for the next four years to ensure we meet the intention of the SCP. It integrates other informing strategies and operational needs with the SCP and provides a clear plan to meet community needs. This informs annual planning and the annual budget.

Now the new SCP is has been completed, the CBP is being prepared. The new Corporate Business Plan 2021-2025 is expected to be presented to Council in the first half of 2021/22, in line with the revised Long-Term Financial Plan.

**8.2 Disability Access and Inclusion Plan**

The Disability Services Act 1993 requires local governments to develop an Access and Inclusion Plan. This helps the City to plan and implement improvements to access and inclusion across seven outcome areas - services and events, buildings and facilities, information, quality of service, complaints, consultation processes and employment. These plans benefit people with disability, the elderly, young parents, and people from culturally and linguistically diverse backgrounds.

**Achievements**

- An Easy English version of the City's Access and Inclusion Plan 2020-2024 was created and published in hardcopy and online.
- The City agreed to a target of 5% of the workforce having a disclosed disability by 2025.
- Facilities at Hinds Reserve have been upgraded to connect pathways and ACROD parking bays.
- Two audio loop systems were installed in July 2020 to provide accessible community engagement for people with hearing impairments.
- Four new footpaths were installed in Noranda to provide better access for people with disability.
- A lift was installed at Bayswater Library in August 2020, making the upper level of the library accessible to all.
- The City is one of 11 local government authorities awarded the Inclusion Solutions - Building Inclusive Communities WA project valued at \$26,000. Together with Inclusion Solutions, the City started this educational program in April 2021 and it will continue until November 2021.

**8.3 Reconciliation**

The City supports the Uluru Statement from the Heart adopted in 2017. This was officially endorsed by Council in 2018. We believe recognition of this statement is a national priority.

The City's first Reconciliation Action Plan (RAP), the Reflect RAP 2019-2020 was adopted in September 2019. It paved the way for the City's reconciliation journey to work towards creating an inclusive and respectful environment, in which the cultures of our First Peoples are acknowledged, shared and celebrated.

**Achievements**

- The City's first official flag raising ceremony was hosted to mark the commencement of National Reconciliation Week 2021.
- Free Noongar language and cultural sessions delivered by a Noongar Language and Cultural Specialist at the Maylands library.
- Free community Noongar weaving workshops delivered with Noongar artists during NAIDOC Week 2020.
- Developed an informational video about the cultural history of Lightning Swamp Bushland with local Ballardong, Wudjuk Nyungar representative Barry McGuire, and Kangeang/Bibblemun woman Belinda Cox.
- City of Bayswater Citizenship Ceremonies now include a Welcome to Country by local Whadjuk Noongar representatives.
- Undertook community consultation in November 2020 and January 2021 to inform the development of the next RAP in the series, referred to as the Innovate RAP.

Following the implementation of the City's first Reconciliation Action Plan (RAP) - the Reflect RAP 2019-2020, the City has recently developed the Innovate RAP 2021-2023. The Innovate RAP details actions for the City to complete over a two year period to cement its commitment to reconciliation, through relationships, respect, opportunities and governance.

**8.4 Other strategies****Local Homelessness Strategy 2021-2025**

This year, the City developed its inaugural Local Homelessness Strategy 2021-2025. The process was supported by a Local Homelessness Advisory Committee, homelessness service providers and subject matter experts, and was adopted by Council in June 2021.

The strategy sets out 38 actions within four themes that will be completed by the City over a four year period. The strategy is closely aligned with the Department of Communities' 10 year strategy 'All Paths Lead to a Home.'

**Age Friendly Strategy 2017-2021**

The City is nearing completion its first Age Friendly Strategy 2017-2021. Consultation for the City's second Age Friendly Strategy 2021-2025 was completed in April and May 2021, with more than 800 comments received about how the City can improve its age friendliness over the next four years.

**Cultural Plan**

A number of projects and initiatives were delivered this year, including:

- A collaboration with Creative Maylands to commission a mural by Blank Walls on Lyric Lane.
- The annual City of Bayswater Art Awards, with more than 400 entries (a new record).
- A collaboration with the Centre for Stories to deliver the Writer in Residence Program with the support of local businesses.

- A collaboration with local artist Floeur Alder to deliver Djilba: A Moment in Time at Eric Singleton Sanctuary.
- A collaboration with WA Ballet to host an open day at their facility, with four free community workshops.
- A collaboration with Somedae Pictures to bring The Spirit of Happiness production to the City. This was a short movie about Suzanne Dickenson, who was part of the stolen generation.

**Community Recreation Plan**

The City is developing a Community Recreation Plan to guide the future of sport and recreation facilities across the City. The first phase of engagement was completed this year, with over 200 surveys completed by clubs and community members.

The Project Services team is developing the plan, and aim to complete it in 2021/22.

**Environment and Liveability Framework**

The Environment and Liveability Framework has been completed. The framework was developed in partnership with Curtin University and a panel of local experts. The framework sets the strategic direction for the City's built and natural environment for the next 25 years and is ready for discussion with Council.

A five year implementation plan will be developed in 2021/22.

**Public Health and Wellbeing Plan 2019-2024**

This year, the City provided a series of public health and wellbeing programs, including:

- Spring fitness program
- Nutrition workshops
- Rusty Ryders workshops
- Healthy at Home workshop
- Food Sensation for Parents workshop
- Aqua Skill, (over 55s) program
- Mozzie Wise online workshop.

## 8.5 Attendance and disclosures

### 8.5.1 Councillor attendance

	Number of meetings	Major Cr Dan Bull	Deputy Mayor Cr Filomena Piffaretti	Cr Lorna Clarke	Cr Catherine Ehrhardt	Cr Stephanie Gray	Cr Giorgia Johnson	Cr Barry McKenna	Cr Steven Ostaszewskyj	Cr Sally Palmer	Cr Elli Petersen-Pik	Cr Michelle Sutherland
		Elected 21/10/19	Elected 21/10/17	Elected 21/10/17	Elected 21/10/19	Elected 21/10/19	Elected 21/10/17	Elected 21/10/17	Elected 21/10/19	Elected 21/10/17	Elected 21/10/19	Elected 21/10/17
<b>Council Meetings</b>												
Ordinary Council Meeting	12	12	11	12	9	11	12	9	11	12	12	10
Special Council Meeting	2	2	2	2	2	1	2	2	2	2	1	2
Annual General Meeting	1	1	1	1	1	1	1	-	1	1	1	-
<b>Committee Meetings</b>												
		Committee Chairperson			Committee Member							
Access, Inclusion and Walkability Advisory Committee*	1	-	-	-	1	1	-	-	-	1	1	-
Aged Care Asset Divestment Committee	1	1	-	-	-	-	1	-	-	1	-	-
Aged Care Governance Committee	4	4	-	-	-	-	4	-	-	4	-	-
Audit and Risk Management Committee*	5	5	-	5	-	5	5	-	-	-	-	-
Budget Review and Expenditure Committee	6	6	5	5	-	5	1	4	6	2	-	1
Chief Executive Officer Review Committee	2	2	2	-	2	2	2	2	-	-	-	-
Heritage Advisory Committee	2	2	1	-	-	-	-	-	-	2	1	-
Local Homelessness Advisory Committee*	4	-	-	1	-	3	3	-	-	4	-	-
Policy Review and Development Committee	4	4	4	-	4	4	4	-	4	-	-	-
Reconciliation Advisory Committee	3	-	-	3	-	3	1	-	-	3	-	-
Skate Park Advisory Committee*	1	-	-	-	-	-	-	1	1	-	-	1
* Committee Chairperson is an external member												
<b>External Meetings</b>												
Bayswater Childcare Centre Association	2	-	-	-	-	1	-	-	-	2	-	2
Bayswater State Emergency Service	6	-	-	-	-	3	-	-	-	4	-	-
Eastern Metropolitan Regional Council	9	-	1	7	-	-	9	-	-	-	-	-
Eastern Regional Road Funding Committee	1	-	-	-	-	-	-	-	-	1	-	-
Metro Inner-North Joint Development Assessment Panel	8	6	3	-	6	-	-	-	-	-	-	-
Local Emergency Management Committee	2	-	-	-	-	-	-	-	-	-	-	-
Perth Airports Municipalities Group Inc.	1	-	-	-	-	-	-	-	-	-	-	1
WALGA East Metro Zone Management	4	-	-	-	4	3	4	-	-	-	-	-
WALGA State Council	7	-	-	-	6	-	-	-	-	-	-	-



### 8.5.2 Register of complaints and minor breaches

In accordance with Section 5.121 of the *Local Government Act 1995* and Section 5.53(2), the Annual Report should disclose the number of complaints received each year.

- Number of complaints 2020/21: nil
- Action taken during 2020/21: nil
- Amounts order to be paid by a person against whom a complaint was made: nil
- Remuneration and other costs associated with Standards Panels: nil.

### 8.5.3 Disclosure of annual remuneration

Regulation 19B in the *Local Government (Administration) Regulations 1986* requires the Annual Report contain information on the number of employees of the local government provided an annual remuneration of \$130,000 or more, broken into \$10,000 bands.

Remuneration package (\$)	Number of employees
130,000 - 140,000	7
140,000 - 150,000	10
150,000 - 160,000	3
200,000 - 210,000	1
210,000 - 220,000	3
290,000 - 300,000	1

**Total remuneration\* provided to the CEO:** \$294,250

\* Remuneration includes vehicle and other allowances.

## 8.6 General information

### Freedom of Information

In accordance with Sections 96 and 97 of the *Freedom of Information Act 1992*, the City is required to publish an annual Information Statement that details the process for applying for information under the Act, as well as information the City provides outside the Act. This document is available from City of Bayswater offices or its website.

During 2020/21, the City received 15 access applications, a decrease of six from the previous year. A total of \$450 was levied for processing applications.

The Act requires all applications be responded to within 45 calendar days. The City's average processing time for 2020/21 was 17 days.

**Recordkeeping**

The City's Information Management team manages the records of the City in accordance with the legal requirements of the State Records Act 2000 and the City's Recordkeeping Plan.

Staff learn how to use the City's document management system as part of their induction. They are also informed of the legal responsibilities of all staff to achieve compliance. The team periodically refreshes staff and offers ongoing assistance to ensure people are up to date on all record keeping requirements. During this financial year, 113,244 documents were registered in the City's document management system, ECM. This is an increase of nearly 14% from 2019/20.

**Local law reviews**

The City completed a review of the *Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000*. The new *Activities in Thoroughfares and Public Places and Trading Local Law 2020* was adopted by Council in February 2021 and gazetted in April 2021.

The City completed a review of the *Waste Local Law 2000*. The new *Waste Local Law 2020* was adopted by Council in November 2020 and gazetted in January 2021.

The *Standing Orders Local Law 2018* and the *Keeping and Control of Cats Local Law 2016* are up for review in 2021/22.

**Statutory registers**

The City publishes a number of statutory registers on their website. The registers are regularly updated to meet its continued commitment to accountability and transparency.

**National Competition Policy**

The Competition Principles Agreement (CPA) is a contractual agreement between the Australian Federal Government and all state and territory governments. The CPA aims to ensure all public enterprises operate in a transparent manner and in the best interests of the public. Under the CPA, public enterprises are required to review their operations to ensure they do not have a competitive advantage or disadvantage due to their public status.

**Competitive Neutrality under the CPA**

Competitive neutrality addresses potential advantages or disadvantages that public enterprises may have compared with businesses operating in the private sector.

The following services are provided by the City of Bayswater through the open tendering process, which fall within the definition of the CPA:

- Domestic waste collection including recycling, green waste and park litterbins has been contracted to Cleanaway.
- Management of the Morley Sport and Recreation Centre has been contracted to the YMCA, but is being reviewed through a tender process.
- Management of the Embleton Public Golf Course and the Maylands Peninsula Public Golf Course has been contracted to Golf Oracle Pty Ltd.

- The operational management of the residential aged care facilities including the City of Bayswater Hostel; Carramar Hostel; and the independent living units, Salisbury Retreat and Noranda Retreat facilities has been contracted to Juniper Aged Care.

## **9 Financial and audit reports**

Reports to be provided by Financial Services once released from the Auditor General.

**10.2.6 Ordinary Council Meeting Dates 2022**

<b>Applicant/Proponent:</b>	City of Bayswater	
<b>Owner:</b>	City of Bayswater	
<b>Responsible Branch:</b>	Governance and Strategy	
<b>Responsible Directorate:</b>	Corporate and Strategy	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required	
<b>Attachments:</b>	Nil	
<b>Refer:</b>	Item 10.1.1: OCM 21.7.2020 Item 10.2.8: OCM 24.11.2020	

**SUMMARY**

Local governments are required to include the details of when and where their forthcoming Council meetings will be held on their websites, so as to inform the local community.

Accordingly, a proposed schedule of Ordinary Council Meetings (OCM) for the calendar year 2022 has been developed.

**OFFICER'S RECOMMENDATION**

**That Council:**

- Approves the Ordinary Council Meeting Schedule as contained in Option 1 of this report for January 2022 to December 2022 (inclusive).**
- Notes that the 2022 Ordinary Council Meeting Schedule will be placed on the City's website in accordance with the *Local Government (Administration) Regulations 1996*.**

**BACKGROUND**

Regulation 12 of the *Local Government (Administration) Regulations 1996* requires local governments to include the schedule of their Council and open Committee meetings in advance of the year in which the meetings are to be held. Minor committees are exempt from that requirement.

At its OCM of 21 July 2020, Council approved continuation of the current OCM cycle of one meeting per month and the meeting dates for 2021 were adopted by Council at its OCM of 24 November 2020.

**EXTERNAL CONSULTATION**

No external consultation is required as the scheduling and notification of meetings is a regulatory requirement.

**OFFICER'S COMMENTS**

The OCMs will be held in the Council Chambers commencing at 6.30pm unless circumstances require a change. The regulations require any such changes to also be notified on the website.

The proposed schedule allows for the agenda briefing forums to continue to be held on the Tuesday prior to the OCM and deputations will be heard at those forums. As there won't be a local government election in 2022, there will be no need to factor the caretaker period into the meeting schedule.

### **Option 1**

This option proposes holding OCM's on the *fourth* Tuesday of the month, which is consistent with the current 2021 meeting cycle. The exception will be December when the OCM is scheduled for the *first* Tuesday of the month, consistent with previous years.

The proposed OCM schedule for 2022 is:

25 January
22 February
22 March
26 April
24 May
28 June
26 July
23 August
27 September
25 October
22 November
6 December

Council may wish to note that there are five Tuesdays for the months of March, May, August and November in 2022. Scheduling the OCMs on the fourth Tuesday will make those additional Tuesdays available for any additional meetings which may have to be scheduled from time to time.

Option 1 would provide more opportunity for considering matters, however the proposed OCM dates for the January and September meetings will coincide with the school holidays. None of the OCM dates conflict with public holidays for 2022.

### **Option 2**

An alternative approach is to omit the OCM meeting for January 2022, but otherwise hold all meetings as per Option 1.

22 February
22 March
26 April
24 May
28 June
26 July
23 August
27 September
25 October
22 November
6 December

For Option 2, only the September meeting coincides with school holidays and this option means there will not be a meeting the day before the Australia Day public holiday on January 26, or during the January school holidays.

### **Option 3**

Option 3 allows for Council to alter the meeting schedule proposed in option 1 as it sees fit.

### **Holiday Periods**

Council may wish to note that for 2022, the school holiday periods will be:

- 17 December 2021 to 30 January 2022 (inclusive)
- 9 April to 25 April 2022 (inclusive)
- 2 to 17 July 2022 (inclusive)
- 24 September to 9 October 2022 (inclusive)

The public holidays will be:

- New Year's Day, Monday 3 January
- Australia Day, Wednesday 26 January
- Labour Day, Monday 7 March
- Good Friday, Friday 15 April
- Easter Monday, Monday 18 April
- Anzac Day, Monday 25 April
- Western Australia Day, Monday 6 June
- Queen's Birthday, Monday 26 September
- Christmas Day, Tuesday 27 December
- Boxing Day, Monday 26 December

### **LEGISLATIVE COMPLIANCE**

The proposed OCM schedule for 2022 has been developed in accordance with regulation 12 of the *Local Government (Administration) Regulations 1996*.

### **RISK ASSESSMENT**

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

<b>Officer's Recommendation</b>	<b>That Council:</b>  1. Approves the Ordinary Council Meeting Schedule as contained in Option 1 of this report for January 2022 to December 2022 (inclusive).  2. Notes that the 2022 Ordinary Council Meeting Schedule will be placed on the City's website in accordance with Regulation 12 of the <i>Local Government (Administration) Regulations 1996</i> .		
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>	
Strategic Direction	Moderate	Low	
Reputation	Low	Low	
Governance	Low	Low	
Community and Stakeholder	Moderate	Low	
Financial Management	Low	Low	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Low	
Organisational Health and Safety	Low	Low	
<b>Conclusion</b>	This option is in line with the City's adopted risk appetite. The approval and publication of the OCM schedule will comply with legislative requirements. This is also in line with the current meeting cycle that was approved by Council		

<b>Option 2</b>	<b>That Council:</b> <ol style="list-style-type: none"> <li><b>Approves the Ordinary Council Meeting Schedule as contained in Option 2 of this report for January 2022 to December 2022 (inclusive).</b></li> <li><b>Notes that the 2022 Ordinary Council Meeting Schedule will be placed on the City's website in accordance with Regulation 12 of the <i>Local Government (Administration) Regulations 1996</i>.</b></li> </ol>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	This option is in line with the City's risk appetite. The approval and publication of the OCM schedule will comply with legislative requirements. This is generally in line with the current meeting cycle that was approved by Council with the minor amendment of omitting the January 2022 OCM.	

Option 3	That Council:  1. Approves the Ordinary Council Meeting Schedule as contained in Option 1 of this report for January 2022 to December 2022 (inclusive), with the following amendments_____.  2. Notes that the 2022 Ordinary Council Meeting Schedule will be placed on the City’s website in accordance with Regulation 12 of the <i>Local Government (Administration) Regulations 1996</i> .		
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome	
Strategic Direction	Moderate	Dependent on the amendments made.	
Reputation	Low		
Governance	Low		
Community and Stakeholder	Moderate		
Financial Management	Low		
Environmental Responsibility	Low		
Service Delivery	Low		
Organisational Health and Safety	Low		
Conclusion	The risks associated with this option are dependent on the amendments made.		

## FINANCIAL IMPLICATIONS

Notification of meetings is only required on the website, which would be at no cost. In addition, the City normally places a public notice in the local newspaper and the cost of that (approximately \$500) is already provided for in the advertising budget.

## STRATEGIC IMPLICATIONS

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

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

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



## **CONCLUSION**

Option 1 is a proposed monthly schedule of meetings, commencing on Tuesday, 25 January 2022 with one meeting to be held each month on the fourth Tuesday of the month, other than for December.

Option 2 is essentially the same other than having no meeting in January. Option 3 allows for Council to amend the proposed schedule outlined in Option 1.

Option 1 is recommended, as it would continue the practice of having OCMs on a monthly basis with Agenda Briefing Forums held the week prior.

**10.2.7 Standing Orders Local Law 2021 - Notice of Undertaking**

<b>Applicant/Proponent:</b>	City of Bayswater
<b>Owner:</b>	City of Bayswater
<b>Responsible Branch:</b>	Governance and Strategy
<b>Responsible Directorate:</b>	Corporate and Strategy
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	1. Attachment 1 - Joint Standing Committee on Delegated Legislation - Notice of Undertaking [10.2.7.1 - 3 pages]
<b>Refer:</b>	Item 10.2.6 OCM: 24.08.2021

**SUMMARY**

The purpose of this report is for Council to resolve to undertake a request from the Joint Standing Committee on Delegated Legislation (JSCDL) in relation to the City's *Standing Orders Local Law 2021*.

**OFFICER'S RECOMMENDATION**

That Council provide an undertaking to the Joint Standing Committee on Delegated Legislation that:

1. When the Standing Orders Local Law 2021 is next reviewed, the City will:
  - a) Correct the typographical errors in the Preamble and clause 11.5.
  - b) Correct the formatting error in clause 5.5(1).
2. Ensure that any consequential amendments arising from undertaking 1 will be made.
3. Whenever the local law is made publicly available by the City, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertaking.

**BACKGROUND**

At the Ordinary Council Meeting on 24 August 2021, Council resolved to make the *Standing Orders Local Law 2021*. This local law was gazetted on 22 September 2021 and came into effect on 6 October 2021, 14 days after being gazetted.

In accordance with s3.12(7) of the *Local Government Act 1995* (the Act), following gazettal the City provided an Explanatory Memoranda to the JSCDL.

As part of the procedure for making a local law in accordance with section 3.17 of the Act, a review by Government is undertaken as part of the final process in reviewing a local law. Following this review, the JSCDL has the power to direct a local government to amend a local law or repeal a local law.

**EXTERNAL CONSULTATION**

The Standing Orders Local Law 2021 was publicly advertised, as required under the Act, from 10 June 2021 to 30 July 2021. While the statutory public comment period is for 42 days, the WA Local Government Association (WALGA), as part of its local law review model, recommends advertising for 50 days to better allow for weekends and public holidays.

No public comments were received and a small number of minor amendments were added to the local law that was adopted by Council at the Ordinary Council Meeting on 24 August 2021. The local law was then submitted to the Minister for Local Government and Housing. The function of scrutinising subsidiary (other than Acts) legislation is performed on behalf of Parliament by the

JSCDL which is represented equally by members of the Legislative Assembly and the Legislative Council.

### OFFICER'S COMMENTS

The JSCDL has written to the City (**Attachment 1**) to advise of the following issues with the recently gazetted *Standing Orders Local Law 2021*:

- Typographical errors in the preamble and clause 11.5
- Formatting error in clause 5.5(1).

As these are considered to be minor amendments that don't require immediate attention, the JSCDL has requested an undertaking to make the requested changes when the local law is next reviewed.

To satisfy the process, a letter signed by the Mayor is required to be returned to the JSCDL by 29 November 2021 with a copy of the Council resolution.

### LEGISLATIVE COMPLIANCE

Section 3.12 of the Act sets out the procedure for making local laws, including public notices and gazettal.

Section 3.17 of the Act sets out the procedure in which a local law may be amended or repealed.

### RISK ASSESSMENT

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

<b>Officer's Recommendation</b>	<b>That Council provide an update to the Joint Standing Committee on Delegated Legislation that:</b> <ol style="list-style-type: none"> <li><b>When the Standing Orders Local Law 2021 is next reviewed, the City will:</b> <ol style="list-style-type: none"> <li><b>Correct the typographical errors in the Preamble and clause 11.5.</b></li> <li><b>Correct the formatting error in clause 5.5(1).</b></li> </ol> </li> <li><b>Ensure that any consequential amendments arising from undertaking 1 will be made.</b></li> <li><b>Whenever the local law is made publicly available by the City, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertaking.</b></li> </ol>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	This option meets the legislative requirements for Council to resolve to comply with the undertakings of the JSCDL. This will also authorise the Mayor to provide a reply with the Council resolution back to the JSCDL.	

Option 2	That Council resolves to undertake the amendments to the <i>Standing Orders Local Law 2021</i> with further amendments.		
Risk Category		Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction		Moderate	Risks dependent on modifications 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	This option is not recommended as if Council makes any further amendments at this stage this would require further approval by the JSCDL and present both reputational and governance risks.		

## FINANCIAL IMPLICATIONS

Nil.

## STRATEGIC IMPLICATIONS

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

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

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

## CONCLUSION

The JSCDL has approved the City's Standing Orders Local Law 2021, but has notified the City of minor typographical and formatting errors in the local law as gazetted.

The process will be satisfied by a Council undertaking that the City will correct those minor errors when the local law is next reviewed, and for the City to provide a copy of that undertaking whenever the local law is made publicly available. Council may choose to make further amendments

## JOINT STANDING COMMITTEE ON DELEGATED LEGISLATION



Our ref: 4120:02

10 November 2021

Cr Filomena Piffaretti  
Mayor, City of Bayswater  
61 Broun Avenue  
Morley WA 6062  
[Filomena.Piffaretti@bayswater.wa.gov.au](mailto:Filomena.Piffaretti@bayswater.wa.gov.au)

Dear Mayor

### City of Bayswater Standing Orders Local Law 2021

Thank you for the Explanatory Memorandum and supporting material for the above local law your Chief Executive Officer submitted.

The Committee considered the local law at its meeting today and resolved to write to you about the following matter.

#### Typographical and formatting errors

##### Preamble

The preamble contains an additional 'on' as follows:

*Under the powers conferred by the Local Government Act 1995 and under all other relevant powers, the City of Bayswater resolved on 24 August 2021 on to make the following local law.*

The 'on' after 2021 should be deleted.

##### Clause 5.5(1)

Clause 5.5(1) is not properly aligned:

#### 5.5 Adoption by exception resolution

*(1) In this clause 'adoption by exception resolution' means a resolution of the Council or a Committee that has the effect of adopting, for a number of specifically identified reports, the Officer's recommendation as the Council or Committee resolution.*

*(2) Subject to subclause (3), the Local Government may pass an adoption by exception resolution.*

Subclause (1) should be left aligned.

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Legislative Council Committee Office  
18-32 Parliament Place | West Perth  
Postal address: Parliament House | 4 Harvest Terrace | West Perth WA 6005  
Telephone: 08 9222 7300 | Email: [delleg@parliament.wa.gov.au](mailto:delleg@parliament.wa.gov.au)

*Clause 11.5*

The title and the opening line of clause 11.5 states 'that the meeting to proceed to the next business'. Clause 11.1, which lists the permissible procedural motions, refers to it as 'that the meeting proceed to the next item of business'.

The words 'item of' should be inserted after 'next' and before 'business' in clause 11.5.

**Undertakings**

The Committee requests the following undertakings:

1. When the local law is next reviewed:
  - correct the typographical errors in the preamble and clause 11.5
  - correct the formatting error in clause 5.5(1)
2. Ensure any consequential amendments arising from undertaking 1 will be made.
3. Where the local law is made publicly available by the City, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertaking.

The undertakings should be given in the form of a letter signed by you as Mayor, not the Chief Executive Officer or other officer of the City of Bayswater. This is because, pursuant to section 2.8(1)(d) of the *Local Government Act 1995*, the 'Mayor or President speaks on behalf of the local government' to the Parliament of Western Australia.

On the understanding your Council is next due to meet on 23 November 2021, the Committee requests the undertakings be provided by 29 November 2021.

To assist you I attach a suggested form of Council resolution to provide the undertakings.

Please provide your response by **29 November 2021**. If you have any queries in relation to this matter, please contact Mr Alex Hickman, Advisory Officer (Legal) on 9420 7633 or at [delleg@parliament.wa.gov.au](mailto:delleg@parliament.wa.gov.au).

Yours sincerely



**Hon Lorna Harper MLC**  
Deputy Chair

CC: Mark Thornber, Senior Governance Officer, [mark.thornber@bayswater.wa.gov.au](mailto:mark.thornber@bayswater.wa.gov.au)

*This correspondence including any attachments is confidential and privileged. Your local government may only discuss the content of this letter and any attachments with the Western Australian Local Government Association, the Department of Local Government and the City's legal advisors to the extent necessary to obtain information the Committee seeks. Each person to whom you distribute this material must be made aware of its confidential and privileged status.*

***Suggested form of Council resolution to provide the undertakings:***

*The Council of the City of Bayswater resolves to undertake to the Joint Standing Committee on Delegated Legislation that:*

1. *When the local law is next reviewed:*

- correct the typographical errors in the preamble and clause 11.5
- correct the formatting error in clause 5.5(1)

2. Ensure any consequential amendments arising from undertaking 1 will be made.

3. Where the local law is made publicly available by the City, whether in hard copy or electron form, ensure that it is accompanied by a copy of the undertaking.

c

**10.3 Works And Infrastructure Directorate Reports****10.3.1 Electric Vehicle Charging Stations**

<b>Applicant/Proponent:</b>	City of Bayswater
<b>Responsible Branch:</b>	Sustainability, Environment and Waste
<b>Responsible Directorate:</b>	Works and Infrastructure
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	Nil
<b>Refer:</b>	Item 11.2: OCM 24.08.2021

**SUMMARY**

For Council to consider options for the provision of public electric vehicles (EV) charging stations. The options described will include different types of charging stations and ownership models.

**OFFICER'S RECOMMENDATION**

That Council notes:

1. This report in relation to options for EV charging stations and ownership models; and
2. That the Emission Reduction and Renewable Energy (ERRE) plan includes a specific action to develop a plan for EV charging infrastructure.

**BACKGROUND**

Council considered a Notice of Motion relating to public electric vehicle charging stations at the Ordinary Meeting on 24 August 2021, and resolved as follows:

*"That Council requests the City to prepare a report for Council consideration in relation to options for the provision of public electric vehicle charging stations within the City and the subject report be presented to Council by 30 November 2021."*

The City's ERRE Plan includes short (one to two years) and medium (two to four years) term implementation actions. The ERRE recommends increasing the number of EV charging points at City sites, and specifically medium-term action 14 refers to '*...develop a plan for EV charging infrastructure for the City's EVs as well as at community facilities (including the potential increase in energy demand)*'.

**EXTERNAL CONSULTATION**

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

**OFFICER'S COMMENTS**

Electric Vehicle (EV) technology has been progressing at a rapid rate, where EVs are now a primary focus in research and development of most major car manufacturers. In many parts of the world there has been a major paradigm shift from combustion to electric technology, including in some of the major car purchasing markets, such as China, the USA and many parts of Europe. The EV industry is at an early stage of development and is likely to continue to evolve quickly and unexpectedly over the coming years.<sup>1</sup>

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<sup>1</sup> An Australian Perspective on Local Government Investment in Electric Vehicle Charging Infrastructure, 2021, Scott Dwyer, Claudine Moutou, Kriti Nagraath, Joseph Wyndham, Lawrence McIntosh and Dean Chapman



The shift to EVs is largely driven by environmental benefits associated with EVs and global, national and local commitments to address climate change by limiting emissions. On average, Western Australians drive about 11,400 kilometres every year, each generating over three tonnes of carbon dioxide (CO<sub>2</sub>).<sup>2</sup> Transport contributes 16 per cent of Western Australia's greenhouse gas emissions. Transport emissions continue to increase and are now 45 per cent higher than in 2005.<sup>3</sup>

Not only does Australia lag in the uptake of EVs compared to other countries around the world, it also lags in installing EV charging infrastructure. A recent study<sup>4</sup> shows there are 11,039 people per public charger in Australia, compared with 397 people per public charger in Norway, a global leader in the electrification of its passenger vehicle fleet. Canada, which has a similar land mass and population density to Australia, has 3,056 people per public charger. With the slow uptake of EVs in Australia, this is currently not an issue, however the distances that need to be travelled to access an EV charger are far compared to these other countries. Three barriers identified for EV ownership in Western Australia include:

- Range anxiety (insufficient charging stations).
- Upfront purchase costs.
- Limited range (number of kilometres that can be travelled on a single charge).

Local Governments have the opportunity to accelerate electric vehicle uptake through initiatives such as<sup>5</sup>:

- Installing electric vehicle charging infrastructure.
- Future-proofing the built environment.
- Transitioning council fleets.
- Educating residents.
- Setting and meeting sustainability targets.

Both the Federal and State Government have made recent commitments to increasing EV charging infrastructure in WA to support the uptake of EVs.

On behalf of the Federal Government, the Australian Renewable Energy Agency (ARENA) announced \$24.55 million in funding to five applicants across 19 projects to expand Australia's fast charging network for electric vehicles, in Round 1 of the Government's Future Fuels Fund. Together, this will deliver 403 new fast-charging stations, each capable of charging at least two vehicles concurrently at 50 kW or above. Perth is one of the regions included in these projects. In addition, the Federal Government recently announced it will partner with the private sector to fund 50,000 charging station in Australian homes

The WA State Government will invest \$21 million in supporting its 'State Electric Vehicle Strategy for Western Australia.' This funding goes to several initiatives, including the creation of an electric vehicle charging infrastructure network facilitating travel north from Perth to Kununurra, along the south-west coast to Esperance, and east to Kalgoorlie.

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<sup>2</sup> [rac.com.au/about-rac/advocating-change/sustainability/vehicle-emissions](https://rac.com.au/about-rac/advocating-change/sustainability/vehicle-emissions)

<sup>3</sup> Australian Government Department of Industry, Science, Energy and Resources, 2021, National Greenhouse Gas Accounts 2019, [www.industry.gov.au/data-and-publications/national-greenhouse-accounts-2019/state-and-territory-greenhouse-gas-inventories-2019-emissions](https://www.industry.gov.au/data-and-publications/national-greenhouse-accounts-2019/state-and-territory-greenhouse-gas-inventories-2019-emissions)

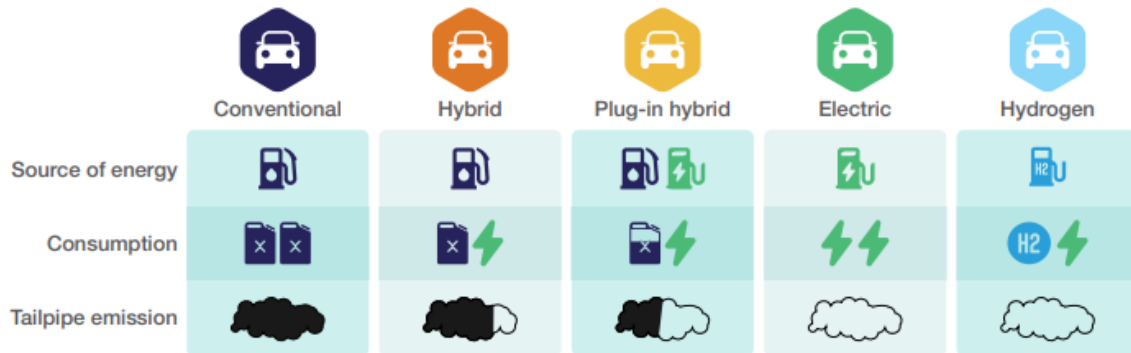
<sup>4</sup> An Australian Perspective on Local Government Investment in Electric Vehicle Charging Infrastructure, 2021, Scott Dwyer, Claudine Moutou, Kriti Nagraath, Joseph Wyndham, Lawrence McIntosh and Dean Chapman

<sup>5</sup> <https://electricvehiclecouncil.com.au/wp-content/uploads/2020/12/EVC-Local-Government-Resource-Pack.pdf>

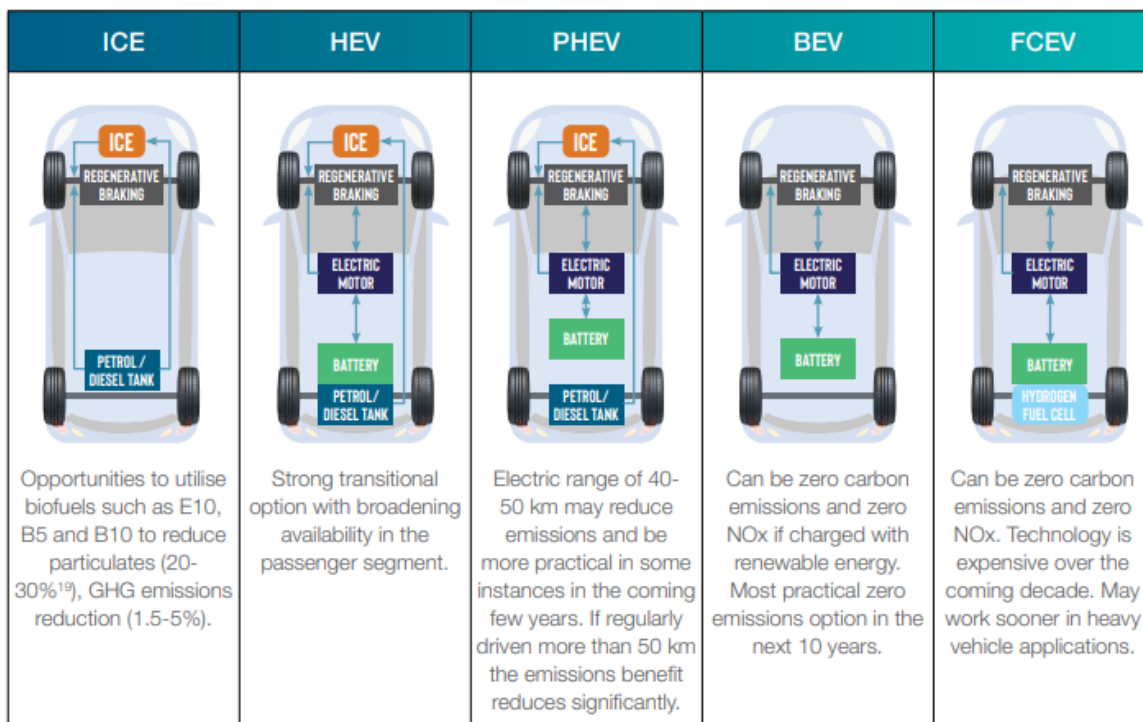
### Vehicle types currently on the market

In August 2021, the WA State Government released a brochure that provides practical information about features and benefits of EVs, particularly in the context of WA to support their adoption.<sup>6</sup>

The following graphic explains the different types of vehicles currently on the market:



Comparison of tailpipe emissions of conventional vehicles (ICE), hybrid (HEV), plug-in hybrid (PHEV), Electric (BEV), and Hydrogen (FCEV)<sup>18</sup>



As of 2020, there are 31 EV models (both BEV and PHEV) available in Australia, with another 13 models coming in 2021-22.<sup>7</sup>

### Different charging stations and plugs available

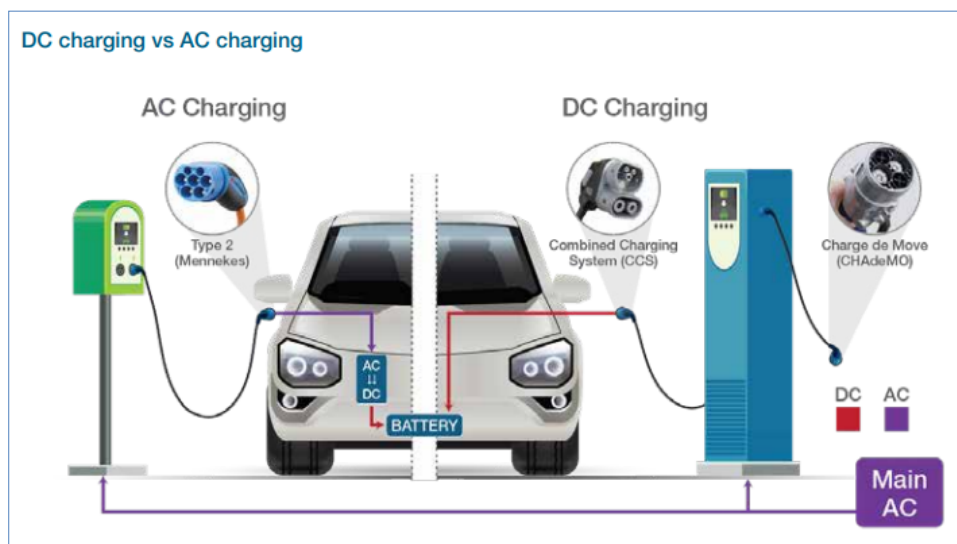
<sup>6</sup> A guide to Electric Vehicles, WA Department of Water and Environmental Regulation

<sup>7</sup> [21.myelectriccar.com.au/evs-in-australia/](https://21.myelectriccar.com.au/evs-in-australia/)

There are many different charger types available on the market. Some of these are ideal for home charging, whereas others are specifically designed for public or commercial environments. Different chargers can recharge EVs at different speeds, varying between less than 10 minutes for a full charge (ultrafast Direct Current (DC) charging) and eight hours or more for alternating current (AC) slow-charging wall sockets.

Electric vehicles can be AC charged or DC charged and the difference between the two is the location where the AC power gets converted; inside or outside the car. Unlike AC chargers, a DC charger has the converter inside the charger itself. That means it can feed power directly to the car's battery and it doesn't require the car's inverter to convert it. DC chargers can charge the car's battery faster than an AC charger. This is reflected in the price; AC chargers generally cost between \$2,000 and \$20,000, and DC chargers range between \$5,000 upwards to \$400,000.

Different chargers require different charging plugs. With the Federal Chamber of Automotive Industries (FCAI) endorsing the 'Type 2' (Mennekes) plug for AC charging and both the Combined Charging System (CCS) and CHAdeMO plugs for DC charging, it has created a de-facto standard for charging plugs in Australia.





The 'Type 2' connector for AC charging is currently used by all EV manufacturers and is now the standard for EVs in Australia.

The two plug types for DC charging have been applied as follows:

1. CHAdeMO: used internationally by Japanese manufacturers Mitsubishi, Nissan and Toyota. In Western Australia, 20.3 per cent of EVs have CHAdeMO plugs, including the Nissan Leaf.
2. CCS: allows AC and DC charging using the same plug. This plug is mandated in Europe and is becoming the standard in all 220-240V 3-phase countries (except China). In Western Australia, about 80 per cent of EVs have CCS plugs or adapters to enable charging using CCS plugs.<sup>8</sup>

The following table lists the different charging types available, the time needed for charging, their cost per station, type of plug needed and a general indication of where the chargers would be required.

<sup>8</sup> A guide to Electric Vehicles, WA Department of Water and Environmental Regulation

Common Name	Power Level	Charge Type	Power	Time to charge 100km of range	Application	Cost Per Station <sup>17</sup>	Apperance	Typical location
Slow charging	Level 1	Wall socket	2.3 kW	8 hrs or more	Home charging	Installation only		Any location with a normal power point: apartments, houses, buildings
AC fast charging	Level 2	AC charger	3.5 kW	5 hr 43 min	Dedicated or scheduled charging	\$2,000 - \$10,000	 Type 2 (Mennekes)	Houses, buildings and parking lots.
			7.4 kW	2 hr 42 min	Heavy duty dedicated or scheduled charging			
						22.1 kW	54 min	
DC fast charging or rapid charging	Level 3	DC wall charger	25 kW		Multi-purpose charging, opportunity charging	\$5,000 - \$20,000		Public roads, petrol stations and parking lots
Tesla super-charging		DC charger	50 kW	24 min	Public journey enablement, Heavy duty opportunity charging	\$75,000 - \$400,000	 Combined Charging System (CCS)	
			100 kW	12 min				
			120 kW	10 min				
Ultra-fast charging			< 350 kW	less than 10 min				
*For vehicle with driving energy efficiency of 20 kWh/100 km								

Generally, AC chargers are sufficient if time is not a restriction and there is a limited number of vehicles requiring charging. As soon as there is a requirement to create more efficient charging, DC chargers become the more prevalent choice. With the large range in prices, it is essential to clearly understand the needs for the charging station. Recent analysis of 3000 charging sessions by Gemteck identified an average charging duration of 26 mins. Feedback in industry forums is that the market trend appears to be moving to DC charging infrastructure for public stations.

#### Cost components to installing chargers

The overall cost of purchasing and installing a charging station comprises the following components<sup>9</sup>:

Item	Component
Electric vehicle supply equipment (EVSE)	The charger unit, connectors, pole mount
Electrical	<ul style="list-style-type: none"> <li>• Cable, conduits, distribution board</li> <li>• Metering (Class 1)</li> <li>• Transformer</li> <li>• Labour</li> </ul>
Civil	<ul style="list-style-type: none"> <li>• Trenching, tunnelling, boring</li> <li>• Repairing</li> <li>• Labour</li> </ul>
Site works	<ul style="list-style-type: none"> <li>• Signs, bollards</li> <li>• Road markings</li> <li>• Labour</li> </ul>
Connectivity	<ul style="list-style-type: none"> <li>• 4G/5G; Ethernet Cable (fibre / copper), WiFi</li> <li>• Software installation</li> </ul>

<sup>9</sup> A guide to Electric Vehicles, WA Department of Water and Environmental Regulation

Once a charger is installed it will require ongoing monitoring to assess its usage and maintenance cost will need to be factored into budgets. Depending on location and vulnerability, the charging station may also be prone to damage.

#### Operating models

Multiple risks exist for local government concerning charging networks due to high initial investment costs, revenue uncertainty, electricity tariffs and peak capacity contracts, and the involvement of multiple stakeholders. As such it is important to consider the best suited business model for Council.

A recent study from the Central Victorian Greenhouse Alliance described three types of charging station ownership models to consider:

- Own and Manage.
- Incentivise Market.
- Lease and Service Subscription

A fourth model could be considered where local governments leave it up to the market and only facilitate through its planning policies and regulations.

These four options are discussed further:

#### Option 1 - 'Own and Manage'

In the 'own and manage' business model, local government would purchase EV charging equipment from a charging service provider and then work with a separate contractor to perform construction and installation (or do this in-house). After installation, the operation, maintenance, utility interconnection, and any other considerations for operating the charging station are the responsibility of the owner-operator. Under this model the station remains the property of the City; however, the City can either operate and maintain the station in-house or outsource it to another operator.

An additional service often purchased by owner-operators from EV equipment manufacturers is charging station management software. This software, referred to as network access, allows owner-operators to easily track station usage, make their station locatable via mobile app-based software, and manage pricing and customer payment.<sup>10</sup>

Depending on electric utility rate structures, this model can incur expensive fees from electricity providers for exceeding set levels of electricity use in a given period known as demand charges. This is particularly true for charging stations which are "behind the meter" and are part of the power demands of Council accounts as opposed to stations that have a separate meter.

The following benefits have been associated with this model:

- control over pricing with the potential to break-even or bring financial benefits to the owner-operator.
- consistency and optimisation tailored to the City's residents' needs (specifics of the charger and visual aesthetics of sites including advertising).
- Full control over the location where the charging infrastructure goes to ensure their usage is optimised, especially as the EV charging bay would generally replace a regular car bay.

The following issues/concerns have been associated with this model:

- Upfront cost to install and manage the EV charger, especially when installing multiple.

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<sup>10</sup> <https://atlaspolicy.com/wp-content/uploads/2020/04/Public-EV-Charging-Business-Models-for-Retail-Site-Hosts.pdf>

- Council's lack of knowledge and expertise of:
  - the electricity network.
  - optimising pricing structure with electricity demand.
  - technology of charging stations.
  - phase charging differences between EV models.
  - capacity limitation and demand management of existing main electrical switchboards.
  - costs associated with upgrading old switchboards and electrical systems.

#### Option 2 – 'Incentivise Market'

In this model, Council would lease parking space (most likely medium to long-term to allow amortisation) to a third-party where they install, operate and maintain the charging infrastructure. Council could then request a leasing fee or a share of revenue from the charging station.

The third-party owner-operators would seek to collect revenue directly from the use of the charging station either in the form of fees per unit of electricity delivered or fees per minute of connect time. Additionally, the operator could collect revenue through or other means such as advertising.

The following benefits have been associated with this model:

- Lower risk to Council involved in limited experience or knowledge gaps in this space.
- Limiting Council's exposure to operational cost overruns, unexpected maintenance, or complicated utility interconnections.
- Depending on the leasing agreement, the rental income from the charging stations could provide a consistent stream of revenue to Council, regardless of the profitability of the stations.

The following issues/concerns have been associated with this model:

- Limited control over the customer experience (advertising and its impact on amenity, type of advertising, limited input on specifics of the charger being put in place and its maintenance regime).
- Council would not reap the full amount of revenue if generating income would be one of the objectives.
- Potential loss of revenue from paid parking. Currently not relevant for the City as there is no paid parking.
- Partial control over location. Location would need to be discussed with the operator and nearby property owners and tenants.

#### Option 3 – 'Lease and Service Subscription'

This model would have various options available and is considered a mix of the other two operating models. Basically, Council would purchase the charger from a third party and then decide on leasing/outsourcing the other cost components. Options that could be included or excluded from the lease are:

- Installation cost
- Software operation and monitoring
- Maintenance cost

The risks and benefits associated with this model would depend on what is included in the lease arrangement.

#### Option 4 – ‘Leave to market’

In this model Council would not actively get involved in the process of facilitating public EV charging infrastructure, but would leave it up to commercial enterprises to develop in the private domain. Council could have limited influence in the uptake of EVs by encouraging EV charging infrastructure through its planning policies and regulations.

The following benefits have been associated with this model:

- No upfront cost involved.
- No financial risk involved.
- The charging station does not need to be installed on public land or Council property, and could be installed entirely on privately owned land.

The following issues/concerns have been associated with this model:

- The City would not follow the direction set in the ERRE Plan.
- The City would not facilitate a more expeditious uptake of EVs.
- No influence on location.
- No/limited control over the customer experience (type of charger, maintenance regime and advertising)
- Council would not be able to generate income through the charging infrastructure.

#### Charging fees

These models have different levers to influence pricing for charging ranging from complete control (Own and Manage) to limited control (Incentivise Market) to no control (market driven).

Generally, the following three fee options are available:

- No fee; charging is offered for free to customers solely as an amenity. Value is derived from alternative sources such as increased visitation, advertising, standard paid parking, or corporate branding.
- Nominal fee to cover costs; fees are set high enough to recoup operational and/or installation costs. Fees are typically set as a price per kilowatt-hour of electricity delivered, per unit of time, or per charging session.
- Profit Centre; the fee for charging is designed to turn a profit from the sale of charging services. Fees are typically set as a price per kilowatt-hour delivered, per unit of time, or per charging session.

#### City of Bayswater existing EV charging station

The City of Bayswater owns one EV charging station with two ports for its City-owned EVs. This AC slow charger has capacity of up to 22kW for each port.

The City currently owns the charger and its installation was outsourced to a third party. The City is responsible for its maintenance. This has been a very straightforward process thus far as it is not a public charger, is located in a secure and sheltered environment and services only two Council vehicles.

This means that there is no need to consider a fee structure, the City can time its usage to make use of its solar panels minimising its exposure to financial risks and there's no need to monitor its usage as it is visible when and how the chargers are being used. It is noted that the City's current experience with owning an EV charging station is a 'simplified' version compared to owning and operating public EV chargers. The location of this charging station means that it is not available for public use.

Charger stations and ownership models utilised in other Councils

The below is a sample of Councils have one or more public EV chargers. Described is the type of charger and the ownership model.

Council	Type of Charger	Cost to charge	Ownership model
Fremantle	4x 22kW (AC)	Free to charge but you pay for parking	Own and manage
City of Perth	3 x bays exclusively for EV's up to 4 kW (AC) 9 x bays not exclusively for EV's – up to 22kW (AC)	Free	Own and Manage
City of Stirling	1x 22kW AC)	At least free for the first year	City owned and responsible for maintenance, but third party installed and the bundled software managed by the installer
Town of Cambridge	4 x 22kW (AC)	Free for the first two years and then charge for use	Own and Manage
City of Vincent	1x 22kW (AC)	Free to charge but you pay for parking	The City owns the charger but the rest is outsourced to a third party
Randwick, Waverley and Woollahra (NSW)	8 x 22kW (AC)	Between \$0.10kWh and \$0.28kWh cents depending on time and location	Incentivise Market
Adelaide City Council (SA)	37 x 22kW (AC)  2x 50 kW (DC)	All times - \$0.25 per kWh * *A minimum fee of \$1 applies after five minutes.  All times - \$0.35 per kWh* *A minimum fee of \$1 applies after five minutes.	Various as chargers have been installed over time. Generally moving from a Council ownership model to an 'Incentivise market model'
Local Government – RAC Partnership	15 locations in between Perth and Augusta  13 x Ultra-rapid <350kW (DC) or fast charging 50kW (DC)  2 x 22kW (AC)	All times – \$0.45 per kWh	Partnership between RAC, Local Governments and Chargefox.



### Role of Councils

Councils can play an important role in accelerating the uptake of Electric Vehicles. Facilitating investment in highly visible electric vehicle charging infrastructure is a way to familiarise potential EV drivers with EV technology and could alleviate concerns about recharging and range anxiety, while providing equitable access to charging infrastructure for renters and residents in multi-residential developments.

By facilitating free or discounted charging infrastructure in initial years the uptake of EVs could be encouraged. This is likely only achieved through Council owning the charging infrastructure. The 'incentivise market' model would likely require a fee for charging to make the investment in infrastructure viable.

Another reason for Council to consider installing EV charging infrastructure could be to increase visitation to specific areas such as Activity Centres. If this is the reason then a consideration could be to install AC chargers over DC chargers as they would require more time to charge, encouraging people to visit shops and cafes. If, however, Council would like to future proof its EV charging infrastructure then it is considered more sensible to invest in DC infrastructure. The cost of these charge stations however would likely determine the ownership model.

### EV infrastructure market

The EV market is a specialist industry in which the City has limited internal expertise. The market is quickly evolving and the range of providers and chargers will likely only increase in coming years. This in combination with the multitude of operating models available to Council means that deciding on this type of infrastructure will need to be done with all available information at hand as the infrastructure placed will remain in place for many years.

As per the ERRE implementation plan, undertaking further work on this issue in the medium-term timeframe will enable the market to mature providing the City with greater clarity on its potential role and the associated infrastructure and/or policy required to support.

When the City proceeds, undertaking an Expression of Interest EOI process would provide the City with improved visibility of options and proposals from specialist providers and indicative costs of different approaches.

In order to make an informed decision the following approach is proposed:

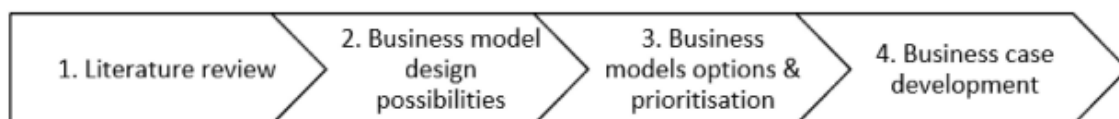


Figure 4. Approach to developing EV charging business models with a local council.

Literature review has taken place as part of this report. For the next phase it is suggested to undertake an EOI process calling for charging infrastructure providers to provide their recommendations or options for the City to increase EV charging infrastructure in the City. After the EOI is completed the City would be positioned to undertake a tender/request for quote process (RFQ) should that be the preferred approach. Once a tender/RFQ has been finalised the business case for the City of Bayswater would be developed.

### **LEGISLATIVE COMPLIANCE**

An EOI process would be undertaken in accordance with the *Local Government (Functions and General) Regulations 1996*.

Depending on the charger type and the operating model the following needs to be considered:

- Advertising. If the charger includes advertising it is likely approval will need to be sought under the City's signage policy.

- If the City decides to lease car bays to a third party to operate its charging infrastructure, then this will need to be advertised under section 3.58 of the *Local Government Act 1995*.

## RISK ASSESSMENT

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

<b>Officers Recommendation</b>	<b>That Council notes:</b> <ol style="list-style-type: none"> <li>1. This report in relation to options for EV charging stations and ownership models; and</li> <li>2. That the Emission Reduction and Renewable Energy (ERRE) plan includes a specific action to develop a plan for EV charging infrastructure.</li> </ol>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	Investigation of EV charging infrastructure is identified as a medium term action in the ERRE. Not taking action at this point is unlikely to significantly compromise future options for the City and will provide opportunity for improved clarity on the impact of actions being taken at Federal and State level as well as the private sector.	

<b>Option 2</b>	<b>That Council approves the Chief Executive Officer to commence an Expression of Interest process to obtain further information on current and future options to increase electric vehicle (EV) charging infrastructure in the City.</b>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Moderate
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	Undertaking an EOI process will enable the City to access the most contemporary information on options to expand EV infrastructure in the City which can be used to inform future direction. However, undertaking an EOI process at this point will divert resources from actions identified as higher priority in the ERRE.	

<b>Option 3</b>	<b>Council approves the CEO to commence an request for tender process to obtain proposals from market providers to increase EV charging infrastructure in the City.</b>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Low

Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Moderate
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	The City is yet to define its preferred model and scope for EV charging infrastructure. Undertaking a request for tender process at this stage would likely result in significant variation in proposals making them difficult to compare and potentially higher costs due to potential for variation. In addition, there has not been any specific community engagement regarding EV charging infrastructure.	

## FINANCIAL IMPLICATIONS

The following financial implications are applicable:

### Item 1:

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

### LTFP Impacts:

**Notes:** Long term costs cannot be defined at this point. There is no specific item for EV charging stations in the current LTFP or current budget.

**Immediate costs** are advertising costs and officer time to undertake EOI process. This is estimated to be approximately \$5,000.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1							
2							
3							

## STRATEGIC IMPLICATIONS

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

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

## CONCLUSION

The electric vehicle charging infrastructure market is technology-driven and rapidly changing. The City has limited internal expertise in this area to effectively define City requirements and implementation options. Undertaking further investigation and developing a plan for EV infrastructure in the medium term, consistent with the ERRE implementation plan, will provide an opportunity for the market to mature and for the City to observe the impact of actions by the Federal and State governments as well as the private sector.

**10.3.2 EMRC Council Meeting Minutes - 23 September 2021**

<b>Responsible Directorate:</b>	Works & Infrastructure
<b>Authority/Discretion:</b>	Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"><li>1. EMRC Council Meeting Abridged Minutes - 23 September 2021 [<b>10.3.2.1</b> - 13 pages]</li><li>2. EMRC Cash and Investments Report - Council Meeting September 2021 [<b>10.3.2.2</b> - 2 pages]</li></ol>

**SUMMARY**

To allow Council to receive the Minutes from the Eastern Metropolitan Regional Council (EMRC).

**OFFICER'S RECOMMENDATION**

**That Council receives the Eastern Metropolitan Regional Council's (EMRC's) Abridged Minutes, and the Cash and Investment Report of the Council Meeting of 23 September 2021.**

**BACKGROUND**

The EMRC held a Council Meeting on 23 September 2021, with Cr Lorna Clarke and Cr Giorgia Johnson in attendance.

**EXTERNAL CONSULTATION**

Not applicable.

**OFFICER'S COMMENTS**

The purpose of the report is to provide Council with information detailing the items with implications for the City of Bayswater from the EMRC Council Meeting of 23 September 2021.

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

- Notice of Motion from Cr Giorgia Johnson that the EMRC's Chief Executive Officer prepares a caretaker policy and employee report to be presented to a future EMRC Council meeting.
- Risk – Non-compliance with a Delegation of Authority if contract value exceeds the \$400k threshold
- Municipal Waste Advisory Council Meeting Minutes from 25 August 2021, containing reports including:
  - Draft State Infrastructure Strategy from Infrastructure WA
  - Submission on right to repair
  - Local government support for plastics bans
  - Solar panel recycling
  - Community sharps program

The Abridged Minutes forms **Attachment 1** and the EMRC Cash and Investments Report is contained in **Attachment 2**.

A full copy of the unconfirmed EMRC Council Minutes of 23 September 2021 can be obtained via the following link:

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

## **LEGISLATIVE COMPLIANCE**

Not applicable.

## **OPTIONS**

Not applicable.

## **FINANCIAL IMPLICATIONS**

As detailed in the attached Minutes.

## **STRATEGIC IMPLICATIONS**

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

Theme: Environment and Liveability

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

Goal E5: Protect and enhance the City's natural environment and biodiversity, and encourage the community to participate in its protection.

## **CONCLUSION**

For Council to receive the Eastern Metropolitan Regional Council's (EMRC's) Abridged Minutes and Investment Reports of the Council Meeting of 23 September 2021.



# **ABRIDGED MINUTES**

**D2021/19478**

**Ordinary Meeting of Council**

**23 September 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

An ordinary Meeting of Council was held at the EMRC Administration Office, 1<sup>st</sup> Floor, 226 Great Eastern Highway, Ascot WA 6104 on **Thursday 23 September 2021**. The meeting commenced at **6:04pm**.

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## 1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 6:04pm.

### 1.1 ACKNOWLEDGEMENT OF COUNTRY

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

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

#### Translation

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

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

### Councillor Attendance

Cr Jai Wilson	Chairman	Town of Bassendean
Cr Doug Jeans	Deputy Chairman	Shire of Mundaring
Cr Kathryn Hamilton	EMRC Member	Town of Bassendean
Cr Lorna Clarke	EMRC Member	City of Bayswater
Cr Giorgia Johnson	EMRC Member	City of Bayswater
Cr 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
Mrs Lee Loughnan	Personal Assistant to Chief Financial Officer (Minutes)



#### EMRC Observers

Mr David Ameduri	Manager Financial Services
Ms Izabella Krzysko	Manager Procurement & Governance
Mr Stephen Fitzpatrick	Waste and Resources Recovery Specialist
Mr Richard Whitehead (departed 6:43pm)	Communications Co-ordinator
Mr Chris Snook	Information Services Officer
Ms Isabelle Marie	Co-ordinator Waste Education
Ms Theresa Eckstein	Executive Assistant to Chief Executive Officer

#### Observer(s)

Cr Ian Johnson	EMRC Deputy Member	City of Swan
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#### Visitor(s)

Ms Lisa Lough (departed 6:43pm)	Managing Director	Catalyse
Ms Karen Browne (departed 7:39pm)	Partner	HopgoodGanim Lawyers

#### 4 ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION

The Chairman announced that this was his last Ordinary Meeting of Council as he has not nominated himself for re-election to the Town of Bassendean's Council. He thanked Councillors for their generous contribution to debate and discussion over the last two years and commented that Councillors have always had kept the interests of the EMRC first and foremost in mind. Staff were also thanked for their very professional contribution to ensure that member Councils are resourced on behalf of their communities.

#### 8 PETITIONS, DEPUTATIONS AND PRESENTATIONS

##### 8.1 KEY STAKEHOLDER REVIEW 2021

A presentation was provided by Ms Lisa Lough, Managing Director of Catalyse on the outcomes of the EMRC Key Stakeholder Review 2021.



**9 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**9.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 26 AUGUST 2021**

That the minutes of the Ordinary Meeting of Council held on 26 August 2021 which have been distributed, be confirmed.

**COUNCIL RESOLUTION**

MOVED CR CONGERTON                      SECONDED CR HAMILTON

THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 26 AUGUST 2021 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

**CARRIED UNANIMOUSLY**

**11 QUESTIONS BY MEMBERS WITHOUT NOTICE**

Cr Congerton enquired whether the CEO had received any feedback on the EMRC exhibit at the 2021 WA Local Government Convention which was held on the 19-21 September 2021.

The CEO advised that the EMRC was complimented on the quality of the exhibit stand by other exhibitors.

**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 PLANT UPDATE (D2021/18185)

12.2 APCr BUSINESS PLAN (D2021/18505)

12.3 PROGRESS REPORT ON EMRC REQUEST FOR TENDER 2021-002, PERMANENT FOGO PROCESSING FACILITY AND BUSINESS PLAN FOR THE PURPOSE OF THE MAJOR TRADING UNDERTAKING (D2021/18507)



## 14 REPORTS OF EMPLOYEES

- 14.1 LIST OF ACCOUNTS PAID DURING THE MONTH OF AUGUST 2021 (D2021/17529)
- 14.2 FINANCIAL REPORT FOR PERIOD ENDED 31 AUGUST 2021 (D2021/17531)
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- 14.8 MEETING DATES FOR 2022 (D2021/18167)
- 14.9 MATTRESS RECYCLING (D2021/18169)
- 14.10 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2021/17183)

### QUESTIONS

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

### RECOMMENDATION(S)

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

### COUNCIL RESOLUTION(S)

MOVED CR G JOHNSON                      SECONDED CR O'CONNOR

THAT COUNCIL ADOPTS THE RECOMMENDATIONS IN THE REPORTS OF EMPLOYEES (SECTION 14).

**CARRIED UNANIMOUSLY**

**16 REPORTS OF DELEGATES****16.1 MUNICIPAL WASTE ADVISORY COUNCIL (MWAC) MINUTES HELD 25 AUGUST 2021**

Cr G Johnson, the MWAC delegate member for the EMRC, provided the minutes of the MWAC meeting held on 25 August 2021.

Cr G Johnson spoke to the minutes briefly.

The Chairman thanked Cr G Johnson for her good advocacy work on the MWAC.

**17 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN****17.1 NOTICE OF MOTION RECEIVED FROM CR GIORGIA JOHNSON**

In accordance with Clause 4.18 of the *EMRC Standing Orders Local Law 2013*, Cr Giorgia Johnson gave notice of her intention prior to the meeting to move the following motion at the Ordinary Meeting of Council to be held on 23 September 2021:

**MOTION**

*That Council requests the CEO prepare a caretaker policy together with an Employee Report and Recommendation for Council's consideration at a future Ordinary Meeting of Council.*

**Rationale provided by Cr Giorgia Johnson**

One of the roles of Councillors and Committee Members is to participate in decision making processes at meetings. An EMRC Councillor has both a duty to present the views of member Councils as well as to consider the good of the Region as a whole when making a decision. The community looks to Councillors and Committee Members to provide leadership and guidance.

As a key element of good governance, a caretaker policy is designed to discourage the Council from making major decisions prior to the Local Government election that would bind an incoming Council. It would also prevent the use of public resources in ways that are seen as advantageous to or promoting the current elected members who are seeking re-election and ensures that Local Government officers act impartially in relation to all candidates. Therefore, so far as is reasonably practicable, the Chief Executive Officer should avoid scheduling major policy decisions for consideration during a caretaker period and instead, ensure that such decisions are either:

- considered by Council prior to the caretaker period; or
- scheduled for determination by the incoming Council.

The implementation of a caretaker policy would provide for better decision making, greater transparency and accountability in Council as prescribed by section 1.3 of the *Local Government Act 1995*.

The caretaker period is a period of time prior to a Local Government election when the caretaker practices are in place. The caretaker practices will apply from the close of nominations being 4:00pm 37 days prior to the Local Government election day in accordance with section 4.49(a) of the *Local Government Act 1995* until 6:00pm on the Local Government election day.



This motion is seeking to set in place a caretaker policy that is intended to apply to the caretaker period to cover:

- decisions made by the Council;
- materials published by the Local Government;
- attendance and participation in functions and events;
- use of the Local Government's resources; and
- access to Local Government information.

#### **MOTION**

That Council requests the CEO prepare a caretaker policy together with an Employee Report and Recommendation for Council's consideration at future Ordinary Meeting of Council.

Cr G Johnson moved the motion and Cr Clarke seconded.

The Chairman invited questions to the motion.

Debate ensued, alternating between those speaking against and those speaking for the motion.

Following debate, Cr G Johnson exercised her right of reply.

#### **COUNCIL RESOLUTION(S)**

MOVED CR G JOHNSON

SECONDED CR CLARKE

THAT COUNCIL REQUESTS THE CEO PREPARE A CARETAKER POLICY TOGETHER WITH AN EMPLOYEE REPORT AND RECOMMENDATION FOR COUNCIL'S CONSIDERATION AT A FUTURE ORDINARY MEETING OF COUNCIL.

**CARRIED BY CASTING VOTE OF THE CHAIRMAN 6/5**

**For: Crs Hamilton, G Johnson, Clarke, Jeans, Wilson**

**Against: Crs Boyd, O'Connor, Daw, Congerton, Zannino**

#### **17.2 NOTICE OF MOTION RECEIVED FROM CR MEL CONGERTON**

In accordance with Clause 4.18 of the *EMRC Standing Orders Local Law 2013*, Cr Mel Congerton gave notice prior to the meeting of his intention to move the following motion at the Ordinary Meeting of Council to be held on 23 September 2021:

#### **MOTION**

*That Council:*

1. *Extends the tenure of the Legal Committee following the Local Government elections in October 2021 until such time that the current legal matter is resolved.*
2. *Adopt an amended Legal Committee Terms of Reference forming Attachment No.2 to this notice.*

**Rationale provided by Cr Mel Congerton**

The Legal Committee is a formally appointed committee of Council and was established at a Special Council Meeting on 8 February 2021 to deal with matters arising out of the EMRC's Establishment Agreement and be disbanded at the next Local Government elections in October 2021.

The current Terms of Reference for the Committee as adopted by Council at the 25 March 2021 meeting is in keeping with the 8 February 2021 resolution and dictates that the Legal Committee be disbanded at the next Local Government elections in October 2021.

The Legal Committee has been tasked with delegated authority to undertake actions in response to the legal matter as outlined and is well placed to manage legal matter in an administratively effective, efficient and agile manner. However, as the legal matter remains in progress, there is a requirement for the Legal Committee to continue beyond its planned tenure and continue beyond the Local Government elections in October 2021.

Thus, for the purposes of maintaining efficiency with the running of the current legal matter via the Legal Committee, it is advisable that the Legal Committee continues to exist until such time that a resolution is reached in regards to the current legal matter.

An amended Legal Committee Terms of Reference is attached for Council's endorsement to govern the existence of the Legal Committee post the Local Government elections in October 2021. The main changes are the removal of the reference to disbanding the Legal Committee at the next Local Government elections in October 2021 and inclusion of a new statement to the effect that the Legal Committee is to continue until such time that the legal matter is resolved.

**MOTION**

That Council:

1. Extends the tenure of the Legal Committee following the Local Government elections in October 2021 until such time that the current legal matter is resolved.
2. Adopt an amended Legal Committee Terms of Reference forming Attachment No.2 to this notice.

Cr Congerton moved the motion and Cr Clarke seconded the motion.

Cr Daw left the meeting at 7:20pm.

**COUNCIL RESOLUTION(S)**

MOVED CR CONGERTON                      SECONDED CR CLARKE

THAT COUNCIL:

1. EXTENDS THE TENURE OF THE LEGAL COMMITTEE FOLLOWING THE LOCAL GOVERNMENT ELECTIONS IN OCTOBER 2021 UNTIL SUCH TIME THAT THE CURRENT LEGAL MATTER IS RESOLVED.
2. ADOPT AN AMENDED LEGAL COMMITTEE TERMS OF REFERENCE FORMING ATTACHMENT NO.2 TO THIS NOTICE.

**CARRIED UNANIMOUSLY**



**19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED 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 CONGERTON                      SECONDED CR JEANS

THAT WITH THE EXCEPTION OF THE CHIEF EXECUTIVE OFFICER, CHIEF FINANCIAL OFFICER, CHIEF PROJECT OFFICER, CHIEF OPERATING OFFICER, CHIEF SUSTAINABILITY OFFICER, MANAGER PROCUREMENT AND GOVERNANCE, MANAGER FINANCIAL SERVICES, WASTE AND RESOURCE RECOVERY SPECIALIST, CO-ORDINATOR WASTE EDUCATION, INFORMATION SERVICES SUPPORT OFFICER, 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.

**MOTION CARRIED 9/1**

**Cr Daw was absent for the vote**

Ms Karen Browne left the meeting at 7:21pm.

The doors of the meeting were closed at 7:21pm.

The Chief Executive Officer, Chief Financial Officer, Chief Project Officer, Chief Operating Officer, Chief Sustainability Officer, Manager Procurement and Governance, Manager Financial Services, Waste and Resource Recovery Specialist, Co-ordinator Waste Education, Information Services Support Officer, Executive Assistant to the Chief Executive Officer and Personal Assistant to the Chief Financial Officer remained in Council Chambers.

Cr Daw returned to the meeting at 7:23pm.

**19.1 HAZELMERE WOOD WASTE TO ENERGY PLANT UPDATE (D2021/18185)**

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

See Confidential Item circulated with the Agenda under Separate Cover.

**19.2 APCr BUSINESS PLAN (D2021/18505)**

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

See Confidential Item circulated with the Agenda under Separate Cover.





19.3 PROGRESS REPORT ON THE EMRC REQUEST FOR TENDER 2021-002, PERMANENT FOGO PROCESSING FACILITY AND BUSINESS PLAN FOR THE PURPOSE OF THE MAJOR TRADING UNDERTAKING (D2021/18507)

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

See 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(S)**

MOVED CR G JOHNSON                      SECONDED CR HAMILTON

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

**CARRIED UNANIMOUSLY**

The doors of the meeting were re-opened at 7:39pm.

Recording of the resolutions passed behind closed doors, namely:

19.1 HAZELMERE WOOD WASTE TO ENERGY PLANT UPDATE (D2021/18185)

**COUNCIL RESOLUTION(S)**

MOVED CR CONGERTON                      SECONDED CR JEANS

THAT COUNCIL NOTES THE CONTENTS OF THIS PROJECT UPDATE.

**CARRIED UNANIMOUSLY**

19.2 APCr BUSINESS PLAN (D2021/18505)

**COUNCIL RESOLUTION(S)**

MOVED CR CONGERTON                      SECONDED CR ZANNINO

THAT:

- 1 COUNCIL ENDORSE THE BUSINESS PLAN FORMING THE ATTACHMENT TO THIS REPORT.
- 2 COUNCIL DELEGATE AUTHORITY TO THE CEO, TO NEGOTIATE AN AGREEMENT AS DETAILED IN THE REPORT.
- 3 COUNCIL DIRECTS THE CEO TO PREPARE A SEPARATE REPORT TO COUNCIL WITH THE PROPOSED AGREEMENT FOR ITS REVIEW AND ENDORSEMENT.
- 4 THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.

**CARRIED UNANIMOUSLY**



- 19.3 PROGRESS REPORT ON EMRC REQUEST FOR TENDER 2021-002, PERMANENT FOGO PROCESSING FACILITY AND BUSINESS PLAN FOR THE PURPOSE OF THE MAJOR TRADING UNDERTAKING (D2021/18507)

**COUNCIL RESOLUTION(S)**

MOVED CR CONGERTON      SECONDED CR ZANNINO

THAT:

- 1 COUNCIL ENDORSES THE DRAFT BUSINESS PLAN FOR A MAJOR TRADING UNDERTAKING FORMING THE ATTACHMENT TO THIS REPORT.
- 2 IN ACCORDANCE WITH S.3.59(4) OF THE *LOCAL GOVERNMENT ACT 1995*, THAT PUBLIC NOTICE BE GIVEN TO SEEK PUBLIC CONSULTATION OF THE EMRC PROPOSAL TO COMMENCE THE MAJOR TRADING UNDERTAKING.
- 3 THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.

**CARRIED UNANIMOUSLY**

**20 FUTURE MEETINGS OF COUNCIL**

A Special Meeting of Council will be held on Thursday 4 November 2021 at the EMRC Administration Office, 1<sup>st</sup> Floor, 226 Great Eastern Highway, Ascot WA 6104 commencing at 6.00pm.

**Future Meetings 2021**

Thursday	Special	4	November	at	EMRC Administration Office
Thursday		25	November	(If Required) at	EMRC Administration Office

**21 DECLARATION OF CLOSURE OF MEETING**

The Chairman advised that this was the last Ordinary Meeting of Council prior to the Local Government elections. Councillors were thanked for their support and contribution over the past two years. As he will not be continuing on in his role as a Councillor for the Town of Bassendean and Chairman of this Council, he wished those Councillors up for election the best of luck and hoped that they would all return to their respective Councils and the EMRC after the elections in order to continue on this journey.

Cr Congerton thanked Cr Wilson for his good work as Chairman over the last two years.

Councillors acknowledged Cr Wilson's contribution as Chairman.

The Chairman declared the meeting closed at 7:39pm.



## CASH AND INVESTMENTS AUGUST 2021

Actual June 2020	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
Municipal Cash and Investments					
5,857,095	4,257,276	Cash at Bank - Municipal Fund 01001/00	2,006,230	2,006,230	0 (F)
4,050	4,050	Cash on Hand 01019/00 - 02	4,050	4,050	0 (F)
16,046,391	9,952,725	Investments - Municipal Fund 02021/00	2,000,000	2,000,000	0 (F)
21,907,536	14,214,051	Total Municipal Cash	4,010,280	4,010,280	0 (F)
Restricted Cash and Investments					
749,821	750,886	Restricted Investments - Plant and Equipment 02022/01	704,819	704,819	0 (F)
2,943,263	2,947,443	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	6,090,227	6,090,227	0 (F)
11,460,995	11,477,271	Restricted Investments - Future Development 02022/03	9,086,393	9,086,393	0 (F)
1,349,161	1,351,077	Restricted Investments - Environmental Monitoring Red Hill 02022/04	2,951,545	2,951,545	0 (F)
59,639	59,724	Restricted Investments - Environmental Insurance Red Hill 02022/05	65,714	65,714	0 (F)
15,813	15,836	Restricted Investments - Risk Management 02022/06	16,002	16,002	0 (F)
600,945	601,799	Restricted Investments - Class IV Cells Red Hill 02022/07	551,046	551,046	0 (F)
41,177,833	41,236,313	Restricted Investments - Secondary Waste Processing 02022/09	37,275,373	37,275,373	0 (F)
1,158,161	1,159,806	Restricted Investments - Class III Cells 02022/10	2,231,556	2,231,556	0 (F)
79,842	79,955	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	80,683	80,683	0 (F)
5,325,000	5,332,562	Restricted Investments - EastLink Relocation 02022/19	5,325,000	5,325,000	0 (F)
123,503	71,217	Restricted Investments - Accrued Interest 02022/19	433,707	433,707	0 (F)
1,033,136	1,034,603	Restricted Investments - Long Service Leave 02022/90	1,063,370	1,063,370	0 (F)
66,077,112	66,118,492	Total Restricted Cash	65,875,435	65,875,435	0 (F)
87,984,648	80,332,543	TOTAL CASH AND INVESTMENTS	69,885,715	69,885,715	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.

Attachment 5 to Council 23 September 2021 Item 14.2

EMRC Investment Report			
August 2021			
<b>I. Overall Portfolio Limits</b>			
S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %
AAA	A-1+	45.39%	100.00%
AA	A-1	38.82%	100.00%
BBB	A-2	15.79%	15.00%
		100.00%	
The Investment Policy is in breach with regard to the A2 ADI's which is to have a maximum of 15% cumulative			
<p><b>Investment by S&amp;P Rating</b></p> <p>A-2, 15.79%</p> <p>A-1, 38.82%</p> <p>A-1+, 45.39%</p>			
<b>II. Single Entity Exposure</b>			
	S&P Long Term Rating	S&P Short Term Rating	% Portfolio
AMP	BBB	A-2	5.26%
ANZ Banking Group	AAA	A-1+	5.26%
ME Bank	BBB	A-2	5.26%
NAB	AAA	A-1+	36.85%
Westpac / St. George Bank	AAA	A-1+	3.28%
Suncorp	AA	A-1	3.95%
Bank of Queensland	BBB	A-2	5.26%
Macquarie Bank	AA	A-1	34.88%
			100.00%
* Non-Fossil Fuel ADI (Authorised Deposit Taking Institution)			
The Investment Policy is in breach with regard to the A2 ADI's which are to have a maximum of 5% individually			
<b>III. Term to Maturity Framework</b>			
Maturity Profile	Investment Policy Guidelines		
	% Portfolio	% Min	% Max
Less Than 1 Year	100.00%	40%	100%
Greater than 1 year & less than or equal to 3 years	0.00%	0%	60%
	100.00%		
<b>IV. Fossil Fuel Divestment</b>			
	% Portfolio		
Non-Fossil Fuel ADI's	9.21%		
Fossil Fuel ADI's	90.79%		
	100.00%		

**10.4 Community And Development Directorate Reports****10.4.1 Proposed Single Storey Grouped Dwelling, Including Street Tree Removal - Lot 73, 85 Wolseley Road, Morley**

<b>Applicant/Proponent:</b>	Bornia Design
<b>Owner:</b>	Hone Yin Chu and Hui Wu
<b>Responsible Branch:</b>	Development and Place
<b>Responsible Directorate:</b>	Community and Development
<b>Authority/Discretion:</b>	Quasi-Judicial
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	1. Attachment 1 Development Plans [ <b>10.4.1.1</b> - 3 pages] 2. Attachment 2 Subdivision Plan [ <b>10.4.1.2</b> - 1 page]
<b>Refer:</b>	N/A

**SUMMARY**

A planning application has been received for a proposed single-storey grouped dwelling at Lot 73, 85 Wolseley Road, Morley. Given the proposal includes the removal of the western most street verge tree and in view of Council's interest regarding street tree removal the application is referred to Council for determination. The proposal is supported by officers subject to conditions since vehicular access cannot be provided to the proposed rear grouped dwelling without removal of the western most street verge tree.

**OFFICER'S RECOMMENDATION**

That Council grants planning approval for the proposed single-storey grouped dwelling at Lot 73, 85 Wolseley Road, Morley in accordance with the planning application and plans dated 15 September 2021, 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 existing Queensland Box street verge tree situated on the western side within the verge adjoining the subject property may be removed to provide vehicular access to the proposed dwelling, and this street verge tree removal is to be 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.
3. Prior to the removal of the Queensland Box street verge tree situated on the western most side of the verge adjoining the subject property, the owner/applicant is to pay the City of Bayswater the amount of \$4,536.00 as determined by the Helliwell Assessment undertaken by the City to compensate for the loss of amenity value provided by the tree.
4. All other trees street tree(s) within the verge adjacent the subject property is to be retained and shall have measures consistent with AS 4970-2009 undertaken to ensure its 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 and/or adjacent to 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, outside or adjacent to 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).
5. In the event the street verge tree required to be retained adjacent to the subject site is damaged, removed or suffers irreversible effects to its health during development and in the first two years after development, the landowner will be liable to pay for the amenity (Helliwell) valuation, plus the cost of a City provided replacement tree (s) and three (3) years maintenance.
6. Landscaping, reticulation and the tree(s) required to be planted on the property, 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. The approved boundary wall and footings abutting the southern 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.
8. The existing dwelling is to comply with the grouped dwellings requirements of the Residential Design Codes, including (but not limited to):
- (a) provision of a minimum of 2 car bays;
  - (b) provision of a permanent enclosed storage area; and
  - (c) provision of an outdoor living area, with a minimum area of 30m<sup>2</sup> and a minimum dimension of 4m to the satisfaction of the City of Bayswater.
9. The proposed driveway being constructed with brick paving or concrete and drainage/soak wells to be provided to the satisfaction of the City of Bayswater.
10. All vehicle crossings being upgraded, designed and constructed to the satisfaction of the City of Bayswater.
11. A 3m x 3m truncation being provided where the vehicle access leg adjoins the rear lot.
12. A 1.5m x 1.5m truncation being provided where the access leg/driveway meets the road reserve.
13. All stormwater and drainage runoff produced onsite is to be disposed of onsite to the satisfaction of the City of Bayswater.

14. 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.

**Advice Notes:**

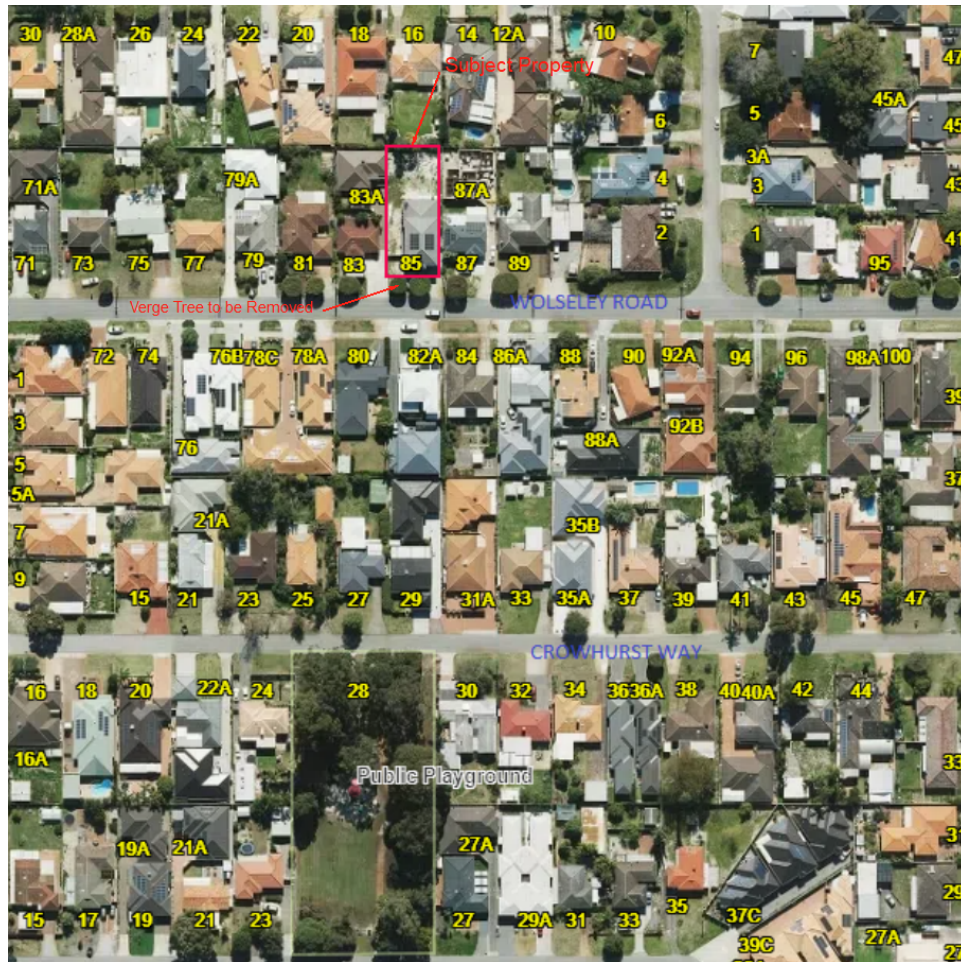
1. Vehicle crossover shall be designed and constructed in accordance with the City's Specifications for Crossovers. Applicants/owners are advised to contact the City's Engineering Services in regard to the crossover requirements, crossover application process and eligibility for the City's crossover subsidy.
2. 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.
3. This approval is not an authority to ignore any constraint to development on the land, which may exist through contract or on title, such as but not limited to an easement or restrictive covenant. It is the responsibility of the applicant/owner to investigate any such constraints before commencing development.
4. This approval does not authorise any interference with dividing fences, nor entry onto neighbouring land. Accordingly, should the applicant/landowner wish to remove or replace any portion of a dividing fence, or enter onto neighbouring land, the applicant/landowner must first come to a satisfactory arrangement with the adjoining property owner. Please refer to the *Dividing Fences Act 1961*.
5. Kerbs, roadways, footpaths, open drains, stormwater pits, service authority pits and verge areas must be adequately protected, maintained and reinstated if required, during and as a result of carting and all works associated with this development.

**BACKGROUND**

<b>Application Number:</b>	DA21-0561
<b>Address:</b>	Lot 73, 85 Wolseley Road Morley
<b>Town Planning Scheme Zoning:</b>	Residential R25
<b>Use Class:</b>	'P' (Permitted)
<b>Lot Area:</b>	754m <sup>2</sup>
<b>Existing Land Use:</b>	Single House
<b>Surrounding Land Use:</b>	Single Houses and Grouped Dwellings
<b>Proposed Development:</b>	Single Storey Grouped Dwelling

A planning application dated 15 September 2021 has been received for a proposed single-storey grouped dwelling at the rear of Lot 73, 85 Wolseley Road, Morley (refer to **Attachment 1**). The proposal includes the removal of the western most street verge tree in order to provide vehicle access to the proposed grouped dwelling because no other viable option exists to provide access to the grouped dwelling. The proposal also includes minor variations to the Residential Design Codes (R-Codes) as outlined below however the primary consideration for this proposal is the proposed street verge tree removal.





The site is also the subject of a survey strata subdivision application with the Western Australian Planning Commission (WAPC). The application proposes to create a front lot to accommodate the existing house and a lot at the rear for the proposed grouped dwelling (refer to **Attachment 2**).



The subject planning application has been submitted to obtain planning approval for the proposed grouped dwelling and to address the proposed street verge tree removal. The Department for Planning Lands and Heritage has advised that a determination will not be made on the survey strata subdivision application until the subject planning application and street verge tree removal has been determined by the City of Bayswater.

### EXTERNAL CONSULTATION

The City undertook public consultation of the street verge tree removal to landowners and occupiers located within a 50m radius of the subject site and for period of 14 days from 11 October 2021 to 25 October 2021. No submissions were received.

### OFFICER'S COMMENTS

Key Scheme Provisions	Required	Provided	Assessment
<b>Minimum Setbacks:</b>			
Front	6m	33.8m	Compliant
Side (West)	1m	1m	Compliant
Side (East)	1m	1.013m	Compliant
Rear	1.5m	1.513m	Compliant
<b>Boundary Wall:</b>			
Maximum Wall Height			
Side (Southern)	3.5m	3m	Compliant
Maximum Wall Length –			
Side (Southern)	9m	8.69m	Compliant
<b>Maximum Building Height:</b>			
Wall Height	8m	3m	Compliant
Roof Pitch Height	10m	5.3m	Compliant
Minimum Open Space	50%	49.86%	Variation
Maximum Overshadowing of Adjoining Property	25%	0%	Compliant
Minimum Trees	1 standard tree with tree growth zone radius of 2m	1 standard tree with tree growth zone radius of 2m in the rear setback	Compliant
Street Verge Trees	Street verge trees to be retained	Central street verge tree to be retained. Western street verge tree to be removed.	Variation
Minimum Parking	2 car bays	2 car bays	Compliant

### Open Space

The application provides 49.86% open space in lieu of the requirement to provide 50% open space and seeks a 0.14% (0.562m<sup>2</sup>) variation. A landscaping plan has been submitted with the application and demonstrates that the open space is adequate and functional and provides for the required lot boundary setbacks and an attractive setting for the proposed building. The open space is designed to provide the required outdoor living area situated to maximise access to northern light and be a usable space that provides opportunities for outdoor pursuits as well as landscaping including the provision of a private tree. The open space will meet the needs of future residents and given the property is within 130m of public open space, the open space variation is supported.

### Street Verge Tree Removal

There are two existing Queensland Box street trees within the verge adjoining the subject property. The western most (left hand side) verge tree is impacted by the proposed vehicle access to the proposed development, and is proposed to be removed accordingly. The tree has been assessed by the City's Arborist as being approximately 42 years old, standing at a height of 6.2m with a canopy cover of about 22m<sup>2</sup>. The recommendation is that ideally this tree would be managed to maximise useful lifespan.

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.*

It is considered that the proposed street verge tree removal on the subject site meets criterion (e) above. The site is already developed with a single house situated in the south eastern part of the site and accessed via a crossover on the eastern side of the verge. The position and lot boundary setbacks of the existing house prevent access to the proposed grouped dwelling being obtained from the existing crossover. It is not possible to locate a crossover between the two street verge trees due to there being insufficient setback and the significant removal of tree canopy required would undermine the tree. Accordingly, this results in the proposed grouped dwelling requiring access via a new crossover. The placement of a crossover adjacent to the western boundary and in the location of the western most street verge tree is considered the only viable option to provide access to the proposed grouped dwelling.

A Helliwell Assessment has been carried in accordance with the requirements of the *Trees on Private Land and Street Verges Policy* which amounts to \$4,536 for the amenity value of the street verge tree. A condition is included in the Officer Recommendation for the applicant to pay this amount to the City, prior to the lodgement of a Building Permit.

The City has requested that the applicant modify the landscape plan to remove paving within the street setback area of the existing house and replace this with landscaping including a private tree.

It is considered that the removal of the western most street verge tree to facilitate the placement of a vehicle crossover, complies with the City's *Trees on Private Land and Street Verges Policy* as it will facilitate vehicle access where there is no other access option available. The proposed grouped dwelling development will retain the centrally located verge tree and ensure its protection by providing the required setbacks from the new crossover. In addition, a Helliwell Assessment fee of \$4,536 is payable for the loss of the tree's visual, physical, environmental and ecological amenity value. The fee will be used by the City of Bayswater to plant additional trees in the same suburb as the subject site. Further, the landscape plan has been amended to remove paving to facilitate the planting of a private tree within the street setback area.

The removal of the western most verge tree and the retention of the central verge tree, in addition to the payment of the \$4,536 amenity value addresses the objectives of the City's *Trees on Private Land and Street Verges Policy* and *Urban Trees Policy*. The verge area will still provide for neighbourhood amenity via the retention of one verge tree and through the payment of the Helliwell Assessment amenity value, which will provide for the planting of additional trees within the suburb of a diverse range to enhance visual interest and enjoyment within the local community.

#### Street Tree Removal Determination

Whilst this proposed street tree removal is consistent with the City's *Urban Trees Policy* and meets above criterion e) of the policy, proposed street tree removals are usually referred to Council for consideration. This is in response to the Council's resolution at its Ordinary Meeting held 9 December 2014 whereby the removal of any trees on land under the control of the City were required to be included in reports presented for Council consideration in relation to tree removal.

Notwithstanding, the City sought advice and it is now considered that given the Council adoption of the *Urban Trees Policy* at the Ordinary Council Meeting held 27 March 2019, this policy supersedes the Council's 9 December 2014 resolution.

Accordingly, all future proposed street tree removal matters will be considered against the requirements and specific criteria of the *Urban Trees Policy*, and only where they do not meet the above policy criteria, will be referred to Council for consideration.

#### **LEGISLATIVE COMPLIANCE**

- City of Bayswater Town Planning Scheme No. 24;
- City of Bayswater Trees on Private Land and Street Verges Policy; and
- State Planning Policy 7.3 Residential Design Codes.

#### **OPTIONS**

The following options are available to Council:

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

## **FINANCIAL IMPLICATIONS**

Nil.

## **STRATEGIC IMPLICATIONS**

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

Theme: Our Built Environment.

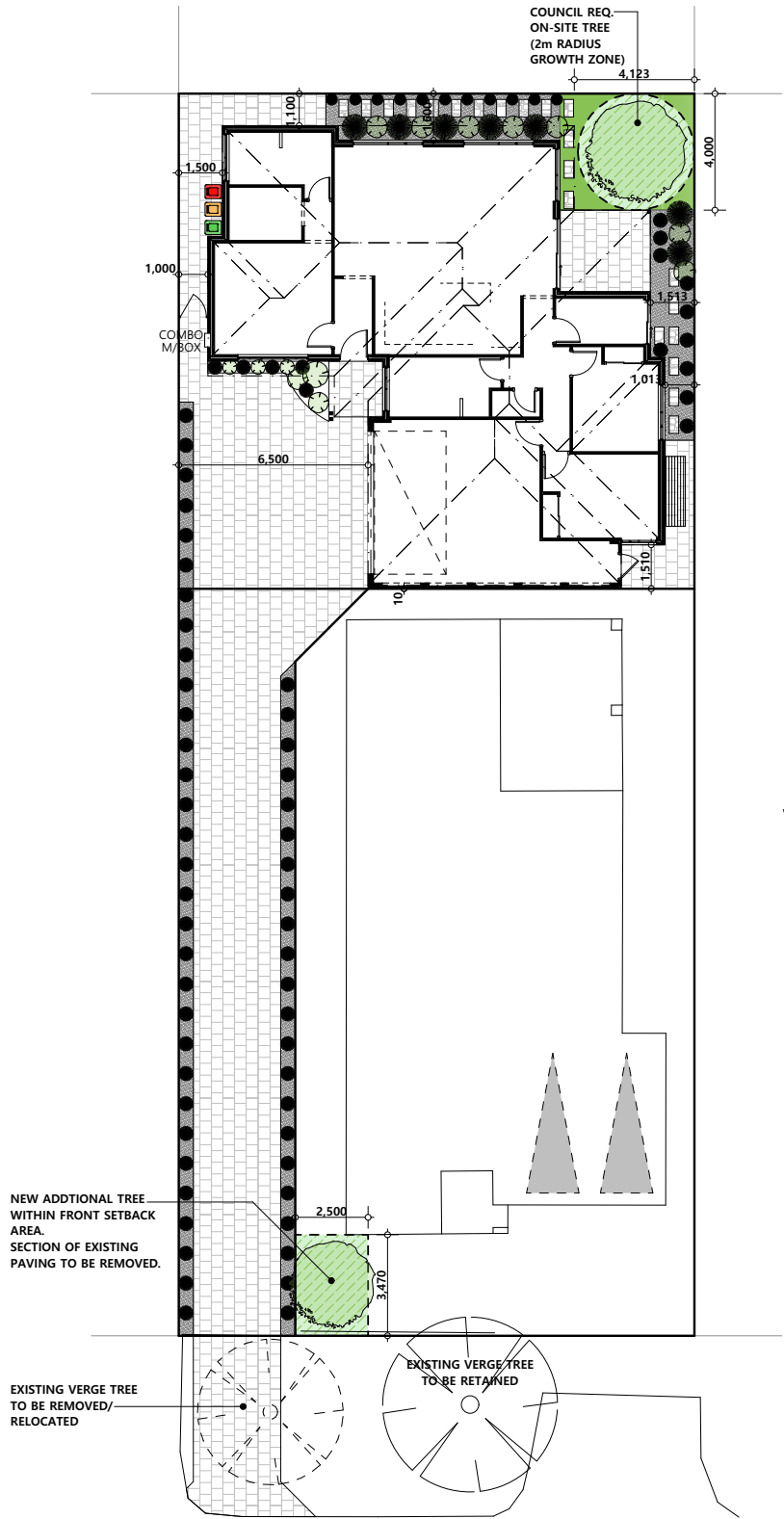
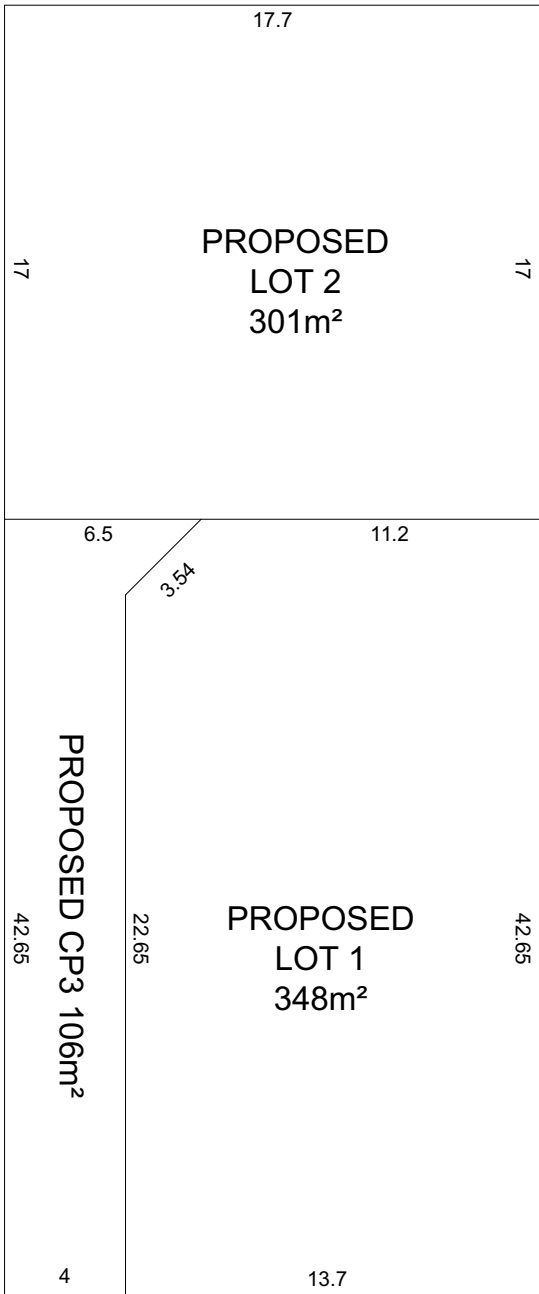
Aspiration: A quality and connected built environment.

Outcome B1: Appealing Streetscapes.'

Outcome B3: Quality built environment

## **CONCLUSION**

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



LANDSCAPING PLANT LEGEND			
Symbol	Description	Size of Plant	Amount
	Lepidosperma calocota	50cm Wide / 60cm High	86
	Dianella caerulea x 'Weeping Kate'	40cm Wide / 45cm High	13
	Sapium sebiferum (Chinese Tallow)	up to 5m - 7m high	2

LANDSCAPING GROUND COVER LEGEND	
	Paving
	Mulch

GENERAL NOTES:

- PROPOSED PLANTING POT SIZE:
  - TREES = 100L - 300L
  - SHRUBS = 175mm - 300mm
- LANDSCAPED AREA TO BE MULCHED TO COUNCILS REQUIREMENTS.
- AUTOMATED IRRIGATION DRIP SPRINKLER RETICULATION TO SERVICE LANDSCAPED AREA.
- PLANT TYPE MAY VARY DEPENDING AVAILABILITY! MAY BE REPLACED WITH A SIMILAR PLANT



Sapium Sebiferum  
(Chinese Tallow)



Liriope  
Evergreen Giant



Dianella Caerulea  
(Cassa Blue)

**bornia design**  
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**Project Address:**  
Lot 73 (No. 85) Wolseley Rd,  
Morley  
(City of Bayswater)

**Client:**  
Chu

**Drawing Name:**  
Lot Area Plan & Landscaping Plan

**Designed by :**  
C.Bornia

**Scale :**  
1:200, 1:3.47, 1:132

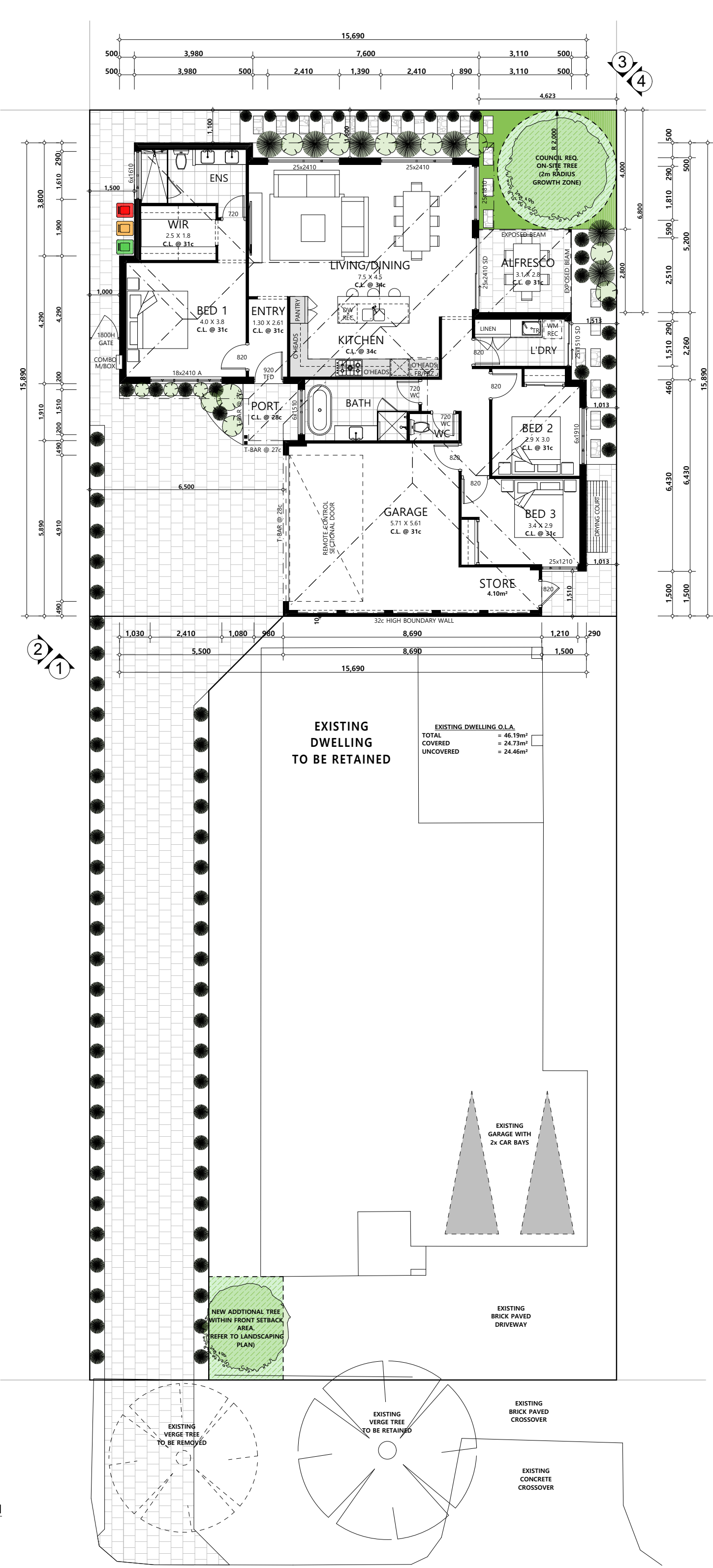
**Job No :**  
21-85WOLS

**Sheet :**  
3 OF 5

**Sheet size :**  
A2

Revisions/Variations	Checked	Date
C.B. Additional Tree	CB	29/10/21
C.B. Issued for DA	CB	06/09/21
C.B. DA Plans	CB	31/08/21
C.B. Concept Floor Plan A	CB	04/08/21
Dm Description	Checked	Date

GROUND FLOOR PLAN  
1:100



AREAS		
Ground Floor	Area	Perimeter
Ground Floor	136.97	60.16
Garage	38.83	29.16
Alfresco	8.71	11.82
Portico	3.74	7.82
188.25 m²		108.96 m

**SITE COVERAGE:**

R-Code Zoning = R25

Total Lot 2 Area = 301m²

Common Property (C.P.) = 106m²

1/2 of C.P. = 53m²

Allowed 50% of 354m² = 177m²

Site Coverage Provided = 176.76m² (49.93%)

Open Space = 50.07%

Outdoor Living Area = 31.44m²

(Uncovered Area = 21.33m²)

**borniadesign**  
BUILDING DESIGN | PLANNING | DOCUMENTATION  
Mobile : 0422 044 465  
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**Project Address:**  
Lot 73 (No. 85) Wolseley Rd,  
Morley  
(City of Bayswater)

**Client:**  
Chu

**Drawing Name:**  
Ground Floor Plan

**Designed by :**  
C.Bornia

**Scale :**  
1:1, 1:100

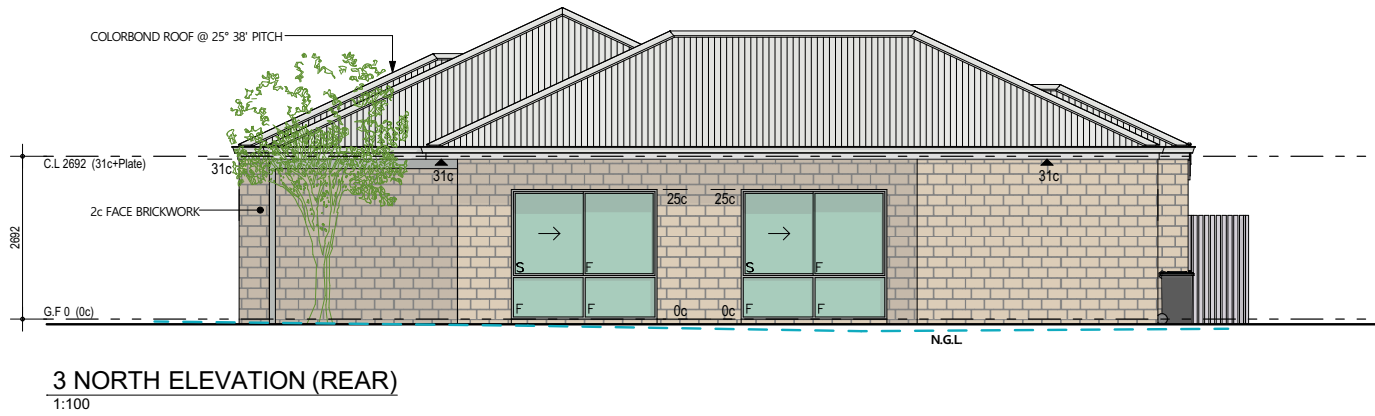
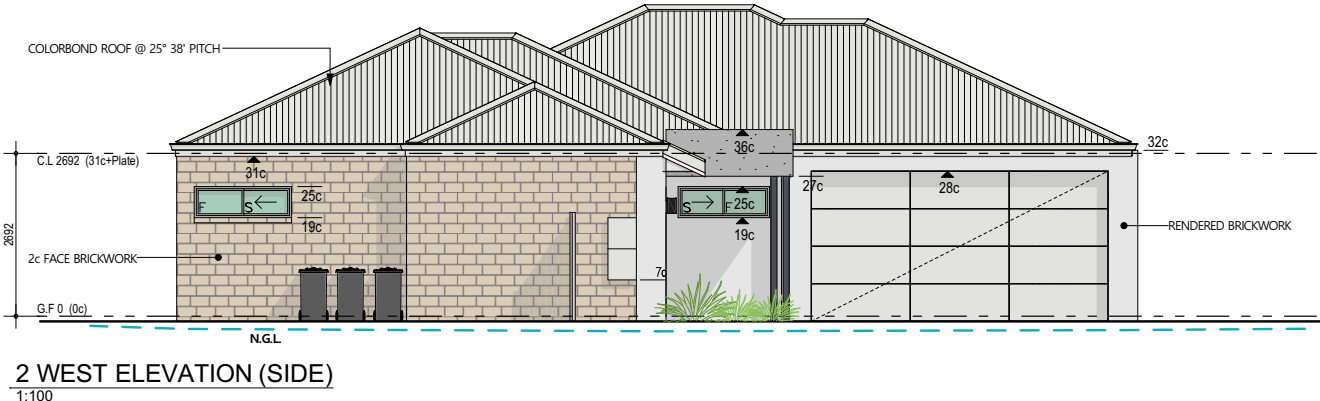
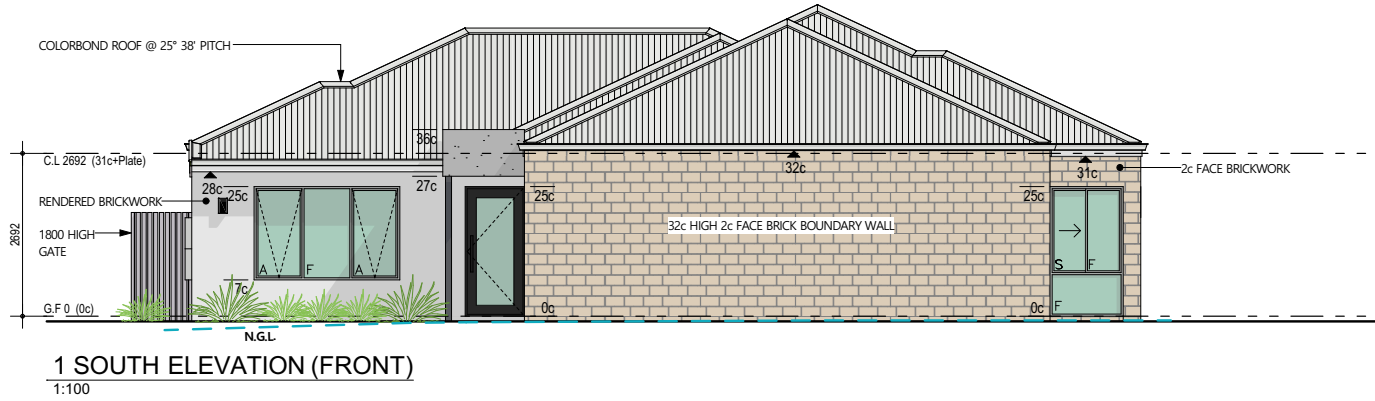
**Job No :**  
21-85WOLS

**Sheet :**  
4 OF 5

**Sheet size :**  
A2

Revisions/Variations	Checked	Date
CB   Additional Tree	CB	29/10/21
CB   Issued for DA	CB	06/09/21
CB   DA Plans	CB	31/08/21
CB   Concept Floor Plan A	CB	04/08/21
Dm   Description		





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**Project Address:**  
Lot 73 (No. 85) Wolseley Rd,  
Morley  
(City of Bayswater)

**Client:**  
Chu

**Drawing Name:**  
Elevations

**Designed by :**  
C.Bornia

**Scale :**  
1:100

**Job No :**  
21-85WOLS

**Sheet :**  
5 OF 5

**Sheet size :**  
A2

Revisions/Variations	Checked	Date
CB Additional Tree	CB	29/10/21
CB Issued for DA	CB	06/09/21
CB DA Plans	CB	31/08/21
CB Concept Floor Plan A	CB	04/08/21
Dm Description		







**10.4.2 Proposed Two Single-Storey Grouped Dwellings, Including Street Tree Removal - State Administrative Tribunal Section 31 Reconsideration - Lot 483, 35 Driscoll Way, Morley**

<b>Applicant/Proponent:</b>	Germano Designs Pty Ltd (Director: Joe Germano)
<b>Owner:</b>	Monika Glyzowski and Maciej Glyzowski
<b>Responsible Branch:</b>	Development and Place
<b>Responsible Directorate:</b>	Community and Development
<b>Authority/Discretion:</b>	Quasi-Judicial
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	1. Attachment 1 Plans for Development [10.4.2.1 - 4 pages]
<b>Refer:</b>	Item 10.4.2: OCM 29.6.2021

### SUMMARY

In accordance with orders from the State Administrative Tribunal (SAT), pursuant to Section 31 (1) of the *State Administrative Tribunal Act 2004*, the SAT has invited Council to reconsider its decision made at the Ordinary Council Meeting held 29 June 2021, to refuse the application for two single-storey grouped dwellings including street tree removal. The applicant provided additional information and amended plans following SAT mediation and it is considered the application can now be supported subject to appropriate conditions.

### OFFICER'S RECOMMENDATION

That Council grants planning approval for the proposed two single-storey grouped dwellings at Lot 483, 35 Driscoll Way, Morley in accordance with the development application dated 7 May 2021 and plans dated 30 April 2021 (as amended) and received 1 October 2021, 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 boundary wall and footings abutting the 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. The western-most street tree within the verge adjoining the subject site as indicated on the approved plans may 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.
4. Prior to the removal of the western-most street tree within the verge adjoining the subject site as indicated on the approved plans, the owner/applicant is to pay the City of Bayswater the following amounts:
  - (a) The tree amenity value amount of \$4,320 as determined by the Helliwell Assessment undertaken by the City to compensate for the loss of amenity value provided by the tree.
  - (b) The amount of \$2,500 which will cover the cost of a replacement mature tree and its maintenance for a period of three years. A replacement tree will be planted and maintained by the City within the verge area in close proximity to the subject site.
5. All other street tree(s) within the verge adjacent 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 and/or adjacent to 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 and/or adjacent to 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).
6. In the event the street verge tree required to be retained adjacent to the subject site is damaged, removed or suffers irreversible effects to its health during development and in the first two years after completion of the development, the landowner will be liable to replace the private tree and/or pay for the amenity (Helliwell) valuation, plus the cost of a City provided replacement tree (s) and three years maintenance of any street verge tree.
7. Revised plan(s) addressing the following matters shall be submitted to, and to the satisfaction of the City of Bayswater prior to the lodgement of a building permit application, and not result in any greater variation to the requirements of the Residential Design Codes:
  - (a) The crossovers to Units A and B each to be 3.4m in width and the driveway widths adjusted accordingly.
  - (b) One additional tree with a minimum 200L size at planting to be provided within the front setback Area.
  - (c) The two standard trees (Native Frangipani) to be a minimum 35L size at planting.
  - (d) Surface treatment to all open areas.
  - (e) Mulch to be provided to all garden beds.
  - (f) The number of plants of each species and their size at planting and maturity.
  - (g) Automated reticulation to be provided to all landscaped areas.
8. All stormwater and drainage runoff produced onsite is to be disposed of onsite to the satisfaction of the City of Bayswater.

9. All vehicle crossings being upgraded, designed and constructed to the satisfaction of the City of Bayswater.
10. The proposed driveway being constructed with brick paving or concrete to the satisfaction of the City of Bayswater.
11. Any new front fencing is to comply with the requirements of the Residential Design Codes to the satisfaction of the City of Bayswater.
12. Landscaping, reticulation and the tree(s) required to be planted on the property, 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.
13. 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.

**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. 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.
3. 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*.
4. Vehicle crossover shall be designed and constructed in accordance with the City's Specifications for Crossovers. Applicants/owners are advised to contact the City's Technical Services in regard to the crossover requirements, crossover application process and eligibility for the City's crossover subsidy.
5. 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.

**BACKGROUND**

<b>Application Number:</b>	DA21-0278
<b>Address:</b>	Lot 483, 35 Driscoll Way, Morley
<b>Town Planning Scheme Zoning:</b>	Medium and High Density Residential - R25
<b>Use Class:</b>	Grouped Dwelling - 'P' (Permitted)
<b>Lot Area:</b>	728m <sup>2</sup>
<b>Existing Land Use:</b>	Single House
<b>Surrounding Land Use:</b>	Single Houses, Grouped Dwellings, Local Public Open Space
<b>Proposed Development:</b>	Two Single-Storey Grouped Dwellings and Street Tree Removal

A planning application for two single-storey grouped dwellings including street tree removal was refused by Council at its Ordinary Meeting held on 29 June 2021 for the following reasons:

- “1. *The applicant has not demonstrated that the removal of the street verge tree located within the Driscoll 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 Driscoll Way.*
  - (f) *The loss of the street verge tree will contribute to the urban heat island effect and tree canopy reduction.*

The applicant subsequently lodged an application for review against the Council’s refusal of the development with the SAT. Mediation was undertaken on site and at the City’s Civic Centre on 19 August 2021. The City was represented by the then Mayor and the City’s officers. As a result of the meeting, additional information and amended plans were provided to the City on 1 October 2021 and the SAT has invited the City to reconsider its refusal of the proposal under Section 31 of the *Planning and Development Act 2005*. A Section 31 invitation invites the Council to reconsider its decision. In reconsidering the matter, the Council may:

- Affirm the original decision;
- Vary the decision; or
- Set aside the decision and substitute a new decision.

Should Council maintain its refusal of the proposal, the applicant may then choose to have the application determined at a full hearing of the SAT. The SAT would then make a final decision on the matter.

Arising from the mediation process the applicant provided amended plans and additional information with a view to retaining the affected street verge tree instead of removing it, subject to a reduced setback to the proposed crossover and justifying the proposed ‘side-by-side’ development configuration for the new dwellings in lieu of an alternative, ‘front-and-back’ battleaxe configuration.

The primary considerations in relation to this application is the impact of the reduced setback of the crossover on the street verge tree, the impact on the amenity of the streetscape and the contribution to the urban heat island effect and tree canopy reduction.





**EXTERNAL CONSULTATION**

The City sought comment for a 14 day period from adjacent affected property owners in respect of the proposed street tree removal and variations to the Residential Design Codes (R-Codes), and no objections were received.

**OFFICER'S COMMENTS**

Key Scheme Provisions		Required	Provided	Assessment
Minimum Setbacks:				
Front		3.0m	5.2m	Compliant
Side [west]		1.5m	1.2m	Variation
Side [east]		1.5m	1.2m	Variation
Rear		1.0m – 1.5m	3.6m – 7.2m	Compliant
Boundary Wall 1:				
Maximum Wall Height -		3.5m	2.9m	Compliant
Side [west]				
Maximum Wall Length -		11.4m	6.0m	Compliant
Side [west]				
Boundary Wall 2:				
Maximum Wall Height -		3.5m	3.0m	Compliant
Side [east]				
Maximum Wall Length -		11.4m	6.0m	Compliant
Side [east]				
Maximum Number of Lot Boundaries with Boundary Walls		2	2	Compliant
Minimum Open Space		50% / dwelling	48% / dwelling	Variation
Minimum Parking		2 car bays / dwelling	2 car bays / dwelling	Compliant
Minimum Street Verge Tree Setback to Crossover		2.0m	0.5m	Variation
Maximum Impervious Surface within Front Setback		50%	64.4%	Variation

Assessment of the proposal indicates that it meets the deemed-to-comply requirements of the R-Codes and the City's policies with the exception of minimum street verge tree setback, minimum lot boundary setbacks, minimum open space provision and maximum impervious surface within the front setback.

**Street Tree Setback**

A minimum setback of 0.5m in lieu of 2.0m from the base of the existing Queensland Box street verge tree to the new crossover to Unit A is proposed. The applicant has provided an arborcultural report prepared by Arborology WA which found the tree to be in good health, poor structural condition and worthy of retention. The report found that there may be some impacts from the construction of the crossover near the tree, however these are unlikely to be significant if specified tree protection measures, construction methodologies and recommendations are implemented. However, City officers have concerns with the report regarding the extent of tree canopy pruning required to meet the necessary vehicle height clearance, the extent of root pruning required for crossover construction, and compaction damage to the structural root plate of the tree.

Given the above concerns, officers consider the tree is unlikely to survive the impact of the reduced crossover setback and a more preferable alternative would be for the tree to instead be removed. Payment of the assessed tree amenity value and planting of two mature replacement trees, one within the front setback of the site and one in a suitable alternative position in the

Driscoll Way verge, would be considered appropriate in this instance to offset the impact on the streetscape of the loss of the existing street verge tree. Conditions of approval in this respect are accordingly included in the officer's recommendation.

#### Streetscape Amenity

Common development solutions for two dwellings on a site such as the subject site are a 'side-by-side' configuration with two separate crossovers such as currently proposed, or alternatively a 'front-and-back' battleaxe configuration with a shared common property access way. The primary advantage of the battleaxe configuration in this instance is that it would enable retention of the subject street verge tree without requiring a reduced crossover setback, in accordance with the City's policy *Trees on Private Land and Street Verges*. A separate crossover to each dwelling would no longer be required and the existing crossover position could be used for the common property access way. In addition the battleaxe configuration will allow reduced impact of vehicle access points and associated hardstand on the streetscape since no additional crossover and associated driveway will be required.

However, while the battleaxe configuration represents an alternative viable option to provide vehicular access for the development on this site without necessitating the removal of a mature street verge tree, the applicant has provided amended plans and additional information justifying why a 'side-by-side' configuration will in this instance provide a better overall development outcome. In particular, given the north-south orientation of the lots, natural sunlight to the outdoor living areas on the north side of the dwellings is maximised and no overshadowing of one dwelling upon another occurs.

The amended plans include a reduction in the overall width of the two crossovers. While a maximum 6m wide crossover could normally be supported for each dwelling in a 'side-by-side' configuration which amounts to a total 12m width, in this instance the total proposed width is only 7m. This width could be reduced further to 6.8m given the City's standard minimum crossover width for double garages is 3.4m. Accordingly the crossovers would comprise only 34% of the width of the lot frontage at the street.

The proposed 'side-by-side' configuration results in a variation to the front setback maximum impervious surface area deemed-to-comply requirements of the R-Codes. However it is considered that planting of a mature tree within the front setback area will serve to compensate for the additional hardstand and contribute to the streetscape and maintain the tree canopy.

Given the foregoing and subject to provision of two additional mature trees to replace the existing street verge tree, it is considered in this instance that the proposed 'side-by-side' development configuration will allow the existing streetscape character to be maintained and will provide a better overall development outcome than a battleaxe configuration.

#### Contribution to Urban Heat Island Effect and Tree Canopy Reduction

The applicant has provided additional information regarding the impact of the proposed development on the urban heat island effect and tree canopy reduction. The information indicates that while a 'side-by-side' configuration will generally result in more hardstand in the front street setback area than a battleaxe configuration with a shared access way, the battleaxe configuration will however generally result in more overall hardstand given the longer driveway required to provide vehicular access to the rear lot and the need for additional paved manoeuvring area such as reversing bays. City officers concur with this assessment and based on typical requirements it is estimated an additional 27% (34m<sup>2</sup>) of hardstand area is required for the battleaxe configuration. Accordingly, given the overall reduced amount of hardstand and the related additional space available for providing landscaping on site including two standard trees plus one additional mature tree together with a replacement mature street verge tree, it is considered the proposed 'side-by-side' development will comply with the City's tree canopy

coverage objectives and will mitigate the urban heat island effect in accordance with the objectives of the City's *Trees on Private Land and Street Verges Policy*.

#### Other Planning Matters

A minimum setback of 1.2m in lieu of the required 1.5m is proposed to the west lot boundary of Unit A (store-alfresco) and to the east lot boundary of Unit B (store-alfresco). Given the minor extent of the variations and that the proposed dwellings are single-storey only it is considered that adequate access to direct sun and ventilation is maintained to the subject site and adjoining properties, and that the building scale does not have an undue impact on the amenity of the adjoining properties. Further no overlooking and resultant loss of privacy will occur given no significant increase in ground level is proposed.

Open space of 48% is proposed for each dwelling in lieu of minimum 50% deemed-to-comply R-Codes requirement. The provided open space is however considered acceptable given the minor extent of the variation and that adequate external space including functional north-facing outdoor living areas, are provided for each dwelling for outdoor pursuits and access within the site. Further the site is located opposite Crimea Reserve should additional active open space be required by the residents.

The submitted landscape plan is considered to be generally compliant with the City's *Landscaping Policy* however additional details are required in respect of plant sizes and other aspects. An appropriate condition of approval in this regard is accordingly included in the officer's recommendation.

#### **LEGISLATIVE COMPLIANCE**

- City of Bayswater Town Planning Scheme 24;
- City of Bayswater local planning policies including *Trees on Private Land and Street Verges Policy* and *Landscaping Policy*;
- City of Bayswater Urban Tree Policy;
- State Planning Policy 7.3 Residential Design Codes Volume 1; and
- *Planning and Development Act 2005* (Section 31).

#### **OPTIONS**

The following options are available to Council:

1. Council approves the development application in accordance with the Officer's Recommendation. The risks associated with this option is considered to be reduced due to the reasons given for the Officer's Recommendation.
2. Council approves the development application subject to deleted or alternate condition(s). The risks associated with this option is considered dependent on the reasons given for the deleted/alternate condition(s) and the nature of the deleted/alternate condition(s).
3. Council refuses the development application. The risks associated with this option include that the applicant may choose to progress the matter to a full State Administrative Tribunal hearing resulting in significant costs to the City associated with the City needing to retain legal representation.

#### **FINANCIAL IMPLICATIONS**

Not applicable.



## **STRATEGIC IMPLICATIONS**

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

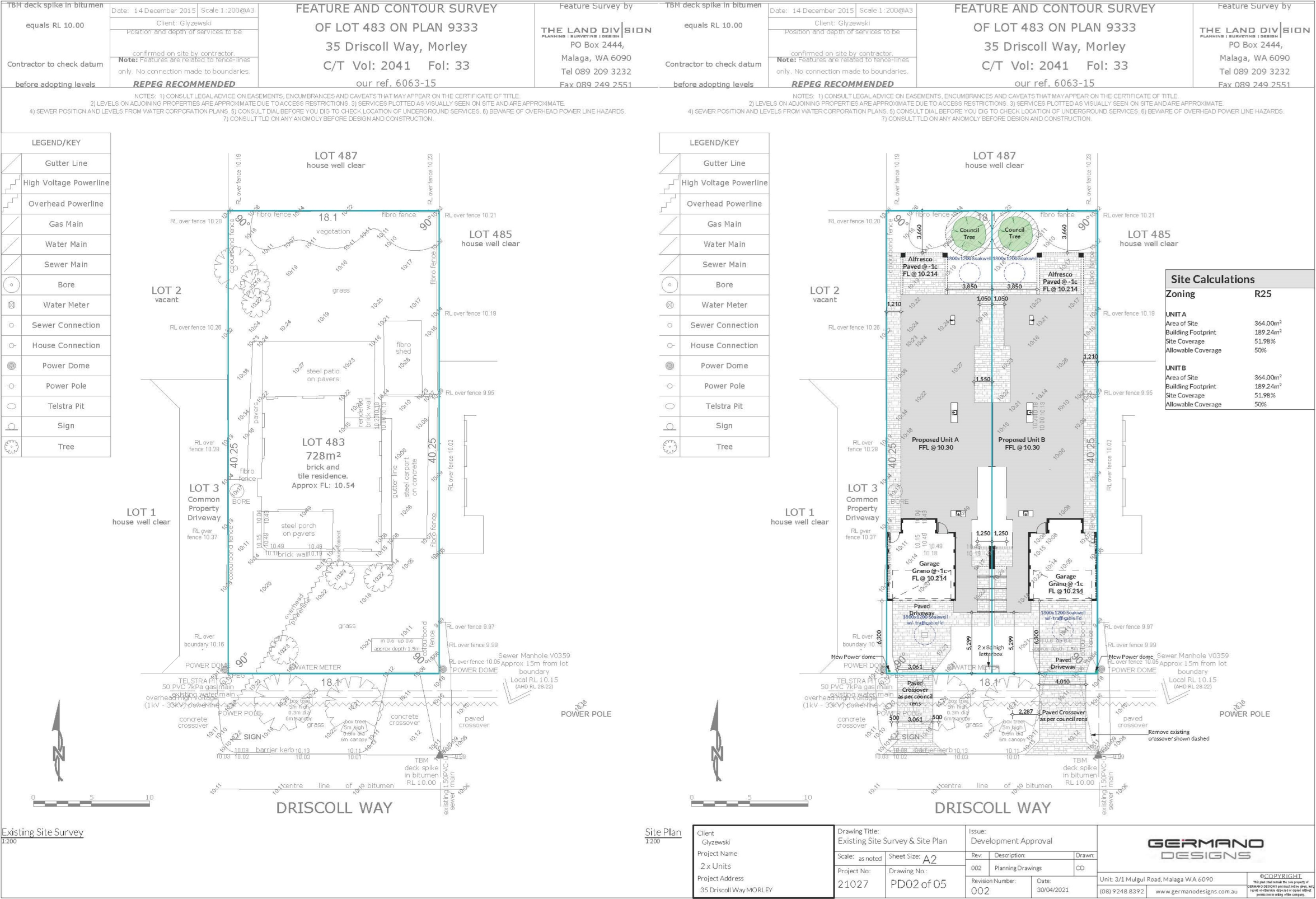
Theme: Environment and Liveability

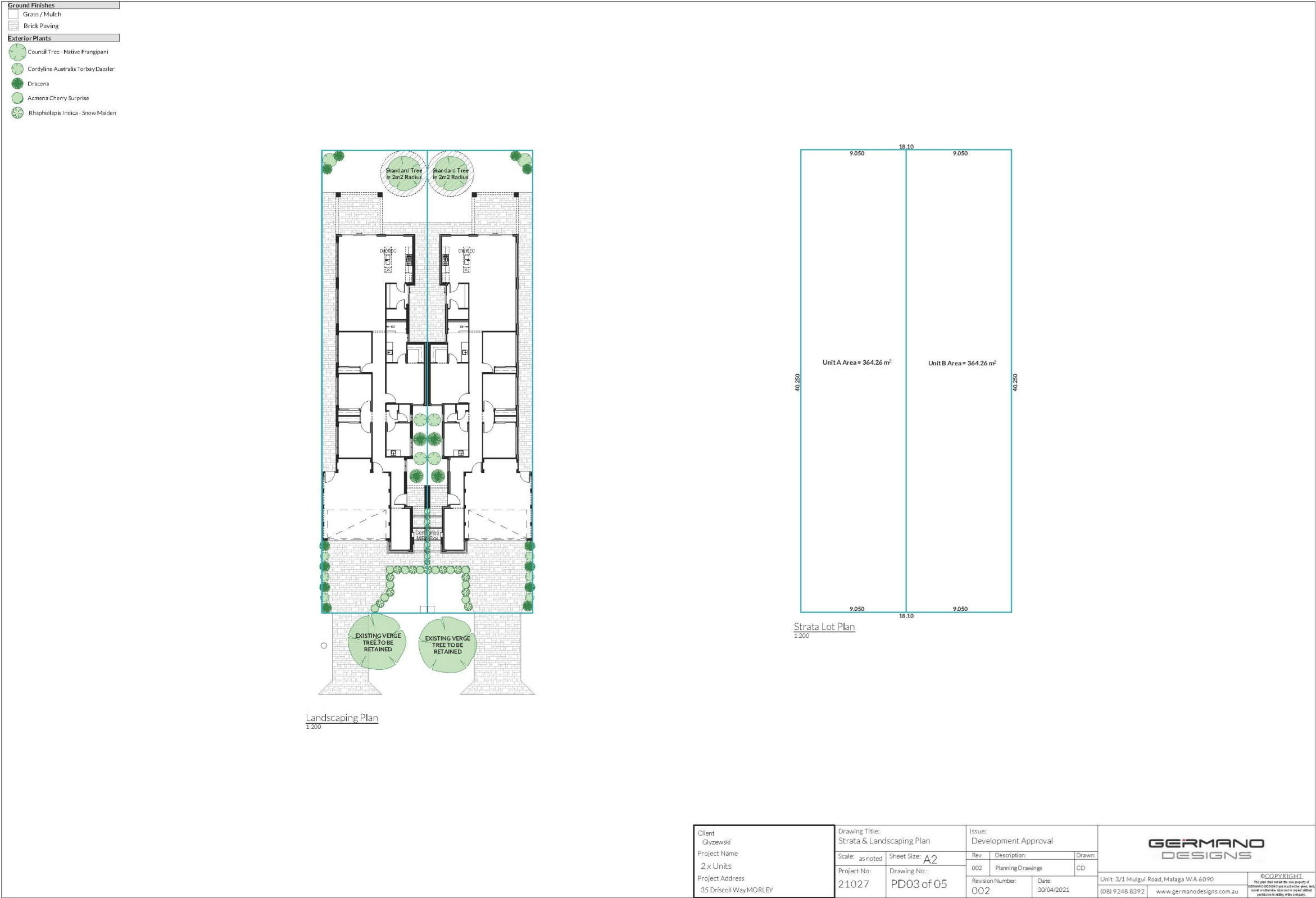
Goal E2: Remain focused on greening the City's suburbs and streetscapes and increasing the tree canopy.

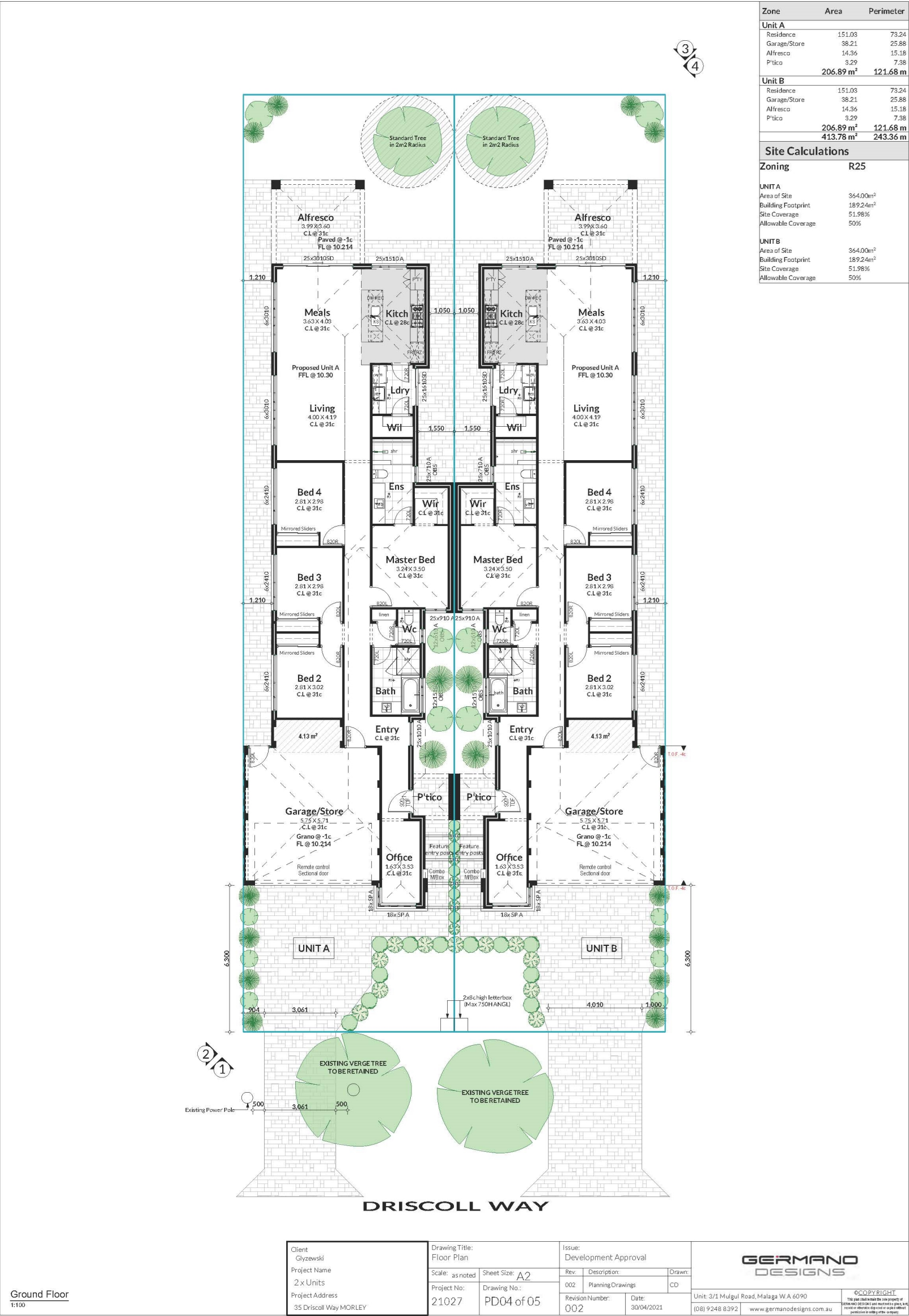
The proposed development will provide two new dwellings in an appropriate manner balancing their design requirements with the need to optimise provision of landscaping to the site and the streetscape including additional trees to increase the City's tree canopy.

## **CONCLUSION**

Given the afore-going assessment, the amended application is recommended for approval subject to the proposed conditions.











### 10.4.3 Proposed Change of Use to Restaurant and Ancillary Office and Caretaker's Dwelling and Associated Alterations and Additions (Including Existing Rear Carport)

<b>Applicant/Proponent:</b>	Planning Solutions
<b>Owner:</b>	Francesco Deiana, Aurelia Henriette Henrika Elmendorp, Felice Simonetti, Anna Maria Simonetti
<b>Responsible Branch:</b>	Development and Place
<b>Responsible Directorate:</b>	Community and Development
<b>Authority/Discretion:</b>	Quasi-Judicial
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Development Plans [<b>10.4.3.1</b> - 17 pages]</li> <li>2. Parking Management Plan [<b>10.4.3.2</b> - 8 pages]</li> <li>3. Design Review Panel (DR3) Report [<b>10.4.3.3</b> - 5 pages]</li> <li>4. CONFIDENTIAL REDACTED - Objections Location Map [<b>10.4.3.4</b> - 1 page]</li> </ol>
<b>Refer:</b>	Item 12.5.8: OCM 12.12.2006

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

#### SUMMARY

A development application, dated 30 November 2020, and amended plans submitted 26 October 2021, have been received for a change of use to restaurant and ancillary office and caretaker's dwelling and associated alterations and additions (including existing rear carport) at Lot 16, 277 Guildford Road, Maylands. The subject application proposes access to Lot 17, 279 Guildford Road, Maylands, and its car parking and bin store areas. The development proposes a 36.75% car parking shortfall. Both properties are listed as Category 3 heritage places on the City's Scheme Heritage List and the development has received many submissions from the community.

Main Roads WA (MRWA) has required modifications to the proposed car parking layout on Lot 17, 279 and the access to/from Guildford Road and does not support the application as proposed. The application is recommended for approval under the town planning scheme and the applicant will be required to obtain an approval from the Western Australian Planning Commission (WAPC) under the provisions of the Metropolitan Region Scheme (MRS) given MRWA do not support the proposal.

#### OFFICER'S RECOMMENDATION

That, pursuant to the City of Bayswater Town Planning Scheme No.24, Council grants planning approval for proposed change of use to restaurant and ancillary office and caretaker's dwelling and associated alterations and additions (including existing rear carport) at Lot 16, 277 and Lot 17, 279 Guildford Road, Maylands, in accordance with the planning application dated 30 November 2020 and amended plans received 26 October 2021, 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. Within 28 days of the issue date of this 'approval to commence development', the owner(s) or the applicant on behalf of the owner(s) shall comply with the following requirements:
  - (a) A building approval certificate application in accordance with sections 51, 52 and 54 of the *Building Act 2011*, and regulation 4 of the *Building Regulations*

- 2012 shall be submitted to, and to the satisfaction of the City of Bayswater, for the rear carport at Lot 16, 277 Guildford Road, Maylands.
3. Revised plan(s) addressing the following matters shall be submitted to, and to the satisfaction of the City of Bayswater prior to the lodgement of a building permit application, and not result in any greater variation to the City's requirements:
- (a) A 0.5m right of way widening area being denoted on the plans at the north-west boundary of Lot 16, 277 and Lot 17, 279 Guildford Road, Maylands;
    - (i) The new structures being relocated to avoid encroachment into the right of way widening area.
    - (ii) Bays 14 and 15 being relocated to avoid encroachment into the right of way widening area.
  - (b) The bin area behind the restaurant at Lot 16, 277 Guildford Road, Maylands, to be a minimum of 9m<sup>2</sup>.
  - (c) Any portion of the dividing wall at the shared boundary between Lot 16, 277 Guildford Road, Maylands and Lot 15, 275 Guildford Road, Maylands, which is being increased to a maximum height of 2.9m.

4. Lot 16, 277 and Lot 17, 279 Guildford Road, Maylands are to be amalgamated into a single lot prior to the submission of a building permit application. Alternatively, the owner may enter into a legal agreement with the City of Bayswater, prepared by the City's solicitors at the expense of the owner. The legal agreement will allow the owner 12 months to amalgamate the lots. The agreement is required to be executive by all parties concerned prior to the commencement of the works hereby permitted.

Alternatively, the owner of Lot 16, 277 Guildford Road, Maylands, shall enter into a legal agreement or register an easement with the City of Bayswater and/or the owner of Lot 17, 279 Guildford Road, Maylands, to provide for a reciprocal right of access for vehicular and pedestrian movement between the lots, together with drainage where applicable, to the satisfaction of the City. The agreement or easement must be executed and registered by the owner prior to the submission of a building permit application or prior to occupation of the development where a building permit is not required.

The legal documentation shall be prepared by the City's solicitors to the satisfaction of the City. All reasonable City's solicitor costs and disbursements associated with the preparation and registration of the documentation, shall be met by the applicant/owner of the land.

5. The hours of operation of the businesses on Lot 16, 277 and Lot 17, 279 Guildford Road, Maylands shall be limited to the following and the businesses shall not operate simultaneously, to the satisfaction of the City of Bayswater:
- (a) Restaurant/café at Lot 17:  
Monday-Saturday: 7:00am-4:00pm
  - (b) Restaurant at Lot 16:  
Monday-Thursday: 4:30pm- 9:30pm  
Friday and Saturday: 4:30pm- 10:30pm  
Sunday: 8am-9:30pm
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. The vineyard area adjacent to the building shall not be used for outdoor dining or any use by patrons. An acoustic report shall be submitted to the City prior to any use of the vineyard area for outdoor dining or by patrons, to address the

- impact of the noise generated from the vineyard area onto the surrounding residential properties and the recommendations to mitigate the noise.
8. Windows, doors and adjacent areas fronting Guildford Road shall maintain an active and interactive relationship with the street, with no use of reflective or obscure glazing, to the satisfaction of the City of Bayswater.
  9. Suitably screened refuse bulk bin areas of minimum 9m<sup>2</sup>, shall be provided to the satisfaction of the City of Bayswater. The bin area is to be provided with a permanent water supply and drainage facility for wash-down and is to be screened by a gate and brick walls or other suitable material to a height of not less than 1.8m. The reciprocal bin area on Lot 17, 279 Guildford Road, Maylands, shall be accessible via a suitably constructed service road that will allow heavy vehicle movement.
  10. The refuse and recycling management shall be implemented in accordance with the approved Waste Management Plan, as amended September 2021, in its entirety, to the satisfaction of the City of Bayswater.
  11. The parking management plan, dated 26 October 2021, shall be implemented in its entirety, to the satisfaction of the City of Bayswater.
  12. The approved bays on Lot 16, 277 Guildford Road, Maylands, shall be used for staff and caretakers only. The staff parking bays shall be marked and thereafter maintained to the satisfaction of the City of Bayswater.
  13. The approved parapet/boundary walls and footings abutting the north-west 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.
  14. No new development shall occur within 0.5m of the north-west boundary of Lot 16, 277 and Lot 17, 279 Guildford Road, Maylands, to facilitate future right of way widening. Upon the City's request, any existing structure encroaching the right of way widening area shall be removed from the right of way widening area, at the applicant/owner's cost, to the satisfaction of the City of Bayswater.
  15. Any proposed vehicular entry gates shall be either open at all times or suitable management measures shall be implemented to ensure access is available for visitors at all times.
  16. Walls, fences and other structures are to be truncated or reduced to no higher than 0.75m within 1.5m of where the access leg/driveway meets the road reserve.
  17. The section of driveway connecting Lot 16, 277 to Lot 17, 279 Guildford Road, Maylands, shall be graded/levelled to achieve compliance with the permitted driveway gradients of Australian Standards AS2890.1, to the satisfaction of the City of Bayswater.
  18. The car parking area(s) on Lot 16, 277 and Lot 17, 279 Guildford Road, Maylands, shall be sealed, drained, paved and line marked in accordance with the approved plans prior to the first occupation of the development and maintained thereafter by the owner(s)/occupier(s) to the satisfaction of the City of Bayswater.
  19. The approved loading bay (Bay 4) shall be accordingly marked, or provided with a sign, and thereafter maintained to the satisfaction of the City of Bayswater.
  20. The existing crossover on the road reserve adjacent to Lot 16, 277 Guildford Road, Maylands, is to be removed and the verge be reinstated to the satisfaction of the City of Bayswater.
  21. The existing and/or proposed driveways being constructed with brick paving or concrete and drainage/soak wells to be provided to the satisfaction of the City of



**Bayswater.**

22. The proposed Cheese Production area shall be associated with the proposed restaurant only. No retailing is to be undertaken within this area on the premises, to the satisfaction of the City of Bayswater.
23. The signage hereby permitted shall not contain any flashing, moving or pulsating lighting, nor contain lighting that is distracting to road users, or interferes with traffic signals, to the satisfaction of the City of Bayswater.
24. A detailed schedule of external finishes (including materials and colour schemes and details) shall be submitted to, and to the satisfaction of the City of Bayswater, prior to the submission of a building permit application.  
  
These details shall be provided with the view to ensure that the garden walls and fences are well designed and the interface of the development with the streetscape and pedestrian path is of a high quality.
25. Any external services and utilities including air conditioning units shall be integrated into the design of the building and shall be located so as not to be visually obtrusive to the street and/or adjoining properties to the satisfaction of the City of Bayswater.
26. Prior to the submission of a building permit application, the applicant is required to submit a report, prepared by a qualified acoustic engineer, to address the following, to the satisfaction of the City of Bayswater:
  - (a) Demonstrate that the caretaker's dwelling meets Quiet House B noise amelioration measures as outlined in the State Planning Policy 5.4 Road and Rail Noise Guidelines. The Quiet House B noise amelioration measures are to be implemented in their entirety and thereafter maintained.
  - (b) Address the potential impact of the proposed development on the surrounding residential dwellings resulted by any noise emissions including mechanical ventilation, mechanical plants and waste collection/disposal.
27. All stormwater and drainage runoff produced onsite is to be disposed of onsite to the satisfaction of the City of Bayswater.
28. 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.

**Advice Notes:**

1. Under the provisions of the Metropolitan Region Scheme, approval to commence development must also be obtained from the Western Australian Planning Commission and your application has been forwarded to the Commission for its determination. Development must not be commenced until approval under the Metropolitan Region Scheme has been given, additionally to any other required approval, licence, certificate or permission.
2. 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.
3. 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.
4. In relation to Condition 5 any modification to the operating hours of the businesses resulting in an overlap in the operating hours of the two businesses will require an amended planning approval to be obtained from the City of Bayswater.
  5. The caretaker's dwelling shall be used as a dwelling by a person having the care of the building, plant, equipment or grounds associated with the restaurant carried on or existing on the same site.
  6. 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.
  7. The proposed development shall comply in all respects with the National Construction Code of Australia and/or *Health (Public Building) Regulations 1992*. Plans and specifications that reflect these requirements are required to be submitted to the City of Bayswater with the building permit application.
  8. 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*.
  9. The change of use permitted by this approval requires reclassification of the existing buildings under the Building Regulations. This may result in a requirement for significant alterations to the building and it is suggested that you discuss this matter with the City prior to submission of a building permit application.
  10. The garage within the office/caretaker's dwelling building does not provide the required vehicular manoeuvring space by the Australian Standards AS2890.1 and is not approved by the City as a car bay.
  11. The development/use hereby permitted shall comply with the *Environmental Protection Act 1986*, the *Health Act 1911*, *Health (Air Handling and Water Systems) Regulations 1994*, and any relevant environmental protection or health regulations.
  12. Sanitary facilities shall comply with the National Construction Code of Australia (NCC). The applicant shall submit amended building layout, prior to a building permit, to demonstrate compliance with NCC sanitary requirements.
  13. The applicant is to make arrangements to the satisfaction of the Water Corporation for the provision of reticulated sewerage to all lots/units within the subdivision/development. Where the Water Corporation reticulated sewer is not available the premises are to be connected to an approved wastewater treatment system which complies with the requirements of the *Treatment of Sewage and Disposal of Effluent and Liquid Waste Regulations* and the *Government Sewerage Policy Perth Metropolitan Region*.
  14. The applicant shall submit a copy of the Water Corporation permit to discharge liquid waste into sewer to the City's Environmental Health Services, prior to the commencement of the use.
  15. The applicant shall include the detailed plan and location of grease arrester within the building permit application.
  16. The approved food premises shall comply with the *Food Act 2008* and *Australian*

***Food Standard Codes.*****BACKGROUND**

<b>Application Number:</b>	DA20-0789
<b>Address:</b>	Lots 16 and 17, 277 and 279 Guildford Road Maylands
<b>Town Planning Scheme Zoning:</b>	Business
<b>Use Class:</b>	Restaurant 'P' (Permitted), Office 'P', Caretaker Dwelling 'D' (Discretionary)
<b>Lot Area:</b>	Lot 16: 715m <sup>2</sup> - Lot 17: 636m <sup>2</sup>
<b>Existing Land Use:</b>	Lot 16: Automotive Sales and Repairs Lot 17: Restaurant
<b>Surrounding Land Use:</b>	Commercial, Single Houses, Grouped Dwellings
<b>Proposed Development:</b>	243m <sup>2</sup> Restaurant and 110m <sup>2</sup> Office/Caretaker Dwelling

A development application, dated 30 November 2020, and amended plans submitted 26 October 2021, have been received for a change of use to restaurant and ancillary office and caretaker's dwelling and associated alterations and additions (including existing rear carport) at Lot 16, 277 Guildford Road, Maylands. The application also includes access to the parking area of Lot 17, 279 Guildford Road, Maylands, to provide car parking bays for the staff and visitors of the proposed restaurant, office and caretaker's dwelling. Notwithstanding of the access to the adjacent car parking area at Lot 17, (279), the development results in 9.3 car bays variation.

The properties at Lot 16, 277 and Lot 17, 279 Guildford Road, Maylands, are listed as Category 3 heritage places on the City's Scheme Heritage List and Local Heritage Survey. The rear addition to the existing restaurant Lot 17 (279) was recently conditionally approved as a minor extension under the City's delegated authority. As part of the subject application, removal of the existing unauthorised sea containers from the rear of the building at Lot 17 (279) was conditioned to allow for the required car parking bays for the extended restaurant area.

The property at Lot 16 (277) was most recently used as an automotive service (MG Vehicles). The subject development application aims to relocate the existing restaurant at Lot 17 (279) to the existing front building at Lot 16 (277) and add a small extension to the subject building adjacent to the north-eastern boundary. The existing building at Lot 17 (279) will remain operating as a restaurant/café only when the proposed restaurant at Lot 16 (277) is not operating.

The design of the development received many submissions from the wider community during the first round of community consultation.

In view of the community's submissions and the heritage value of the places, the development application was referred to the City's Design Review Panel (DRP) as a one panel member review.

Following the three reviews of the panel member, the development plans were revised with the areas of concern raised in the review being satisfactorily addressed in amended plans.

The application is being reported to Council given the properties are Category 3 heritage listed and the car parking variation is beyond City officer delegation.



## EXTERNAL CONSULTATION

### Referral to MRWA

The sites are located on Guildford Road (Primary Regional Road) and in accordance with the Instrument of Delegation Del 2017/02, the development application including all plans have been referred to Main Roads WA for comment.

MRWA does not support the application given the amended plans do not address required modifications by MRWA. The following table identifies MRWA's required changes and the applicant's responses:

MRWA's Requested Modifications	Applicant's Responses
<p>1. <i>"Access onto Guildford Road to be designed to allow for left out only."</i></p> <p>2. <i>"The car park layout is to be redesigned to facilitate entry to the site from the rear laneway."</i></p>	<p><i>"Reversing the internal flow of traffic is not acceptable as:</i></p> <ul style="list-style-type: none"> <li><i>it introduces an unsafe traffic movement, requiring drivers to react to high-speed traffic with minimal sightlines; and</i></li> <li><i>it seriously discourages customers from parking onsite first, as the option of parking on local streets does not require customers to undertake a dangerous exit onto Guildford Road and circle the block to find more parking if on-site parking is full.</i></li> </ul> <p><i>The proposal to require vehicles to enter from Guildford Road does not require unsafe exit movements or destruction of heritage buildings for sightlines, and reflects current and historical use of the driveway."</i></p>
<p>3. <i>"The left out on to Guildford Road is to comply with Main Roads supplement to Austroads Guide to Road Design Part 4A (sight lines)."</i></p>	<p><i>"This would require destruction of existing heritage buildings for sightlines if vehicles were to exit the site in this location."</i></p>
<p>4. <i>"A future vehicle turn around area is to be provided within the site at Guildford Road end once access is closed."</i></p>	<p><i>"This would require destruction of existing heritage buildings to provide the necessary turning area for service vehicles."</i></p>

Main Roads had further advised that *"to allow for the design of left out and sight lines the existing structure/s on Lot 16 (277) may need to be modified."*

The City does not support MRWA's required modifications in order to restrict or close access to and from Guildford Road for the following reasons:

- The existing land holding on Lot 17 (279) is not of a size sufficient enough to allow a turnaround area on site.
- Modifications required to achieve a turnaround area or sufficient sightlines would result in modifications to the heritage buildings which is not supported.
- MRWA has not confirmed any dates on which the access via Guildford Road will be required to be closed. Accordingly, the necessity of a turnaround area on site is not clear to the City.
- MRWA has requested for modifications to the parking layout to restrict access to Guildford Road via left out turn only. Guildford Road, in its current arrangement, does not have adequate controls in place to restrict cars from exiting Lot 17 (279) Guildford Road via a right out turn.
- The introduction of adequate controls may require major upgrading works. The City considers such works unnecessary in this location and supports the applicant's proposed site access.
- The City does not support MRWA's recommendation to redesign the carpark to facilitate entry and exit via the right of way (ROW) located at the rear of the site, in the future. Taking



into consideration the ROW widening area which will be set aside through this development, the ROW carriageway still does not have adequate width to allow two way use without acquiring land further land from the properties at 33 and 35 Ferguson Street, Maylands. The City cannot require this land until such time that the properties at 33 and 35 Ferguson Street, Maylands are redeveloped.

- Providing sole access to and from the parking area through the rear ROW will result in significance disturbance to the existing residential dwelling at 33 Ferguson Street, Maylands. 33 Ferguson Street, Maylands is accessed via the ROW only, and there is no alternative access to the subject property to be utilised by the residents of the dwelling in the event that MRWA enforces closure of the crossover onto Guildford Road at Lot 17 (279) resulting in commercial traffic using the ROW. In this respect, it is considered that MRWA's closure of the crossover on Guildford Road at Lot 17 (279) Guildford Road will be injurious to the amenity of the residential dwelling.

In view of the above, the City does not support MRWA's recommendation. Accordingly, in the event the Council resolve to approve this development application, the notice of determination would be granted under the City's Town Planning Scheme No. 24 (TPS24) only and the applicant would be required to obtain an approval from the Western Australian Planning Commission (WACP) under the Metropolitan Region Scheme (MRS) prior to commencement of the development.

#### Community Consultation

The application was twice advertised to the affected surrounding neighbours for periods of 14 days. During the advertising periods, the City received a total of 25 submissions, including 20 in support, four objecting and one support with concerns. The following table details the submissions and responses provided by the applicant and the Officer's comments:

<b>Submission (Concerns)</b>	<b>Applicant's Responses</b>	<b>Officer's Comments</b>
<i>"The building setbacks from the road are inadequate and the heritage value of the existing buildings is under threat. The new facades will not resemble the beautiful old shops in any regard."</i>	<i>"The new 'shop front' has been removed."</i>	The amended plans remove the previously proposed and advertised extension of the building at the front. A new fence and front feature wall has been introduced on the most recent plans. The design has been considered to be acceptable by the City's DRP.
<i>"Extra traffic/ parking concerns will affect the residential precincts adjacent to the proposal. Its growth (of the business) is not suited to this location, with such limitations on parking and building space."</i>	<i>"The site is appropriately zoned for a restaurant use."</i>	Refer to 'Car Parking' below.
<i>The ROW behind Lot 16 is too narrow for being used as an access for patrons of the restaurant.</i>	<i>"The right-of-way accessed from Morrison Street / Foundry Street will only be accessed by staff and caretakers. Refer to the parking management plan for more information."</i>	The proposed car parking management plan indicates that the rear ROW will be used for staff and caretakers only.
<i>"In the application, it states</i>	<i>"Refer the parking</i>	On street parking should not

<p><i>that there is ample parking in Ferguson St. This is a concern. As this street is narrow and when there are cars parked along the side of the road it can become very congested."</i></p>	<p><i>management plan for more detail of permissible kerbside parking available in the locality."</i></p>	<p>be used to satisfy the car parking requirement of the application.</p> <p>Refer to 'Car Parking' below.</p>
<p><i>"The shortfall in parking will cause extra strain on the "on road " parking as it is already dangerous for to exit driveway (on Ferguson Street) with cars inconsiderately parked, the road being narrowed to a single lane and cars travelling down the road at excessive speed for a residential area. I would ask the City of Bayswater to proactively address these concerns by ensuring that the parking that is available at the premises is clearly marked and easily identified to patrons approaching form Guildford Road. This could be further supported by the business proprietor indicating clearly in their website, takeaways menus and advertising leaflets where customer parking is available."</i></p>	<p><i>"Refer to the parking management plan addressing these concerns."</i></p>	<p>On street parking is not considered as an option to satisfy the car parking requirement of the application.</p> <p>Refer to 'Car Parking' below.</p>
<p><i>"I have concerns at the noise levels of patrons returning to the cars after 9pm and would ask that the proprietor place a sign inside the restaurant asking customers to be considerate of their neighbours and to keep the noise to a minimum when returning to their cars as I have seen done in other restaurants."</i></p>	<p><i>"The western courtyard (with pergola) will not be used for outdoor dining, and is not a noise generating source.</i></p> <p><i>It is also observed the western elevation predominantly consists of toilets and cheese production, which are not noise generating activities.</i></p> <p><i>Dining 3 room is oriented to the front of the property adjacent to Guildford Road (which itself generates far more noise from traffic than the restaurant could ever likely generate), and only adjoins the front driveway of the adjoining property.</i></p> <p><i>To keep the noise to a</i></p>	<p>An acoustic report is required to be submitted to the City to address the potential impact of the proposed development on the surrounding residential dwellings resulted by any noise emissions including mechanical ventilation, mechanical plants and waste collection/disposal. A relevant condition is recommended accordingly.</p>

	<p><i>minimum in the new buildings double glazed thermal windows and soundproof insulation will be used. The boundary wall on Lot 16 as well as the caretakers dwelling on Lot 16 both act as a buffer to the two nearest residential homes, acting as a barrier between patrons and residents. Additionally, a sign will be placed inside the restaurant asking customers when returning to their cars after 9 pm to be considerate of their neighbours. Rubbish pick-ups will take place solely Monday to Friday 7am to 4pm and allocated delivery times for restaurant goods are between 11am and 5pm weekdays.</i></p> <p><i>It is noted the City's design reviewer has recommended an acoustic report be undertaken to ensure the build quality of the boundary conditions and location of mechanical equipment will meet compliance with the noise regulations.</i></p> <p><i>This can appropriately be addressed at the building permit stage, where noise requirements for mechanical equipment and design are typically addressed and when the higher level of detail on construction materials and machinery manufacturer and specifications are known.</i></p> <p><i>In the circumstances an advice note of approval noting the premises must comply with the Environmental Protection (Noise) Regulations 1997 is appropriate."</i></p>	
<p><i>"Lack of adequate parking (17 provided vs 33 required). The proposal only provide approximately half the required parking requirements. Given the</i></p>	<p><i>"Refer to our parking management plan which addresses the points raised by the submitters."</i></p>	<p>The amended plans represent a lesser parking shortfall (9.3 bays) compared to the original plans which were advertised with 17 bays</p>





**OFFICER'S COMMENTS**

Key Scheme Provisions	Required	Provided	Assessment
Minimum Setbacks:			
Front (Restaurant- S)	13m	Nil-5.5m	Existing
Side (Restaurant- NE)	3m	Nil	Variation
Side (Unauthorised existing Carport- SW)	3m	Nil	Variation
Side (Office/Caretaker's Dwelling- NE)	Nil	1.3m	Existing
Rear (Office/Caretaker's Dwelling- NW)	Nil	1.3m	Existing
Maximum Plot Ratio	1.0 (715m <sup>2</sup> )	0.46 (329m <sup>2</sup> )	Compliant
Maximum Coverage	50%	70.8%	Variation
Minimum Landscaping	10%	11.57%	Variation
	Plus 2m wide landscaping strip	Plus 0.6m wide landscaping strip	
Minimum Parking:			
Lot 16 (277)	25.3 car bays	16 car bays	Variation
Lot 17 (279)	11 car bays	13 car bays	Compliant

Heritage

The properties at Lot 16, 277 and Lot 17, 279 Guildford Road, Maylands, are listed as Category 3 heritage places on the City's Scheme Heritage List and Local Heritage Survey.

The building on Lot 16 (277), subject to extension as part of this application, is "a small single storey shop of rendered brick construction with a tiled dado and an attached dwelling to the rear. The shop has no front set back and adjoins the footpath. The front entry door is recessed and located just to the right of centre, it has large shopfront glazing to both sides and a band of fanlights above that have painted. It has a simple parapet above that has engaged piers to the outer edges and one to the centre, concealing a shallow pitched corrugated metal gable roof from the street. There is a full width boxed awning that sits over the adjoining footpath. To the rear of the shop sits a wider house, also of rendered brick construction but with a tiled hipped roof. Windows are a combination of timber framed sashes and aluminium framed sliders."

The place is considered to have the following heritage significance:

- "The place has aesthetic value for exhibiting the form, scale and detail of combined commercial and residential premises built in the 1930s with a large addition in the early 1950s.
- The place and the two adjacent premises (279 and 281 Guildford Road) have aesthetic valued as a landmark since the early 20th century.
- The place has historic value for its association with the development of the fringes of the Maylands town centre in the 1930s.

- *The place has historic value for its demonstration of the type of small shop that was common throughout all suburbs which enabled households to stock essentials within walking distance.*
- *The place has social value as a demonstration of the type of combined commercial and residential premises built in the early 20th century."*

The management category of the subject place states that *"Any alterations or extensions should reinforce the significance of the place, and original fabric should be retained wherever feasible."*

The proposed development has been significantly redesigned since the original submission to address the City's DRP recommendations and maintain the heritage significance of the place. The current proposed addition includes extension of the front building to the north-eastern boundary to create additional space for the internal kitchen area, introduction of a vineyard to the south-western side of the building and addition of a front fence and front feature wall within the front garden area.

#### DRP Comments

The amended plans of the development (**Attachment 1**) have been reviewed by the City's DRP and the DRP has concluded that *"in response to DR2 (Design Review Panel #2) and various technical issues, the Project Team have re-designed the project to simplify the improvements to the site.*

*The current iteration has improved its suitability within the context of the site and the presentation to the streetscape including the continued exposure of the original heritage fabric.*

*The design team are encouraged to continue their research into well designed local examples of garden walls and fences to ensure the interface with the streetscape and pedestrian path is of a high quality."*

In view of the above, it is considered that the current amended plans provide satisfactory design outcome for the proposal and satisfactorily respects the heritage fabric of the building.

#### Car Parking

The amended plans result in a total of 243m<sup>2</sup> restaurant gross leasable area (GLA) and a building to be used as ancillary office/caretaker's dwelling (110m<sup>2</sup>). The City's TPS24 requires 10 car bays per 100m<sup>2</sup> of GLA for a restaurant and accordingly, the proposed restaurant technically requires 24.3 car bays. TPS24 however does not list parking provision for a caretaker's dwelling. In the absence of any provision for parking requirements for caretakers dwelling and given the office and caretakers dwelling are ancillary uses to the proposed restaurant and are to be used by the staff of the same restaurant, the City has applied a one car bay requirement for the proposed caretaker's dwelling and office. Accordingly, the proposal requires a total of 25.3 car bays.

The development provides three car parking bays on Lot 16 (277) and 13 bays on the adjoining Lot 17 (279). The applicant has provided an authorisation letter from the owner of the adjoining property at Lot 17 (279) which expresses their agreement to creating an easement on their lot to facilitate a reciprocal right of access easement or amalgamation of the two lots to formalise the access to the car parking area on Lot 17 (279).

The applicant has further stated in the application and the proposed parking management plan (PMP) that the operating hours of the existing restaurant (to be used as a café/restaurant) on Lot 17 (279) will not overlap with the operating hours of the proposed restaurant at Lot 16 (277) and accordingly, all the 13 car bays on Lot 17 (279) will be available to the proposed restaurant at its operating hours.

The proposed operating hours of the two businesses are as follows:

- Restaurant/café at Lot 17:  
Monday-Saturday: 7:00am-4:00pm
- Restaurant at Lot 16:  
Monday-Thursday: 4:30pm- 9:30pm  
Friday and Saturday: 4:30pm- 10:30pm  
Sunday: 8am-9:30pm

In view of the above, the application technically results in a car parking shortfall of 9.3 bays.

The proposed PMP outlines the current customer turnover times and sales of the existing restaurant at Lot 17 (279) based on data relating to customer attendance and dining duration. The PMP states the actual required car parking bays for the proposed restaurant during Friday and Saturday will be 17 bays, and on all other days the required parking bays will be nine bays. These figures exclude staff parking requirements.

In view of the applicant's estimation, there will be a shortfall of one bay for visitors on Friday and Saturday.

The PMP further considers the location of the property which is adjacent to Guildford Road as a high frequency bus route and is within 900m walking distance from Maylands Train Station. It is also noted that the PMP discusses the available on-street car bays on Morrison and Ferguson Streets. The on-street car bays cannot be credited towards any parking requirement of the site. Notwithstanding, considering the location of the property which is within close proximity to the Maylands Town Centre, on-street parking is generally an available option subject to compliance with any relevant parking restrictions.

The PMP provides recommendations for minimising the parking shortfall on site by limiting access to Lot 17 (279) to one way access, providing parking instructions to staff and customers, promoting online and phone orders for pick up, managing the booking times, and providing four motorcycle bays and three bicycle bays for staff. The recommendations of the PMP are considered supportable.

The City considers that implementation of the PMP can satisfactorily address the parking requirements for the proposed uses.

The proposal will result in the upgrade of an existing underutilised traditional development which will achieve a high level of street activation and promote the heritage significance of the place.

Whilst the subject property is not subject to the City's Carparking in the Town Planning Scheme No. 24 Area Policy given Guildford Road is not a recognised high frequency bus route in the policy, it is considered reasonable in this instance that the principle relating to traditional development can be applied to the site to ensure protection of the original heritage fabric of the building. In this respect, the policy states:

*"Existing traditional development is defined as shops (or the like), generally built in a town centre environment before 1950 in the traditional style (for example - nil setback to the street, awnings covering footpaths). Changes of use and minor redevelopment of these sites are to provide on-site car bays to the extent reasonably possible given the existing building fabric. Major redevelopments of these sites, defined as the addition of more than 100m<sup>2</sup> of additional floorspace, require on-site car parking provision in accordance with Table No. 1 of this policy (non-existing traditional development standards)".*

The plans detail approximately 50m<sup>2</sup> of additional floorspace to the existing heritage building.

In view of the above, the proposed variation to the car parking requirement of TPS 24 is considered acceptable.

#### Coverage

The proposed site coverage is 70.8% in lieu of 50%. The development proposes 50m<sup>2</sup> additional building coverage compared to the existing site coverage. The additional covered area is adjacent to the north-eastern boundary and is considered to be relatively minor. The addition will not be directly visible from the street and does not have an undue impact on the amenity of the adjoining properties. Accordingly, the variation is supported.

#### Side Setback

The proposed development results in the extension of the existing building to the north-east boundary with nil setback to the subject boundary in lieu of the required 3m setback for a restaurant.

Given the addition follows the line of the existing building on Lot 16 (277) and does not unduly impact the streetscape of Guildford Road or the amenity of the adjacent Lot 17 (279), the variation is supported.

In addition to above, the development application includes an unauthorised carport at the rear of the property. The carport has a nil setback to the south-west boundary, in lieu of the required 3m. The variation was advertised to the affected adjoining neighbour and no objection was raised to the existing variation. The carport is an open structure which is not considered to result in an undue impact on the amenities of the adjoining property. Accordingly, this variation is supported.

#### Landscaping

The development provides 11.57% of landscaping within Lot 16 (277) which is compliant with the requirements of the TPS 24. However, the development provides a 0.6m wide landscaping strip at the front boundary in lieu of the required 2m wide landscaping strip. Given the existing building is being retained through this development and considering the need for an identified footpath for access to the proposed restaurant, it is considered that the provision of hardstand area within the front of the building is inevitable. The development however benefits from new landscaping areas in the areas that are not required to be reserved for pedestrian or vehicular access.

It is further considered that the on-site landscaping will improve as a result of this application, compared to the existing situation where the lot is covered by hardstand and there is no landscaping on site.

In view of the above, and given the overall percentage of landscaping on site complies with the requirements of TPS24, the proposed landscaping is supported.

#### Front Fence and Feature Wall

The proposed featured wall in front of the vineyard area is a new addition to the building. The subject wall is 2.9m high whilst the City's Local Law for Fencing and Floodlighting allows a fence to have a maximum height of 2m to the front boundary of commercial properties.

The proposed wall is considered to provide a sense of place for the restaurant's vineyard and improve the streetscape of Guildford Road in the subject area. The proposed wall is considered to be sympathetic with and not undermine the heritage value of the existing heritage building.

Also in a submission received during the advertising period, it was suggested that the height of the existing boundary wall on the south-western side of Lot 16 (277) be increased from 2.0m to 2.9m to match the height of the proposed front feature wall and to mitigate any potential noise being generated by the vineyard area. The Fencing and Floodlighting Local Laws allow a

maximum of 2.1m dividing fence height which would result in a variation of 0.8m to the Local Laws. The subject high dividing wall will be located at a minimum setback of 5.1m from the front boundary.

The adjoining property on the south-western side of Lot 16 (277) is zoned Medium and High Density Residential R50, whereby a 2m street setback is required for any development (including a boundary wall) on the subject property. Accordingly, it is considered that the dividing wall will not detract from the expected streetscape for Guildford Road and is supported as a reasonable response to reducing any impact from the subject site's activities.

Notwithstanding, revised plans will be required to denote the extent and elevations of the subject wall, if the height of the wall is proposed to be increased by the applicant. Alternatively, the dividing fence matter can be addressed through a separate planning application, in the future.

#### Waste Management Plan

A waste management plan was provided by the applicant and has been considered to be satisfactory by the City's officers subject to the bin storage area behind the restaurant at Lot 16 (277) being minimum 9m<sup>2</sup>. The waste management plan is supported accordingly and appropriate conditions are recommended.

#### Signage

The amended plans denote a wall sign on the proposed front feature wall at Lot 16 (277). The sign is 1.7m wide and 1.5m high and the bottom of the sign is 0.9m above the ground level. The sign is to be installed on the section of the wall which is minimum 0.6m setback from the front boundary and has a landscaping strip in front of it.

In this view, the 0.9m height of the sign from the ground level, in lieu of the required headway of 2.75m by the City's Signage Policy, given the sign provides sufficient clearance from the footpath and will not affect the pedestrians.

### **LEGISLATIVE COMPLIANCE**

- *Planning and Development Act 2005;*
- *Metropolitan Region Scheme;*
- *Planning and Development (Local Planning Schemes) Regulations 2015 (amended);*
- Instrument of Delegation DEL 2007/02 under the Planning and Development Act 2005;
- City of Bayswater Town Planning Scheme No. 24;
- City of Bayswater Local Heritage Survey; and
- City of Bayswater Floodlighting and Fencing Local Laws.

### **OPTIONS**

The following options are available to Council:

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

## **FINANCIAL IMPLICATIONS**

Nil.

## **STRATEGIC IMPLICATIONS**

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

Theme: Environment and Liveability

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

Theme: Vibrancy

Goal V1: Plan for increased business opportunities around transport nodes.

The development is considered to revitalise an existing underutilised heritage building and considering the strong community support, it is considered to achieve a positive outcome for the neighbourhood and the wide community while improving the appearance and use of the existing building on a high frequent transport route.

## **CONCLUSION**

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

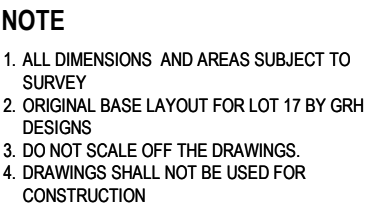


PROPOSED REDEVELOPMENT OF LOTS 17 & 16 GUILDFORD ROAD FOR PIZZA AMORE

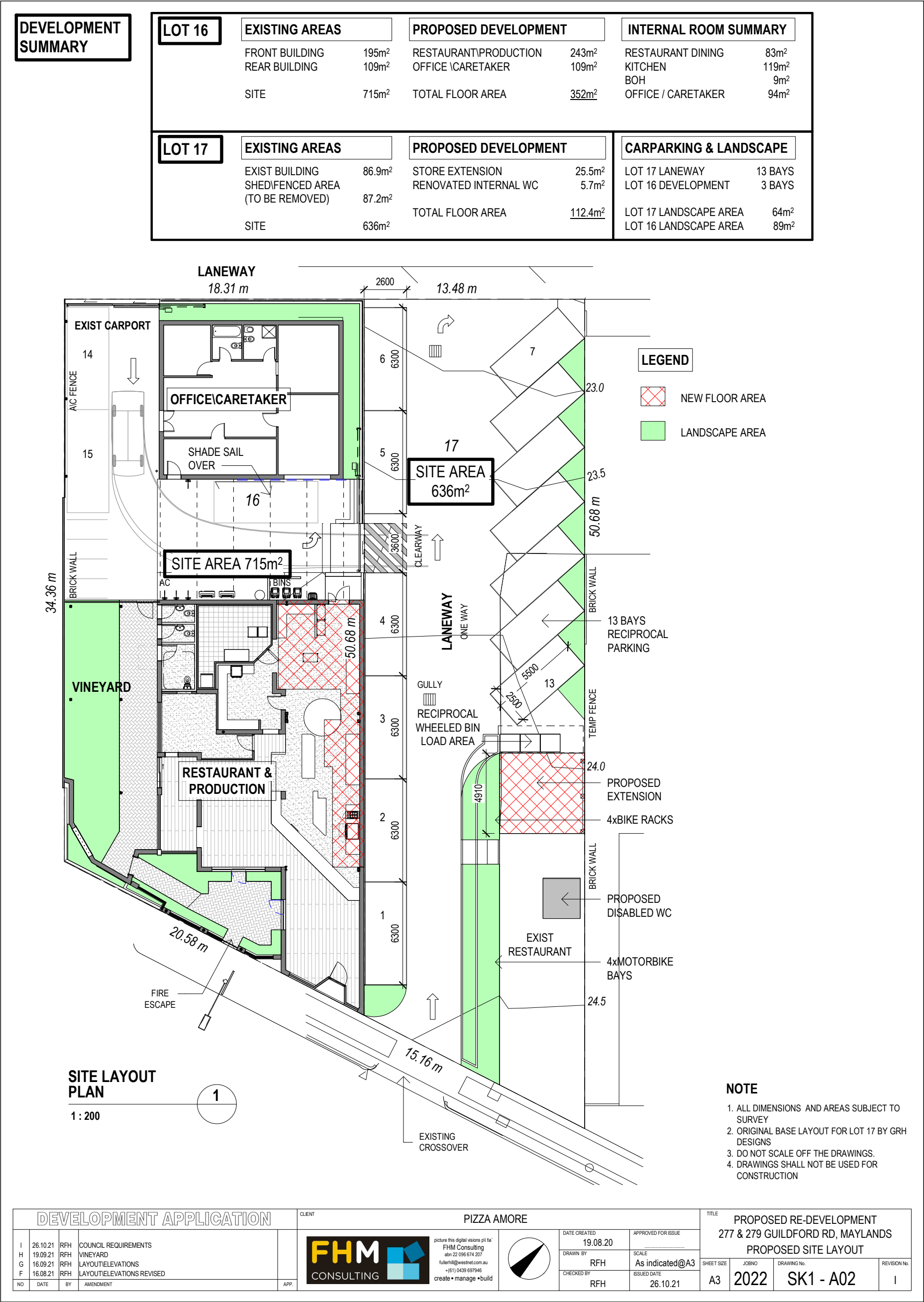


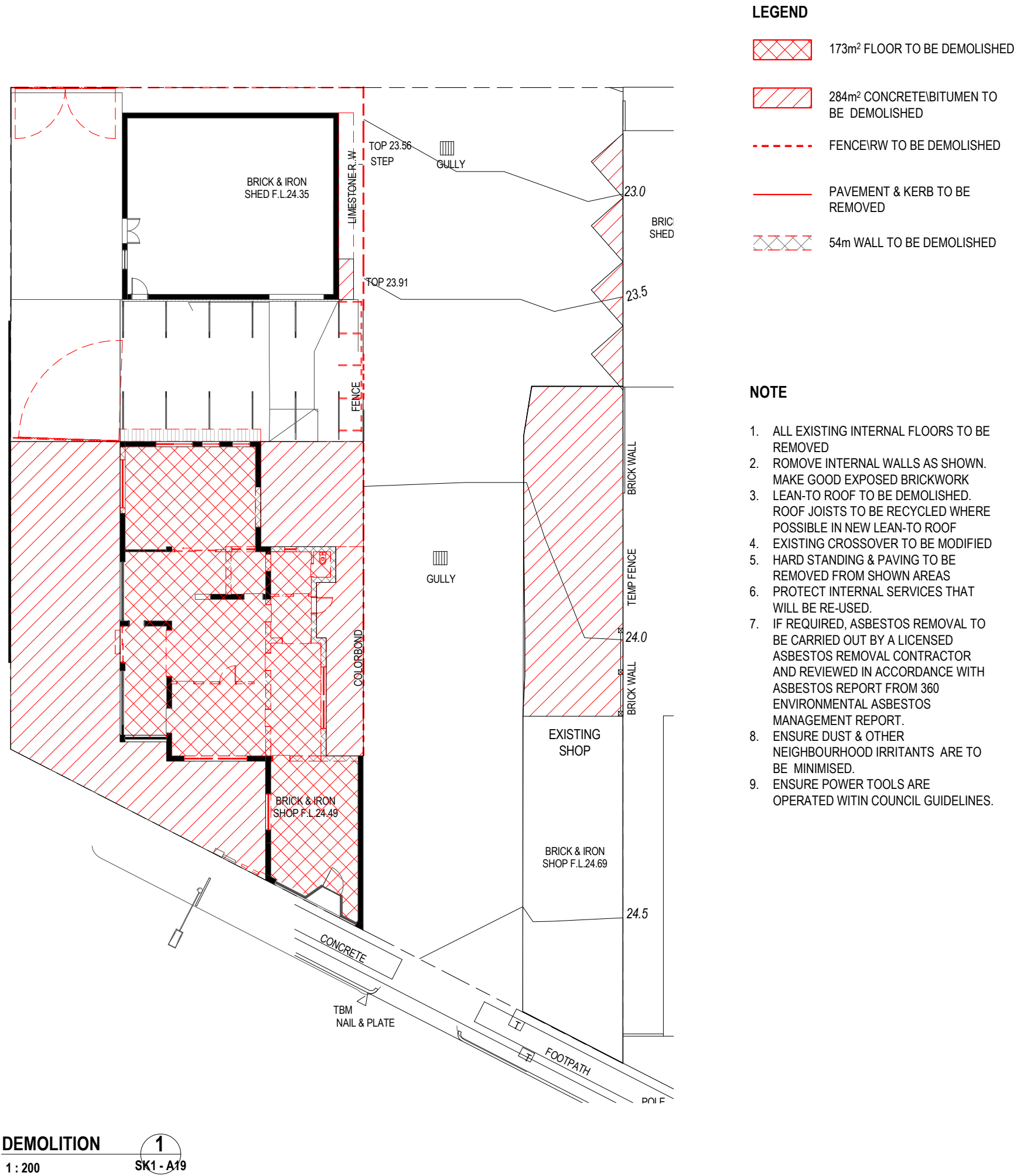
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C	16.09.21	RFH	LAYOUT/ELEVATIONS	CHECKED BY			Checker	ISSUED DATE						
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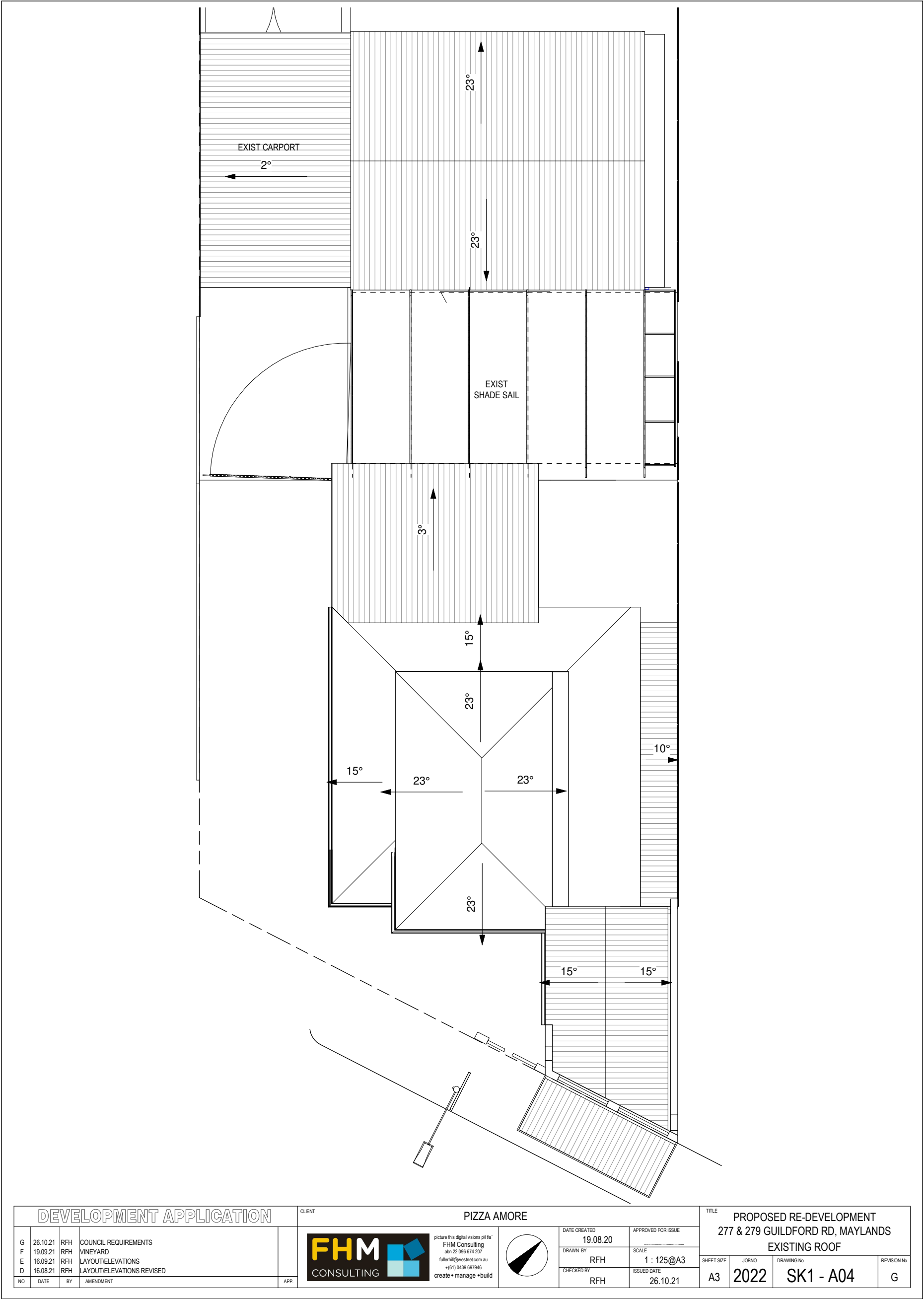


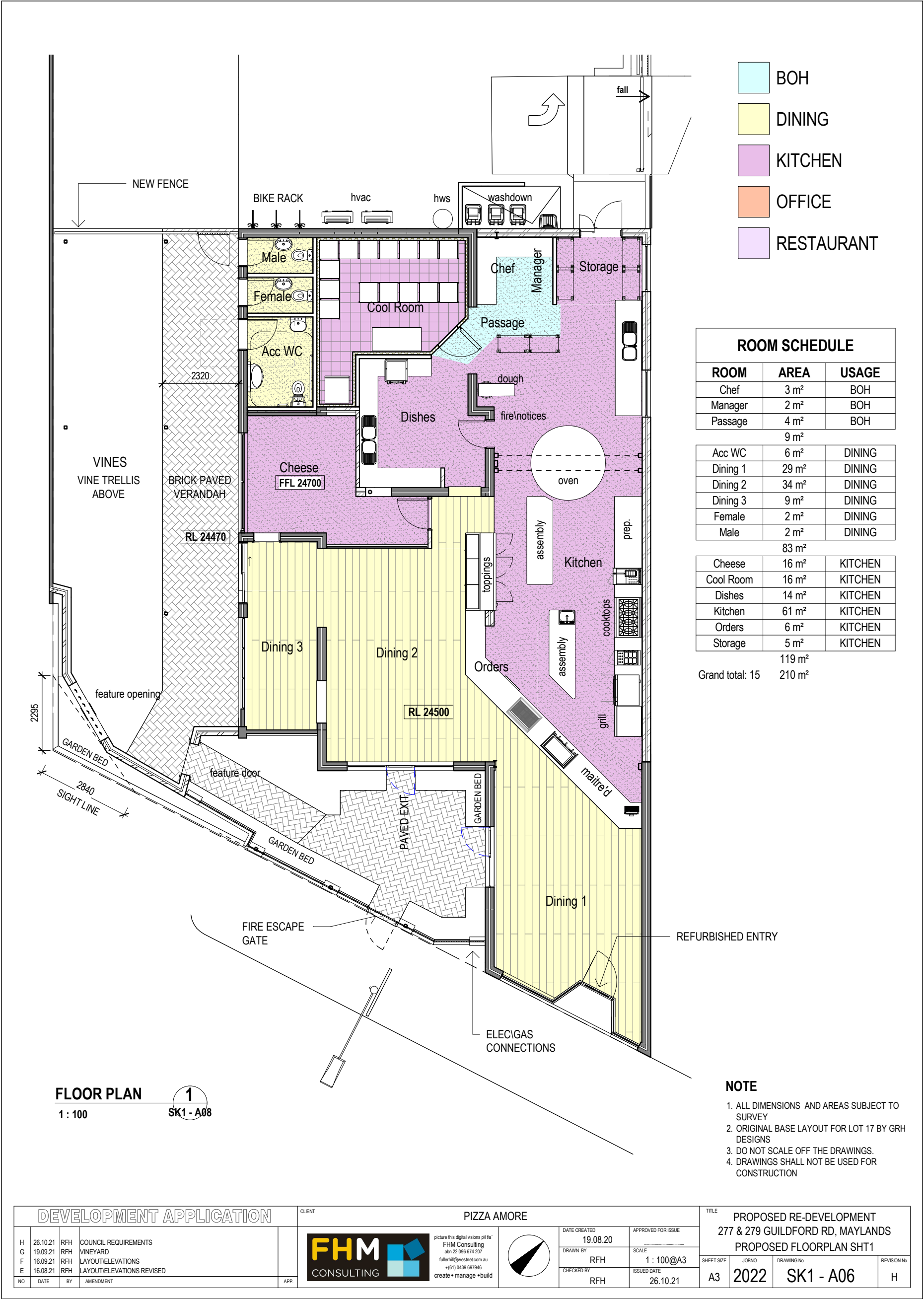


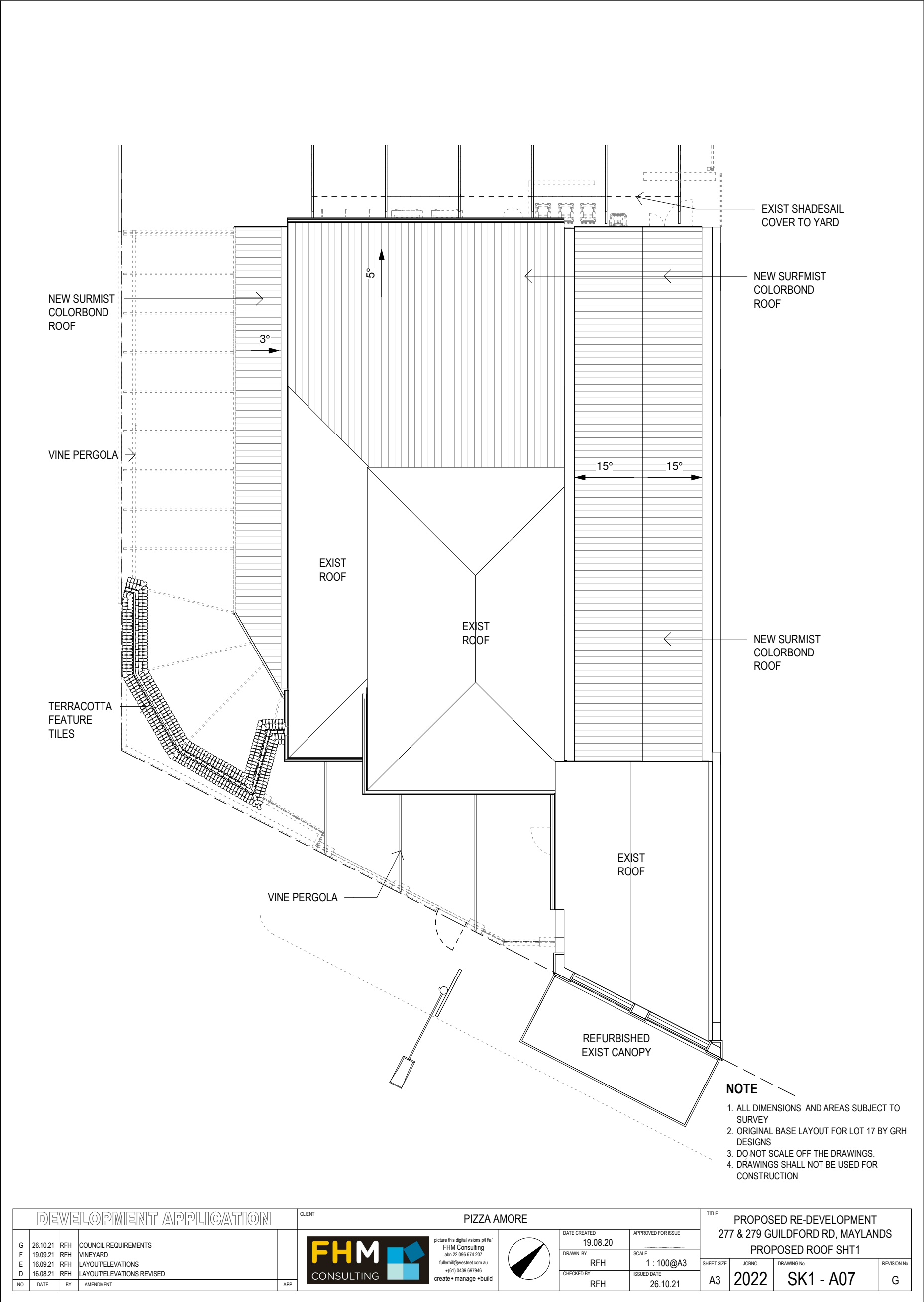


**DEMOLITION**  
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**1**  
SK1 - A19

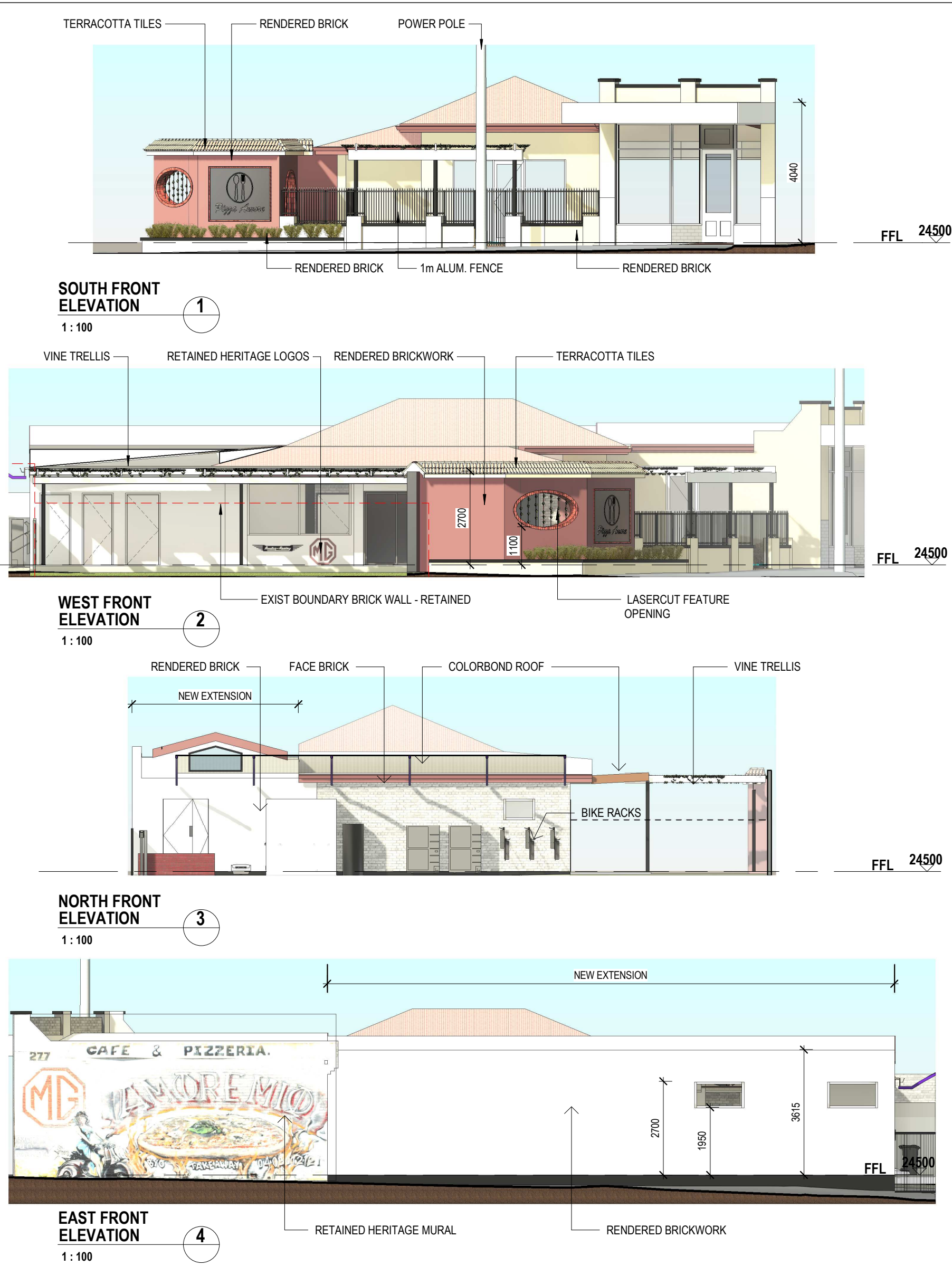
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	19.09.21	RFH	VINEYARD			DRAWN BY	RFH	SCALE						
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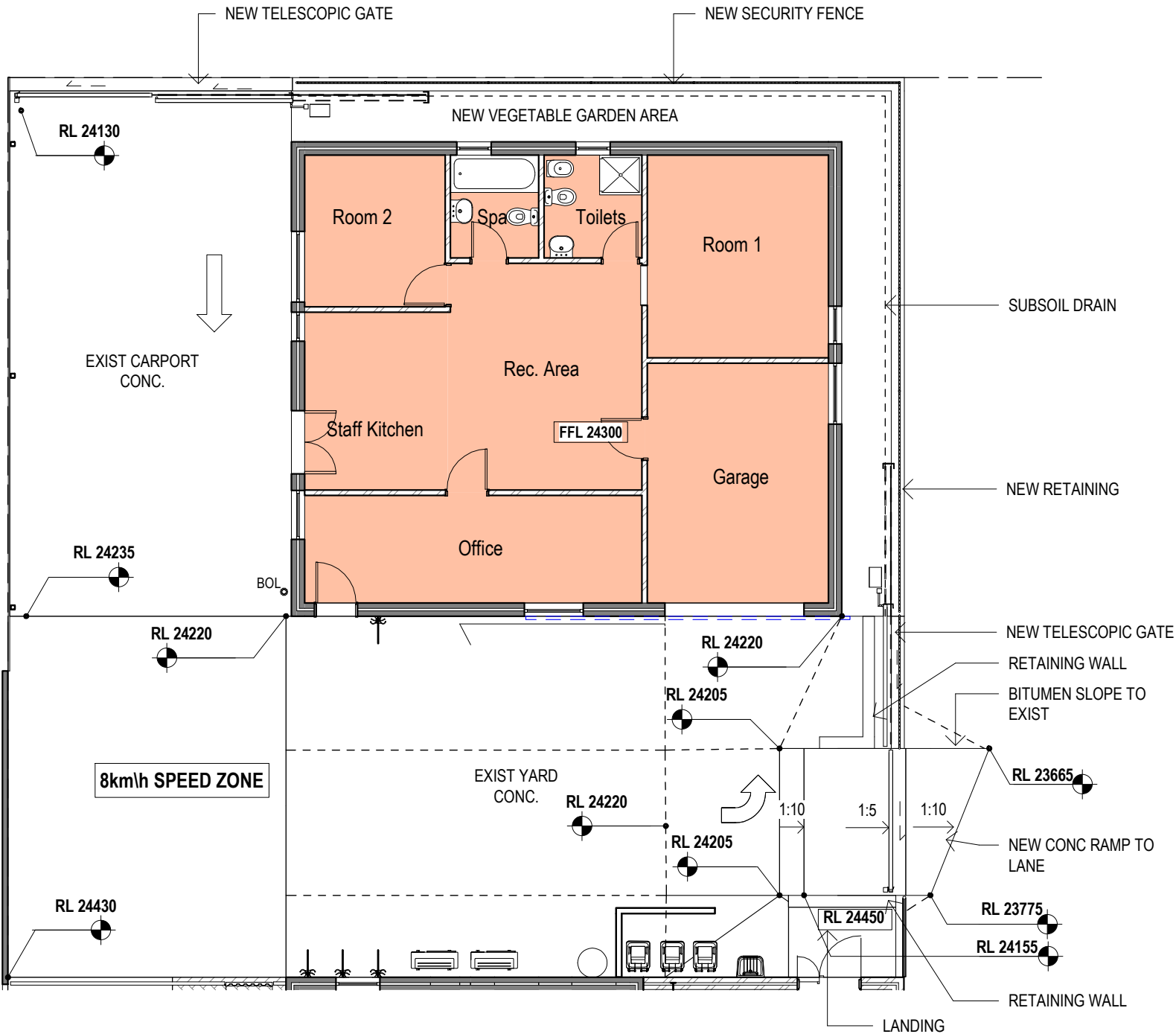




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	16.08.21	RFH	LAYOUT/ELEVATIONS REVISED										
NO	DATE	BY	AMENDMENT	APP.									

REAR BUILDING ROOM...		
ROOM	AREA	USAGE
Office	15 m <sup>2</sup>	OFFICE
Garage	18 m <sup>2</sup>	OFFICE
Room 1	15 m <sup>2</sup>	OFFICE
Rec. Area	18 m <sup>2</sup>	OFFICE
Room 2	9 m <sup>2</sup>	OFFICE
Spa	4 m <sup>2</sup>	OFFICE
Toilets	4 m <sup>2</sup>	OFFICE
Staff Kitchen	11 m <sup>2</sup>	OFFICE
94 m <sup>2</sup>		

- BOH
- DINING
- KITCHEN
- OFFICE / CARETAKER
- RESTAURANT



FFL REAR  
PLAN  
1 : 100

1  
SK1 - A08

DEVELOPMENT APPLICATION					CLIENT					PIZZA AMORE					TITLE				
G F E D	26.10.21	RFH	COUNCIL REQUIREMENTS			picture this digital visions p'll fix! FHM Consulting abn 22 096 674 207 fullerhhl@westnet.com.au +61(1) 0439 697946 create • manage • build		DATE CREATED		APPROVED FOR ISSUE		PROPOSED RE-DEVELOPMENT							
	19.09.21	RFH	VINEYARD					19.08.20				277 & 279 GUILDFORD RD, MAYLANDS							
	16.09.21	RFH	LAYOUT/ELEVATIONS					DRAWN BY		SCALE		PROPOSED REAR FLOORPLAN							
	16.08.21	RFH	LAYOUT/ELEVATIONS REVISED					RFH		1 : 100@A3									
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								RFH	26.10.21		A3	2022	SK1 - A09	G					






STREETSCAPE 1



PARKING AREA 2


DEVELOPMENT APPLICATION				CLIENT				PIZZA AMORE				TITLE			
G F E D	26.10.21	RFH	COUNCIL REQUIREMENTS	 picture this digital visions pty ltd FHM Consulting abn 22 096 674 207 fullerhill@westnet.com.au +61 (0)439 697946 create • manage • build	DATE CREATED 19.08.20	APPROVED FOR ISSUE	PROPOSED RE-DEVELOPMENT 277 & 279 GUILDFORD RD, MAYLANDS PERSPECTIVES SHT1								
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NO	DATE	BY	AMENDMENT	APP.	CHECKED BY RFH		ISSUED DATE 26.10.21								

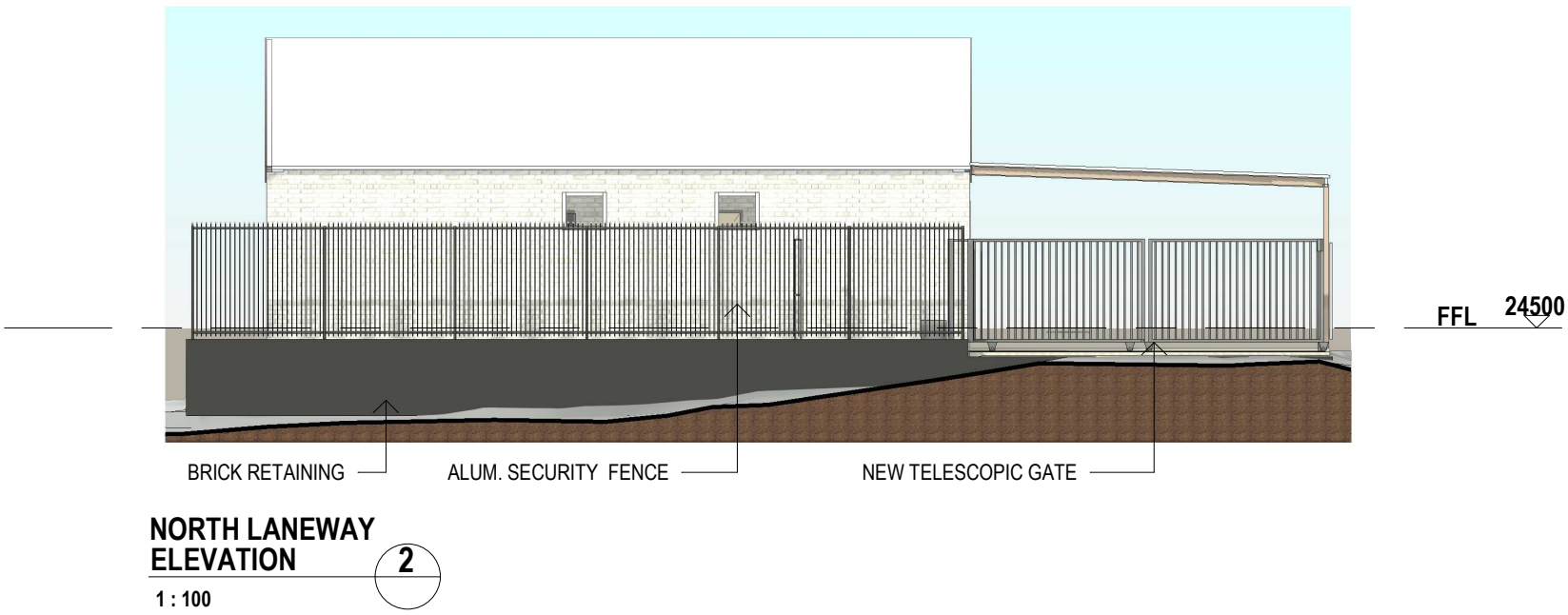
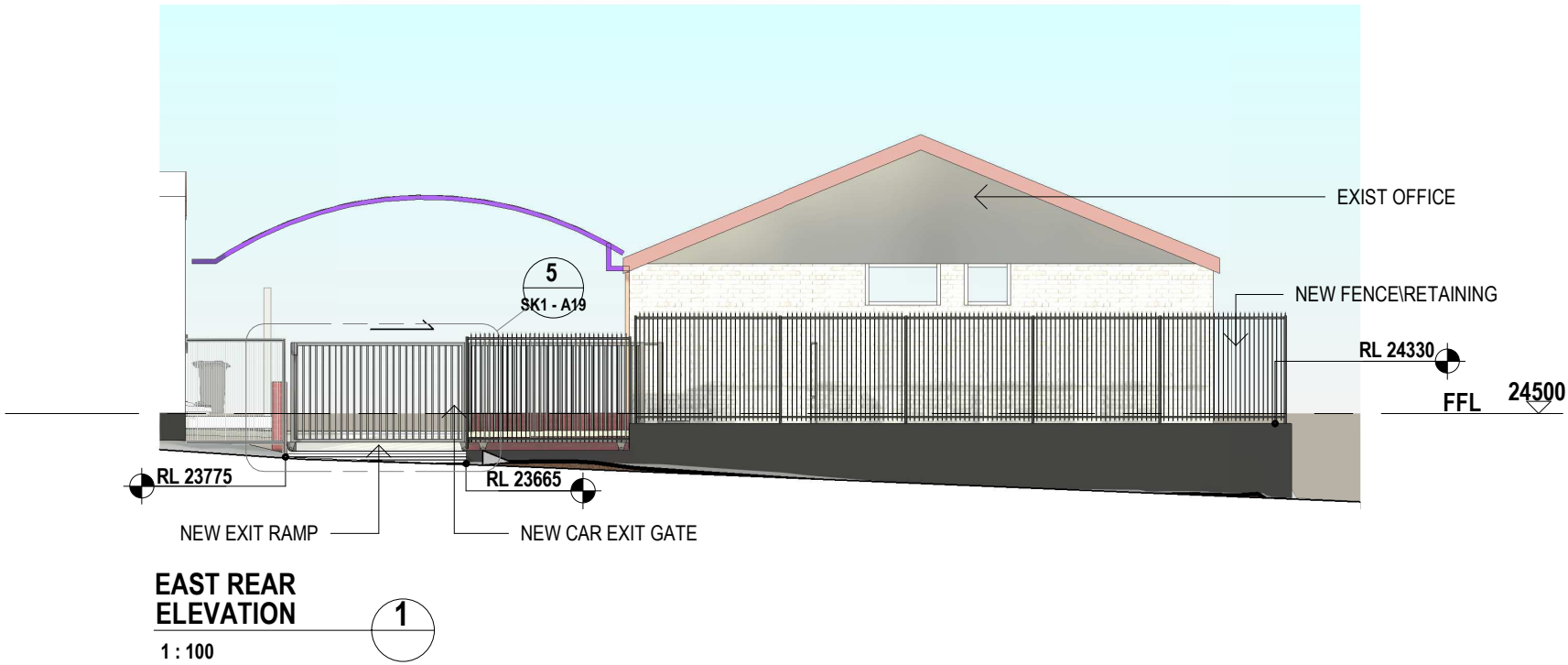



FRONT GARDEN 1



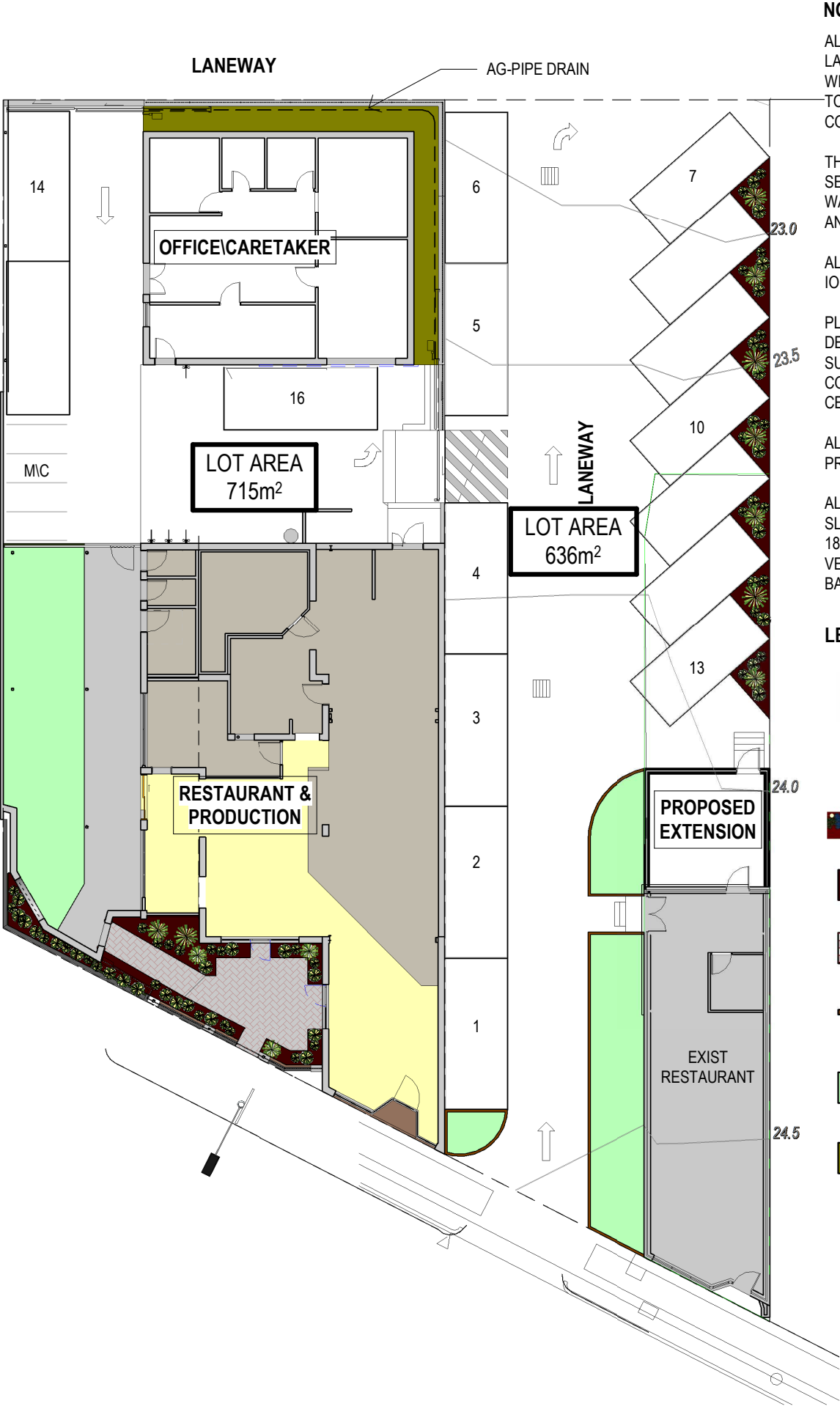
REAR GARDEN 2

DEVELOPMENT APPLICATION				CLIENT				PIZZA AMORE				TITLE			
G F E D	26.10.21	RFH	COUNCIL REQUIREMENTS	 <div>picture this digital visions pty ltd FHM Consulting abn 22 096 674 207 fullerhill@westnet.com.au +61 (0) 439 697946 create • manage • build</div>	DATE CREATED 19.08.20	APPROVED FOR ISSUE	PROPOSED RE-DEVELOPMENT 277 & 279 GUILDFORD RD, MAYLANDS PERSPECTIVES SHT2								
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DEVELOPMENT APPLICATION				CLIENT				TITLE			
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E	16.09.21	RFH	LAYOUT/ELEVATIONS								
D	16.08.21	RFH	LAYOUT/ELEVATIONS REVISED								
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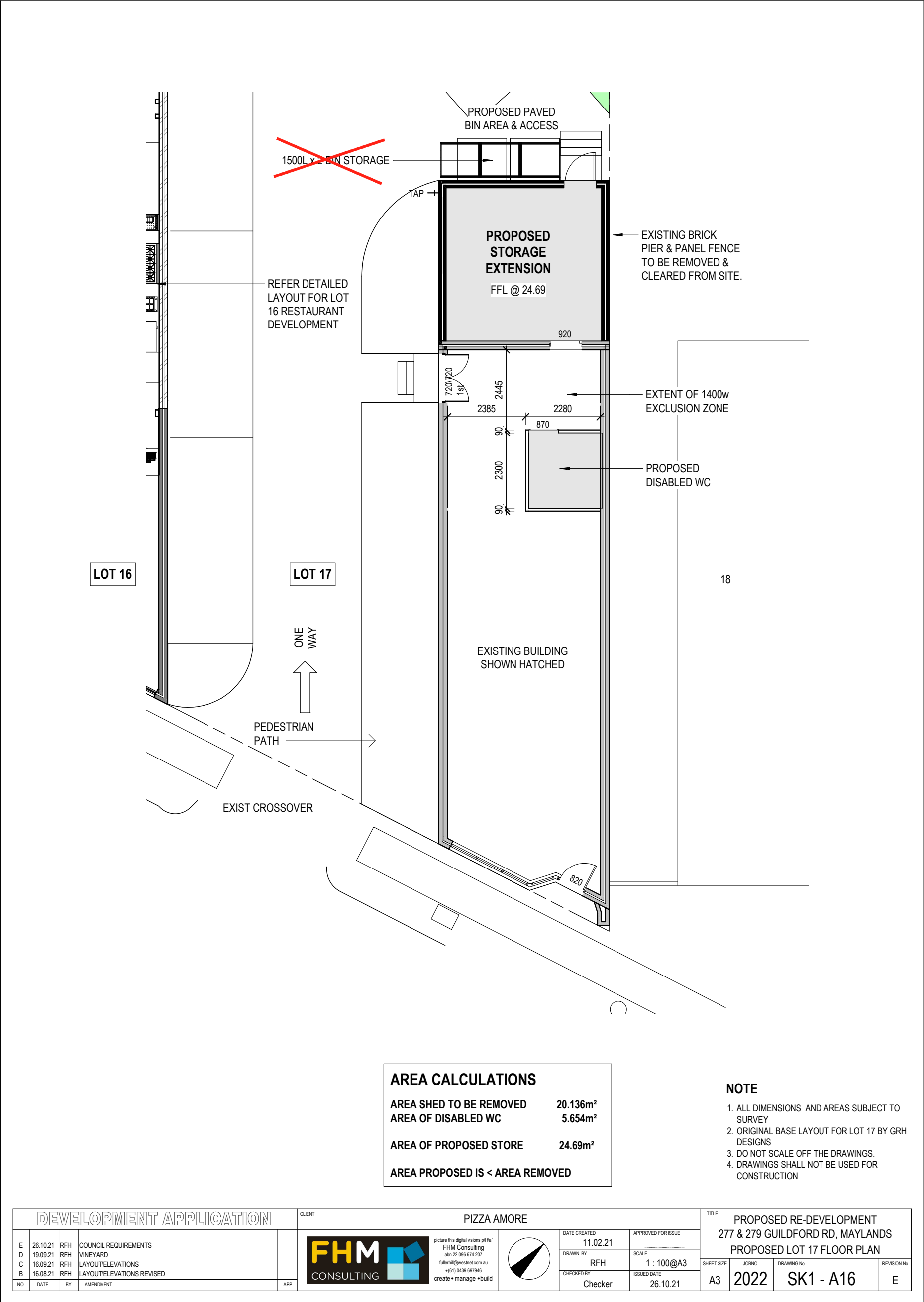


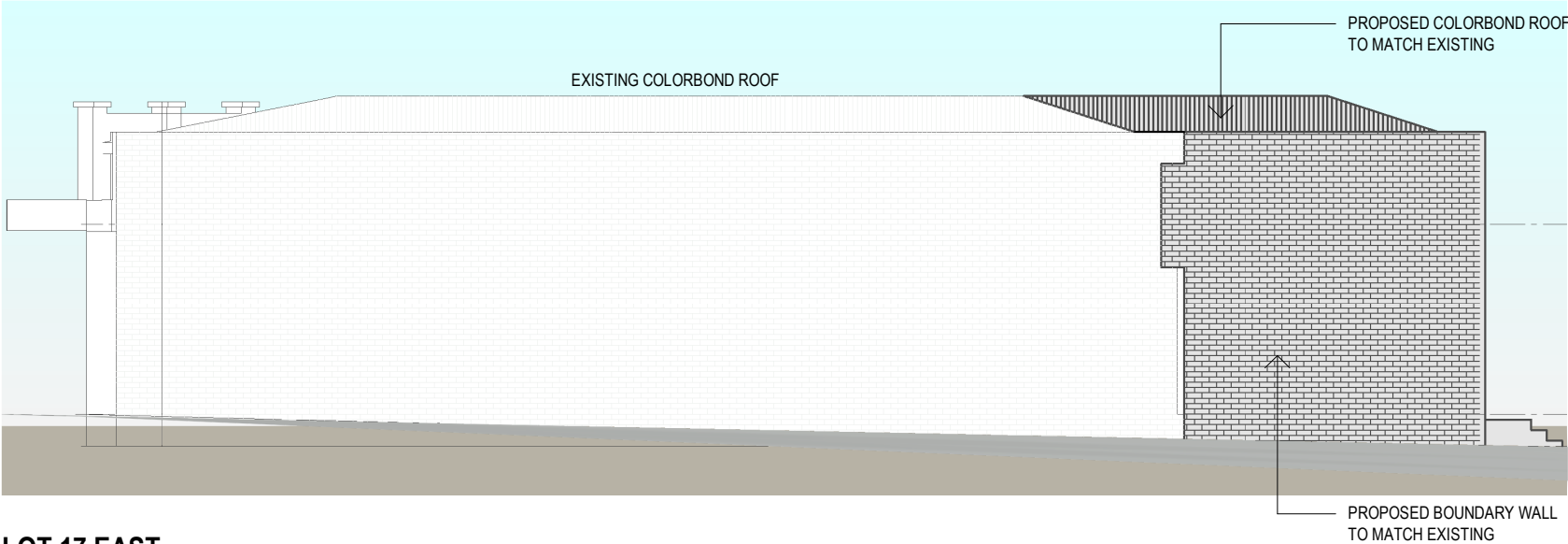


- NOTES**
- ALLOW TO CARRY OUT AUTOMATIC RETICULATION TO ALL LANDSCAPED AREAS. RETIC CONTROLLER TO BE FITTED WITH A RAIN SENSOR. DIVISION OF AREAS TO BE WATERED TO BE DETERMINED ON SITE BY RETICULATION CONTRACTOR.
- THE LOCATION AND TYPE OF SPRAY OUTLETS TO BE SELECTED BY THE RETICULATION CONTRACTOR TO AVOID WATER SPRAY ONTO FENCES, ROADS, CROSSOVERS, PATHS AND OTHER PAVED AREAS.
- ALL LANDSCAPING BEDS TO BE MULCHED TO A DEPTH OF 100mm WITH ORGANIC MULCH.
- PLANTING BEDS & LAWN AREAS SHALL HAVE A MINIMUM DEPTH OF 400mm OF CLEAN TOP SOIL. TOP SOIL TO BE OF SUITABLE HORTICULTURAL QUALITY, FREE OF ALL CONTAMINANTS SUCH AS LIMESTONE ROAD BASE MATERIAL, CEMENT, CONCRETE, ROCK AND BUILDERS RUBBLE.
- ALL PLANTS EXCEEDING 1000mm IN HEIGHT SHALL BE PROPERLY STAKED AND SECURED.
- ALL PLANTS SHALL BE FERTILIZED DURING PLANTING WITH A SLOW RELEASE FERTILIZER HAVING AN NPKRATIO OF 18:2:6:10.
- VEGETABLE GARDEN BED TO HAVE PVC WEED/ROOT BARRIER WITH AG PIPE DRAINAGE TO RETAINING WALLS
- LEGEND**
- 15 X GREVILLIA OBTUSIFOLIA GIN GIN GEM 0.5-1.5m HIGH - LIGHT/DARK GREEN
  - 68 X CONVULVULUS CNEORUM 1.0m HIGH — SILVER/DARK GREEN
  - 52m VINES TBD + TRELLIS
  - 37.1m² SELECTED GARDEN SOILS
  - 19.4m² PAVED TILES
  - GARDEN BED EDGING
  - 93m² RETICULATED LAWN AREA. SELECTED GRASS - COUCH w/— WEED SPRAYED & REMOVED
  - 22.5m² 400mm MIN. DEEP SELECTED MULCH (VEGETABLE GARDEN MIX SOIL)

- NOTE**
- ALL DIMENSIONS AND AREAS SUBJECT TO SURVEY
  - ORIGINAL BASE LAYOUT FOR LOT 17 BY GRH DESIGNS
  - DO NOT SCALE OFF THE DRAWINGS.
  - DRAWINGS SHALL NOT BE USED FOR CONSTRUCTION

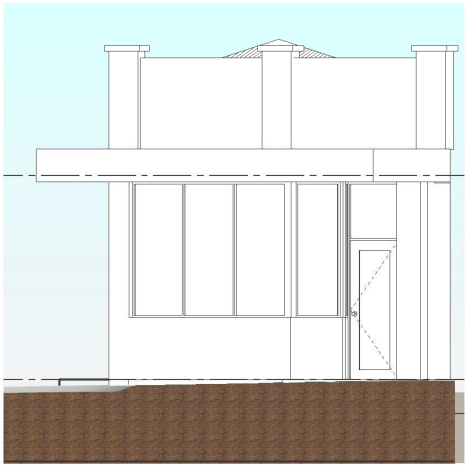
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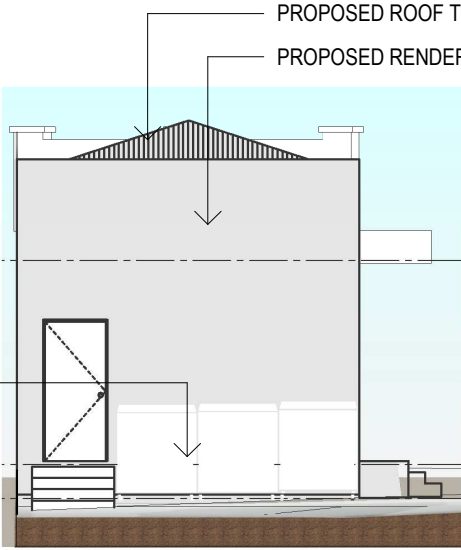
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ELEVATION  
1 : 100

1



LOT 17 SOUTH  
ELEVATION  
1 : 100

4



LOT 17 NORTH  
ELEVATION  
1 : 100



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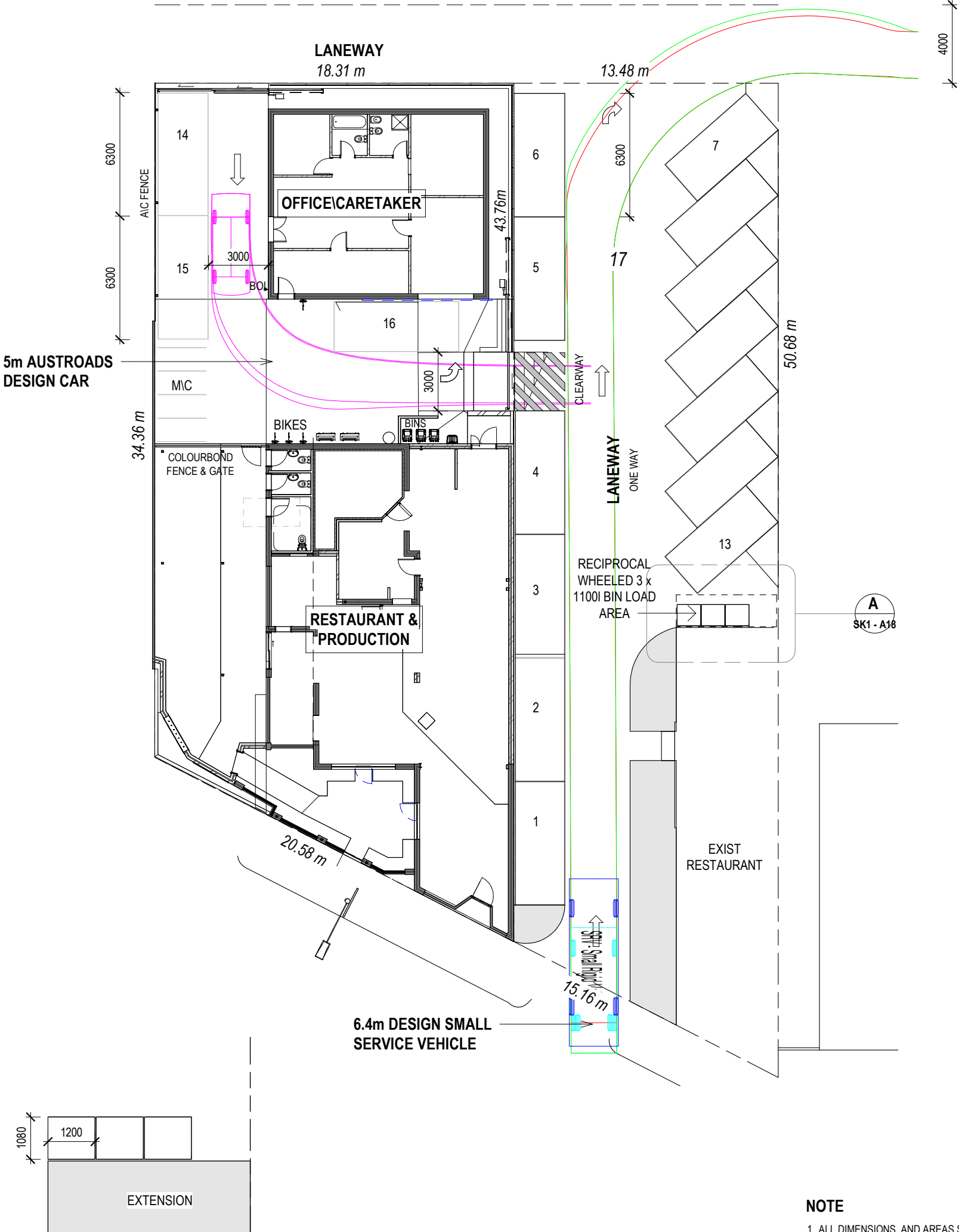


LOT 17 WEST  
ELEVATION  
1 : 100

3

- NOTE**
- 1. ALL DIMENSIONS AND AREAS SUBJECT TO SURVEY
  - 2. ORIGINAL PROPOSED EXTENSION FOR LOT 17 BY GRH DESIGNS
  - 3. DO NOT SCALE OFF THE DRAWINGS.
  - 4. DRAWINGS SHALL NOT BE USED FOR CONSTRUCTION

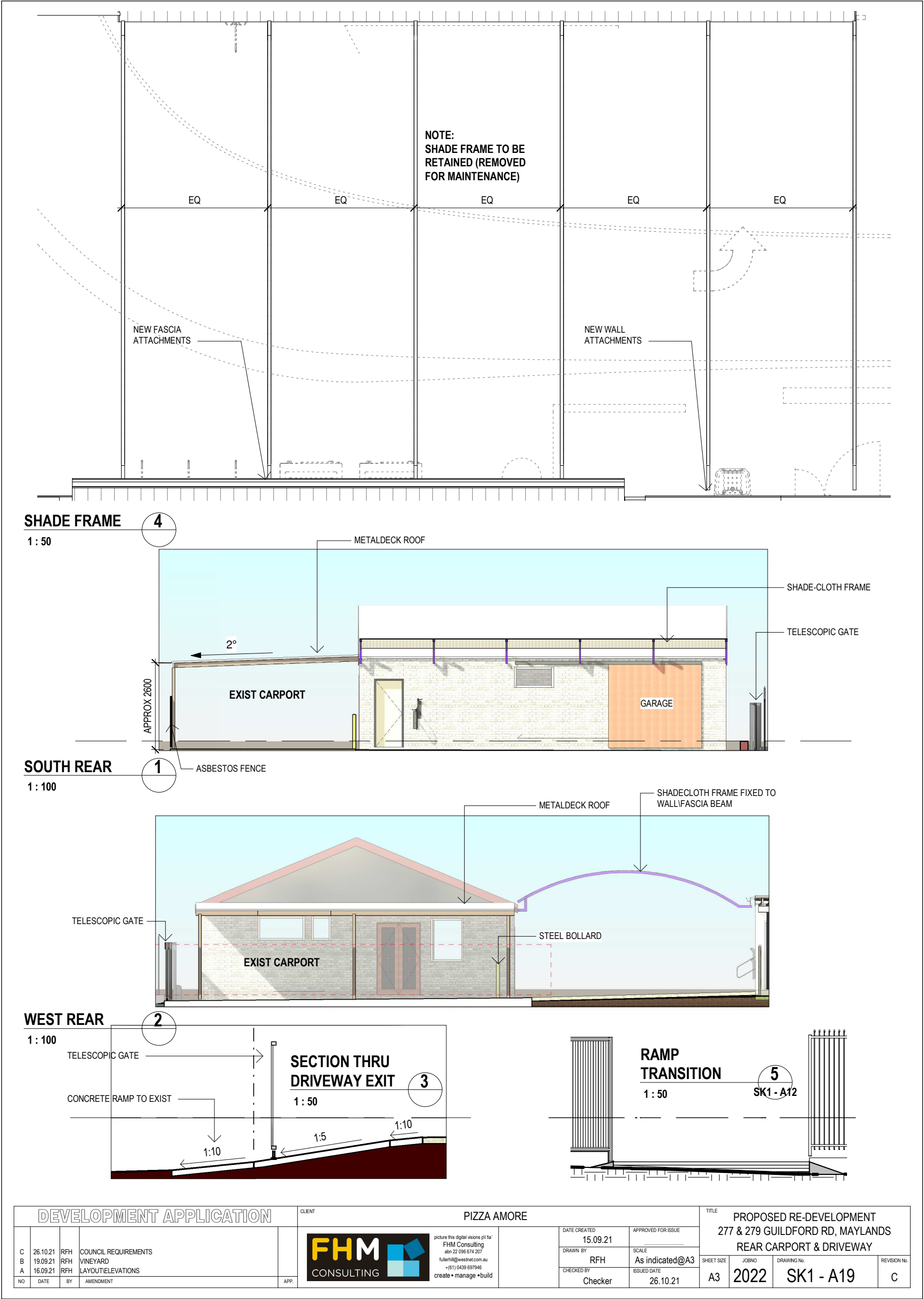
DEVELOPMENT APPLICATION					CLIENT PIZZA AMORE					TITLE PROPOSED RE-DEVELOPMENT 277 & 279 GUILDFORD RD, MAYLANDS PROPOSED ELEVATIONS LOT 17				
F E D C	26.10.21	RFH	COUNCIL REQUIREMENTS	 picture this digital visions p/l l/a FHM Consulting abn 22 096 674 207 fullerhill@westnet.com.au +61 (0) 439 697946 create • manage • build		DATE CREATED	02.02.21	APPROVED FOR ISSUE	SHEET SIZE A3	JOBNO 2022	DRAWING No. SK1 - A17	REVISION No. F		
	19.09.21	RFH	VINEYARD			DRAWN BY	RFH	SCALE 1 : 100@A3						
	16.09.21	RFH	LAYOUT/ELEVATIONS			CHECKED BY	Checker	ISSUED DATE 26.10.21						
	16.08.21	RFH	LAYOUT/ELEVATIONS REVISED											
NO	DATE	BY	AMENDMENT	APP.										



ENLARGEMENT **A**  
1 : 100 SK1 - A18

- NOTE**
- 1. ALL DIMENSIONS AND AREAS SUBJECT TO SURVEY
  - 2. ORIGINAL BASE LAYOUT FOR LOT 17 BY GRH DESIGNS
  - 3. DO NOT SCALE OFF THE DRAWINGS.
  - 4. DRAWINGS SHALL NOT BE USED FOR CONSTRUCTION

DEVELOPMENT APPLICATION				CLIENT PIZZA AMORE				TITLE PROPOSED RE-DEVELOPMENT 277 & 279 GUILDFORD RD, MAYLANDS VEHICLE TURN PATHS			
G	26.10.21	RFH	COUNCIL REQUIREMENTS	 picture this digital visions pl lla FHM Consulting abn 22 096 674 207 fullerhill@westnet.com.au +61 (0) 439 697946 create • manage • build		DATE CREATED	09.03.21	APPROVED FOR ISSUE		SHEET SIZE	JOBNO
F	19.09.21	RFH	VINEYARD			DRAWN BY	RFH	SCALE		DRAWING No.	REVISION No.
E	16.09.21	RFH	LAYOUT/ELEVATIONS			CHECKED BY	RFH	ISSUED DATE		2022	G
D	16.08.21	RFH	LAYOUT/ELEVATIONS REVISED					26.10.21		SK1 - A18	
NO	DATE	BY	AMENDMENT	APP.							





# Parking Management Plan

Job No: 6472 Date: 26 October 2021

Subject site: Lots 16 and 17 (277-279) Guildford Road, Maylands (subject site)

## OBJECTIVE

The objective of this parking management plan is to appropriately manage the use of car parking bays on the subject site to reduce reliance on on-street (kerbside) parking.

## OVERVIEW OF PROPOSED DEVELOPMENT

A development application has been lodged with the City of Bayswater to adapt and extend the existing building on the front half of 277 Guildford Road for use as a pizzeria (trading as Pizzeria Amore Mio) with seating for approximately 60 customers, use the building on the rear half of 277 Guildford Road for a caretakers' dwelling, and to use the existing restaurant on 279 Guildford Road as a café.

Pizzeria Amore Mio is a gourmet pizzeria which aims for a truly-unique food experience based on Sardinian traditions. It has a focus on quality and healthy ingredients made on premises according to rural-Italian tradition and locally-sourced in cooperation with Australian farmers, avoiding the use of preservatives. The expansion allows for a diversified menu and an increased seating area. The pizzeria is proposed with the following hours:

- Monday to Thursday: 4:30pm – 9:30pm
- Friday and Saturday: 4:30pm – 10:30pm
- Sunday: 8am – 9:30pm

The café will complement the pizzeria and allow the use of the existing kitchen and dining facilities on 279 Guildford Road. The café is proposed with the following hours:

- Monday to Saturday: 7am – 4pm

A total of 16 car parking bays, 4 motorcycle parking space, and 3 bicycle parking spaces are proposed on the subject site.

Refer to the **enclosed** site plan depicting the proposed development on the subject site.

## CONTEXT

The subject site adjoins or is near to the following traffic routes:

- Guildford Road, a four-lane undivided arterial road fronting the subject site with footpaths on both sides. A 1.4m median near the intersection with Ferguson Street provides refuge for pedestrians crossing the road.
- A paved right-of-way approximately 3.8m wide to the rear of the subject site. Access to the eastern portion is to Ferguson Street only. Access to the western portion is from Foundry Street and Morrison Street.
- Ferguson Street, a local access road with a carriageway approximately 6m wide on the north side of Guildford Road and 7.4m wide on the south side of Guildford Road. There are footpaths on both sides of the street.
- Morrison Street, a local access road with a carriageway approximately 6m wide and footpaths on both sides.

Refer Figure 1.



Figure 1 – aerial photograph

Kerbside parking is permissible along Fergusson Street and Morrison Street, with space for approximately 44 cars parked against kerbs within 200m of the subject site including:

- Fergusson Street between Guildford Road and Foundry Street (one side) - 14
- Morrison Street (one side) - 12
- Fergusson Street between Guildford Road and Sherwood Street (both sides) - 18

A review of aerial photography indicates little on-street parking on these street, with most houses having access to on-site parking via crossovers.

There are a pair of bus stops on Guildford Road approximately 70m east of the subject site serviced by Transperth routes 48 and 55, with services between Perth and Bayswater. These bus stops meet the criteria for a high-frequency bus route under State Planning Policy 7.3 Residential Design Codes, as they have stops that runs a service at least every 15 minutes during weekday periods (7am to 9am and 5pm to 7pm). Outside peak periods, the buses operate at 30 minute frequency during weekday daytime and evening to 10:00pm, 50-minute frequency between 10:00pm and 12:00am on weekdays, 30-minute frequency between 7:30am (Saturday) / 9:00am (Sunday and public holidays) and 9:00pm, with less-frequent services continuing on Saturdays to midnight.

The subject site is also a 900m walk to the Maylands train station.

### ANALYSIS OF EXISTING PIZZERIA

As the pizzeria currently operates from 279 Guildford Road, there is data available on staff and customer travel behaviours:

1. Currently 12.7% of customers of the pizzeria use alternative modes of transport as many are locals often walking to pick up their order or when dining in.
2. Currently 30% of staff live within a 1km radius and 50% within a 4.5 km radius from the site. These staff members all use alternative modes of transport to arrive at work. The travel work distance is an important factor in hiring staff now and will remain so for future employment as it not only contributes to reduction of reliance on cars as a mode of transport, but also adds to their contentment at work due to reduced time in traffic every day to arrive at work.
3. Currently, 70% of staff use alternative modes to arrive at work with only 30% relying on their cars as a mode of transport. Refer **Table 1**.

**Table 1 – Pizzeria staff modes of transport**

Mode		Proportion
Alternative modes	walking	20 %
	cycling, motorcycle or scooter	20 %
	carpool, ride share/taxi and public transport	30 %
	<b>total</b>	<b>70 %</b>
Car		<b>30 %</b>

4. Currently the average time for parking for take away orders is 6 minutes.
5. Currently the average time for parking for dine in customers is 1 hour and 23 minutes.
6. Data acquired from Pizzeria Amore Mio over the months of June, July & August 2021 show the number of sales proportionate to the floor area of the existing pizzeria, which has been extrapolated to the proposed pizzeria.

**Table 2 – Sales analysis v floor area**

	Square meters	Total sales / 3-month period. Calculated based on June / July / August 2021.
Current shop	86.9m <sup>2</sup>	5,416 sales
277 Guildford Road	243m <sup>2</sup>	<b>15,145 sales</b>

7. On average 43.7% of sales take place on Friday & Saturday. The following calculation is based on current sales of the pizzeria and adjusted for square metres.

**Table 3 – Estimated number of sales for proposed pizzeria**

	Friday & Saturday (43.7%)	All other days (56.3%)
Total sales	6,618 sales / 13 weeks 509 sales / week	8,527 sales / 13 weeks 656 sales / week
Total hourly sales	509 / 12 hours = 42 sales per hour	656 / 28.5 = 23 sales per hour
Take away = 60 % of sales	25 sales	14 sales
Dine in = 40 % of sales	17 sales	9 sales

	Friday & Saturday (43.7%)	All other days (56.3%)
Parking requirement / hour		
Take away = 10-minute average	25 / 6 = 4.2	14 / 6 = 2.3
Take away	4 bays	2 bays
Dine in	17 bays	9 bays
<b>Total</b>	<b>17 bays</b>	<b>9 bays</b>

8. The percentage of take away sales currently is as high as 63.9%
9. 10 minutes are allocated for take away pick up parking which currently averages at 6 minutes. We have considered 10 minutes to allow for manoeuvring of cars and turnover of parking bays.
10. This calculation is based on every customer coming to the pizzeria with a car. Currently alternative means are used 12.7% of time.
11. In this calculation staff parking is not taken into consideration.

Taken these points into consideration, it shows that the number of bays provided on site are sufficient all days of the week except for Friday and Saturday during peak times. This is primarily due to the high number of take away sales. Kerbside parking will only be used as an overflow during peak times of the business (mostly Friday & Saturday 6 - 7 pm).

#### TOWN PLANNING CONSIDERATIONS

Table No.2 of the City of Bayswater District Zoning Scheme No.24 (TPS24) sets out minimum on-site car parking ratios.

The proposal operate the pizzeria on 277 Guildford Road and the café on 279 Guildford Road at separate hours, with no overlap in opening hours. This allows the café and pizzeria parking requirements to be separately calculated. Refer **Table 4** for a parking assessment against the parking rates of TPS24.

**Table 4: Car parking assessment against TPS24**

Land use	Rate	Parking required	Parking provided	shortfall (-) / surplus (+)
Cafe (Lot 17) (112.4m <sup>2</sup> )	10 bays per 100 sqm GLA	11 bays	13 bays	+2
Pizzeria (Lot 16) (243m <sup>2</sup> )	10 bays per 100 sqm GLA	24 bays	16 bays	-8
Caretakers' dwelling	Not specified	Nil – caretakers will be working in the restaurant	0	

The following provisions of the planning framework permit the development standards to be varied:

- Clause 8.2.1 of TPS24, which states if a development does not comply with a development standard with respect to car parking (amongst others), the Council may notwithstanding the non-compliance approve the application.

- Clause 12 of the Deemed Provisions of TPS24 states the local government may vary any site or development requirement to facilitate built heritage conservation of a place on the City's heritage list. Both buildings are included on the City's Heritage List. The City of Bayswater's *Flexible Application of Statutory Requirements for Buildings Contained within the City's Heritage List Policy* states:

*"The City will consider variations to Scheme and Code requirements to facilitate the retention of a place included in the City's Heritage List. Where such variations are sought, a performance based consideration will be undertaken."*

The City can therefore approve the development notwithstanding a shortfall of car parking. The following points are noted in favour of approval:

1. Firstly, the development is a minor nature (an extension of less than 100m<sup>2</sup>) for a building built in the traditional style (pre-1950s, nil setback to the street, awning covering footpath). The City's *Carparking in the Town Planning Scheme No. 24 Area Policy (Parking Policy)* provides that where a traditional development is located in a town centre, then parking is to be provided "to the extent reasonably possible". In this respect, all efforts have been given to locating more parking on-site than what currently exists. Save for the site not being in a 'town centre', it would otherwise qualify for a dispensation for parking under the Policy.
2. Secondly, the Parking Policy provides dispensations for car parking for non-residential developments located close to high-frequency public transport, where parking is to be provided on-site "to the extent reasonably possible". The Parking Policy was last reviewed in 2016, and is dated. There have been changes to service frequencies since then, and the route 48 and 55 service frequencies have changed. These routes now have 10-minute (or lesser) frequency services during peak hours, which qualify as a high frequency route. Accordingly, the subject site is located on a high frequency public transport route. Refer **Table 5**.

**Table 5 – peak period bus times**

AM service times - stop 11643		PM service times - stop 11331	
Route	Time	Route	Time
55 (to Perth)	7:05am	55 (from Perth)	5:01pm
48 (to Perth)	7:15am	48 (from Perth)	5:10pm
55 (to Perth)	7:28am	55 (from Perth)	5:19pm
48 (to Perth)	7:34am	48 (from Perth)	5:28pm
55 (to Perth)	7:46am	55 (from Perth)	5:36pm
48 (to Perth)	7:54am	48 (from Perth)	5:44pm
55 (to Perth)	8:02am	55 (from Perth)	5:56pm
48 (to Perth)	8:10am	48 (from Perth)	6:03pm
55 (to Perth)	8:19am	55 (from Perth)	6:12pm
48 (to Perth)	8:29am	48 (from Perth)	6:22pm
55 (to Perth)	8:39am	55 (from Perth)	6:31pm
48 (to Perth)	8:49am	48 (from Perth)	6:40pm
55 (to Perth)	8:59am	55 (from Perth)	7:00pm
Average frequency: 9 minutes		Average frequency: 9 minutes	

Source: Transperth app

3. Thirdly, given the general preference for retaining and adapting heritage-listed buildings, it is reasonable to vary the parking requirements in this instance to support an outcome which allows the restoration of an otherwise dilapidated building so it can be viably used for purposes consistent with the Business zoning of the site under TPS24.
4. Fourthly, dedicated motorcycle and bicycle parking is proposed providing an alternate mode of transport for staff working at the pizzeria, reducing reliance on staff taking up car bays.

5. Fifthly, the TPS24 car parking rate is based on gross leasable area, which includes the area of internal and external walls. It also includes the cheese area, which is separate to the kitchen and dining area and is a feature unique to the pizzeria and not found in most other restaurants. If the wall spaces and cheese area are excluded from the calculation, the pizzeria would require 19.5 (not 24) car parking bays as calculated under TPS24, reducing the on-paper shortfall to 3.5 bays.
6. Sixthly, data from the existing pizzeria (refer above) demonstrates there will be sufficient parking at all times except for peak period (Friday & Saturday 6-7pm) when there may be a small demand for kerbside overflow parking.
7. Seventhly (and importantly), this Parking Management Plan includes measures which promote the efficient use of on-site parking in the first instance and measures to encourage the use of alternative modes of transport by customers and staff.

The TPS24 shortfall in on-site car parking warrants approval for the reasons set out above.

#### **PARKING MANAGEMENT PLAN**

It is recommended the following management measures are implemented by the operators of the pizzeria and café on the subject site:

1. All car parking bays on 279 Guildford Road shall be made available for use for 277 Guildford Road at all times. This shall be implemented via an easement benefitting 277 Guildford Road, or the amalgamation of the titles onto a single title.
2. The pizzeria at 277 Guildford Road and the café at 279 Guildford Road must not be open to customers at the same time. Any change to the hours of operation of either premises not in line with this measure will require an application being made to the City of Bayswater to amend the approved hours of operation.
3. In order to encourage customers to park on the subject site in the first instance, a one-way movement shall be implemented with the use of signage directing customers to enter the subject site from Guildford Road and to exit onto Ferguson Street via the right-of way. This shall ensure customers have an opportunity to park in vacant bays on the subject site before considering on-street parking as a second option.
4. Car parking bays on the subject site shall be allocated and marked / signposted as follows:
  - The bays on 277 Guildford Road shall be dedicated for staff of the pizzeria, café & caretakers.
  - Bay no. 4 is the designated loading bay; Monday to Saturday 5am – 4pm.
  - All other car parking bays on the subject site will be made available for customers at all times.
5. Motorcycle parking of 4 bays and bicycle parking of 3 anchor points shall be made available for use by staff. Additionally, the operators are encouraged to liaise with the City of Bayswater to consider the installation of bicycle parking for customers in the public realm (a review of Google Streetview images indicates there used to be bicycle parking in the Guildford Road footpath adjacent to 281 Guildford Road which has since (and unfortunately) been removed and not replaced.

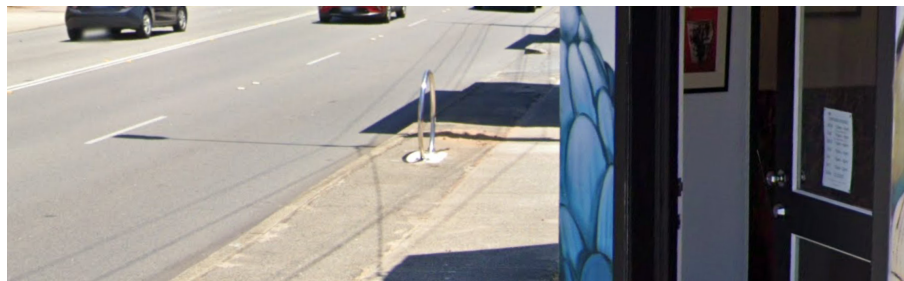


Figure 1 – Google Streetview showing bicycle parking adjacent to 281 Guildford Road (now removed)

6. The operators of the pizzeria and café shall employ locally where possible to reduce the reliance on staff using cars to travel to and from their shift.
7. The operators of the pizzeria and café shall actively encourage staff to use alternative modes of transport, including walking, cycling, motorcycle or scooter, carpool, ride share/taxi and public transport. The alternative mode versus car ratio (refer **Table 1**) will be taken into consideration when hiring and when considering multiple candidates for a position, preference will be given to people not relying on a car as their mode of transportation.
8. The operators of the pizzeria and café shall request their staff not to park vehicles on Ferguson Street.
9. In order to encourage a high turnover of parking bays, the operators of the pizzeria and café shall actively promote phone and online orders for pickup and delivery and provide customers with an estimated time for pickup of an order.
10. At the time of making a booking for a table, the operator of the pizzeria and café will encourage customers to carpool and/or use alternative modes of transport in order to minimise the potential disturbance to residents on Ferguson Street. The operator will also encourage customers to respect nearby residents by minimising noise when returning to cars.
11. The operators of the pizzeria and café are to provide all staff with a copy of this Parking Management Plan.

#### OTHER MATTERS

Parking of vehicles on public roads (including Ferguson Street) is governed by the *City of Bayswater Parking and Parking Facilities Local Law 2016* and the *Road Traffic Code 2000*. These instruments prescribe where vehicles can and cannot stop and park. A person who commits an offence may be liable to receive a penalty. Transgressions can be reported to the City of Bayswater's Rangers and Security Team on 9272 0972 during business hours or 1300 360 333 for the Security Watch service after hours.

#### CONCLUSION

If the proposed development is managed consistent with this Parking Management Plan (including the development of more on-site parking than what currently exists, the addition of motorcycle and bicycle parking, and operational and behavioural measures to encourage alternative modes of transport), the proposal will reduce the need for on-street parking at all times other than peak periods (6pm – 7pm Friday & Saturday) where there may be a short-term but acceptable need for overflow parking for which there will be a sufficient supply of on-street parking available for other users and which will dissipate quickly outside the peak periods.

On this basis, the proposal warrants approval subject to a condition requiring compliance with this Parking Management Plan.

#### PLANNING SOLUTIONS

Encl. site layout plan

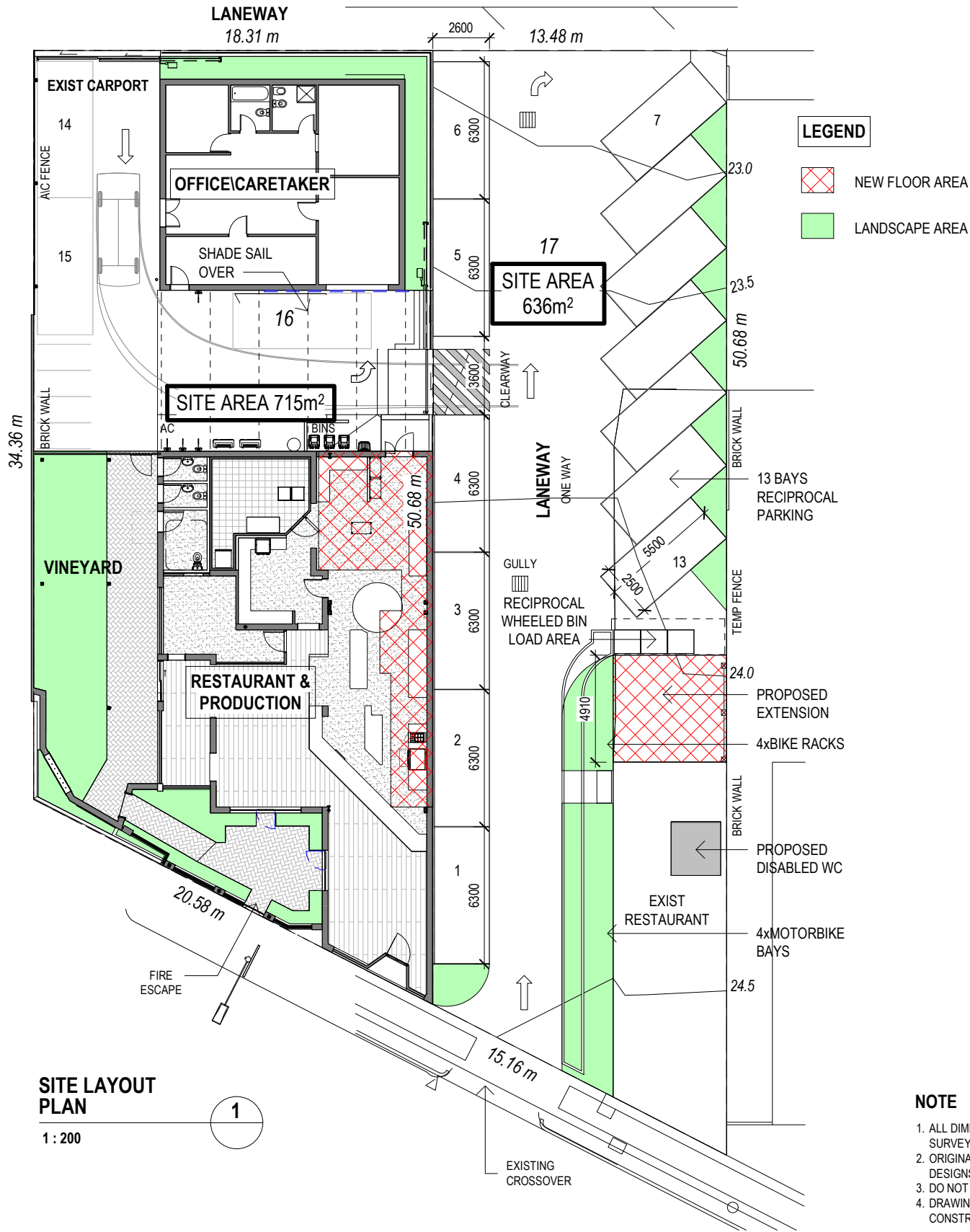
211026 6472 Parking Management Plan (Rev 2).docx



DEVELOPMENT SUMMARY

LOT 16	EXISTING AREAS	PROPOSED DEVELOPMENT	INTERNAL ROOM SUMMARY
	FRONT BUILDING 195m <sup>2</sup>	RESTAURANT/PRODUCTION 243m <sup>2</sup>	RESTAURANT DINING 83m <sup>2</sup>
	REAR BUILDING 109m <sup>2</sup>	OFFICE /CARETAKER 109m <sup>2</sup>	KITCHEN 119m <sup>2</sup>
	SITE 715m <sup>2</sup>	TOTAL FLOOR AREA 352m <sup>2</sup>	BOH 9m <sup>2</sup>
			OFFICE / CARETAKER 94m <sup>2</sup>

LOT 17	EXISTING AREAS	PROPOSED DEVELOPMENT	CARPARKING & LANDSCAPE
	EXIST BUILDING 86.9m <sup>2</sup>	STORE EXTENSION 25.5m <sup>2</sup>	LOT 17 LANEWAY 13 BAYS
	SHED/FENCED AREA (TO BE REMOVED) 87.2m <sup>2</sup>	RENOVATED INTERNAL WC 5.7m <sup>2</sup>	LOT 16 DEVELOPMENT 3 BAYS
	SITE 636m <sup>2</sup>	TOTAL FLOOR AREA 112.4m <sup>2</sup>	LOT 17 LANDSCAPE AREA 64m <sup>2</sup>
			LOT 16 LANDSCAPE AREA 89m <sup>2</sup>




- NOTE**
1. ALL DIMENSIONS AND AREAS SUBJECT TO SURVEY
  2. ORIGINAL BASE LAYOUT FOR LOT 17 BY GRH DESIGNS
  3. DO NOT SCALE OFF THE DRAWINGS.
  4. DRAWINGS SHALL NOT BE USED FOR CONSTRUCTION

DEVELOPMENT APPLICATION				CLIENT				TITLE			
I	26.10.21	RFH	COUNCIL REQUIREMENTS					PROPOSED RE-DEVELOPMENT 277 & 279 GUILDFORD RD, MAYLANDS PROPOSED SITE LAYOUT			
H	19.09.21	RFH	VINEYARD								
G	16.09.21	RFH	LAYOUT/ELEVATIONS								
F	16.08.21	RFH	LAYOUT/ELEVATIONS REVISED								
NO	DATE	BY	AMENDMENT	APP.				SHEET SIZE	JOB NO	DRAWING No.	REVISION No.
								A3	2022	SK1 - A02	I

DATE CREATED	19.08.20	APPROVED FOR ISSUE	
DRAWN BY	RFH	SCALE	As indicated@A3
CHECKED BY	RFH	ISSUED DATE	26.10.21



DR3 – Design review report and recommendations (Part 1/3)		
<i>This report is prepared by the panel coordinator and checked by the Design Review Chair. To maintain the integrity and independence of the design review process this report should be attached, unedited to Council reports and (if applicable) the Development Assessment Panel Responsible Authority Report.</i>		
Local Government	City of Bayswater	
Item No. 1	Change of Use / Alterations and Additions	
Date	20 October 2021	
Time	N/A - Desktop Review	
Location	N/A - Desktop Review	
Panel members	Patrick Miller – Member	
Local government officers	Helen Smith	Manager Development Approvals
Proponent/s	Amore Mio FHM Consulting (Documents)	
Observer/s	None - Desktop Review	
Conflicts of Interest	None Declared	
<b>Briefings</b>		
Development assessment	TBC	
Technical issues	TBC	
Heritage issues	LHS - Category 3	Refer LHS Place No. 172 and 173
<b>Design review</b>		
Proposed development	Change of Use / Alterations and Additions	
Property address	Lot 16 and 17 - No. 277 and 279 Guildford Road Maylands	
Background	None	
Proposal	Relocation of an existing restaurant business at Lot 17 to the adjoining Lot 16. Incorporating a Change of Use with Alterations and Additions to a single storey existing building on Lot 16 and provision for access through Lot 17 side boundary fence.	
Applicant/representative address to the DRP	N/A - Desktop Review	
Key issues/recommendations	<p>In response to DR2 and various technical issues, the Project Team have re-designed the project to simplify the improvements to the site.</p> <p>The current iteration has improved its suitability within the context of the site and the presentation to the streetscape including the continued exposure of the original heritage fabric.</p> <p>The design team are encouraged to continue their research into well designed local examples of garden walls and fences to ensure the interface with the streetscape and pedestrian path is of a high quality.</p>	
Panel member signature	 Patrick Miller (Architect Reg. 2318 W.A.)	

DR3 – Design review report and recommendations (Part 2/3)	
Design quality evaluation	
	Supported
	Pending further attention
	Not supported
	Yet to be addressed
Principle 1 - Context and character	Good design responds to and enhances the distinctive characteristics of a local area, contributing to a sense of place.
	<p>1a. The circa 1932 shopfront building is listed under the Local Heritage Survey (LHS) as Category 3. The building is a landmark and contributes to the heritage of the locality. Conservation of the place is desirable and any alterations or extensions should reinforce the significance of the place, and original fabric should be retained wherever feasible.</p> <p>1b. The proposed new additions currently crowd and conceal the original shopfront building. Given the technical issues (listed below) the project will likely encounter with fire and acoustic separation to the adjoining residential lot, it is suggested that investigations be undertaken for the Dining 1 and Garden to exchange position so that the original shopfront is exposed to view and the Garden area is located at the centre of the venue. This may also help alleviate fire separation and acoustic issues of the boundary (by implementing a boundary wall) which will also improve thermal efficiency. The boundary wall might also open up an opportunity for a pleasant additional external courtyard to the north east adjacent to the relocated Dining 1.</p> <p>DR2 Additional Comments – The design alterations in response to DR1 have resulted in the retention and continued exposure of the original shopfront. This strategy is supported.</p> <p>DR3 – The re-design continues to maintain the retention and continued exposure to the original shopfront. This strategy is supported.</p>
Principle 2 - Landscape quality	Good design recognises that together landscape and buildings operate as an integrated and sustainable system, within a broader ecological context.
	<p>2a. No Landscape Plans were submitted with the documents to make assessment on the proposed Garden area or the rear access Service Yard.</p> <p>2b. It is recommended further details are provided (Landscape Plan or similar) to understand the design intent of the Garden area fronting Guildford Rd and the rear Service Yard and its intended purpose and layout.</p> <p>DR2 Additional Comments – A landscape plan has been provided along with additional information site information which provide an improved landscape quality to the site.</p> <p>All other technical matters contained within the landscape plan are to be reviewed by the City's engineering departments.</p> <p>DR3 – The revised landscape plans have been updated to address technical matters relating to traffic movement. Additional landscaping is provided to the 'vineyard' internal space. The design team are encouraged to investigate all available pockets within the Carpark zone for additional landscape areas and removal of hard paved zones.</p>
Principle 3 - Built form and scale	Good design ensures that the massing and height of development is appropriate to its setting and successfully negotiates between existing built form and the intended future character of the local area.
	<p>3a. The massing and height of the development is sympathetic to the heritage fabric. However the form of the new additions on the side of the lot, including the continuation of the fascia element further confuses the heritage vernacular. This formal response might be more successful if it rather than tried to mimic the heritage shop front, actually stood in contrast. This might be achieved if converted to a more simple hipped roof with gutters and overhang – or verandah structure.</p> <p>3b. As a general approach to historical sites, new works should not attempt to mimic the building methodology of its time, but contrast with this so the build periods are easily discernible – this includes the approach to the front façade, the parapet wall and the windows and brick piers contained within.</p> <p>3c. It is recommended the built form is reviewed based on these comments.</p> <p>DR2 Additional Comments – The reconfiguration of the site has improved the separation of the new build works in contrast to the heritage fabric. This approach is supported.</p>

	DR3 – The re-design has improved the separation of the new build works in contrast to the heritage fabric even further. This approach is supported.
Principle 4 - <b>Functionality and build quality</b>	<i>Good design meets the needs of users efficiently and effectively, balancing functional requirements to perform well and deliver optimum benefit over the full life-cycle.</i>
	<p>4a. The project team should investigate and ensure the current design meets the requirements for accessibility, including exits, travel paths, doorway clearances and parking facilities.</p> <p>4b. There is no specific details on the rear Service Yard and the new gates to the side boundary (from Lot 17) and how traffic and parking related issues are to be handled on site.</p> <p>4c. There is no specific details on how the project handles waste on site including proposed pick up methods. The current location of bins will require a dedicated bin wash zone which is screened from view.</p> <p>4d. The location of all services within the current alcove are not acceptable. The project team should endeavour to design these services into the project.</p> <p>4e. There is no specific details on the location of critical services such as power / water meters, site drainage, grease arrestors and proposed mechanical plant (including the extraction canopy fan). This will assist the panel make an educated response to these items which can often cause future complaints.</p> <p>4f. It is recommended a proposed Site Plan with levels is provided to assist with the understanding of the above issues and include further details to the garden fencing (materials, type and height).</p> <p>DR2 Additional Comments – A site plan has been provided along with both a Waste Management Plan and Parking Management Plan which is encouraging and improves the functionality of the site. All technical matters associated with the documents submitted are to be reviewed by the City's engineering departments.</p> <p>DR3 – A site plan has been provided along with both a Waste Management Plan and Parking Management Plan which is encouraging and improves the functionality of the site. All technical matters associated with the documents submitted are to be reviewed by the City's engineering departments.</p>
Principle 5 - <b>Sustainability</b>	<i>Good design optimises the sustainability of the built environment, delivering positive environmental, social and economic outcomes.</i>
	<p>5a. There has been no specific information provided regarding energy efficiency. The project team are reminded the proposal will be required to provide an energy efficiency report at the Building Permit stage.</p> <p>5b. It is highlighted that the current design has a large proportion of glazing facing west - this amount of unshaded west facing glazing will create less than favourable conditions for the diners and increase power bills significantly.</p> <p>DR2 Additional Comments – Notwithstanding the requirements for the Building Permit energy efficiency compliance, the reconfiguration of the site has improved the solar orientation of the previous design. The new approach of a boundary wall is supported which assists with additional technical matters of fire and acoustic separation.</p> <p>DR3 – The re-design and the introduction of the west facing verandah is encouraging to assist with solar orientation. This strategy is supported.</p>
Principle 6 - <b>Amenity</b>	<i>Good design optimises internal and external amenity for occupants, visitors and neighbours, providing environments that are comfortable, productive and healthy.</i>
	<p>6a. The project team are to demonstrate how acoustic and fire separation to the adjoining residential lot are to be achieved.</p> <p>6b. The project team are to demonstrate how noise generating typically roof mounted mechanical equipment will meet compliance with the noise regulations</p> <p>DR2 Additional Comments – The reconfiguration of the site has the potential to improve the acoustic and fire separation of the new build works to the adjoining residential lot.</p> <p>This approach is supported, however it is recommended an acoustic report be undertaken to ensure the build quality and location of mechanical equipment will meet compliance with the noise regulations.</p> <p>DR3 – The reconfiguration of the site has the potential to improve the acoustic and fire separation of the new build works to the adjoining residential lot.</p> <p>This approach is supported, however it is still recommended an acoustic report be undertaken to ensure the build quality of the boundary conditions and location of mechanical equipment will meet compliance</p>

	with the noise regulations.
Principle 7 - Legibility	<i>Good design results in buildings and places that are legible, with clear connections and easily identifiable elements to help people find their way around.</i>
	<p>7a. The additional pedestrian access to the site provides increased accessibility to the site, however it is not clear how staff and patrons using vehicles access and park to access the venue.</p> <p>7b. To assist with the traffic management a review of bicycle parking facilities for patrons to ride to the venue to securely lock their bike is encouraged.</p> <p>DR2 Additional Comments – A site plan has been provided along with both a Waste Management Plan and Parking Management Plan which is encouraging and provides the missing information requested in DR1.</p> <p>All technical matters associated with the documents submitted are to be reviewed by the Citys engineering departments.</p> <p>DR3 – A site plan has been provided with improved traffic management with vehicle, bicycle and pedestrians and service vehicles taken into account. As a shared hard paved zone, delineation of the pedestrian pathway, one way vehicle traffic and motorcycle parking will require a more detailed response with due process.</p>
Principle 8 - Safety	<i>Good design optimises safety and security, minimising the risk of personal harm and supporting safe behaviour and use.</i>
	<p>8a. The proposal has clear entry points and if the garden courtyard is repositioned this will further improve passive surveillance</p> <p>8b. It is not clear how staff and patrons park on site in relation to safe access.</p> <p>DR2 Additional Comments – A site plan has been provided along with both a Waste Management Plan and Parking Management Plan which is encouraging and provides the missing information requested in DR1.</p> <p>All technical matters associated with the documents submitted are to be reviewed by the Citys engineering departments.</p> <p>DR3 – A site plan has been provided with improved traffic management with vehicle, bicycle and pedestrians and service vehicles taken into account. As a shared hard paved zone, delineation of the pedestrian pathway, one way vehicle traffic and motorcycle parking will require a more detailed response with due process.</p>
Principle 9 - Community	<i>Good design responds to local community needs as well as the wider social context, providing environments that support a diverse range of people and facilitate social interaction.</i>
	<p>9a. The proposed business is to be encouraged and the existing business has already become a community asset.</p> <p>DR2 – No further comment</p> <p>DR3 – No further comments</p>
Principle 10 Aesthetics	<i>Good design is the product of a skilled, judicious design process that results in attractive and inviting buildings and places that engage the senses.</i>
	<p>10a. The project team are encouraged to review the above comments relating to heritage significance and the various technical issues which may result in a new design approach.</p> <p>10b. The new 600mm deep canopy to Guildford Rd is not supported and should be extended to match the depth of the existing canopy to provide adequate coverage to this 'commercial' shopfront strip.</p> <p>10c. Further details on materials, paint colours, fencing and landscape details should be provided for the panel to provide further comment.</p> <p>DR2 Additional Comments – The reconfiguration of the site has improved the exposure of the original heritage fabric and shopfront with the new works designed in a contemporary aesthetic which is supported.</p> <p>However the panel remain concerned on the overall aesthetics to the new build portion to Dining 4 zone, its suitability within the context of the site and the presentation to the streetscape.</p> <p>This concern relates to the design response to the plan and elevation treatment to the Dining 4 portion which appears discontinuous and disassociated with the remainder of the site and existing building fabric</p> <p>The project team are encouraged to explore more simplistic design solutions to this particular portion of the design in plan and elevation form to ensure a sense of rhythm, scale and context is maintained to the streetscape presentation.</p>

	<p>This may be achieved by taking cues from the original building forms and interpreting these in a contemporary manner.</p> <p>DR3 – In response to DR2 and various technical issues, the Project Team have re-designed the project to simplify the improvements to the site.</p> <p>The current iteration has improved its suitability within the context of the site and the presentation to the streetscape. There remain technical issues in relation to the amenity of the adjoining residential lot which will need to be addressed in due course however the overall design strategy is supported.</p> <p>The design team are encouraged to continue local research into well designed local examples of garden walls and fences to ensure the interface with the streetscape and pedestrian path is of a high quality.</p> <p>All technical matters associated with new signage (type, colours and size) are to be reviewed by the City's engineering departments upon further input from the design team.</p>
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DR3 - Design review report and recommendations Part 3/3			
Design Review Progress			
	Supported		
	Pending further attention		
	Not supported		
	Yet to be addressed		
	DR1 31/05/2021	DR2 13/09/2021	DR3 (20/10/2021)
Principle 1 - Context and character			
Principle 2 - Landscape quality			
Principle 3 - Built form and scale			
Principle 4 - Functionality and build quality			
Principle 5 - Sustainability			
Principle 6 - Amenity			
Principle 7 - Legibility			
Principle 8 - Safety			
Principle 9 - Community			
Principle 10 - Aesthetics			

#### 10.4.4 Proposed Local Planning Policy - Significant Tree Register and Associated Guidelines for Private Land

<b>Responsible Branch:</b>	Development and Place
<b>Responsible Directorate:</b>	Community and Development
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	1. Significant Tree Register Policy for Private Land [ <b>10.4.4.1</b> - 1 page] 2. Significant Tree Register Guidelines [ <b>10.4.4.2</b> - 7 pages]
<b>Refer:</b>	Item 10.6.1.1: OCM 25.05.2021 Item 10.6.4.1: OCM 27.10.2020 Item 10.4.7: OCM 03.09.2019

#### SUMMARY

Council consideration is sought in relation to adopting for public advertising a proposed Local Planning Policy – Significant Tree Register and associated Significant Tree Register guidelines for Private Land.

The policy and guidelines have been developed to provide protection to trees on private property. The policy has been updated to include incentives for registering a significant tree on private land.

#### OFFICER'S RECOMMENDATION

**That Council adopts for public advertising the proposed Significant Tree Register Policy and associated Significant Tree guidelines as contained in Attachments 1 and 2 to this report.**

#### BACKGROUND

Council at its Ordinary Meeting held 25 May 2021 considered adopting for public advertising a proposed Local Planning Policy – Significant Tree Register and associated Significant Tree Register guidelines for Private Land. The officer recommendation included a request to develop a policy to provide incentives for registering significant trees on private land. Council considered the item and resolved:

*That Council requests the Chief Executive Officer:*

1. *To amend the proposed Significant Tree Register Policy for Private Land and associated Significant Tree Register Guidelines for Private Land as contained in Attachments 1 and 2 to this report, so that they apply the following key parameters:*
  - (a) *Consent is required from the property owner, and if necessary, from the adjoining landowners, before registering a tree on their land, similar to the approach proposed in Attachments 1 and 2;*
  - (b) *Anyone can nominate significant trees on private land;*
  - (c) *The property owner nor the nominator are not to bear any cost in regard to the assessment and registration process;*
  - (d) *The Policy and Guidelines provide incentives for registering significant trees on private land, including: grant funding; waiving of fees for written consent and planning advice on trees; arborist reporting and certification; specific incentives for developers including subdivision applications;*
  - (e) *Revise the proposed required optional categories, so that it allows for the 'height, trunk circumference and canopy spread' criterion alone to be considered for the*

*purpose of determining a significant tree (and allows specific species to be excluded, if needed);*

- (f) Revise the height criterion so that it includes trees over 7m high.*
- 2. To present the revised Policy and Guidelines before Council for consideration at the November 2021 Ordinary Council Meeting.*

Prior to this, Council at its Ordinary Meeting held 3 September 2019 considered to initiate Scheme Amendment No. 86 to Town Planning Scheme No. 24 (TPS 24), and resolved:

*"That:*

- 1. Council, pursuant to section 75 of the Planning and Development Act 2005, resolves to initiate Amendment No. 86 to the City of Bayswater Town Planning Scheme No. 24 by:  
Inserting the following new clause 8.3.9.5:  
"8.3.9.5 Development approval is required prior to the removal, destruction and/or interference with any tree included on the City of Bayswater heritage list or significant tree register."*
- 2. The Amendment is standard under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons:  
(a) The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and  
(b) The amendment is not a complex or basic amendment.*
- 3. Upon finalisation of the scheme amendment documentation, the documentation is forwarded to the Department of Water and Environmental Regulation for assessment, and the Department of Planning, Lands and Heritage - Heritage Directorate for referral.*
- 4. Upon the Notice of Assessment from the Department of Water and Environmental Regulation being received (and issues raised being complied with), the proposed scheme amendment be advertised for public comment.*
- 5. The proposed amendment is referred to Council for further consideration following public advertising."*

The scheme amendment was subsequently advertised for public comment and 28 submissions were received. The submissions primarily related to the need for guidelines to provide further information on the implementation of the scheme amendment. The City subsequently developed a draft Significant Tree policy and associated guidelines to respond to the comments prior to finalising the scheme amendment. The amendment is currently on hold awaiting the outcome of the policy and associated guidelines.

## **EXTERNAL CONSULTATION**

In the event that the policy and associated guidelines are adopted for advertising, they will be advertised in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations), by way of:

- Notification being published in the local newspaper(s);
- Information being placed on the City's engagement website;
- Hard copies being made available for inspection at the City's Civic Centre and libraries; and
- Notification letters forwarded to those who made a submission during the consultation period for the scheme amendment.

**OFFICER'S COMMENTS**Significant Tree Register

The City's current Significant Tree Register identifies and lists trees within the City in the public realm that have special value and then imposes measures on those trees to ensure their ongoing conservation and protection. The scheme amendment, policy and guidelines will create a new register to include nominated trees on private property.

It is considered that having a tree listed on the City's Significant Tree Register for Private Land may have significant implications for landowners. Accordingly, it is considered important that appropriate policy and guidelines are put in place to ensure that land owners are aware of the impacts of a tree being placed on the register and to ensure that the processing and assessment of significant trees is fair, consistent and accountable.

Local Planning Policy

The proposed local planning policy is considered simple in composition but necessary to give an appropriate statutory head of power to process and assess applications for significant trees. The proposed policy provides the strategic direction, with the procedural details and more detailed level of information included in the guidelines. Additionally, it is required in order to give an appropriate head of power to the proposed guidelines.

Guidelines

The proposed Significant Tree Register Guidelines for Private Land provide a more detailed level of information and guidance, specifically in regard to:

- Including or removing a tree from the Significant Tree Register for Private Land.
- The information required to be provided.
- The criteria in which an application will be assessed against.
- The process for assessing an application.
- What will and will not require written approval from the City.
- Implications for landowners and neighbouring properties.
- Incentives for landowners.

The Significant Tree Register Guidelines for Private Land have been prepared to address each of the key concerns raised during the consultation period for Scheme Amendment No. 86, particularly around issues relating to the nomination, assessment and approval process, as well as management, maintenance and the impact of significant trees on development and adjoining properties. The Guidelines clarify that any person can nominate trees on private land however the landowners' consent is required, and when written approval is required from the City of Bayswater in relation to the on-going maintenance of significant trees.

Modifications to the Guidelines

Council at its Ordinary Meeting held 25 May 2021, requested that the guidelines are updated in accordance with the Council resolution. In light of this, the following updates have been made to the Significant Tree Register Guidelines:

- The 'Applicants' section has been updated to refer to any person being able to nominate a tree and to state that the landowner(s) consent is required.
- The 'Significant Tress Assessment' section has been updated to state that the City will engage an arborist, with there being no cost borne by the applicant or landowner.



- The 'Significant Tree Assessment Criteria' section has been updated to modify optional category 1 to refer to the growth/size of a tree only, the points relating to visual and aesthetic significances have been moved to optional category 2, and the subsequent categories have been renumbered.
- A new 'Incentives' section has been incorporated into the guidelines.
- A new 'Tree Maintenance Grants' section have been incorporated into the guidelines.
- The 'Implications and Responsibilities for Landowners' section has been updated to refer to landowners who nominate or consent to a tree for inclusion on the significant tree register.

#### Incentives for Registering Significant Trees on Private Land

The City's officers have incorporated incentives into the policy in accordance with the Council resolution on 25 May 2021. The draft policy now includes the following:

*"The following incentives are applicable where a significant tree exists on private land:*

1. *Landowner(s) will bear no cost for formal written planning advice and approval which relates to the significant tree(s).*
2. *Landowner(s) will be able to obtain reduced planning fees for development applications.*
3. *Landowner(s) can apply for a variation to the open space provisions applicable to development on the site, as follows:*
  - (a) *Where one significant tree exists on the property a variation of 5% can be considered;*
  - (b) *Where two or more significant tree exists on the property a variation of 10% can be considered.*
4. *Landowner(s) can apply for a variation to the plot ratio provisions applicable to development on the site, as follows:*
  - (a) *Where one significant tree exists on the property a variation of 5% can be considered;*
  - (b) *Where two or more significant tree exists on the property a variation of 10% can be considered.*
5. *Landowner(s) can apply for a variation to building height of up to 3m.*
- ...

#### Tree Maintenance Grants

*Landowner(s) with a tree(s) registered on the significant tree register may be eligible to apply for a tree maintenance grant subject to the following:*

1. *Funding up to \$2,000 per property but not exceeding 50% of the total cost of the approved maintenance is available from the City, and is exclusive of any applicable GST.*
2. *Each property is entitled to one granted per five year period.*
3. *The application is for one or more of the following works:*
  - *Remedial pruning;*
  - *Crown thinning;*
  - *Pest control or the like;*
  - *To seek the advice of a qualified arborist; or*
  - *For works specified by a qualified arborist.*

4. *Payment will be in the form of reimbursement to the previously agreed amount upon presentation of proof of payment and certification by the arborist of approved works. The City may inspect and photograph trees before and after the approved works."*

#### Free Arborist Reporting and Certification

In accordance with the above, applicants and/or landowners will bear no cost for the nomination and assessment of significant trees on private property. This relates to the waiving of fees relating to arborist reporting and certification. This incentive has the potential to encourage property owners to nominate trees as significant trees, whilst ensuring that they are properly certified by a qualified arborist and subsequently maintained, to the City's satisfaction. The risks associated with this is that the City would be responsible for financing the reports which cost approximately \$1,000 per tree. The City would need to determine a practice of either outsourcing the work or reimbursing owners for the cost of a report. Additionally, it is noted that there is no budget currently allocated to undertake these works when an application is received. Budget consideration would however be considered following final adoption of the scheme amendment and guidelines and listing of significant trees on any list.

#### Waiving Fees for Written Planning Advice and Approval relating to Trees

Written consent and planning advice would cost approximately \$150 for an applicant to obtain. The ability to waive the fees for written consent and planning advice allows for landowners to maintain a significant tree without the perception of being penalised. This may also encourage landowner(s) to nominate or consent to a tree being registered as a significant tree.

#### Reduced Development Application Fees

A reduction in development application fees may encourage landowners to nominate or consent to a tree being registered as a significant tree, especially if they are considering undertaking new development on the property immediately or in the future.

#### Variations to Development Provisions

Variations to the open space, plot ratio and building height provisions for dwellings encourages trees to be retained on site when a landowner is redeveloping. They also assist with reducing the number of trees to be removed unnecessarily as part of a development or subdivision of a lot. There are risks associated with the potential for a landowner to remove a tree following an approval for variations, however it is considered that this would result in non-compliance with the respective development approval. In the instance this were to occur, there is sufficient capacity for compliance action to be undertaken in accordance with the *Planning and Development Act 2005*. Additionally, it is noted that the variations to the Residential Design Codes (R-Codes) are permitted to occur without the approval of the Western Australian Planning Commission in accordance with provisions of Clause 7.3.1 of the R-Codes.

#### Grant Funding for Tree Maintenance

Grant funding for the ongoing maintenance of significant trees may assist landowners and encourage people to register significant trees. The risks associated with this relate to where the funding would come from, as there is the potential it may reduce funds available for other items. The City's officers would be required to monitor and undertake compliance where funds are not used appropriately. It is estimated that grants would be allocated at a rate of \$2,000 per tree every five years however funds may be increased if significant work is required. It is noted that there is no budget currently allocated to provide the grants when an application is received.

#### Optional Category 1 – Growth/Size Significance

The optional category 1 has been modified to refer to the growth/size of a tree only, the points relating to visual and aesthetic significances have been moved to optional category 2, and the

subsequent categories have been renumbered. The height criterion has also been reduced from trees over 10m high to trees over 7m high.

The modified optional category 1 is proposed to state the following:

*“A tree(s) that is outstanding for its height, trunk circumference or canopy spread – 500mm diameter at breast height and over 7m high.”*

It is considered that separating the above from the criteria in optional category 2 and reducing the minimum height requirement will allow for more trees to be considered significant, which may result in more trees being nominated.

## LEGISLATIVE COMPLIANCE

Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* sets out the procedure for preparing local planning policies.

## RISK ASSESSMENT

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

<b>Officer's Recommendation</b>	<b>That Council adopts for public advertising the proposed Significant Tree Register Policy and associated Significant Tree guidelines as contained in Attachments 1 and 2 to this report.</b>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	It is considered that this option has moderate community and stakeholder and risks given the potential impact on neighbouring properties and their future development potential.	

Option 2	That Council adopts for public advertising the proposed Significant Tree Register Policy and associated Significant Tree guidelines as contained in <u>Attachments 1 and 2</u> to this report, with other modification(s) as determined by Council.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Dependent on the other modification(s) determined by Council.
Reputation	Low	
Governance	Low	
Community and Stakeholder	Moderate	
Financial Management	Low	
Environmental Responsibility	Low	
Service Delivery	Low	
Organisational Health and Safety	Low	
Conclusion	It is considered that the risks of this option are dependent on the other modification(s) proposed by Council.	

<b>Option 3</b>	<b>That Council does not adopt for public advertising the proposed Significant Tree Register Policy and associated Significant Tree guidelines as contained in Attachments 1 and 2 to this report.</b>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Low
Reputation	Low	Moderate

Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Moderate
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	It is considered that this option has moderate reputation and community and stakeholder risks, as community members generally expect the City to provide appropriate guidance for the fair, consistent and accountable processing and assessing of significant trees. There is also moderate risk to environmental responsibility as there will be no framework for registering trees on private land, which may be lost as a result of development.	

## FINANCIAL IMPLICATIONS

The following financial implications are applicable:

**Item 1:** Advertising the proposed policy

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

**LTFP Impacts:** Not listed in the LTFP

**Notes:** N/A

**Item 2:** Arborist report to prepare Significant Tree Assessment

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

**LTFP Impacts:** Not listed in the LTFP

**Notes:** The cost for an arborist report is per tree.

**Item 3:** Grant Funding for Tree Maintenance

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

**LTFP Impacts:** Not listed in the LTFP

**Notes:** Grant funding is a maximum of \$2,000 per property, once every five years.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$600	-	-	-	-	-	\$14,000
2	\$1,000 per tree	-	-	-	-	-	\$0
3	\$2,000 per property	-	-	-	-	-	\$0

## STRATEGIC IMPLICATIONS

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

**Theme:** Environment and Liveability

**Goal E5:** Protect and enhance the City's natural environment and biodiversity, and encourage the community to participate in its protection.

It is considered that the proposed Policy and Guidelines will assist to protect and conserve significant trees within the City of Bayswater and encourage the community to participate in the process.

## CONCLUSION

In light of the above, it is recommended that Council adopts the proposed policy and associated guidelines for public advertising.

# Significant Tree Register Policy for Private Land



## Purpose

The purpose of this policy is to outline information, requirements and guidance in relation to:

- Including or removing a tree from the City of Bayswater Significant Tree Register on private land; and
- Removing, destructing, interfering and/or maintaining a tree on the City of Bayswater Significant Tree Register for Private Land.

## Objectives

The objectives of this policy are:

1. To identify and recognise the importance of significant trees in the City of Bayswater to ensure an increased level of protection and care.
2. To ensure that the processing and assessment of significant trees is fair, accountable, consistent and comparable.

## Introduction

The City of Bayswater has a number of trees that hold special aesthetic, social and cultural value to the community. Inclusion of these trees on the City of Bayswater Significant Tree Register acknowledges their value and can also provide them with a level of statutory protection to better ensure their ongoing conservation and care.

## Scope

This policy applies to existing or potential trees on private land that could be included on the City of Bayswater Significant Tree Register.

## Requirements

1. Applications to include or remove a tree from the City of Bayswater Significant Tree Register are to be made in accordance with the City's Significant Tree Register Guidelines for Private Land.
2. The proposed removal, destruction, interference and/or maintenance of a Significant Tree is to be undertaken in accordance with the City's Significant Tree Register Guidelines for Private Land.

## Related legislation

This policy is adopted under all Local Planning Schemes in force within the City of Bayswater, in accordance with Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Relevant Delegations	TP-D01
Council Adoption	

# Significant Tree Register Guidelines



61 Broun Avenue, Morley WA 6062 | P: 9272 0622 | F: 9272 0665 | mail@bayswater.wa.gov.au | www.bayswater.wa.gov.au

## Introduction

These guidelines provide guidance for people wanting to include or remove a tree from the City of Bayswater Significant Tree Register on private land or in the public domain.

In addition, these guidelines provide information about the removal, destruction, interference and/or maintenance of a tree, which is registered on the City of Bayswater Significant Tree Register.

## Applicants

1. The significant tree register application form is required to be filled out and signed.
2. Any person can apply for a Significant Tree(s) for inclusion on the Significant Tree Register on private land, subject to the following:
  - (a) All landowner(s) are required to consent to the application;
  - (b) Any applicable strata body or similar is required to consent to the application; and
  - (c) Any affected neighbouring landowner(s) which have branches, canopy or roots of a significant tree(s) encroaching into their property, are required to provide consent to the application.
3. Any person can apply for a Significant Tree(s) for inclusion on the Significant Tree Register on public land.
4. Landowners are advised to familiarise themselves with the implications of having a tree on their property registered on the Significant Tree Register before applying for or consenting to a tree for inclusion on the register.
5. Any person who nominates a tree and landowner(s) who consent will bear no cost for an application to the City to consider registering the tree.

## Significant Tree Assessment

1. All applications to include a tree on the City's Significant Tree Register are to be accompanied by a Significant Tree Assessment.
2. The City will engage a suitably qualified arborist to prepare the Significant Tree Assessment. Costs associated with the Significant Tree Assessment are to be borne by the City, with no costs to be borne by the applicant or landowner.
3. The Significant Tree Assessment is to provide justification that the tree satisfies the Significant Tree Assessment Criteria.

## Significant Tree Assessment Criteria

To be considered worthy of inclusion on the Significant Tree Register, trees must:

- Satisfy all the requirements and criteria from the General Category, to the satisfaction of the City; and
- Satisfy at least one criterion from at least two different optional categories (Categories 1 to 5), to the satisfaction of the City.

### General Category

The Significant Tree Assessment is to include:

1. Address of the site containing the tree(s).
2. Botanical name of the tree(s).
3. Measurements of the tree(s), including: height, diameter at breast height (1.4m) and width of canopy.
4. A Tree Risk Assessment using either the Quantified Tree Risk Assessment (QTRA) or Tree Risk Assessment Qualification (TRAQ) system, including distance to targets identified in the risk assessment such as buildings, sheds, etc. on both the subject site and neighbouring properties.
5. Age classification of the tree(s).
6. Observations of the tree(s) health and condition.
7. Supporting photographs of the tree(s).
8. An aerial photograph showing the location of the tree(s).

### Optional Category 1 – Growth/Size Significance

1. A tree(s) that is outstanding for its height, trunk circumference or canopy spread - 500mm diameter at breast height and over 7m high.

### Optional Category 2 – Outstanding Visual/Aesthetic Significance

1. A tree(s) that occurs in a prominent location or context;
2. A tree(s) that contributes significantly to the landscape in which it grows in comparison to other trees within a 100m radius - including streetscapes, parks, gardens or natural landscapes;
3. A tree(s) that exhibits an unusual growth form or physical feature; and/or
4. A tree(s) that is of a significant age - 100 years or older.

### Optional Category 3 – Botanic/Scientific Significance

1. A tree(s) that is of an important genetic value that could provide important and valuable propagating stock. This could include specimens that are particularly resistant to disease or climatic extremes or have a particular growth form; and/or
2. A tree(s) that demonstrates a likelihood for producing information that will help the wider understanding of natural or cultural history by virtue of its use as a research site, teaching site, type locality or benchmark site.

#### Optional Category 4 – Significant Ecological Value

1. A priority, rare, threatened or locally uncommon species or ecological community;
2. An indigenous/endemic remnant tree(s) that predates the urban development in its immediate proximity;
3. A tree(s) that makes a significant contribution to the integrity of an ecological community, including its role as a seed source or specialised habitat;
4. A remnant endemic specimen(s) now reduced in range or abundance, which indicates the former extent of the species, particularly range limits;
5. A tree(s) that is part of a significant habitat element for rare, threatened, priority or locally uncommon or common native species; and/or
6. A tree(s) proximity to recognised ecological linkages or biodiversity corridors.

#### Optional Category 5 – Historical, Commemorative, Cultural or Social Significance

1. A tree(s) that is associated with public significance or important historical event for the City; and/or
2. A tree(s) that is highly valued by the community or cultural groups for reasons of strong religious, spiritual, cultural or other social associations, including trees associated with Aboriginal heritage and culture.

### Tree Nomination Assessment and Decision Making Process

#### Stage 1

1. The application will be checked to ensure that all the information has been provided.
2. The nominated tree(s) will be assessed by a panel that includes the City's Coordinator Tree Services, Manager Parks and Gardens and Manager Sustainability and Environment.
3. Further advice may be drawn upon from internal or external personnel as the need arises to ensure a thorough assessment is undertaken.

#### Stage 2

1. The panel will make a determination on a tree's worthiness for inclusion on the Significant Tree Register based on the assessment criteria and qualified arborist assessment provided by the nominee.
2. The nominee, landowner(s) and any affected neighbouring landowner(s) will be informed of the decision in writing.
3. If the nominee is dissatisfied by the decision, they can request for it to be referred to Council to make a decision.



### Stage 3

1. Trees approved will be formally listed on the Significant Tree Register, which will include details about the tree, a photograph and a statement detailing its significance. The location of the other information will be included on the City's Geographic Information System.

## What requires the City's Written Approval

1. Formal written approval from the City of Bayswater is required prior to the removal, destruction and/or interference with any tree included on the City's Significant Tree Register, this includes:
  - (a) The severing of branches, limbs, stems, trunk or roots of a tree that are greater than 50mm in diameter;
  - (b) Any excavation resulting in removal of roots greater than 50mm in diameter within the trees calculated Tree Protection Zone (TPZ);
  - (c) Any excavation within the trees Structural Root Zone (SRZ) that requires the removal of any root;
  - (d) Pruning for aesthetic appearance; and/or
  - (e) Any other act that has the potential to cause damage to a tree, as determined by the City.
2. If a landowner(s) or neighbouring landowner(s) is in any doubt about what requires written approval, they are advised to liaise with the City prior to undertaking any pruning or other works.
3. Landowner(s) or neighbouring landowner(s) are advised to discuss with City officers what information is to be submitted with an application for written approval. Applications are to be accompanied by an assessment of the tree undertaken by a qualified arborist.
4. Approved works must be undertaken by a qualified arborist, to the satisfaction of the City.

## What does not require the City's Written Approval

### Pruning

Pruning of a significant tree is permitted to be undertaken by a qualified arborist without the need for written approval from the City, in the following circumstances:

1. The removal of dead wood or the treatment of disease where it is in the general interests of improving or maintaining the health of the tree;
2. The severing of branches, limbs, stems or roots of a tree that are less than 50mm in diameter;
3. Any excavation resulting in removal of roots less than 50mm in diameter within the trees calculated Tree Protection Zone (TPZ); and/or
4. Works required to maintain the legislated clearance requirements for utility services providers, such as Western Power or the Water Corporation.

## Emergency Works

1. Works urgently necessary for the safety of people and property, public safety, safety or security of plant or equipment, maintenance of essential services, or protection of the environment is exempt from the requirement to obtain written approval from the City.
2. These works must be undertaken by a qualified arborist to the satisfaction of the City.
3. Landowner(s) or neighbouring landowner(s) are required to notify the City in writing within five working days following the emergency work having been undertaken. Notification must include a report by the qualified arborist who carried out the work.

## Incentives

The following incentives are applicable where a significant tree exists on private land:

1. Landowner(s) will bear no cost for formal written planning advice and approval which relates to the significant tree(s).
2. Landowner(s) will be able to obtain reduced development application fees for development on the property.
3. Landowner(s) can apply for a variation to the open space provisions applicable to development on the site, as follows:
  - (a) Where one significant tree exists on the property a variation of 5% can be considered;
  - (b) Where two or more significant tree exists on the property a variation of 10% can be considered.
4. Landowner(s) can apply for a variation to the plot ratio provisions applicable to development on the site, as follows:
  - (a) Where one significant tree exists on the property a variation of 5% can be considered;
  - (b) Where two or more significant tree exists on the property a variation of 10% can be considered.
5. Landowner(s) can apply for a variation to building height of up to 3m.

Landowner(s) will be made aware of the incentives for retaining trees on private land at the subdivision application stage. The City will recommend an advice note be place on the subdivision determination where trees over 7m in height are located on the property.

## Tree Maintenance Grants

Landowner(s) with a tree(s) registered on the significant tree register may be eligible to apply for a tree maintenance grant subject to the following:

1. Funding up to \$2,000 per property but not exceeding 50% of the total cost of the approved maintenance is available from the City, and is exclusive of any applicable GST.
2. Each property is entitled to one granted per five year period.
3. The application is for one or more of the following works:
  - Remedial pruning;
  - Crown thinning;
  - Pest control or the like;
  - To seek the advice of a qualified arborist; or

- For other works specified by a qualified arborist.
4. Payment will be in the form of reimbursement to the previously agreed amount upon presentation of proof of payment and certification by the arborist of approved works. The City may inspect and photograph trees before and after the approved works.

## Implications and Responsibilities

### Implications and Responsibilities for Landowners

Landowners are advised to think carefully before deciding to nominate or consent to a tree for inclusion on the Significant Tree Register. A significant tree has the following implications for landowners:

1. Landowners are responsible for the ongoing health and maintenance of a significant tree within their property boundary. All associated costs are to be borne by the landowner.
2. All maintenance and other works are required to be undertaken by a qualified arborist. All associated costs are to be borne by the landowner.
3. Landowners who have significant trees on their property are required to arrange for a qualified arborist to inspect the tree once a year. Landowners are required to pay for any remedial maintenance as advised by the arborist.
4. While some works can be undertaken to a significant tree without written approval, landowners will need to apply for and obtain written approval to undertake certain works associated with a significant tree. All associated costs are to be borne by the landowner.
5. A significant tree has the potential to constrain the future development potential of the property.
6. A significant tree may only be removed from the Significant Tree Register under certain circumstances. A significant tree will remain on the Significant Tree Register if/when land ownership changes.
7. A significant tree may impact insurance policies. Landowners are advised to check with their insurance provider in this regard.

### Implications and Responsibilities for Neighbouring Properties

The inclusion of a tree on the Significant Tree Register may have the following implications for neighbouring properties:

1. Neighbouring landowners are responsible for the ongoing health and maintenance of any part of a significant tree that overhangs their property up to the boundary line. All associated costs are to be borne by the impacted landowner.
2. Where part of a significant tree overhangs a neighbouring property, all maintenance and other works up to the property boundary is required to be undertaken by a qualified arborist. All associated costs are to be borne by the impacted landowner.
3. While some pruning and other works can be undertaken to a significant tree without written approval, neighbouring landowners will need to apply for and obtain written approval to undertake certain works associated with any part of a significant tree that overhangs their property up to the boundary line. All associated costs are to be borne by the impacted landowner.
4. Where part of a significant tree overhangs a neighbouring property, it may constrain the development potential of the property.
5. A significant tree may impact insurance policies. Neighbouring landowners are advised to check with their insurance provider in this regard.

## Removal from Register

Subject to obtaining written approval from the City, a tree may be removed from the Significant Tree Register if:

1. The tree is dead;
2. The tree poses an unacceptable level of risk within its structure and remedial techniques cannot rectify it;
3. 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; and/or
4. The tree is causing significant damage to infrastructure and suitable documented evidence is provided by a qualified arborist, at the expense of the applicant.

The following reasons will not be considered sufficient for removal:

1. Withdrawal of the support from the landowner (or new landowner).
2. To facilitate the placement of a permanent vehicle access crossing; unless it is to facilitate the placement of a permanent vehicle access crossing as a last resort, where there is no other viable option.

To remove a tree from the Significant Tree Register, landowners are required to provide an assessment from a qualified arborist detailing evidence and reasons why the tree should be removed from the Register.

## Definitions

1. **Tree Protection Zone (TPZ)** – A protection zone that protects all parts of a tree from accidental or wilful damage, as calculated by a qualified arborist based on the appropriate Australian Standards.
2. **Structural Root Zone (SRZ)** – A protection zone that protects tree roots from accidental or wilful damage, as calculated by a qualified arborist based on the appropriate Australian Standards.
3. **Suitably Qualified Arborist** – An arborist that has a current and valid minimum qualification of an Australian Qualification Framework - Level 5 (Diploma) in Arboriculture.

**10.4.5 Inclusion and Diversity Committee**

<b>Applicant/Proponent:</b>	City of Bayswater
<b>Owner:</b>	City of Bayswater
<b>Responsible Branch:</b>	Community Development
<b>Responsible Directorate:</b>	Community and Development
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	<b><i>ABSOLUTE MAJORITY REQUIRED</i></b>
<b>Attachments:</b>	1. Inclusion and Diversity Committee Terms of Reference [10.4.5.1 - 1 page]
<b>Refer:</b>	Item 10.2.10 : OCM 26.10.2021

**SUMMARY**

For Council to consider the establishment and Terms of Reference for the Inclusion and Diversity Committee for the term 23 November 2021 to 20 October 2023.

**OFFICER'S RECOMMENDATION**

That Council:

1. Establishes the Inclusion and Diversity Advisory Committee.
2. Adopts the terms of reference for the Inclusion and Diversity Advisory Committee for the term 23 November 2021 to 20 October 2023 as outlined in Attachment 1 to this report.
3. Appoints the following Councillors as Members:
  - (a) \_\_\_\_\_;
  - (b) \_\_\_\_\_; and
  - (c) \_\_\_\_\_.
4. Appoints the following Councillors as Deputy Members:
  - (a) \_\_\_\_\_;
  - (b) \_\_\_\_\_; and
  - (c) \_\_\_\_\_.
5. Requests that the Chief Executive Officer call for expressions of interest for six community members for Council's consideration in accordance with the criteria outlined in the terms of reference.
6. Requests the Inclusion and Diversity Advisory Committee to review their terms of reference at their first meeting and recommend any changes considered necessary to Council.

**BACKGROUND**

At the Ordinary Council Meeting on 26 October 2021, Council considered the minor committees for the 2021-2023 Council term and resolved as follows:

*"That Council:*

*.....*

3. *In relation to the Community Access and Inclusion Advisory Committee, requests that the CEO prepare a report with draft Terms of Reference for the November Ordinary Council Meeting for the establishment of an Inclusion and Diversity Committee to replace the Community Access and Inclusion Advisory Committee."*

## EXTERNAL CONSULTATION

The most recent consultation associated was conducted in November 2019 to inform the development of the City of Bayswater Access and Inclusion Plan 2020-2024 which was adopted by Council at the Ordinary Council Meeting on the 24 March 2020.

Feedback relating to 'barriers to inclusion' received during the consultation was limited. People from culturally and diverse backgrounds referred to the importance of ensuring that information relating to the City's Access and Inclusion Plan is disseminated to disability and culturally and linguistically diverse service providers. There was no information provided from people who identify as LGBTIQ+ received on the types of inclusion barriers they were experiencing aligned with the seven prescribed Access and Inclusion outcome areas as tabled below:

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.
Outcome 2	People with disability have the same opportunities as other people to access buildings and other facilities of the City of Bayswater.
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.
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.
Outcome 5	People with disability have the same opportunities as other people to make complaints to the City of Bayswater.
Outcome 6	People with disability have the same opportunities as other people to participate in any public consultation by the City of Bayswater.
Outcome 7	People with disability have the same opportunities as other people to obtain and maintain employment with the City of Bayswater.

## OFFICER'S COMMENTS

### Background on Inclusion and Diversity at the City of Bayswater

At the Special Council Meeting of 31 October 2017, Council resolved to establish Community Access and Inclusion Committee (CAIC) which was formerly referred to as the Disability Access and Inclusion Plan Advisory Committee.

The City recognises that it plays a crucial role in ensuring that the City's services and events; buildings and facilities; information; customer service; complaint mechanisms, consultation processes; and employment practices are accessible to everyone and therefore inclusive of all community members, as legislated under the *Disability Services Act 1993 (amended in 2004)*. In compliance with the legislation, the City submits a progress report to the Department of Communities each financial year to ensure barriers to access and inclusion are addressed for people with disability. A review of the City's Access and Inclusion Plan 2020 – 2024 as legislated under the Disability Services Act 1993 (amended 2004) is not due until the 2023/2024 financial year.

The City endorses and promotes the principles of equity, diversity and inclusion which is underpinned by the Workforce Diversity and Inclusion Plan. This plan aims to create, promote and sustain a fair and inclusive working environment that values and uses the contribution of all employees, supporting and enabling their diverse backgrounds and experiences. This plan reflects a commitment towards the six diverse groups identified as:

1. Women;
2. Australia's First Nation People, Aboriginal and Torres Strait Islander Peoples;
3. People with Disability;

4. Youth and Young Professionals;
5. Culturally and Linguistically Diverse People; and
6. People of diverse sexualities and genders.

This plan incorporates a range of strategies and actions for implementation which are overseen by the City's internal Workforce Diversity and Inclusion Committee comprising employee sub-groups focussing on the six diverse groups.

The City is also a member of the Diversity Council Australia which provides exclusive access to unique research, events and comprehensive resources to support building diversity and inclusion in the workplace.

To support the LGBTIQA+ community, the City is promoting inclusion and diversity opportunities across the wider community for people who identify as LGBTIQA+. This year, in partnership with local businesses and community groups between the 8 – 29 November 2021 the City will be delivering an extensive Pridefest program inclusive of all ages, abilities and diverse backgrounds which includes:

- Spill the Tea for 15-25yr olds;
- Stories of Pride;
- Drag yourself make-up workshops;
- Pridefest Fair Day Stall;
- Trans101 presentation;
- Drag Queen Bingo Night;
- Pride in the Park;
- Urban Bush Run;
- 'Pride' Movie for seniors; and
- Pride Parade.

The City of Bayswater is considered to be one of the most culturally diverse local governments in Western Australia. According to the Australian Bureau of Statistics 2016 Census, 45.77% of the resident population were born outside of Australia. To foster the inclusion of people from culturally and linguistically diverse communities the City has continued to build the capacity and contribute to social cohesion through:

- delivering information in the City's top three languages to support community engagement initiatives to inform plans such as the; Strategic Community Plan, Community Engagement Framework and Strategy and the roll out of the FOGO program
- delivering community events such as the City's 'Evening in the Park' during Harmony Week;
- recruitment of volunteers Age Friendly Ambassadors that speak a language other than English to support effective engagement;
- building partnerships with community groups such as Umbrella Multicultural Community Care Services and Chung Wah to deliver culturally and linguistically diverse education and information sessions in Italian and Chinese for seniors;
- delivery of community training workshops to build community awareness and capacity, such as Cultural Competency, Safer Families, Safer Communities, and Inclusive event planning; and

- providing grants through the Community Grants program for the delivery of events and programs that address identified community needs (such as. Buddha Light International Association of WA's Harmonious New Year to showcase a range of different cultural celebrations, Neighbourhood Watch Chinese Group Family Harmony and Neighbourhood Watch Week).

### Terms of Reference

The draft Terms of Reference for the Inclusion and Diversity Advisory Committee (IDAC) are included in **Attachment 1**. The formatting and content of the Terms of Reference are consistent with other minor committees of Council.

The key difference between the former CAIAC and the IDAC is that the CAIAC had a primary focus on issues impacting people with disability, including the development and implementation of the City's Access and Inclusion Plan 2020-2024 (AIP). The Terms of Reference have been amended as detailed below.

### Purpose

The purpose of the Committee is to provide advice and recommendations to Council in relation to:

- the development and implementation of the City's Access and Inclusion Plan (AIP); and
- promoting equality and equal opportunity for people from culturally and linguistically diverse backgrounds and people who identify as LGBTIQA+ accessing and utilising the City's services and programs.

Redefining the Terms of Reference to an Inclusion and Diversity Advisory Community ('IDAC') provides an opportunity to proactively address inclusion and diversity barriers that may affect the following groups and demographics:

- People living with disability;
- People from Culturally and Linguistically Diverse backgrounds; and
- People who identify as LGBTIQA+.

It is considered that the Committee would need to review the terms of reference particularly in relation to making recommendations to promote equality and equal opportunity for people from culturally and linguistically diverse backgrounds and people who identify as LGBTIQA+, as the City currently has limited staff resource capacity and financial allocation to deliver recommended initiatives.

### Membership

The terms of reference propose three Councillors and six community members, with the external members broken down as follows:

1. Two members who:
  - (a) Reside in the City and live with disability and/or are a parent, carer, advocate of a person with disability; or
  - (b) Reside or is a service provider/organisation within the City of Bayswater and are able to contribute expertise or advice on disability.
2. Two members who:
  - (a) Reside in the City and who identify as LGBTIQA+; or
  - (b) Reside or is a service provider/organisation within the City of Bayswater and are able to contribute expertise or advice on matters relating to LGBTIQA+.



3. Two members who:
  - (a) Reside in the City and who identifies as being from a culturally and linguistically diverse background; or
  - (b) Reside or is a service provider/organisation within the City of Bayswater and are able to contribute expertise or advice on matters relating to culturally and linguistically diverse backgrounds.

#### Meeting Details

Meeting Frequency: Quarterly or as required.  
 Day of Meeting: When required  
 Time of Meeting: When required  
 Location of Meeting: City of Bayswater Civic Centre

#### Sitting Fees

Included as part of the annual sitting fees paid to Councillors.  
 There is no remuneration to community representatives.

#### Previous Membership

Membership of the Community Access and Inclusion Advisory Committee for 2019-2021 comprised:

- Cr Elli Petersen-Pik;
- Cr Catherine Ehrhardt;
- Cr Stehanie Gray; and
- Cr Sally Palmer.

### **LEGISLATIVE COMPLIANCE**

Section 5.8 of

#### **“5.8 Establishment of Committees**

*A local government may establish\* committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.*

*\*Absolute majority required”*

### **RISK ASSESSMENT**

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

Officer’s Recommendation	That Council:
	<ol style="list-style-type: none"> <li>1. Establishes the Inclusion and Diversity Advisory Committee.</li> <li>2. Adopts the terms of reference for the Inclusion and Diversity Advisory Committee for the term 23 November 2021 to 20 October 2023 as outlined in <u>Attachment 1</u> to this report.</li> <li>3. Appoints the following Councillors as Members:               <ol style="list-style-type: none"> <li>(a) _____;</li> <li>(b) _____; and</li> </ol> </li> </ol>

	<p>(c) _____.</p> <p>4. Appoints the following Councillors as Deputy Members:</p> <p>(a) _____;</p> <p>(b) _____; and</p> <p>(c) _____.</p> <p>5. Requests that the Chief Executive Officer call for expressions of interest for six community members for Council’s consideration in accordance with the criteria outlined in the terms of reference.</p> <p>6. Requests the Inclusion and Diversity Advisory Committee to review their terms of reference at their first meeting and recommend any changes considered necessary to Council.</p>	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Moderate
Community and Stakeholder	Moderate	Low
Financial Management	Low	Moderate
Environmental Responsibility	Low	Low
Service Delivery	Low	Moderate
Organisational Health and Safety	Low	Low
Conclusion	This option is considered to have moderate governance, service delivery and financial management risks as the Committee may make recommendations to promote equality and equal opportunity for people from culturally and linguistically diverse backgrounds and people who identify as LGBTIQA+ which the City currently has limited staff resource capacity and financial allocation to deliver.	

Option 2	That Council:	
	1. Establishes the Inclusion and Diversity Advisory Committee.	
	2. Adopts the terms of reference for the Inclusion and Diversity Advisory Committee for the term 23 November 2021 to 20 October 2023 as outlined in <u>Attachment 1</u> to this report, with modification(s) as determined by Council.	
	3. Appoints the following Councillors as Members:	
	(a) _____;	
	(b) _____; and	
	(c) _____.	
	4. Appoints the following Councillors as Deputy Members:	
	(a) _____;	
	(b) _____; and	
(c) _____.		
5. Requests that the Chief Executive Officer call for expressions of interest for six community members for Council's consideration in accordance with the criteria outlined in the terms of reference.		
6. Requests the Inclusion and Diversity Advisory Committee to review their terms of reference at their first meeting and recommend any changes considered necessary to Council.		
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Dependant on the modification(s) determined Council
Reputation	Low	
Governance	Low	
Community and Stakeholder	Moderate	

Financial Management	Low	
Environmental Responsibility	Low	
Service Delivery	Low	
Organisational Health and Safety	Low	
Conclusion	Council may wish to modify the terms of reference for the Committee and the funding for the Inclusion and Diversity Report, which in turn may change the risk profile of the decision.	

Option 3	That Council does not establish an Inclusion and Diversity Advisory Committee.		
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	This option may pose moderate reputation and community and stakeholder risks as diverse demographics may considered themselves unrepresented by the City.		

## FINANCIAL IMPLICATIONS

The following financial implications are applicable:

**Item 1:** Advertisement of Expression of Interest for Community Members

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

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

**Notes:** Nil.

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

## STRATEGIC IMPLICATIONS

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

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

Theme: Community

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

Goal C4: Empower the community by helping them develop social connections

## CONCLUSION

In accordance with Council's resolution on 26 October 2021, terms of reference for the establishment of an Inclusion and Diversity Advisory Committee have been presented to Council for their consideration.

TERMS OF REFERENCE Inclusion and Diversity Advisory Committee	
<b>Purpose</b>	<p>The purpose of the Committee is to provide advice and recommendations to Council in relation to:</p> <ul style="list-style-type: none"> <li>the development and implementation of the City's Access and Inclusion Plan (AIP); and</li> <li>promoting equality and equal opportunity for people from culturally and linguistically diverse backgrounds and people who identify as LGBTIQ+. accessing and utilising the City's services and programs.</li> </ul>
<b>Elected Member membership:</b>	<p>Three Elected Members*.</p> <p><i>*minimum three required under legislation</i></p>
<b>External Member membership:</b>	<p>A maximum of six community members as follows:</p> <ul style="list-style-type: none"> <li>Two members who: <ul style="list-style-type: none"> <li>a) Reside in the City and live with a disability and/or are a parent, carer, advocate of a person with a disability; or</li> <li>b) Reside or is a service provider/organisation within the City of Bayswater and are able to contribute expertise or advice on disability.</li> </ul> </li> <li>Two members who: <ul style="list-style-type: none"> <li>a) Reside in the City and who identify as LGBTIQ+; or</li> <li>b) Reside or is a service provider/organisation within the City of Bayswater and are able to contribute expertise or advice on matters relating to LGBTIQ+.</li> </ul> </li> <li>Two members who: <ul style="list-style-type: none"> <li>a) Reside in the City and who identifies as being from a culturally and linguistically diverse background; or</li> <li>b) Reside or is a service provider/organisation within the City of Bayswater and are able to contribute expertise or advice on matters relating to culturally and linguistically diverse backgrounds.</li> </ul> </li> </ul>
<b>Role of Representatives:</b>	<p>The roles and responsibilities of the City of Bayswater representatives on this Committee are:</p> <ul style="list-style-type: none"> <li>Member in own right; and</li> <li>Spokesperson for City of Bayswater.</li> </ul>
<b>Non-Voting members:</b>	<p>Director Community and Development</p> <p>Manager Community Development</p>
<b>Delegated Authority:</b>	Nil
<b>Meetings:</b>	Committee meetings are to be in accordance with the <i>City of Bayswater Standing Orders Local Law 2021</i> .
<b>Meeting Frequency:</b>	Quarterly or as required.
<b>Day of Meeting:</b>	When suitable
<b>Time of Meeting:</b>	When suitable
<b>Location of Meeting:</b>	City of Bayswater, Civic Centre, 61 Broun Avenue Morley WA 6062
<b>Liaison Officer:</b>	Director Community and Development or nominated officer

#### 10.4.6 Australia Day Awards - Citizen of the Year and Outstanding Women in Leadership 2022

<b>Responsible Branch:</b>	Community Development
<b>Responsible Directorate:</b>	Community and Development
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. CONFIDENTIAL REDACTED - Attachment 1 Summary of Nominations [KQEB] [10.4.6.1 - 1 page]</li> <li>2. CONFIDENTIAL REDACTED - Community Citizen of the Year - Nomination 1 [10.4.6.2 - 6 pages]</li> <li>3. CONFIDENTIAL REDACTED - Community Citizen of the Year - Nomination 2 [10.4.6.3 - 3 pages]</li> <li>4. CONFIDENTIAL REDACTED - Community Citizen of the Year - Nomination 3 [10.4.6.4 - 3 pages]</li> <li>5. CONFIDENTIAL REDACTED - Senior Citizen of the Year Award - Nomination 1 [10.4.6.5 - 4 pages]</li> <li>6. CONFIDENTIAL REDACTED - Senior Citizen of the Year Award - Nomination 2 [10.4.6.6 - 10 pages]</li> <li>7. CONFIDENTIAL REDACTED - Senior Citizen of the Year Award - Nomination 3 [10.4.6.7 - 11 pages]</li> <li>8. CONFIDENTIAL REDACTED - Active Citizen of the Year Award - Nomination 1 [10.4.6.8 - 2 pages]</li> <li>9. CONFIDENTIAL REDACTED - Outstanding Women in Leadership - Nomination 1 [10.4.6.9 - 4 pages]</li> <li>10. CONFIDENTIAL REDACTED - Outstanding Women in Leadership - Nomination 2 [10.4.6.10 - 2 pages]</li> </ol>
<b>Refer:</b>	Item 10.4.1: OCM 24.11.2020 Item 10.4.8: OCM 03.12.2019 Item 11.3: OCM 25.06.2019 Item 10.1.3: CTFCSC 20.11.2018

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

#### SUMMARY

Nominations have been sought for the 2022 Community Citizen of the Year Awards and the City's Outstanding Women in Leadership award.

Council consideration of the nominations (refer to **Attachments**) and selection of award winners is required to determine Citizen of the Year and Outstanding Women in Leadership awards across five separate categories.

#### OFFICER'S RECOMMENDATION

That Council:

1. Awards the 2022 City of Bayswater Citizen of the Year to \_\_\_\_\_
2. Awards the 2022 City of Bayswater Senior Citizen of the Year to \_\_\_\_\_
3. Awards the 2022 City of Bayswater Youth Citizen of the Year to \_\_\_\_\_
4. Awards the 2022 City of Bayswater Active Citizenship (group or event) of the Year to \_\_\_\_\_
5. Awards the 2022 City of Bayswater Outstanding Women in Leadership to \_\_\_\_\_

6. Approves that the above Resolutions 1 - 5 that include the names of the successful nominees of Citizen of the Year and Outstanding Women in Leadership awards remain confidential until after the presentation ceremony to be held on 26 January 2022.
7. Notes that the City will present the award to the above successful nominees at the Australia Day Citizenship Ceremony to be conducted on 26 January 2022 at the City of Bayswater Civic Centre.

## BACKGROUND

The Australia Day Active Citizenship Awards program has been delivered in partnership with Western Australian local governments for more than 20 years. The program has evolved into one of the key activities for local governments at their annual Australia Day Citizenship celebrations.

The Australia Day WA Community Citizen of the Year Awards are promoted by the Australia Day Council of Western Australia (ADCWA). The Governor is a signatory on the award certificates - a special acknowledgement for those community members recognised by their local government in each of the four categories.

For 2022, the criteria for the awards remain consistent with previous years and allows Council to recognise a wide range of community champions through the four categories:

- Citizen of the Year;
- Senior Citizen of the Year (65 years of age and over);
- Youth Citizen of the Year (25 years of age and over); and
- Active Citizenship Award (to recognise a community group or event).

The awards reward and recognise individuals and organisations making a notable contribution during the current year, and/or those who have given outstanding service over a number of years. Outstanding contribution and community services includes areas such as; education, health, fundraising, charitable and voluntary services, business, sport, arts, the environment or any other area that contributes to the advancement and wellbeing of a community.

At the Ordinary Council Meeting of 25 June 2019 Council considered a Notice of Motion relating to recognising outstanding women in leadership, and resolved as follows:

*"That the City of Bayswater, in recognising the contribution and outstanding achievements of local women leaders who either live or work in the City of Bayswater, creates a new annual award 'Outstanding Women in Leadership' to be presented alongside the City's annual Community Citizen of the Year Awards on Australia Day."*

To that end, the City introduced this award in 2020 and called for nominations alongside the Community Citizen of the Year Awards.

In 2021, Council selected the following five winners for these awards:

- Ms Anna Harrison - City of Bayswater Citizen of the Year 2021;
- Ms Ingrid Schubert - City of Bayswater Senior Citizen of the Year 2021;
- Mr Brady Rickert-O'Shea - Youth Citizen of the Year 2021;
- Baysie Rollers - City of Bayswater Active Citizenship of the Year 2021; and
- Lisa Li - Outstanding Women in Leadership 2021.

**EXTERNAL CONSULTATION**

The ADCWA in conjunction with participating local governments called for public nominations from 1 September 2021 to 31 October 2021 for the Australia Day WA, Community Citizen of the Year Awards. Additionally, the City concurrently called for nominations for the Outstanding Women in Leadership award.

Calls for nominations were promoted on the City's website and Facebook page. Additionally, the award opportunities were further promoted by ADCWA across the State on Channel 9, radio station 6PR 882 and via the Community Newspaper Group (with the exception of the Outstanding Women in Leadership award). Local schools were also contacted directly and invited to nominate students in the Youth Citizen category.

**OFFICER'S COMMENTS**

Consistent with previous years, community members could be nominated for the following Citizen of the Year awards:

- 2022 City of Bayswater Citizen of the Year;
- 2022 City of Bayswater Senior Citizen of the Year;
- 2022 City of Bayswater Youth Citizen of the Year; and
- 2022 City of Bayswater Active Citizenship of the Year (group or event).

Participating local governments have been asked to forward their final selections to ADCWA by 4 December 2021. ADCWA will then produce all certificates and medallions for the 2022 Awards to be presented as part of the City's Australia Day celebrations. Winners are subsequently invited to a number of City of Bayswater civic events throughout the year.

The City's Outstanding Women in Leadership award was promoted alongside the Citizen of the Year awards for 2022. The promotion of this award had a similar focus for selection as the Citizen of the Year Awards in that the award called for nominations of local women who have made a significant contribution to the community by either participation or leadership. It is intended that the winner of this award receives the same acknowledgement as the Community Citizen of the Year Awards, providing the winner with a certificate from the City of Bayswater; an engraved medal; and an invitation to attend a number of City of Bayswater civic events throughout the year.

In considering winning nominations for the Citizen of the Year Awards and the City's Outstanding Women in Leadership award, Council should have regard to the below eligibility and selection criteria.

**Eligibility Criteria**

- Nominees should reside or work principally within the local authority making the award.
- Awards may be granted posthumously in recognition of recent achievements.
- Groups of people or couples will not normally be eligible except when meeting the criteria for a community group.
- A person may receive an award on more than one occasion in recognition of their particularly outstanding community contribution or involvement in an alternative initiative.
- Unsuccessful nominees may be nominated in future years.
- Sitting members of State, Federal and Local Government are not eligible.

### Selection Criteria

The winners will be judged by Council to have shown active citizenship, and:

- Significant contribution to the local community;
- Demonstrated leadership on a community issue resulting in the enhancement of community life;
- A significant initiative which has brought about positive change and added value to community life; and
- Inspiring qualities as a role model for the community.

### Nominations Received

The City of Bayswater received nominations across the following five categories:

- 2022 Citizen of the Year;
- 2022 Senior Citizen of the Year;
- 2022 Youth Citizen of the Year;
- 2022 Active Citizenship of the Year (group or event); and
- 2022 Outstanding Women in Leadership Award.

As there were no nominations for the Youth Citizen of the Year Award, Council can provide a nomination for this category. Council also has the option of selecting another candidate for each award at any point during the selection process.

The complete nomination forms and supporting information are included as Confidential Attachments to this report.

Council's winning candidate selections for the Citizen of the Year Awards will be forwarded to Australia Day WA, and the award winners will be presented with certificates and medallions at the City of Bayswater Australia Day Citizenship Ceremony to be held at the City of Bayswater Civic Centre on 26 January 2022.

## **LEGISLATIVE COMPLIANCE**

Not Applicable.

## **RISK ASSESSMENT**

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

Officer's Recommendation	That Council:
	<ol style="list-style-type: none"> <li>1. Awards the 2022 City of Bayswater Citizen of the Year to _____</li> <li>2. Awards the 2022 City of Bayswater Senior Citizen of the Year to _____</li> <li>3. Awards the 2022 City of Bayswater Youth Citizen of the Year to _____</li> <li>4. Awards the 2022 City of Bayswater Active Citizenship (group or event) of the Year to _____</li> <li>5. Awards the 2022 City of Bayswater Outstanding Women in _____</li> </ol>



Leadership to _____		
<p>6. Approves that the above Resolutions 1 - 5 that include the names of the successful nominees of Citizen of the Year and Outstanding Women in Leadership awards remain confidential until after the presentation ceremony to be held on 26 January 2022.</p> <p>7. Notes that the City will present the award to the above successful nominees at the Australia Day Citizenship Ceremony to be conducted on 26 January 2022 at the City of Bayswater Civic Centre.</p>		
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	It is considered a low risk for the City to award its 2022 Citizen of the Year awards, as detailed in the Officer's recommendation section of this report, as this has been the process followed by Council in previous years and one that is accepted by the Australia Day Council of Western Australia. However, it is considered a moderate community and stakeholder risk, as not all nominees will receive an award and this may cause disappointment among those award nominators/ nominees.	

<b>Option 2</b>	<b>That Council awards a non-nominated candidate(s) for the 2022 City of Bayswater Citizen of the Year and Outstanding Women in Leadership Awards.</b>	
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
<b>Conclusion</b>	It is considered that this option poses a moderate reputational and community and stakeholder sentiment risk, as the nominators and nominees could feel disappointed if Council selected a non-nominated candidate for any of the award categories. In addition, the City's reputation with the Australia Day Council of Western Australia may be questioned, as there is an expectation that awards will be provided to a selection of nominated community members.	

<b>Option 3</b>	<b>That Council does not award a candidate(s) for and/or not progress with the 2022 City of Bayswater Citizen of the Year and Outstanding Women in Leadership Awards.</b>	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Moderate
Governance	Low	Low
Community and Stakeholder	Moderate	High
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	It is considered that this option poses a moderate reputational and high	

	community and stakeholder sentiment risk as the nominators and nominees could feel disappointed or aggrieved if Council did not select any candidates for the awards nor progressed with the five award categories for 2022. In addition, the City's reputation with the Australia Day Council of Western Australia may be questioned, as there is an expectation that awards will be provided to a selection of nominating community members.
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## FINANCIAL IMPLICATIONS

The following financial implications are applicable:

**Item 1:** Australia Day WA, Community Citizen of the Year Awards and Outstanding Women in Leadership Award

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

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

**Notes:** Item 1 relates to fees (\$550) paid to ADCWA for promotion of awards, medallions and certificates signed by the Governor, and funding available for the purchase of medallion for the Outstanding Women in Leadership Award (\$150).

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$700	N/A	\$800	N/A	N/A	N/A	\$700

## STRATEGIC IMPLICATIONS

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

Theme: Community

Goal C4: Empower the community by helping them develop social connections

The award nominations process encourages the community to develop social connections through enhanced community participation. The presentation of the awards of the chosen nominees creates a strong sense of community and acknowledgement.

## CONCLUSION

Council received nominations for the Citizen of the Year, Senior Citizen of the Year, Active Citizenship of the Year, and Outstanding Women in Leadership Awards. The Youth Citizen of the Year Award received no nominations.

Option 1 is recommended given that the awards have been promoted extensively and a number of community nominations received.

**10.5 Major Projects Directorate Reports****10.5.1 Petition- Leake Street Cul-de-sac**

<b>Responsible Branch:</b>	Major Projects
<b>Responsible Directorate:</b>	Major Projects and Commercial Activities
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	<b><i>ABSOLUTE MAJORITY REQUIRED</i></b>
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Leake Street Cul-de-sac Petition OCM 26102021 [<b>10.5.1.1</b> - 2 pages]</li> <li>2. Citywide Traffic Management Study Recommended Measures [<b>10.5.1.2</b> - 1 page]</li> <li>3. Low Cost URSP Eligible Funding Area [<b>10.5.1.3</b> - 2 pages]</li> <li>4. Low Cost URSP Fact Sheets [<b>10.5.1.4</b> - 5 pages]</li> </ol>

**SUMMARY**

At the Ordinary Council Meeting of 26 October 2021, a petition seeking the cul-de-sacing of Leake Street (Whatley Crescent end) was tabled. In considering this request, there are a number of issues that need to be considered, including:

- The works associated with the Bayswater Train Station redevelopment;
- The work undertaken as part of the Citywide Traffic Study (CWTS); and
- The availability of funding (which is time limited) from Main Roads WA (MRWA) for low cost traffic management treatments in the area.

In view of the above issues, it is proposed to develop a comprehensive plan of proposed traffic treatments in the precinct bounded by Whatley Crescent, Garratt Road, Guildford Road and King William Street.

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

1. **Notes that a draft plan for traffic treatment in the area bounded by Whatley Crescent, Garratt Road, Guildford Road and King William Street will be developed in liaison with Main Roads WA (MRWA), Evolve Bayswater Alliance (EBA) and the Public Transport Authority (PTA).**
2. **Considers a further report on the proposed traffic treatment in the identified area following public consultation on the draft plan.**
3. **Advises the head petitioner of the actions detailed above.**
4. **Amends the 2021-22 Budget to recognise the \$1,220,000 grant from Main Roads WA (MRWA) as outlined in Table 1 of this report.**

**BACKGROUND**

At the Ordinary Council Meeting of 26 October 2021, Cr Dan Bull tabled a petition (28 signatories) on behalf of residents seeking the cul-de-sacing of Leake Street (Whatley Crescent end) (**Attachment 1**). The petition requests the City:

*“to close Leake Street between Murray and Whatley Crescent to cars (Whatley Crescent end) as a cul-de-sac. As it is now with the train station upgrade. Bike Boulevard. To continue as is.”*

As stated in the petition, the subject section of roadway is effectively acting as a cul-de-sac at present due to the current temporary closure of Whatley Crescent (Garratt Road to King William Street), however, the temporary closure is scheduled to end in mid-December 2021.



### EXTERNAL CONSULTATION

No consultation has yet occurred with the public or other agencies on this matter, however, it is proposed to develop a plan of proposed traffic treatments in conjunction with MRWA and EBA, before releasing the plan for public comment.

### OFFICER'S COMMENTS

As the subject section of roadway is effectively acting as a cul-de-sac, due to the temporary closure of Whatley Crescent, it is evident from the petition that the majority of residents (13 out of 16 properties) in the subject section are keen for it to remain as a cul-de-sac. Whilst this desire is understandable in terms of improved amenity for the residents in the subject section of roadway, the request also needs to be looked at in the context of potential negative impacts to other residents in the vicinity.

As is the case with any road modification that restricts traffic flows, there would be a redistribution of traffic should the road be cul-de-saced. Although it will filter permeability of vehicular traffic, it is highly likely that this traffic would be redistributed to the nearby parallel roads being Veitch Street and Roberts Street in this instance. A 2015 traffic count in the subject section of roadway indicated a traffic volume of 339 vehicles per day. This volume is well within the permissible volume criteria under MRWA Road Hierarchy Classification. More recent counts undertaken by the Department of Transport (DoT) along various sections of the Bike Boulevard have indicated a reduction in traffic speeds but minimal changes to vehicle volumes. Redistribution of this traffic to Roberts Street and Veitch Street will impact on residents in these streets given that there are already concerns from Roberts Street residents in relation to vehicle volumes and Veitch Street is likely to have very low traffic volumes that will mean that any increase will be noticeable.

In addition to the above, there are a number of other matters that need to be considered in relation to this request as follows:

#### Citywide Traffic Study

Commencing in 2014 the City undertook a staged assessment of traffic issues across the City on a precinct-by-precinct basis. The process involved the engagement of traffic consultants who then undertook a comprehensive review of all relevant traffic and crash data in each area followed by consultation with resident reference groups in each area. The result was a number of identified locations for potential traffic management treatments in each precinct. **Attachment 2** details the potential sites that were identified for the subject area.

Following completion of all of the precinct plans a priority plan for implementation was developed and the City has been progressively working through the plan.

#### Bayswater Train Station Redevelopment

The Bayswater Train Station redevelopment includes significant changes to the road network in the area and this will lead to potential impacts on the local road network in the subject area. In recognition of this the development approval for the redevelopment includes a condition for the development of a detailed Movement Network Plan.

The advice notes to the approval indicate that the Movement Network Plan should include detailed designs (including cross sections) for new and/or modified roads, including:

- i. Whatley Crescent;
- ii. King William Street;
- iii. Hamilton Street;
- iv. Beechboro Road South;
- v. Rose Avenue (including pedestrian friendly road treatment);
- vi. Railway Parade (including proposed bus interchange on-street parking and siding);
- vii. Coode Street; and
- viii. Any other road in the local road network with an affected level of service.

As a number of the roads in the subject area will have an affected level of service, it is expected that the station delivery team (EBA and PTA) will be required to provide traffic treatments on these roads. It should also be noted that temporary treatments have been installed on a number of the roads in the area as a result of the temporary closure of Whatley Crescent (Garratt Road to King William Street) and further investigations will be required in relation to the determination of permanent treatments where necessary.

#### Low Cost Urban Road Safety Program

The City has recently been advised that MRWA is implementing the Low Cost Urban Road Safety Program (URSP) in order to deliver treatments to local roads to improve safety outcomes for local communities. The objective of this newly developed program is to reduce the number as well as severity of crashes within an established local neighbourhood area. The areas are defined by the local road network within a precinct that is bounded by higher order roads such as distributor roads. The successful delivery of this program will support local governments in delivering innovative, low cost solutions within existing road parameters. The program is fully funded, and Local Government is not required to apply to participate, as MRWA has determined the criteria for area selection and prioritisation. These initiatives will be delivered on an area-

wide or whole-of-street basis in order to optimise safety outcomes for both drivers and vulnerable road users.

To improve delivery timeframes and essentially remove the requirement for Local Government to seek approval to contribute, MRWA will reimburse all construction and design costs. However, there is a requirement that Local Government have the ability to fund community consultation, cost estimates, pre and post installation data collection and procurement of construction.

In addition to the above, the City has been advised that the City has been successful in being selected for two areas in this year's program as shown in **Attachment 3**. MRWA have indicated to the City that a funding amount of \$600,000 has been allocated for Area 1 and \$620,000 has been allocated for Area 2. As can be seen, the area that is discussed within this report (Area 1) has been nominated under the program.

The treatment types that this program would be in support of include mini roundabouts, raised plateaus, speed humps, pedestrian crossing facilities and intersection raised platforms and would consider other innovative traffic treatments. Some of the acceptable treatments are shown in **Attachment 4**.

#### Proposed Way Forward

As can be seen from the above, there are a number of current issues that impact on each other. Accordingly, it is considered appropriate that the City endeavour to progress the matters in a coordinated manner with the aim of providing the best possible outcome for all involved.

Given that residents throughout the area are currently expressing concern in relation to vehicle numbers and speeds and that the MRWA funding under the Low Cost Urban Road Safety Program needs to be expended by 30 June 2022, it is critical that any proposed traffic treatments be progressed in a timely manner. Given the time constraints involved, the following actions are proposed:

- Development of a plan detailing proposed treatments throughout the subject area in liaison with MRWA, EBA and PTA;
- Public consultation on the plan;
- Formal Council consideration of the consultation outcomes;
- Preparation of a final plan of treatments with endorsement from MRWA; and
- Installation of treatments.

#### **LEGISLATIVE COMPLIANCE**

Main Roads WA Low Cost URSP Strategy and Implementation Framework

#### **RISK ASSESSMENT**

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

<b>Officer's Recommendation</b>	<p><b>That Council:</b></p> <p><b>1. Notes that a draft plan for traffic treatment in the area bounded by Whatley Crescent, Garratt Road, Guildford Road and King William Street will be developed in liaison with Main Roads WA (MRWA), Evolve Bayswater Alliance (EBA) and the Public Transport Authority (PTA).</b></p>
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	<p>2. Considers a further report on the proposed traffic treatment in the identified area following public consultation on the draft plan.</p> <p>3. Advises the head petitioner of the actions detailed above.</p> <p>4. Amends the 2021-22 Budget to recognise the \$1,220,000 grant from Main Roads WA (MRWA) as outlined in Table 1 of this report.</p>	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Moderate
Organisational Health and Safety	Low	Low
Conclusion	<p>The recommended option allows the City to address numerous conflicting issues in a coordinated manner. This option is generally within the adopted risk appetite parameters with the exception of service delivery which is listed as moderate as there is a tight timeframe to complete the works and there is already a significant City works program in progress. In addition, the budget adjustment is requested to proceed with developing the plan, detailed design and construction.</p>	

Option 2	<b>That Council:</b>  1. Notes that a plan for traffic treatments in the area bounded by Whatley Crescent, Garratt Road, Guildford Road and King William Street will be developed and implemented in liaison with Main Roads WA (MRWA), Evolve Bayswater Alliance (EBA) and the Public Transport Authority (PTA).  2. Advises the head petitioner of the actions detailed above.  3. Amends the 2021-22 Budget to recognise the \$1,220,000 grant from Main Roads WA (MRWA) as outlined in Table 1 of this report.																												
<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>High</td></tr><tr><td>Governance</td><td>Low</td><td>Low</td></tr><tr><td>Community and Stakeholder</td><td>Moderate</td><td>High</td></tr><tr><td>Financial Management</td><td>Low</td><td>Moderate</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	High	Governance	Low	Low	Community and Stakeholder	Moderate	High	Financial Management	Low	Moderate	Environmental Responsibility	Low	Low	Service Delivery	Low	Moderate	Organisational Health and Safety	Low	Low
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Financial Management	Low	Moderate																											
Environmental Responsibility	Low	Low																											
Service Delivery	Low	Moderate																											
Organisational Health and Safety	Low	Low																											
Conclusion	Given the tight timeframes involved, this option would allow the progression of traffic treatments without any potential delays associated with consultation and plan modifications. Whilst this option would save time, it is not recommended as it is likely to result in significant community unrest. A lack of consultation may also jeopardise the MRWA funding. In addition, the budget adjustment is requested to proceed with developing the plan, detailed design and construction.																												

<b>Option 3</b>	<p><b>That Council:</b></p> <ol style="list-style-type: none"> <li>1. Accedes to the request to cul-de-sac Leake Street at the Whatley Crescent intersection.</li> <li>2. Amends the 2021-22 Budget to recognise the \$1,220,000 grant from Main Roads WA (MRWA) as outlined in Table 1 of this report.</li> </ol>
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Risk Category		Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction		Moderate	Low
Reputation		Low	Moderate
Governance		Low	Low
Community and Stakeholder		Moderate	High
Financial Management		Low	Low
Environmental Responsibility		Low	Low
Service Delivery		Low	Low
Organisational Health and Safety		Low	Low
<b>Conclusion</b>	The creation of a cul-de-sac will result in the diversion of traffic to parallel roads and as residents on these roads are already concerned with traffic volumes, their level of concern will increase. It is considered that a more coordinated approach to reviewing traffic management throughout the subject area is more appropriate than addressing one particular area, possibly to the detriment of others. In addition, the budget adjustment is requested to proceed with developing the plan, detailed design and construction.		

## FINANCIAL IMPLICATIONS

The officer recommendation is only for the preparation of a plan and consultation at this stage. Given current resourcing levels, consultancy assistance will be required for design preparation however, MRWA have indicated that this cost will be covered by the funding provided under the Low Cost Urban Road Safety Program.

It is recommended a budget adjustment is approved to recognise the increased grant revenue and expenditure as per the table below.

**Table 1**

PROJECT	TYPE	DESCRIPTION	CURRENT BUDGET \$	AMENDED BUDGET \$
2410-80960-4808-4040	Increase Revenue	Low Cost Urban Safety Program Area 1 design and construction – Capital Grant – Main Roads	0	(600,000)
2410-80960-6381-4000	Increase Expenditure	Low Cost Urban Safety Program Area 1 design and construction – Capital Purchase	0	600,000
2410-80961-4808-4040	Increase Revenue	Low Cost Urban Safety Program Area 2 design and construction – Capital Grant – Main Roads	0	(620,000)
2410-80961-6381-4000	Increase Expenditure	Low Cost Urban Safety Program Area 2 design and construction – Capital Purchase	0	620,000
<b>TOTAL</b>				<b>\$1,220,000</b>

**Item 1:** Development of draft plan

**Asset Category:** N/A

**Source of Funds:** Grant Funded

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	1,220,000	1,000	0	1,220,000	20	Unknown*	0

\*The whole of life costs will be determined once the detailed design is completed.



**STRATEGIC IMPLICATIONS**

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

Theme: Environment and Liveability

Goal E3: Improve the City's walking and cycling network and create safer streets.

**CONCLUSION**

The provision of the requested cul-de-sac has the potential to aggrieve residents of adjacent parallel roads where traffic will be diverted to.

In addition to this, as detailed in this report, there are currently a number of matters at play in relation to traffic management in the vicinity of the Bayswater Train Station redevelopment. As such, the officer recommendation is aimed at tackling all of the matters in a coordinated fashion with the proposed outcome of providing the best possible outcome for all affected residents.

It should also be noted that this will require the amendment of the 2021-22 budget to accept the grant funding and facilitate the works to be undertaken.

PETITION

First page of petition – attach additional pages as required.

To the City of Bayswater  
PO Box 467  
Morley WA 6943

We the undersigned, being the electors of the district, formally petition the City of Bayswater to address the following:

To close Leake Street between Murray and Whatley cres  
to cars (Whatley cres end) as a ~~cul-de-sac~~ cul-de-sac.  
As it is now with the train station upgrade.  
Bike Blvd to continue as is.

As the initiator of this petition, my name is Mark Cameron

and I can be contacted at 11 Leake St, Bayswater  
(Address)

for further information in relation to this matter.

(As per the City of Bayswater Standing Orders 2018, each additional page must contain the terms of the petition)

Full name	Address	Signature	Date
Rachel Cameron	11 Leake St Bayswater	[Signature]	25/10/21
MARK CAMERON	11 LEAKE ST BAYSWATER	[Signature]	25/10/21
John Hyde	5 LEAKE ST	[Signature]	25/10/21
GLENYS HYDE	5 LEAKE ST	[Signature]	25.10.21
JANE LANKESTER	10 LEAKE ST	[Signature]	25.10.21
ANTHONY FAWCETT	6, LEAKE STREET	[Signature]	25/10/21
Miriam Fawcett	6, Leake St, Bayswater	[Signature]	25/10/21
Ann Gillman	8 Leake St, Bayswater	[Signature]	25/10/21
Paul Gillman	8 Leake St, Bayswater	[Signature]	25/10/21
BEN BRAMMER	1 ROBERTS ST	[Signature]	25/10/21
TERRY BOYLE	3 LEAKE ST	[Signature]	25/10/21
Kelly Oshka	4/20 BROOKE RD MORLEY	[Signature]	25/10/21
KEVIN OSHKA	4/20 BROOKE RD MORLEY	[Signature]	25/10/21
Fran Masseia	7 Leake St	[Signature]	25/10/21
MARTIN CLARK	7 LEAKE ST	[Signature]	25/10/21
AMISH MILNE	16 LEAKE ST	[Signature]	25/10/21
ZOE LEVARD	16 LEAKE ST	[Signature]	25.10.21
Rebecca Wilkey	9 Leake Street	[Signature]	25.10.21
Mike Wilkey	9 Leake Street	[Signature]	25/10/21

Refer to page 2

PETITION

First page of petition – attach additional pages as required.

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We the undersigned, being the electors of the district, formally petition the City of Bayswater to address the following:

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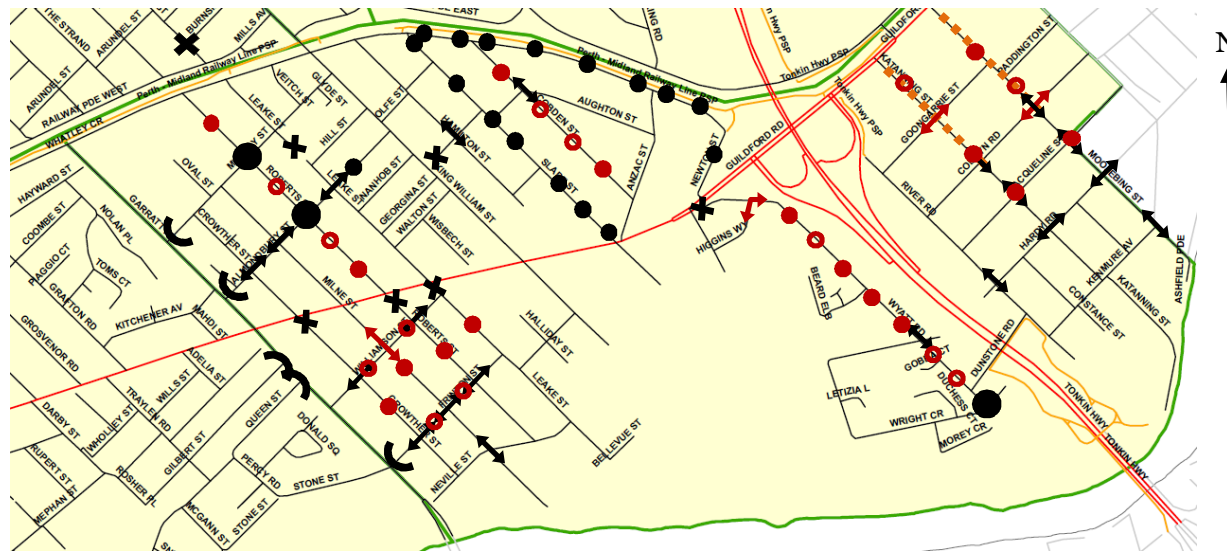
As the initiator of this petition, my name is Mark Cameron  
and I can be contacted at 11 Leake St, Bayswater  
(Address)

for further information in relation to this matter.

(As per the City of Bayswater Standing Orders 2018, each additional page must contain the terms of the petition)

Full name	Address	Signature	Date
Jose Picori	12 Leake St		25/10/21
TREVR SCORSE	12 LEAKE ST		25/10/21
CYRUS	NASERT		25/10/21
Jane Mathews	24 murray st		25/10/21
Nelson Susanto	11		25/10/21
Serene Khoo	2 Leake St + 3/6 Roberts Street		25/10/21
Terence Khoo	2 Leake St + 3/6 Roberts St		25/10/2021
Nabil Luyet	1 Leake St		26/10/2021
MARIA D'ANNA	4 LEAKE ST		26.10.2021

Citywide Traffic Study (Precinct 2) - Attachment 2



<b>KEY</b>			
- Existing roundabout	●	- Proposed traffic calming treatment Stages 1A/1B	●
- Existing traffic calming treatment	●	- Proposed traffic calming treatment Stage 2	○
- Existing road closure	X	- Proposed change in priority	↔
- Existing turning restriction	↶	- Visual narrowing (pavement markings)	— — — —
- Existing priority movement	↷		

Figure 14 – Proposed Traffic Calming Treatments (Stages 1A, 1B and 2)<sup>12</sup>



Leake Street Petition (Attachment 3) - Low Cost Urban Road Safety Program Area 1





Leake Street Petition (Attachment 3) - Low Cost Urban Road Safety Program Area 2





FACT SHEET  
APRIL 2021



# Urban Road Safety Program Gateway Treatments

## Typical Gateway Treatments

Gateway treatments are measures that reduce speed when transitioning between road environments. They can include:

- Entry signage
- Coloured/textured pavements (as seen in the left image)
- Pavement markings (as seen in both images)
- Lane narrowing (as seen in the left image)
- Raised entries (as seen on the right image)

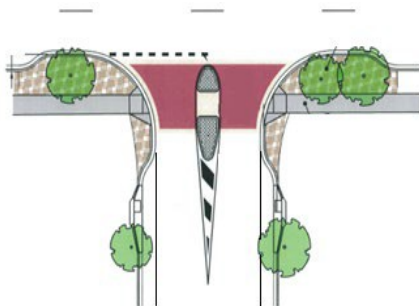


Image Source: Moreton Bay Region Council

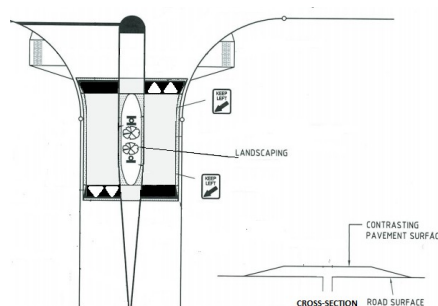


Image Source: Main Roads

## Use

A gateway treatment can be considered suitable:

- At boundaries between different classifications of streets
- At boundaries between different land uses
- At boundaries of local area speed limits
- Where there is a need to reduce the capacity of an intersection as part of a Local Area Traffic Management scheme

Gateway treatments require adequate sight distance to provide time for drivers to modify their behaviour on approach to the road environment transition area.

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## Urban Road Safety Program Compact and Mini Roundabouts

### Use

Roundabouts are effective at reducing crashes resulting in death or serious injury. They reduce vehicle speed on approach and the occurrence of high-severity right-angle collisions. However, they often require substantial civil works and occasionally land acquisition, as well as being more likely to impact on services and other street infrastructure assets. Roundabouts can also be unpopular with pedestrians and cyclists, who may find them difficult to navigate.

In urban environments, Compact and Mini Roundabouts can overcome these limitations. They can fit within existing kerb-lines, reducing costs and minimising disruption to services, whilst still delivering road safety improvements. Mini Roundabouts are used where available space excludes the use of a Compact Roundabout.

### Example of a Compact Roundabout

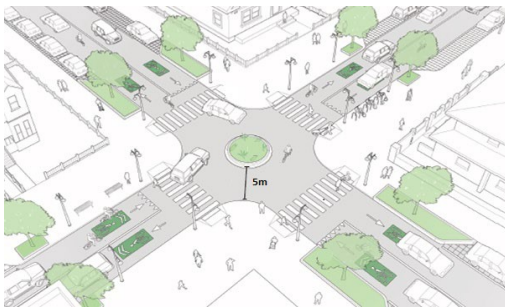


Image Source: NACTO Global Street Design Guide

### Typical Mini Roundabouts

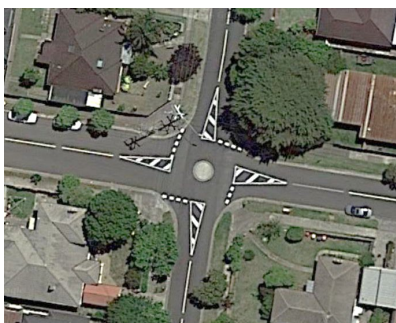


Image Source: Google Maps



Image Source: Main Roads Western Australia

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# Urban Road Safety Program Mid-Block Treatments

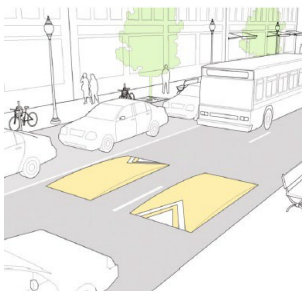
## Use

Midblock treatments require adequate sight distance to provide time for drivers to modify their behaviour (such as slowing down on approach). They are most effective if being applied in sets, rather than in isolation, and repetition along the corridor reminds and reinforces their impact on traffic calming.

They can incorporate pedestrian crossings or refuges into their design. However, the potential risk of causing confusion over who has priority must be managed through design consideration and appropriate signage.

## Typical Mid-Block Treatments

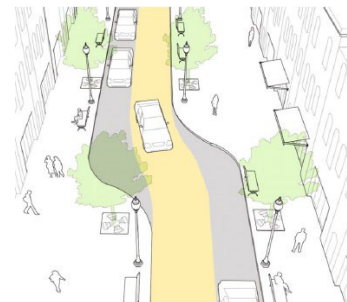
**Speed Cushions**



**Speed Humps**



**Chicanes**



**Deviation Islands**



**Centre Blister Islands**



**Median Islands**



Images Source: NACTO Global Street Design Guide

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## Urban Road Safety Program Pedestrian Treatments

### Use

Pedestrian treatments should be considered where there is high pedestrian crossing demand, and where a managed speed environment is maintained by multiple treatments along the road corridor.

If it takes a person more than three minutes to walk to a pedestrian crossing, they are more likely to decide to cross along a more direct, but unsafe route. Therefore, distances between crossings over 200 metres should be avoided. Regularly spaced crossings improve crossing opportunities for pedestrians, improve compliance and improve safety.

It is important that pedestrian crossings are constructed, marked and signed correctly, as crashes can occur if there is confusion about priority between vehicles and pedestrians.

### Typical Pedestrian Treatments

**Pedestrian Raised Crossing**



**Pedestrian Refuge**



**Kerb Extension**



*Images Source: NACTO Global Street Design Guide*

Both Wombat and Zebra Crossings (not shown above) are other pedestrian priority crossings. Pedestrian raised crossings, refuge islands and Kerb extensions are crossings where the priority remains with the driver.

Pedestrian treatments can be enhanced through the provision of signage, lighting, physical barriers or a combination of multiple treatments

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## Urban Road Safety Program Raised Safety Platforms

### Use

Raised Safety Platforms are commonly deployed on simple intersections with "Stop" or "Give Way" controls on lower-order roads (such as in residential areas), that have been identified as having potential for right-angle crashes.

They reduce the operating speed for vehicles travelling through these intersections, and can be designed to ensure these speeds stay below Safe Systems collision speed thresholds (the point at which those involved in an accident will not be killed or seriously injured should a collision occur).

For pedestrians and cyclists, Raised Safety Platforms can provide benefits through improving safety and perceived ease of crossing. For vehicles with long wheel bases, such as buses, Raised Safety Platforms can be designed to minimise vehicle occupant discomfort while still reducing operating speeds through the intersection.

### Typical Intersection Raised Safety Platform Treatments



Image Source: NACTO Global Street Design Guide



Image Source: Main Roads (with "Shark Teeth")

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**10.5.2 Proposed Extended Closure of Dunstone Road, Bayswater**

<b>Applicant/Proponent:</b>	Tonkin Gap Alliance
<b>Responsible Branch:</b>	Major Projects
<b>Responsible Directorate:</b>	Major Projects and Commercial Activities
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Refer:</b>	Item 10.5.2: OCM 23.03.21 Item 10.5.2: OCM 23.02.21

**SUMMARY**

For Council to consider extending the temporary full closure of Dunstone Road, Bayswater (River Road to Wyatt Road) as part of the construction works and modifications to the road network associated with the Tonkin Gap Project.

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

- 1. Endorses the extension of the full temporary closure to all vehicles, except cyclists and pedestrians, in accordance with section 3.50A of the *Local Government Act 1995* of Dunstone Road, Bayswater, (River Road to Wyatt Road) from 17 December 2021 to 1 March 2022.**
- 2. Advertises the extension of the Dunstone Road, Bayswater, closure period and notifies affected residents and service authorities accordingly.**

**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.

The Tonkin Gap Project (TGP) is a jointly funded project from both the Federal (\$232M) and State (\$58M) Governments. The project which commenced construction in 2020 will eliminate the bottleneck section of Tonkin Highway that stretches across the Swan River and will connect into the upgraded sections of Tonkin Highway to the north and south. It will also 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-Ellenbrook Line, which will reduce impacts on Tonkin Highway when the main railway construction commences.

In order to facilitate the construction of the Tonkin Gap Project, Tonkin Gap Alliance (TGA) needed to close sections of the road to vehicles as the works would not allow traffic to pass safely through the site. The applicant originally requested the temporary closure of Dunstone Road for seven months for the construction of foundations, abutment walls, barriers and reinstatement of pavement with a safe path for the PSP detour for pedestrians and cyclists maintained at all times.

Accordingly, construction works are well underway and to facilitate the works, TGA 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 advised that the construction timeline had been reviewed and the closure would be occurring from 17 May 2021, still for a seven month period.

Council at its Ordinary Meeting of 23 March 2021 considered the endorsing of the temporary closure of Dunstone Road, Bayswater, following public consultation and resolved as follows:

*"That Council:*

1. *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.*
2. *Advise affected residents and service authorities accordingly."*

In accordance with the above, affected residents and service authorities were advised of the closure dates and works have well progressed.





TGA have now advised that due to investigations on the existing bridge structure and unplanned maintenance requirements, as well as an above average rainfall this winter, causing drainage and water issues at the Dunstone Road bridge site, the construction program requires the closure of Dunstone Road, Bayswater, to be extended until 1 March 2022. Every endeavour will be made to open the road sooner, if possible.

### EXTERNAL CONSULTATION

The City undertook formal consultation as required under *Section 3.50 of the Local Government Act 1995* back in March 2021 and the City received no submissions.

As no submissions had been received in relation to the proposed closure, it appeared to indicate that affected residents were not significantly concerned with the subject closure. This could have possibly been due to the fact that all property access was to be maintained with traffic management in place and alternative routes being available to access the area.

No consultation has been undertaken with the community and/or stakeholders in relation to the extension of the Dunstone Road closure at this stage.

### OFFICER'S COMMENTS

In accordance with the current road closure requirements, Dunstone Road is due to open on 17 December 2021, however, due to investigative maintenance requirements from Main Roads WA on the existing bridge structure, TGA are required to undertake additional preventative maintenance work along with the works associated with the construction of the new bridge. The above average rainfall this winter also contributed to a slight delay to the project, with July being the wettest month in 26 years, and October being the wettest month on record. Rain, coupled with high groundwater in the area, caused drainage issues when construction had commenced.

TGA considered the option to close the road to pedestrians and cyclists which would slightly shorten the closure period, however, the City has advocated a requirement to keep access for pedestrians and cyclists at all times during the construction.

As per the current road closure, the mitigation measures, such as impacts on local residents' access would remain the same and the traffic volumes would also remain as per the original traffic management plan for the Dunstone Road closure.

### 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.”*

Notwithstanding the above, section 3.50A outlines the requirements for road closure relating to repairs and maintenance which requires no local public notice, as follows:

**"3.50A. Partial closure of thoroughfare for repairs or maintenance**

*Despite section 3.50, a local government may partially and temporarily close a thoroughfare, without giving local public notice, if the closure —*

- (a) *is for the purpose of carrying out repairs or maintenance; and*
- (b) *is unlikely to have a significant adverse effect on users of the thoroughfare.”*

**RISK ASSESSMENT**

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

<b>Officer's Recommendation</b>	<b>That Council:</b> <ol style="list-style-type: none"> <li><b>Endorses the extension of the full temporary closure to all vehicles, except cyclists and pedestrians, in accordance with section 3.50A of the <i>Local Government Act 1995</i> of Dunstone Road, Bayswater, (River Road to Wyatt Road) from 17 December 2021 to 1 March 2022.</b></li> <li><b>Advertises the extension of the Dunstone Road, Bayswater, closure period and notifies affected residents and service authorities accordingly.</b></li> </ol>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Low
Reputation	Low	Moderate
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	This option 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.	

<b>Option 2</b>	<b>That Council:</b> <ol style="list-style-type: none"> <li>Endorses the extension of the full temporary closure to all vehicles, cyclists and pedestrians, in accordance with section 3.50A of the <i>Local Government Act 1995</i> of Dunstone Road, Bayswater, (River Road to Wyatt Road) from 17 December 2021 to 1 March 2022.</li> <li>Advertises the extension of the Dunstone Road, Bayswater, closure period and notifies affected residents and service authorities accordingly.</li> </ol>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Low
Reputation	Low	Moderate
Governance	Low	Low
Community and Stakeholder	Moderate	High
Financial Management	Low	Low
Environmental Responsibility	Low	Moderate
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	This option complies with the requirements of the Act and allows TGA to continue with the TGP and deliver in a slightly shorter timeframe, however, no safe access would be provided for pedestrians and cyclists. Detours of considerable distance would be required to be put in place which will cause further inconvenience to pedestrians and cyclists.	

<b>Option 3</b>	<b>That Council resolves to open Dunstone Road, Bayswater, to vehicular traffic on 17 December 2021, as originally endorsed</b>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	High
Reputation	Low	High
Governance	Low	Low
Community and Stakeholder	Moderate	High
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	This option is considered to carry high risks as TGA may not be able to deliver the standard/quality of works within the current timeframe which may put the community at risk. This will also have the potential to lengthen the construction program of the whole project which will prolong the inconvenience to residents as well as motorists that commute on Tonkin Highway. Further intermittent closures of Dunstone Road of a shorter duration would however still be necessary in order to facilitate the remaining works.	

## FINANCIAL IMPLICATIONS

The following financial implications are applicable:

**Item 1:** Advertising and advising affected residents of the extension of Dunstone Road closure

**Asset Category:** N/A

**Source of Funds:** Municipal

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

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$800	-	-	-	-	-	\$6,600



## **STRATEGIC IMPLICATIONS**

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

Theme: Environment and Liveability

Goal E3: Improve the City's walking and cycling network and create safer streets.

## **CONCLUSION**

The recommended option for the closure extension will facilitate the construction of the Tonkin Gap Project whilst maintaining safe pedestrian and cyclists' access and not prolong the duration of this project.

Therefore, Council endorsement is sought for the extension of the full temporary road closure to vehicular traffic from 17 December 2021 to 1 March 2022.

**10.6 Sub Committee Reports**

Nil.

**11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN****11.1 Level Crossing Closure - Caledonian Avenue, Maylands**

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 Chief Executive Officer to write to the Minister for Transport and Planning, Hon. Rita Saffioti, MLA and the Member for Maylands, Lisa Baker, MLA, to express:**

- 1. The Council's strong opposition to the State Government's plan to block pedestrian and bike rider access across the railway reserve at Caledonian Avenue after the level crossing is permanently closed, and request that provision of such access be included in the plans, with a preference for a well-lit and safe underpass.**
- 2. Concerns regarding the traffic situation following the closure, noting that modifications to the road network are currently planned to be implemented after the closure, and request that, at the very least, the planned change to allow for a right turn from the Meltham Bridge onto Whatley Crescent (towards the City) is completed before the level crossing is closed.**

**MATERIAL FACTS**

In accordance with clause 5.3(3) of the City of Bayswater *Standing Orders Local Law 2018*, the Chief Executive Officer may provide relevant and material facts and circumstances pertaining to the notice of motion on such matters as policy, budget and law.

**OFFICER'S COMMENT**

On Wednesday, 25 August 2021, the Minister for Transport, Hon. Rita Saffioti, MLA, announced the permanent closure of the Caledonian Avenue Level Crossing in Maylands effective the first half of 2022.

The closure is necessary in preparation for the Forrestfield-Airport Link to commence operating next year and later followed by the Morley-Ellenbrook Line with the number of services to increase resulting in the boom gates being down for longer periods. The State Government has allocated \$15M as part of the 2021-22 Budget to upgrade key local roads and improve safety and traffic flow within the area.

The works will include:

- The removal of the level crossing and traffic lights at Caledonian Avenue;
- The upgrade of the intersection and installation of traffic signals at Guildford Road and Seventh Avenue;
- The upgrade of the intersection and pedestrian access at Guildford Road and Eighth Avenue;
- The upgrade and signalisation of the intersection at Whatley Crescent and Railway Parade (Hotham Bridge);
- The formalisation of two lanes of traffic in each direction on Whatley Crescent between Railway Parade and Garratt Road; and
- The lowering of speed limits along various roads around the Maylands Town Centre.

The location of these proposed works are depicted below:



The funding package was based on modelling outcomes for redistribution of traffic due to the level crossing removal and is to improve access, safety and place making in the Maylands Town Centre area. In addition to the above, the Public Transport Authority (PTA) is also updating their Train Station Access Strategy for all modes of transport for the Maylands Train Station.

Main Roads WA (MRWA) is currently undertaking the execution of this road improvement package, which includes design, consultation and construction of all the works. As part of the consultation phase of this project, MRWA have established a Community Reference Group which will provide input and feedback from the community that will enable the detailed design of each improvement location to be developed. The group is made up of various business owners and residents in the locality as well as members from the Maylands Business and Ratepayers Associations. The first meeting of the group was held on 3 November 2021.

The removal of the current level crossing would not only restrict vehicle access but also includes the removal of the existing at-grade pedestrian level crossing. The reasons for the removal of this crossing are in line with the level crossing closure which is based on the increased frequency and duration of the pedestrian crossing gates being closed due to the increase in train frequency. The removal of this crossing was also based on safety reasons as it will eliminate the interface between cyclists/pedestrians and trains.

The provision of a grade separated crossing whether it be an underpass or overpass for pedestrians and cyclists was not considered by PTA as their survey results indicated the pedestrian traffic crossing volume was insufficient to warrant such a crossing.

Notwithstanding the above, Main Roads WA is undertaking a high-level feasibility design to determine whether an underpass could be considered in, or near, the location of the current level crossing.

The feasibility design will consider aspects including current access and mobility standards, groundwater levels and the limitations of space within the road/rail reserve to help provide clarity on this option. The design aspect of this process is likely to be complete by late December 2021 with a cost estimate available by the end of January 2022.

One of the key road upgrades as part of the road improvement package was to install traffic signals at the intersection of Whatley Crescent and Railway Parade at the Hotham Road Bridge. These works include creating dual lanes and removing turning movement restrictions. The design is currently being progressed and the construction timeframe is estimated for 2023-24.

At the first Community Reference Group meeting that was held, the potential to stage the improvements at this intersection was raised. From this, Main Roads has committed to explore potential staging options with the intention to bring the delivery timeframe further forward.

### **LEGISLATIVE COMPLIANCE**

Nil.

### **FINANCIAL IMPLICATIONS**

It is not anticipated that there will be any financial implications as the road improvement works associated with the Caledonian Level Crossing are fully funded by the State Government.

### **STRATEGIC IMPLICATIONS**

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

- Theme: Environment and Liveability  
Goal E3: Improve the City's walking and cycling network and create safer streets.
- Theme: Vibrancy  
Goal V3: Activate the City's town and neighbourhood centres.  
Goal V4: Support businesses across the City to grow and thrive.

### **CONCLUSION**

Given Main Roads WA is currently undertaking a high-level feasibility design to determine whether an underpass could be considered in, or near, the location of the current level crossing, Council can write to the Minister for Transport and Planning, Rita Saffioti, and the Member for Maylands, Lisa Baker, MLA to show support for an underpass. It should be noted, however, that the construction and installation of such a facility will be dependent on the outcome of the feasibility design and the associated costs for such implementation.

Given the concerns on the timing of the implementation of the road improvement at the Whatley Crescent and Railway Parade (Hotham Road Bridge) have been raised with MRWA at the Community Reference Group Meeting, MRWA has already committed to explore potential staging options to bring forward the delivery timeline for this work.

As both of the matters outlined in the Notice of Motion are already underway, the preparation of additional correspondence to reinforce the Council's position may be appropriate.

### **VOTING REQUIREMENT**

Simple Majority Required

## 12 QUESTIONS FROM MEMBERS WITHOUT NOTICE

	Councillor / Question	Response / Action
	<b>Cr Catherine Ehrhardt, Deputy Mayor</b>	<b>Director Community and Development</b>
1	I've sent in emails about this and I'm still trying to follow up...several years ago, what we had for Biophilic design, thought it was going to be put into a report and brought back to Council and I'm still to receive any clarification as to where that has gone, if we're looking to put it in our local planning scheme. Can we be updated on that, please?	The City has been developing a sustainability policy, which incorporates a number of policies requested including, biophilic design, green roofs and walls, and black roofs. The policy was awaiting the outcome of the Environment and Liveability Strategy (ELF) to understand if there were other elements which should be incorporated in the policy. In light of the delay to the ELF, the Sustainability policy will be presented to the Planning Policy Committee in early 2022.
	<b>Cr Steven Ostaszewskyj</b>	<b>Director Works and Infrastructure</b>
2	This is on behalf of a ratepayer who was going to attend tonight but couldn't, so my question is regarding our tree canopy, and this is on her behalf. She would like to know, what is City's current canopy coverage, in terms of a percentage and is the City able to, or not is, can they please provide information on the canopy coverage, broken down into tree size? She gave an example of 10 metres and higher, what's the percentage of that? Between five and 10 metres, what's the percentage of that, and between one and five metres; she's just interested to know how that's broken down and if the City's able to provide that for a ratepayer, I think that'd be good to help her out and understand how our tree canopy's going.	The City is able to monitor this data through the LiDAR surveys undertaken on a three-yearly basis. The most recent survey was undertaken earlier this year and identified the canopy in the City above 3m was 14.5%. The City is investigating the ability to break this data down further into percentage of canopy by height.
	<b>Cr Catherine Ehrhardt, Deputy Mayor</b>	<b>Director Major Projects and Commercial Activities</b>
3	One more question about underground power. I'm aware that the Maylands ones is going through shortly, I'm just wondering if it's possible for the previous submissions that we've done for other areas in the City that were unsuccessful, and I don't want to cross any lines here, but is it possible for Council to look at previous areas that were previously submitted on?	A copy of the confidential submission has been provided to Councillors separately for their information.
	<b>Cr Georgia Johnson</b>	<b>Director Works and Infrastructure</b>
4	Can I get some clarification on the answer that was provided for a question that was asked at the last meeting; a question from Penny Lee about the classification of the Baigup Wetlands; I guess I want to know, what is the sequence of events and what the timeline is likely to be to have the Baigup Wetlands made into an A class reserve? What do we need to do? I don't quite understand the steps.	The City is in discussions with Department of Planning, Lands and Heritage regarding the potential transfer of this land to City management. The rezoning of the wetlands to 'Environmental Conservation' in lieu of public open space would be considered as part of the draft Local Planning Scheme (LPS) action to "Review potential areas of environmental significance and reserve them as either 'Environmental Conservation' or 'Public Open Space' under the local planning scheme, depending on their level of significance." Subject

		to the outcomes of the LPS review, the power to classify an area as 'A' class reserve sits with the State Government (through Parliament).
	<b>Cr Michelle Sutherland</b>	<b>Director Community and Development</b>
5	<p>After the elections, during the election period, one in the north ward, one question that came up a lot was the Noranda Nursery in terms of its lack of upkeep and overgrown weeds etc. and, some of the people that are staying there. I just wanted to know if there's going to be any tidy up that could happen maybe? I know it's private land; or if anyone could go and inspect the overgrown canopy and that sort of thing. I'm putting it out there in this forum; I don't know what can be done but I'm just saying that it is an issue with the locals around that area, including me.</p>	<p>The City's Environmental Health Branch have undertaken an inspection of the property and will pursue any issues regarding overgrown vegetation and rubbish with the property owner. The City officers visited the property and noted its current condition.</p> <p>The City will liaise further with the property owner in regards to cleaning-up the property and re-securing it to help prevent unauthorised entry.</p>
	<b>Cr Lorna Clarke</b>	<b>Director Major Projects and Commercial Activities</b>
6	<p>In relation to the Bayswater Train Station, a number of safety issues are still being raised, in particular around pedestrians and cyclists. I just wondered if there was anything else the City could do to improve the safety situation, particularly under the bridge and obviously up King William Street.</p>	<p>The City has installed hoops restricting cyclists at the Hamilton Street end of Whatley Crescent including signage requesting cyclists to dismount. The City along with Evolve Bayswater are looking at the installation of additional hoops near the chemist/newsagency and also mounting CCTV on the old Bendigo Bank building on Whatley Crescent (east). Evolve Bayswater have installed additional lighting towers near the newsagency and across from the IGA and looking at options for more permanent lighting installations.</p>
7	<p>The second question I've got is around Riverside Gardens and the fenced playground that's there. I've had a number of residents ask me when that might be due for an upgrade?</p>	<p>The Riverside Gardens Play Space is nearing the end of its useful life and is due for replacement. The condition of the equipment is good and is still fit-for-purpose, although the rubber softfall is failing and is likely to be replaced with either sand or play mulch in the coming months. It is anticipated that the current equipment has 2+ years use still remaining.</p> <p>Given the high community expectation around this play space, significant community engagement is being planned in order to inform its replacement from a community demand and expectation perspective. Following engagement and budget consideration (expected to be circa \$500,000) the replacement is anticipated to occur in the 2023-24 financial year.</p>
	<b>Cr Sally Palmer</b>	<b>Director Major Projects and Commercial Activities</b>
8	<p>I've been questioned by a lot of the ratepayers...in Robert Thompson (reserve), for a dog bowl type of drinking area, because people are putting down plastic containers as you know, and it doesn't work. If there's a dog bowl issue coming up, we've got it in Noranda</p>	<p>The City will be replacing the drinking fountain this financial year with an Arqua fountain and dog bubbler.</p>

	Nook, why can't we have it at Robert Thompson?	
9	Also, the hygiene situation in the parks around Noranda is getting pretty gross – we've got no bags, no yellow bags. They're biodegradable, they were shown off by the City a year or so ago; "We've got biodegradable bags, please use them", and there's none. And you know what happens when there's no bags? So if someone could see to it, as I've asked a few times and I haven't got anywhere, thanks.	<p><b>Director Works and Infrastructure</b></p> <p>The City is constantly working with the contractor to maintain high levels of service to residents. Recently, the City has increased the number of dog poo bags it orders to ensure no supply shortages for the contractor's staff who restock parks and reserves. The bags currently in the parks and reserves are the compostable (FOGO friendly) type. Currently, bins in parks and reserves are emptied and restocked with dog poo bags on either a weekly or fortnightly basis based on historical levels of use. The City is currently working with Cleanaway to verify on a site-by-site basis across the City, the collection frequency, the number and location of bins to be emptied as well as the number of dog poo corflute dispenser sites in each park/reserve. City officers recently conducted a spot audit of four parks in the North Ward, including Robert Thompson Reserve, Strutt Reserve, FJ Beales Reserve and Crimea Reserve. All sites had dog poo bags available and bins with capacity, however, it was also identified there was room for improvement at each site such as, the consistent provision of dog poo bags. These performance concerns have been raised with the City's contractor for rectification and will be followed up as part of standard operational contract management.</p>
	<b>Cr Catherine Ehrhardt, Deputy Mayor</b>	<b>Director Community and Development</b>
10	I've got concerns, not about Metronet but the on flow of activities from what's happening in the Bayswater town centre, not only for the Bayswater businesses, but Maylands businesses. I've been shopping over the last few days and the feedback from the residents there or the businesses has been the traffic on Whatley has been greatly reduced because of the road closure. I'm just wondering where we are with our marketing strategy – to see if that's going to be deployed for the town centre marketing to try and get people into our town centres because it seems to be directing traffic away at the moment from that thoroughfare. I think some of the businesses are hurting, certainly the ones I've been speaking to, along Eighth Avenue.	<p>As a part of the 2021/22 budget \$50,000 was allocated. In accordance with the breakdown of projects provided during the budget process this was primarily allocated to the development of a Visit section on the City's website, and collateral (images, videos etc.) for the website. A design for the Visit section is currently being finalised. In preparation for this new section, content and collateral is being prepared. The City has circulated a brief for photographers, preferably with a destination marketing/tourism background, to create the collateral for the Maylands town centre and its Visit section, with the other town centres to follow soon.</p> <p>In addition, a series of brand style guides are being developed for each of the town centres to guide promotional work, and to provide to businesses to help them use a consistent marketing style. These will be used to guide work on the website, social media, print media, and more.</p> <p>The draft brand style guide for Bayswater town centre has been prepared first in order to align with a revised proposal to State Government for funding to support the town centre during train station construction. This</p>

		<p>proposal is in its final draft stage.</p> <p>The draft brand style guides have also been used to redesign the town centre banners. It is anticipated that the new banners will go up either in the coming weeks or, subject to traffic management timeframes and approvals from Main Roads, when the Christmas banners come down.</p> <p>Finally, as a part of the Economic Recovery workshops businesses wanted more information on the Destination Marketing Strategies. The City will be holding a workshop in late November to go through the Strategies and brand style guides in detail with businesses. Further information about the workshop will be provided once it has been finalised.</p>
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## 12.2 Question From Members Without Notice



**13 NEW BUSINESS OF AN URGENT NATURE****14 MEETING CLOSED TO THE PUBLIC****14.1 Matters For Which The Meeting May Be Closed****14.1.1 Golf Course Management**

<b>Responsible Branch:</b>	Project Services
<b>Responsible Directorate:</b>	Major Projects and Commercial Activities
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority

**REASON FOR CONFIDENTIALITY**

*Item 14.1.1 Golf Course Management is a CONFIDENTIAL REPORT in accordance with section 5.23(2) of the Local Government Act 1995 (WA), which permits the meeting to be closed to the public for the business relating to:*

- (e) a matter that if disclosed, would reveal —*
  - (ii) information that has a commercial value to a person; or*

**OFFICER'S RECOMMENDATION**

**That the recommendation as contained in the “Confidential Report” be adopted.**

**14.1.2 Proposed Termination of Lease - Bayswater Sports Club - Upper Hillcrest Reserve**

<b>Owner:</b>	City of Bayswater
<b>Responsible Branch:</b>	Building Works
<b>Responsible Directorate:</b>	Works and Infrastructure
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Refer:</b>	Item 15.2.1: 23.04.2013

**REASON FOR CONFIDENTIALITY**

*This is a CONFIDENTIAL REPORT in accordance with section 5.23(2) of the Local Government Act 1995 (WA), which permits the meeting to be closed to the public for the business relating to:*

- “(e) a matter that if disclosed, would reveal —*  
*(iii) information about the business, professional, commercial or financial affairs of a person...”*

**OFFICER'S RECOMMENDATION**

**That the recommendation as contained in the “Confidential Report” be adopted.**

**14.2      Public Reading Of Resolutions That May Be Made Public**

**15        CLOSURE**